



**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: December 17, 2019

Subject: Appropriation and Revenue Adjustment - Fire Station Construction Projects

---

**RECOMMENDATION(S):**

Acting as the Governing Board of the Contra Costa County Fire Protection District, APPROVE Appropriation and Revenue Adjustment No.005023 authorizing new revenue in the amount of \$3,500,000, from Contra Costa County Fire Protection District fund balance, and appropriating it in the CCCFPD Capital Construction Fund to fund the construction of a new Fire Station 70 in San Pablo and the initial planning and design phases of fire station construction projects in Pacheco and at Buchanan Field Airport in Concord.

**FISCAL IMPACT:**

100% CCCFPD General Operating Fund Reserves. The District will continue to meet its Board-approved policy to maintain General Fund reserves in an amount not less than 10% of budgeted expenditures.

---

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY  
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD  
COMMITTEE

---

Action of Board On: **12/17/2019** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
 Candace Andersen, District II Supervisor  
 Diane Burgis, 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: December 17, 2019

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

Contact: Jackie Lorrekovich, Chief,  
 Administrative Services (925) 941-3300

By: Stacey M. Boyd, Deputy

cc:

## BACKGROUND:

The Contra Costa County Fire Protection District (District) has broken ground on a 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 District reserves. The District has a 10% General Fund Reserve Policy. Currently, reserves far exceed the required 10%. In previous discussions with CAO staff, there was consensus to fund the construction costs for Fire Station 70 from reserves.

Initial planning and design is underway for a new Fire Station 86 in Bay Point and a new Fire Station 9 at the Buchanan Field Airport in Concord. These construction projects will likely require external funding.

As part of the FY 2019-20 preliminary budget adoption process, 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. The District requested to transfer \$10 million in General Fund reserves to the new capital construction fund to complete Fire Station 70 and begin planning and design work on Fire Station 86 and Fire Station 9.

On July 9, 2019, the District Board of Directors adopted Resolution No. 2019/1 establishing the "CCCFPD Capital Construction Fund" within the County Treasury. The Board also authorized the County Auditor-Controller to transfer \$10 million from the CCCFPD General Operating Fund (Fund No. 202000) to the new CCCFPD Capital Construction Fund (Fund No. 202500).

This action today authorizes the appropriation of a portion of those funds for following project costs during fiscal year 2019-20:

- Fire Station 70 Construction

- Fire Station 9 Initial Planning and Design

- Fire Station 86 Initial Planning and Design

## CONSEQUENCE OF NEGATIVE ACTION:

The Fire Station 70 construction project has been approved by the Board and is currently underway. This action appropriates funds to the project for the current fiscal year. This action also allows for some planning and design expenditures for a new Fire Station 9 and a new Fire Station 86.

## ATTACHMENTS

TC24/27 AP005023