



**Contra  
Costa  
County**

To: Contra Costa County Fire Protection District Board of Directors  
From: Lewis T. Broschard III, Chief, Contra Costa Fire Protection District  
Date: June 11, 2019

Subject: Appropriation and Revenue Adjustment - Fire District Station Construction Projects

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**RECOMMENDATION(S):**

APPROVE Appropriation and Revenue Adjustment No. 5088 authorizing revenue in the amount of \$2,378,000 from CCCFPD General Operating Fund Balance and appropriating it in the Contra Costa County Fire Protection District (7300) for Fire Station 16 and Fire Station 70 capital construction projects.

**FISCAL IMPACT:**

100% CCCFPD General Operating Fund Balance. The Contra Contra County Fire Protection District will continue to meet its 10% reserve requirement. Any appropriated, unused funds will be returned to fund balance at the conclusion of this fiscal year.

**BACKGROUND:**

The Contra Costa County Fire Protection District (District) is currently finishing construction of Fire Station 16 in the City of Lafayette. Construction was originally scheduled to be completed in fiscal year 2018-19. The target completion date now August 1, 2019. Development impact fees have been exhausted in the Capital Outlay Fund, and the District will need to complete this project with General Operating Fund reserves. The District estimates needing to use approximately \$2.2 million in reserves to complete this

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY  
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD  
COMMITTEE

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Action of Board On: **06/11/2019** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, Director  
Candace Andersen, Director  
Diane Burgis, Director  
Karen Mitchoff, Director  
Federal D. Glover, Director

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: June 11, 2019

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

Contact: Jackie Lorrekovich, Chief  
Admin Svcs (925) 941-3300

By: Jami Napier, Deputy

cc:

project.

### BACKGROUND: (CONT'D)

Additionally, construction has begun on the new Fire Station 70 in the City of San Pablo. The approximate cost of that project is \$13.5 million. The City of San Pablo will reimburse the District for \$4.5 million in project costs. The remaining construction costs will come from the District reserves.

The District has a 10% Reserve Policy. Currently, reserves far exceed the required 10%. In previous discussions with County Administrator staff, there was consensus to complete Fire Station 16 and fund the District portion of construction costs for Fire Station 70 from reserves. As part of the preliminary budget adoption process for 2019-20, the District requested the establishment of a capital construction fund for current and future major construction projects, to include Fire Stations 70, 86, and 9. Effective July 1, 2019, the Fire Station 70 construction project will be moved to the new capital construction fund.

### CONSEQUENCE OF NEGATIVE ACTION:

This action is needed to balance the District's 2018-19 capital budget.

### CLERK'S ADDENDUM

**Meeting adjourned at 1:39 p.m.**

### ATTACHMENTS

TC24/27 AP #5088