



Contra  
Costa  
County

To: Board of Supervisors  
From: David Twa, County Administrator  
Date: January 21, 2014

Subject: 2013 Annual Report for the Finance Committee

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**RECOMMENDATION(S):**

RECEIVE 2013 Annual Report submitted by the Finance Committee.

**FISCAL IMPACT:**

No fiscal impact. This is an informational report only.

**BACKGROUND:**

On December 13, 2011, the Board of Supervisors adopted Resolution No. 2011/497, which requires that each regular and ongoing board, commission, or committee shall annually report to the Board of Supervisors on its activities, accomplishments, membership attendance, required training/certification (if any), and proposed work plan or objectives for the following year. The attached report fulfills this requirement for the Finance Committee.

All Finance Committee reports from 2009 onward and attachments can be found on the County website at <http://ca-contracostacounty.civicplus.com/index.aspx?NID=2286>.

In 2013, the Finance Committee received reports and/or made recommendations to the Board of Supervisors concerning issues related to:

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☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY  
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD  
COMMITTEE

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Action of Board On: **01/21/2014** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II  
Supervisor  
Mary N. Piepho, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: January 21, 2014

David Twa, County Administrator and Clerk of the Board of Supervisors

Contact: Lisa Driscoll, County  
Finance Director 925-228-4188

By: Stephanie L. Mello, Deputy



## BACKGROUND: (CONT'D)

- ◆ Community Development Block Grant (CDBG) Funding for economic development and infrastructure/public facilities;
- ◆ Methodology for Interest Calculations on Construction Deposits;
- ◆ Establishing and Funding a Capital Renewal Fund for Facility Maintenance and Replacement;
- ◆ Real Estate Asset Management Plan (RAMP) Annual Report and Policy;
- ◆ Regular Capital Facility Updates and Specific Building Projects Including the Sheriff-Coroner Administration Central County Office;
- ◆ Specific On-Call Differentials for Unrepresented Management Positions;
- ◆ Single Audit;
- ◆ Changing the Community Development Block Grant Funding Cycles to Coincide with the Five-year Consolidated Plan;
- ◆ Special Revenues Administered by the Board of Supervisors (Livable Communities Trust Fund, Child Care Affordability Fund, CCCFutures Fund);
- ◆ Policy Governing the Use of Special Revenues; and
- ◆ Proposal to Initiate a Voter Education and Information Pilot Program to Create Opportunities for the Public to Become More Informed, Award, and Involved with Current Civic Issues and to Foster a Culture of Civic Responsibility and Engagement.

At year end, the Finance Committee had pending referrals on:

- ◆ Continuing to develop strategic priorities to guide the budget development process including defining core services;
- ◆ Continuing to evaluate funding priorities for FLIP;
- ◆ Continuing to implement and evaluate the Real Estate Asset Management Plan (RAMP); and
- ◆ Continuing to review and update the binder on Special Revenues Administered by the Board of Supervisors.

## CONSEQUENCE OF NEGATIVE ACTION:

The committee will not be in compliance with Resolution No. 2011/497.

## CHILDREN'S IMPACT STATEMENT:

None.