



**Contra  
Costa  
County**

To: Board of Supervisors

From: John Kopchik, Director, Conservation & Development Department

Date: September 10, 2019

Subject: Annual Team Building Event

### **RECOMMENDATION(S):**

1. AUTHORIZE the Director of the Department of Conservation and Development to enter into a rental agreement indemnifying the City of Martinez from liability in connection with the use of Rankin Park for the annual department team building event on Thursday, September 26, 2019.
2. AUTHORIZE early closure of the three Application and Permit Centers operated by the Department of Conservation and Development from 3:00 - 5:00 p.m. on that date to allow employees to attend the team building event.

### **FISCAL IMPACT:**

None to the General Fund. The rental fee for this event of \$240.00 will be funded by Department of Conservation and Development Land Development Fund. Cost of food served at the event will be covered by voluntary contributions of employees.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/10/2019** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

#### **VOTE OF SUPERVISORS**

AYE: Candace Andersen, District II  
Supervisor  
Diane Burgis, District III  
Supervisor  
Karen Mitchoff, District IV  
Supervisor  
Federal D. Glover, District V  
Supervisor

ABSENT: John Gioia, District I  
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: September 10, 2019

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

By: Stephanie Mello, Deputy

Contact: John Kopchik, 925  
674-7819

cc:

### BACKGROUND:

The Department of Conservation and Development holds an annual team building event for employees to recognize accomplishments, foster inter-divisional cooperation and build camaraderie within the department. All staff are encouraged to attend but not required to do so. Those who do not attend will continue to perform ordinary work duties under guidance from supervisors.