

CONTRA COSTA COUNTY

BOARD CHAMBERS, 1025 ESCOBAR STREET
MARTINEZ, CA 94553



AGENDA

Tuesday, December 5, 2023

9:00 AM

BOARD OF SUPERVISORS

Supervisor John Gioia, District I
Supervisor Candace Andersen, District II
Supervisor Diane Burgis, District III
Supervisor Ken Carlson, District IV
Supervisor Federal D. Glover, District V

Clerk of the Board (925) 655-2000
clerkoftheboard@cob.cccounty.us

The public may attend the Board meeting in person and remotely via call-in or Zoom. Board meetings are televised live on Comcast Cable 27, ATT/U-Verse Channel 99, and WAVE Channel 32, and can be seen live online at www.contracosta.ca.gov. Meetings of the Board are closed-captioned in real time.

Persons who wish to address the Board during public comment or with respect to an item on the agenda may comment in person or may call in during the meeting by dialing 888-278-0254 followed by the access code 843298#. A caller should indicate they wish to speak on an agenda item by pushing "#2" on their phone. Persons who wish to address the Board in person should complete the form provided for that purpose. Access via Zoom is also available using the following link: <https://cccounty-us.zoom.us/j/87344719204>. Those participating via Zoom should indicate they wish to speak on an agenda item by using the “raise your hand” feature in the Zoom app. To provide contact information, please contact Clerk of the Board at clerkoftheboard@cob.cccounty.us or call 925-655-2000. A Spanish language interpreter is available to assist Spanish-speaking callers. If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the Board will continue the meeting in person without remote access.

Public comments generally will be limited to two minutes per speaker. In the interest of facilitating the business of the Board, the total amount of time that a member of the public may use in addressing the Board on all agenda items is 10 minutes. Your patience is appreciated.

A lunch break or closed session may be called at the discretion of the Board Chair. Staff reports related to open session items on the agenda are also accessible online at www.contracosta.ca.gov.

1. CALL TO ORDER; ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. CLOSED SESSION

A. CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code § 54957.6)

1. Agency Negotiators: Monica Nino.

Employee Organizations: Public Employees Union, Local 1; AFSCME Locals 512 and 2700; California Nurses Assn.; SEIU Locals 1021 and 2015; District Attorney Investigators’ Assn.; Deputy Sheriffs Assn.; United Prof. Firefighters I.A.F.F., Local 1230; Physicians’ & Dentists’ Org. of Contra Costa; Western Council of Engineers; United Chief Officers Assn.; Contra Costa County Defenders Assn.; Contra Costa County Deputy District Attorneys’ Assn.; Prof. & Tech. Engineers IFPTE, Local 21; and Teamsters Local 856.

2. Agency Negotiators: Monica Nino.

Unrepresented Employees: All unrepresented employees.

B. PUBLIC EMPLOYMENT (Gov. Code, § 54957)

Title: Animal Services Director

C. PUBLIC EMPLOYMENT (Gov. Code, § 54957)

Title: Public Works Director

4. Inspirational Thought-

“From home to home, and heart to heart, from one place to another. The warmth and joy of the holiday season brings us closer to each other.”—Emily Matthews, author

5. **CONSIDER CONSENT ITEMS (Items listed as C.1 through C.61 on the following agenda) – Items are subject to removal from Consent Calendar by request of any Supervisor. Items removed from the Consent Calendar will be considered with the Discussion Items.**

6. **PRESENTATIONS**

PR.1 PRESENTATION recognizing the 78th Anniversary of National Disability Month. (Supervisor Gioia)

7. **DISCUSSION ITEMS**

D.1 HEARING to consider adopting Resolution No. 23-627, amending the General Plan by adopting the revised 6th Cycle housing element for the planning period of 2023-2031, making related findings, and taking related actions under the California Environmental Quality Act, as recommended by the County Planning Commission. (Maureen Toms, Conservation and Development Department) (Continue to December 12, 2023 at 9:00 a.m.)

D.2 ACCEPT the Equal Employment Opportunity 2023 Outreach Report and Recruitment Plans, reflecting departmental and County outcomes to reaching underrepresented groups within the workforce, as recommended by the Equity Committee. (Antoine Wilson, EEO Officer) (Continued from November 28, 2023) [23-889](#)

Attachments: [2023 EEO OUTREACH AND RECRUITMENT REPORT](#)
[2023 CCC EEO Outreach and Recruitment Report](#)

D.3 HEARING to adopt Ordinance No. 2023-20 amending Ordinance No. [ORD 2023-20](#) 2022-30, the Tri-Valley Transportation Development Area of Benefit Fees ordinance, to revise the timing of the cost of living index period used to annually adjust transportation mitigation fees, Alamo area. (Joe Smithonic, Public Works Department)

Attachments: [Ordinance 2023-20.pdf](#)
[Ordinance 2022-30.pdf](#)
[JEPA .pdf](#)

- D.4** HEARING to consider approving the Ron Nunn Farms Rezone and Land Conservation Contract Project located on Marsh Creek Road in the Brentwood area, including adoption of a rezoning ordinance, approval of a lot line adjustment, ADOPT Resolution No. 23-629 to alter the boundaries of an existing agricultural preserve and approve a new land conservation contract, and take related actions under the California Environmental Quality Act, as recommended by the County Planning Commission. (Ron E. Nunn – Applicant/Owners) (Daniel Barrios, Department of Conservation and Development) [RES 23-629](#)

Attachments: [Attachment A - AP19-0005 RZ20-3257 Findings](#)
[Attachment B - Ordinance 2023-01 RZ203257](#)
[Attachment C - LL19-0001 Maps & Legal Describing](#)
[Attachment D - Land Conservation Contract No. AP19-0005](#)
[Attachment E - Parcel Maps](#)
[Attachment F - General Plan](#)
[Attachment G - Zoning](#)
[Attachment H - Aerial Photo](#)

D.5 CONSIDER consent item previously removed.

D.6 PUBLIC COMMENT (2 Minutes/Speaker)

D.7 CONSIDER reports of Board members.

8. ADJOURN in memory of Alice Aceves, retired Contra Costa County employee

9. CONSENT CALENDAR

Airports

- C.1.** RECEIVE and ACCEPT the 2023 Annual Report submitted by the Aviation Advisory Committee. (No fiscal impact) [23-1031](#)

Attachments: [AAC 2023 Annual Report.pdf](#)

Agriculture/Weights and Measures

- C.2.** APPROVE and AUTHORIZE the Agricultural Commissioner, or designee, to execute a contract with the California Department of Food and Agriculture to reimburse the County in an amount not to exceed \$62,420 for regulatory compliance and enforcement activities related to the Sudden Oak Death Program for the period July 1, 2023 through June 30, 2024. (100% State) [23-1032](#)

- C.3. APPROVE and AUTHORIZE the Agricultural Commissioner, or designee, to execute a contract with the California Department of Food and Agriculture to reimburse the County in an amount not to exceed \$119,294 for regulatory compliance and enforcement activities related to the Oriental Fruit Fly Quarantine Response project for the period September 6, 2023, through June 30, 2024. (100% State) [23-1033](#)

Animal Services

- C.4. RATIFY the Animal Services Director's execution of a contract amendment with Sage Veterinary Centers, L.P., dba Veterinary Services, to increase the payment limit by \$450,000 to a new payment limit of \$600,000 for continued veterinary services and extend the term through June 30, 2024. (100% General Fund) [23-1034](#)
- C.5. APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute, on behalf of the Animal Services Director, a blanket purchase order amendment with MWI Veterinary Supply Co., to increase the payment limit by \$805,000 to a new payment limit of \$1,000,000, and extend the term through June 30, 2025, for veterinary pharmaceutical supplies and chemicals. (100% General Fund) [23-1035](#)

Board of Supervisors

- C.6. ACCEPT the 2023 Kensington Municipal Advisory Council Annual Report. [23-1036](#)
- Attachments:** [2023kensingtonmunicipaladvisorycouncilannualreport](#)

Clerk of the Board

- C.7. ADOPT Resolution No. 23-630 recognizing the 40th Anniversary of the San Ramon Chamber of Commerce. [RES 23-630](#)
- C.8. ADOPT Resolution No. 23-631 acknowledging the 75th Anniversary of the Contra Costa Community College District, as recommended by Supervisor Gioia. [RES 23-631](#)
- C.9. ACCEPT the resignation of Wendell Snyder, DECLARE a vacancy in the DIstrict IV Seat on the In-Home Supportive Services Public Authority Advisory Committee for a term ending March 6, 2024, and DIRECT the Clerk of the Board to post the vacancy. [23-1037](#)
- C.10. REAPPOINT Dr. Cío Hernández to the District I First 5 Contra Costa Children and Families Commission for a term ending on October 17, 2026, as recommended by Supervisor Gioia. [23-1038](#)

Conservation & Development

- C.11. ADOPT Resolution No. 23-632 to approve and authorize the Conservation and Development Director, or designee, to participate as a partner for a grant request in an amount not to exceed \$1,600,000 from the California Strategic Growth Council, Regional Climate Collaborative Grant Program, for establishing the Contra Costa Resilient Shoreline Coalition that will develop actionable, specific plans to inform sea level rise resilience and adaptation in Contra Costa County. (No County match) [RES 23-632](#)
- C.12. ADOPT Resolution No. 23-633, authorizing the Conservation and Development Director or designee, for a period of five years, to submit grant applications to the California Department of Resources Recycling and Recovery (CalRecycle) and execute all grant documents necessary to secure grant funds and implement approved grant projects; RATIFY a November 14, 2023 application submittal by the Conservation and Development Director to, and APPROVE a grant agreement with, CalRecycle for a \$303,958 Local Assistance Grant to fund activities required for County compliance with regulations adopted under Senate Bill 1383 (2016) pertaining to organic waste collection and edible food recovery. (100% State, no County match) [RES 23-633](#)

Attachments: [Resolution No 2016-20](#)
[Grant Application Agreement](#)

County Administration

- C.13. INTRODUCE Ordinance No. 2023-21 to amend the County's local bid preference program to give local vendors who submit a bid for supplies, materials and/or equipment that is within seven percent of the lowest responsive bid the option to submit a new bid that is less than or equal to the lowest responsive bid; WAIVE reading; and FIX December 12, 2023, as the date for adoption, as recommended by the County Administrator. (No fiscal impact) [ORD 2023-21](#)

Attachments: [Ordinance 2023-21 Local Bid Preference](#)

County Counsel

- C.14. APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the County Counsel, a purchase order with R-Computer in the amount not to exceed \$6,162 and an Adobe End User License Agreement for the period December 20, 2023, through December 19, 2024 for Adobe Cloud Acrobat Pro Licenses. (80% General Fund 20% Tort Liability Trust Fund) [23-1039](#)

- C.15. RESCIND and SET ASIDE the Board of Supervisors' July 13, 2021 certification of the environmental impact report and land use approvals for the Tassajara Parks Project in the Tassajara Valley area; ADOPT Ordinance No. 2023-22, rescinding an ordinance that approved a development agreement for the Tassajara Parks Project; ADOPT Ordinance No. 2023-23, rescinding an ordinance that rezoned land in the Tassajara Valley area for the Tassajara Parks Project; and take related actions. [23-1041](#)

Attachments: [Ordinance No. 2023-22](#)
[Ordinance No. 2023-23](#)
[Resolution setting aside approvals.pdf](#)

Employment & Human Services

- C.16. APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to apply for and accept Transitional Housing Program Round 5, Transitional Housing Program Plus Supplemental Round 3, and Housing Navigation Maintenance Program Round 2 funding in a total amount not to exceed \$869,095 from the California State Department of Housing and Community Development for the date of the grant award through June 30, 2026. (100% State) [23-1040](#)

Health Services

- C.17. APPROVE and AUTHORIZE the Health Services Director or designee to execute a written Guaranty required by the State Department of Health Care Services to allow Contra Costa Health Plan to serve as the single local plan for Medi-Cal managed care enrollees in the County. (Non-financial) [23-1042](#)

- C.18. ADOPT Position Adjustment Resolution No. 26249 to add 12 Primary Care Provider - Exempt (unrepresented) positions in the Contra Costa Health Department. (100% Hospital Enterprise Fund I) [23-761](#)

Attachments: [P300-26249](#)

- C.19. ADOPT Position Adjustment Resolution No. 26247 to add eight (8) (represented) positions in various classifications for the Alcohol and Other Drugs Services Division in the Contra Costa Health Department (86% Opioid Settlement funds;14% Proposition 64 Elevate Youth funds) [23-1043](#)

Attachments: [P300-26247](#)
[P300-26247-Attachment A.](#)

- C.20.** ADOPT Position Adjustment Resolution No. 26250 to transfer one (1) vacant full-time Mental Health Clinical Specialist (represented) position from the Alcohol and Other Drugs Division to the Behavioral Health Division in the Contra Costa Health Department (100% Mental Health Realignment) [23-1044](#)
- Attachments:** [P300-26250.doc](#)
- C.21.** ADOPT Resolution 23-635 to defer, until January 1, 2026, implementation of changes made by Senate Bill 43 to the Lanterman-Petris-Short Act, as recommended by the Health Services Director. (No fiscal impact) [RES 23-635](#)
- C.23.** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County a contract with Nazak Mozaffarieh, O.D., Inc. (dba Eyes & Smiles Optometry), in an amount not to exceed \$900,000, to provide optometry services for Contra Costa Health Plan members for the period December 31, 2023 through December 31, 2026. (100% Contra Costa Health Plan Enterprise Fund II) [23-1045](#)
- C.24.** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Health Management Associates, Inc., in an amount not to exceed \$768,784 to provide consultation and technical assistance to the Contra Costa Health Plan for the period October 23, 2023 through October 22, 2024. (100% Contra Costa Health Plan Enterprise Fund II) [23-1046](#)
- C.25.** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Brighter Beginnings, effective December 1, 2023, to increase the payment limit by \$100,000 to a new payment limit of \$1,300,000 to provide additional CalAIM outreach services with no change in the term ending September 30, 2026. (100% Contra Costa Health Plan Enterprise Fund II) [23-1047](#)
- C.26.** APPROVE AND AUTHORIZE the Purchasing Agent, or designee, to purchase, on behalf of the Health Services Director, transportation and food vouchers totaling an amount not to exceed \$25,000 for low-income clients served by the HIV/AIDS and STD Program. (100% Housing Opportunities for Persons With AIDS funds) [23-1048](#)
- C.27.** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Arman Serebrakian, M.D., in an amount not to exceed \$600,000 to provide otolaryngology services to Contra Costa Health Plan members for the period January 1, 2024 through December 31, 2026. (100% Contra Costa Health Plan Enterprise Fund II) [23-1049](#)

- C.28.** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with William W. Chen, M.D., Medical Corporation, in an amount not to exceed \$900,000 to provide primary care physician services to Contra Costa Health Plan members for the period January 1, 2024 through December 31, 2026. (100% Contra Costa Health Plan Enterprise Fund II) [23-1050](#)
- C.29.** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with InfoImage of California, Inc., in an amount not to exceed \$350,000 to provide patient billing services at Contra Costa Regional Medical Center and Health Centers for the period January 1, 2024 through December 31, 2025. (100% Hospital Enterprise Fund I) [23-1051](#)
- C.30.** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with PH Senior Care, LLC (dba Pleasant Hill Oasis), in an amount not to exceed \$1,285,824, to provide augmented board and care services for mentally ill older adults for the period December 1, 2023 through November 30, 2024. (73% Mental Health Realignment; 24% Mental Health Services Act; 3% County General Fund) [23-1052](#)
- C.31.** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Reach Air Medical Services, LLC, to provide air ambulance patient transport services for the period January 1, 2024 through December 31, 2025. (Non-financial) [23-1053](#)
- C.32.** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with John Muir Health (dba John Muir Medical Center – Walnut Creek Campus), to be designated as a Primary Stroke Center for the period January 1, 2024 through December 31, 2026. (Non-financial) [23-1054](#)
- C.33.** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with John Muir Health (dba John Muir Medical Center – Concord Campus), to be designated as a Primary Stroke Center for the period January 1, 2024 through December 31, 2026. (Non-financial) [23-1055](#)
- C.34.** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a novation contract with Bay Area Community Services, Inc., in an amount not to exceed \$1,149,424 to provide mental health outreach and support services for the period July 1, 2023 through June 30, 2024. (62% Substance Abuse and Mental Health Services Administration; 25% Mental Health Services Act; 13% Project for Assistance in Transition from Homelessness Grant) [23-1056](#)

- C.35.** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with UCSF-Division of Pediatric Rehabilitation Medicine, to extend the term from December 31, 2023 to December 31, 2025, to continue providing physical therapy and medically related services to physically disabled children in County facilities throughout Contra Costa County. (Non-financial) [23-1057](#)
- C.36.** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Kaiser Foundation Hospitals (dba Kaiser Permanente – Walnut Creek), to be designated as a Primary Stroke Center for the period January 1, 2024 through December 31, 2026. (Non-financial) [23-1058](#)
- C.37.** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Kaiser Foundation Hospitals (dba Kaiser Permanente – Antioch), to be designated as a Primary Stroke Center for the period January 1, 2024 through December 31, 2026. (Non-financial agreement) [23-1059](#)
- C.38.** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Kaiser Foundation Hospitals (dba Kaiser Permanente – Richmond), to be designated as a Primary Stroke Center for the period January 1, 2024 through December 31, 2026. (Non-financial) [23-1060](#)
- C.39.** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with San Ramon Regional Medical Center, LLC, to be designated as a Primary Stroke Center for the period January 1, 2023 through December 31, 2026. (Non-financial agreement) [23-1061](#)
- C.40.** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Thomas J. Mampalam, M.D., A Professional Corporation, in an amount not to exceed \$300,000 to provide neurosurgery services to Contra Costa Health Plan members for the period January 1, 2024 through December 31, 2026. (100% Contra Costa Health Plan Enterprise Fund II) [23-1062](#)
- C.41.** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with West Coast Kidney Institute, in an amount not to exceed \$4,000,000, to provide nephrology services to Contra Costa Health Plan members for the period January 1, 2024 through December 31, 2025. (100% Contra Costa Health Plan Enterprise Fund II) [23-1063](#)

- C.42.** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, a contract amendment with Blue Cross of California Partnership Plan, Inc. (dba Anthem Blue Cross), to increase the amount payable to the County by \$343,000 to a new amount of \$993,000 for the Housing and Homelessness Incentive Program to support homeless services through December 31, 2023. (No County match) [23-1064](#)
- C.43.** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with the City of Richmond, to pay County an amount not to exceed \$1,430,639 to provide homeless outreach services under the Coordinated Outreach, Referral and Engagement Program for the period July 1, 2023 through June 30, 2026. (No County match) [23-1065](#)
- C.44.** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a grant agreement with the City of Walnut Creek, to pay County an amount not to exceed \$15,000 for the Coordinated Outreach, Referral and Engagement Program to provide homeless outreach services for the period July 1, 2023 through June 30, 2024. (No County match) [23-1066](#)
- C.45.** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with La Cheim School, Inc. (dba La Cheim Behavioral Health Services), in an amount not to exceed \$7,500,000 to provide behavioral health services for partial hospitalization programs and intensive outpatient programs for Contra Costa Health Plan members for the period October 1, 2023 through September 30, 2026. (100% Contra Costa Health Plan Enterprise Fund III) [23-1067](#)
- C.46.** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Integrated Pain Management Medical Group, Inc., effective October 1, 2023, to increase the payment limit by \$500,000 to a new payment limit of \$1,722,800 to provide additional chronic pain and opioid treatment, neurology and orthopedic surgery services with no change in the term ending November 30, 2024. (100% Contra Costa Health Plan Enterprise Fund II) [23-1068](#)
- C.47.** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Lee A. Shratter, M.D., effective December 1, 2023, to increase the payment limit by \$420,000 to a new payment limit of \$2,400,000 to provide additional radiology services with no change in the term ending December 31, 2025. (100% Hospital Enterprise Fund I) [23-1069](#)

- C.48. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Olympus America Inc., in an amount not to exceed \$386,976 to provide preventative maintenance and repair services for endoscopic equipment at Contra Costa Regional Medical and Health Centers for the period September 21, 2023 through September 20, 2026. (100% Hospital Enterprise Fund I) [23-1070](#)

Human Resources

- C.49. ADOPT Position Adjustment Resolution No. 26246 to add one Principal Appraiser (represented) and cancel one vacant Supervising Appraiser (represented) in the Assessor's Office. (100% General Fund) [23-1071](#)

Attachments: [P300 Add DADC and Cancel DAHC.docx](#)

Library

- C.50. APPROVE clarification of Board action of November 7, 2023 (C.77), to correct the closure date from Tuesday, November 21st to Friday, November 24th, 2023 pertaining to the Prewett Library in Antioch, as recommended by the County Librarian. (No fiscal impact) [23-1072](#)

Probation/Reentry and Justice

- C.51. ACCEPT the 2023 Advisory Body Annual Report for the Juvenile Justice Coordinating Council, as recommended by the Chief of Probation. (No fiscal impact) [23-1073](#)

Attachments: [2023 Advisory Body Annual Report for Juvenile Justice Coordinating Council.pdf](#)

- C.52. APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute a purchase order in the amount of \$1,500,000 with Sysco Food Service, Inc., for the purchase of food and food service related items for youth at Juvenile Hall for the period of January 1, 2024, through December 31, 2026. (100% General Fund) [23-1074](#)

- C.53. APPROVE and AUTHORIZE the County Probation Officer, or designee, to execute a contract amendment with RDA Consulting, to extend the term date to June 30, 2024 for project management and consulting services, with no change to the payment limit. (100% State) [23-1075](#)

- C.54. APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute a purchase order with The Save Mart Companies, on behalf of the Probation Department for 500 \$50 Save Mart Companies gift cards totaling \$25,000 to provide support for Probation clients. (100% State) [23-1076](#)

Public Works

- C.55.** APPROVE and AUTHORIZE the Public Works director, or designee, to execute a contract amendment with The Ratcliff Architects, to increase the payment limit by \$1,000,000 to a new payment limit of \$1,750,000 for on-call architectural services with no change to the term, Countywide. (100% Various Funds) [23-1077](#)
- C.56.** APPROVE clarification of Board action of October 24, 2023, (23-733) with Beam Global, a corporation to correct the funding sources, with no change in the payment limit of \$900,000 for the procurement of Electric Vehicle Autonomous Renewal Chargers for the period of November 1, 2023 through October 31, 2026. (57% Measure X Funds and 43% User Fees) [23-1078](#)
- Attachments:** [Staff Report](#)
- C.57.** ADOPT Resolution No. 23-636 accepting for recording purposes only an Offer of Dedication for Road Purposes, for development plan permit DP20-03011, for a project being developed by Alves Lane, L.P., as recommended by the Public Works Director, Bay Point area. (No fiscal impact) [RES 23-636](#)
- Attachments:** [Recordable Resolution.pdf](#)
[Offer of Dedication - Road Purposes.pdf](#)
- C.58.** ADOPT Resolution No. 23-637 accepting a Relinquishment of Abutter's Rights, for development plan permit DP20-03011, for a project being developed by Alves Lane, L.P., as recommended by the Public Works Director, Bay Point area. (No fiscal impact) [RES 23-637](#)
- Attachments:** [Recordable Resolution.pdf](#)
[Relinquishment of Abutter's Rights.pdf](#)
- C.59.** ADOPT Traffic Resolution No. 2023/4535 to prohibit stopping, standing, or parking on a portion of Center Avenue, as recommended by the Public Works Director, Pacheco area. (No fiscal impact) [23-1079](#)
- Attachments:** [Traffic Resolution 2023/4535](#)

Risk Management

- C.60.** APPROVE and AUTHORIZE the Director of Risk Management, or designee, to execute a contract amendment with Contra Costa County Schools Insurance Group to increase the payment limit by \$220,000 to a new payment limit of \$430,410 and extend the term through December 31, 2024 to continue performing medical billing reviews. (100% Workers' Compensation Internal Service Fund) [23-1080](#)
- C.61.** DENY claims filed by Olivia Alvarez and Wendy Joyce Hall. [23-1081](#)

GENERAL INFORMATION

The Board meets in all its capacities pursuant to Ordinance Code Section 24-2.402.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Clerk of the Board to a majority of the members of the Board of Supervisors less than 96 hours prior to that meeting are available for public inspection at 1025 Escobar Street, First Floor, Martinez, CA 94553, during normal business hours.

All matters listed under CONSENT ITEMS are considered by the Board to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the Board before the Board votes on the motion to adopt. Each member of the public will be allowed two minutes to comment on the entire consent agenda.

Persons who wish to speak on matters set for PUBLIC HEARINGS will be heard when the Chair calls for public testimony. Each speaker during public testimony will be limited to two minutes. After public testimony, the hearing is closed and the matter is subject to discussion and action by the Board. Comments on matters listed on the agenda or otherwise within the purview of the Board of Supervisors can be submitted to the office of the Clerk of the Board via mail: Board of Supervisors, 1025 Escobar Street, First Floor, Martinez, CA 94553 or to clerkoftheboard@cob.cccounty.us.

In the interest of facilitating the business of the Board, the total amount of time that a member of the public may use in addressing the Board on all agenda items is 10 minutes.

Time limits for public speakers may be adjusted at the discretion of the Chair.

The County will provide reasonable accommodations for persons with disabilities planning to attend Board meetings who contact the Clerk of the Board at least 24 hours before the meeting, at (925) 655-2000.

Anyone desiring to submit an inspirational thought nomination for inclusion on the Board Agenda may contact the Office of the County Administrator or Office of the Clerk of the Board, 1025 Escobar Street, Martinez, California.

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www.contracosta.ca.gov

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

Pursuant to Government Code section 84308, members of the Board of Supervisors are disqualified and not able to participate in any agenda item involving contracts (other than competitively bid, labor, or personal employment contracts), franchises, discretionary land use permits and other entitlements if the Board member received, since January 1, 2023, more than \$250 in campaign contributions from the applicant or contractor, an agent of the applicant or contractor, or any financially interested participant who actively supports or opposes the County's decision on the agenda item. Members of the Board of Supervisors who have received, and applicants, contractors or their agents who have made, campaign contributions totaling more than \$250 to a Board member since January 1, 2023, are required to disclose that fact for the official record of the subject proceeding. Disclosures must include the amount of the campaign contribution and identify the recipient Board member, and may be made either in writing to the Clerk of the Board of Supervisors before the subject hearing or by verbal disclosure at the time of the hearing.

BOARD OF SUPERVISORS STANDING COMMITTEES

For more information please visit the Board of Supervisors Standing Committees page here:
<https://www.contracosta.ca.gov/8633/Board-of-Supervisors-Standing-Committees>

Airport Committee: December 13, 2023 Canceled/ Next meeting January 22, 2024 at 4:00 p.m.

Equity Committee: December 18, 2023 at 10:30 a.m.

Family and Human Services Committee: December 25, 2023 Canceled/Next meeting TBD in 2024

Finance Committee: TBD in 2024

Head Start Advisory Committee: December 18, 2023 at 9:00 a.m.

Internal Operations Committee: December 11, 2023 Canceled/Special meeting January 25, 2024 at 11:00 a.m.

Legislation Committee: December 11, 2023 at 1:00 p.m.

Los Medanos Healthcare Operations Committee: TBD in 2024

Public Protection Committee: TBD in 2024

Sustainability Committee: Next meeting TBD in 2024

Transportation, Water and Infrastructure Committee: December 11, 2023 Canceled/Special meeting December 18, 2023 at 9:30 a.m.

AGENDA DEADLINE: Thursday, 12 noon, 12 days before the Tuesday Board meetings.

Glossary of Acronyms, Abbreviations, and other Terms

Contra Costa County has a policy of making limited use of acronyms, abbreviations, and industry-specific language in its Board of Supervisors meetings and written materials. For a list of commonly used language that may appear in oral presentations and written materials associated with Board meetings, please visit <https://www.contracosta.ca.gov/8464/Glossary-of-Agenda-Acronyms>.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-889

Agenda Date: 12/5/2023

Agenda #: D.2

To: Board of Supervisors

From: Karen Caoile, Director of Risk Management

Report Title: 2023 Outreach Report and Recruitment Plans

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

ACCEPT the Equal Employment Opportunity 2023 Outreach Report and Recruitment Plans, reflecting departmental and County outcomes to reaching underrepresented groups within the workforce, as recommended by the Equity Committee. (Antoine Wilson, EEO Officer)

FISCAL IMPACT:

None.

BACKGROUND:

In April 2014, the Human Resources (HR) Department convened a Recruitment Opportunities Work Group consisting of representatives from the Human Resources Department, the Office of the County Counsel, and the Office of Equal Employment Opportunity (EEO). The County Administrator tasked the group with establishing a post-Consent Decree framework to ensure that the County's workforce reflected the demographics of the communities we serve.

In January 2015, the County's outreach and recruitment plans were presented to the department heads for their input and direction. In February 2015, the Work Group rolled out the plan to the departmental Administrative Services Officers and the Equal Employment Opportunity Coordinators to develop and implement their departmental outreach plans.

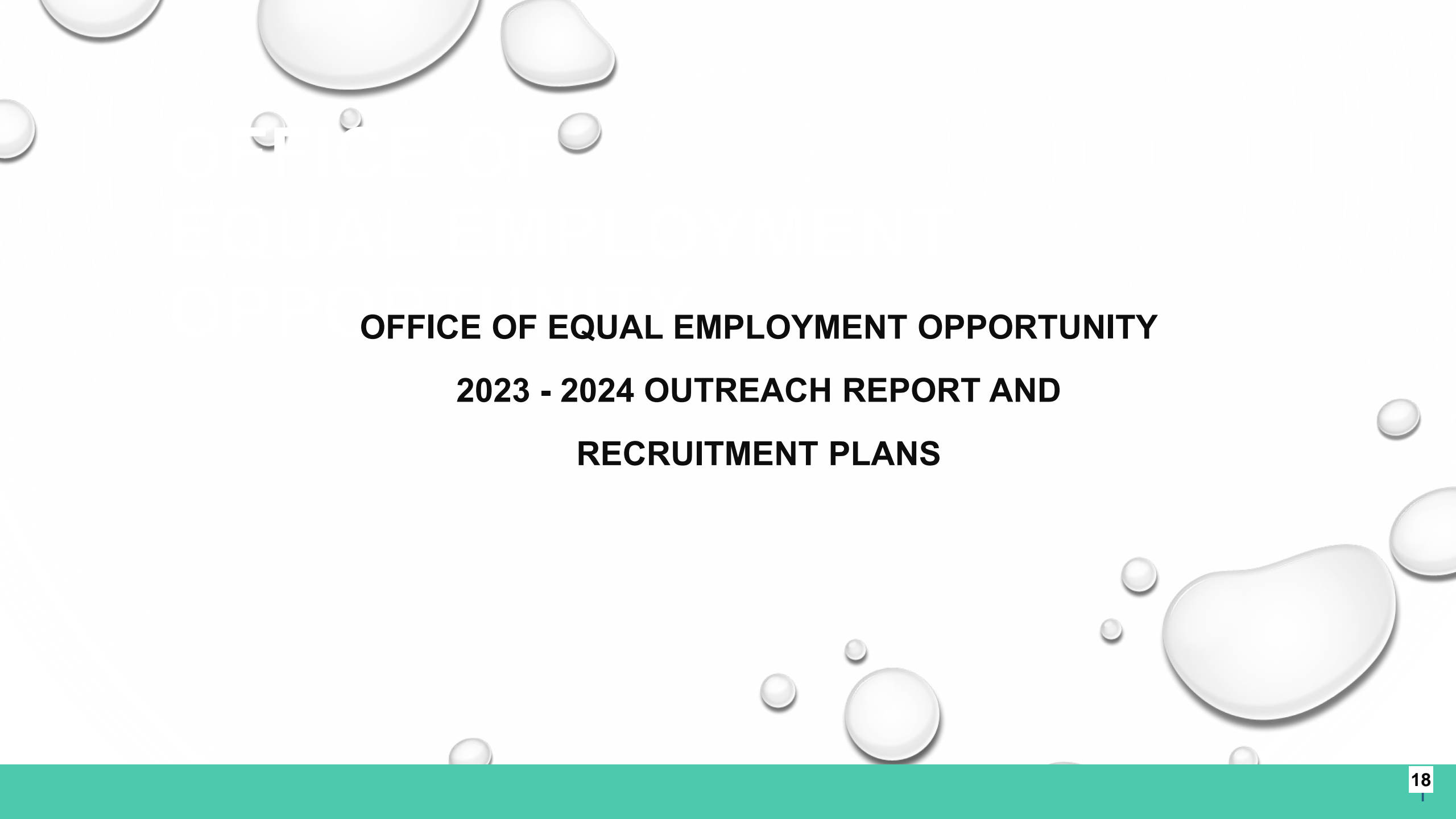
Currently, the departments are required to reach out to individuals depending on where their underrepresentation exists. Each racial, ethnic, and gender category is separate from the others and requires departments to outreach to all groups where it has been determined that low representation exists. To determine underrepresentation in each department, the EEO Officer annually compares the County's workforce data to the availability of qualified people who reside in the local labor market and who are 16 years old or older.

The County's workforce data within this report is derived from employment records from the Human Resources PeopleSoft database. The local labor market data is compiled by the 2014-2018 United States Department of the Census Bureau (Census) using the Equal Employment Opportunity Tabulation (EEO Tabulation), which is a benchmark for comparing the gender and racial makeup of an organization's workforce. Additionally, this report gives a broader understanding of the County's underrepresentation, which includes an analysis of the following: Applicant Flow; New Hire; Promotional; Voluntary Termination; and Involuntary

Termination data.

CONSEQUENCE OF NEGATIVE ACTION:

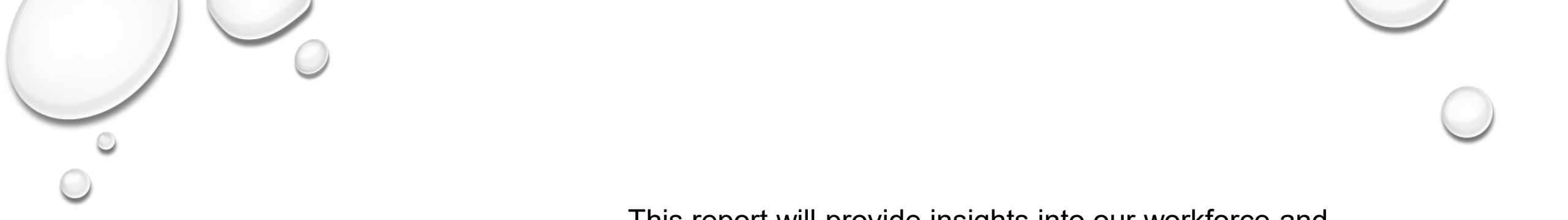
Departments will not be as successful in recruiting members of underrepresented groups to apply for vacant positions to help diversify the applicant pool.



OFFICE OF EQUAL EMPLOYMENT OPPORTUNITY
2023 - 2024 OUTREACH REPORT AND
RECRUITMENT PLANS

WORKFORCE DEMOGRAPHICS

UTILIZATION



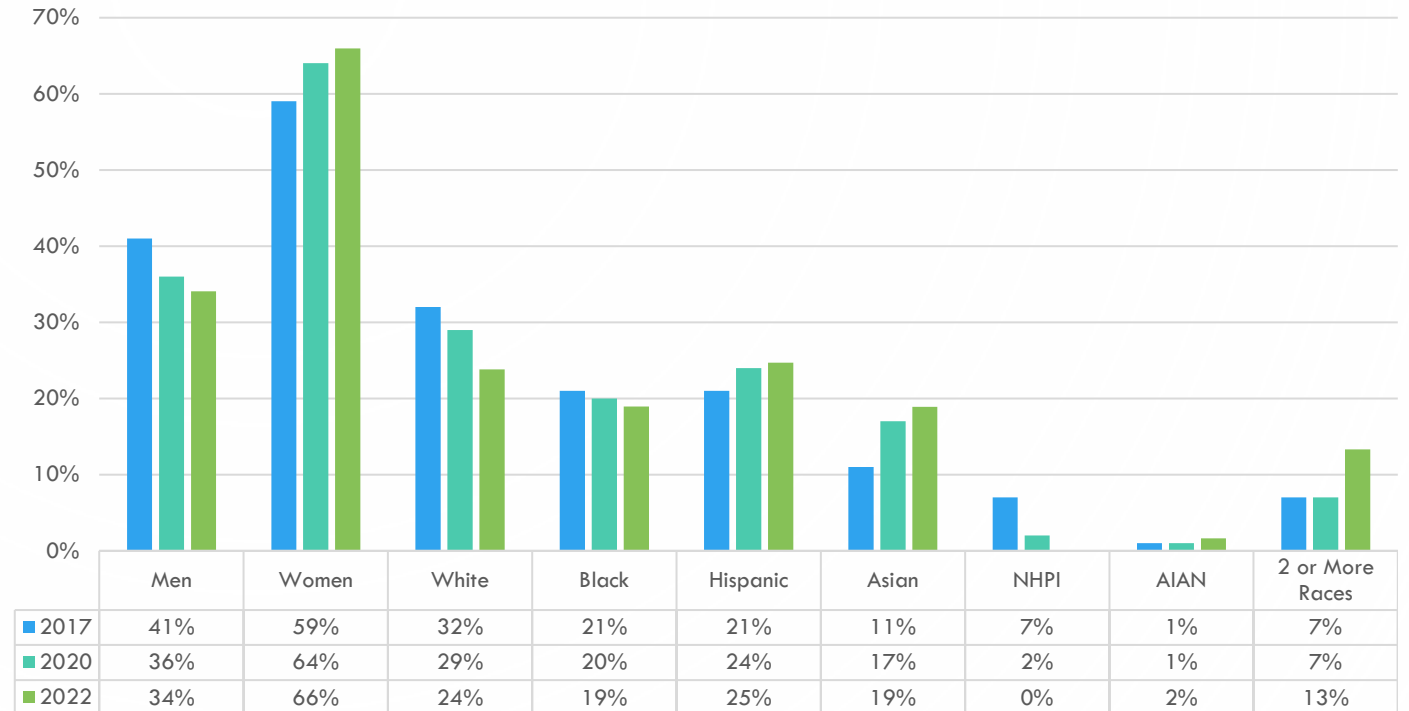
This report will provide insights into our workforce and give a broader understanding and concise snapshot of the County's underrepresentation, which includes an analysis of the following:

- Applicant Flow Data
- New Hire Data
- Promotional Data
- Voluntary Termination Data
- Involuntary Termination Data

APPLICANT FLOW

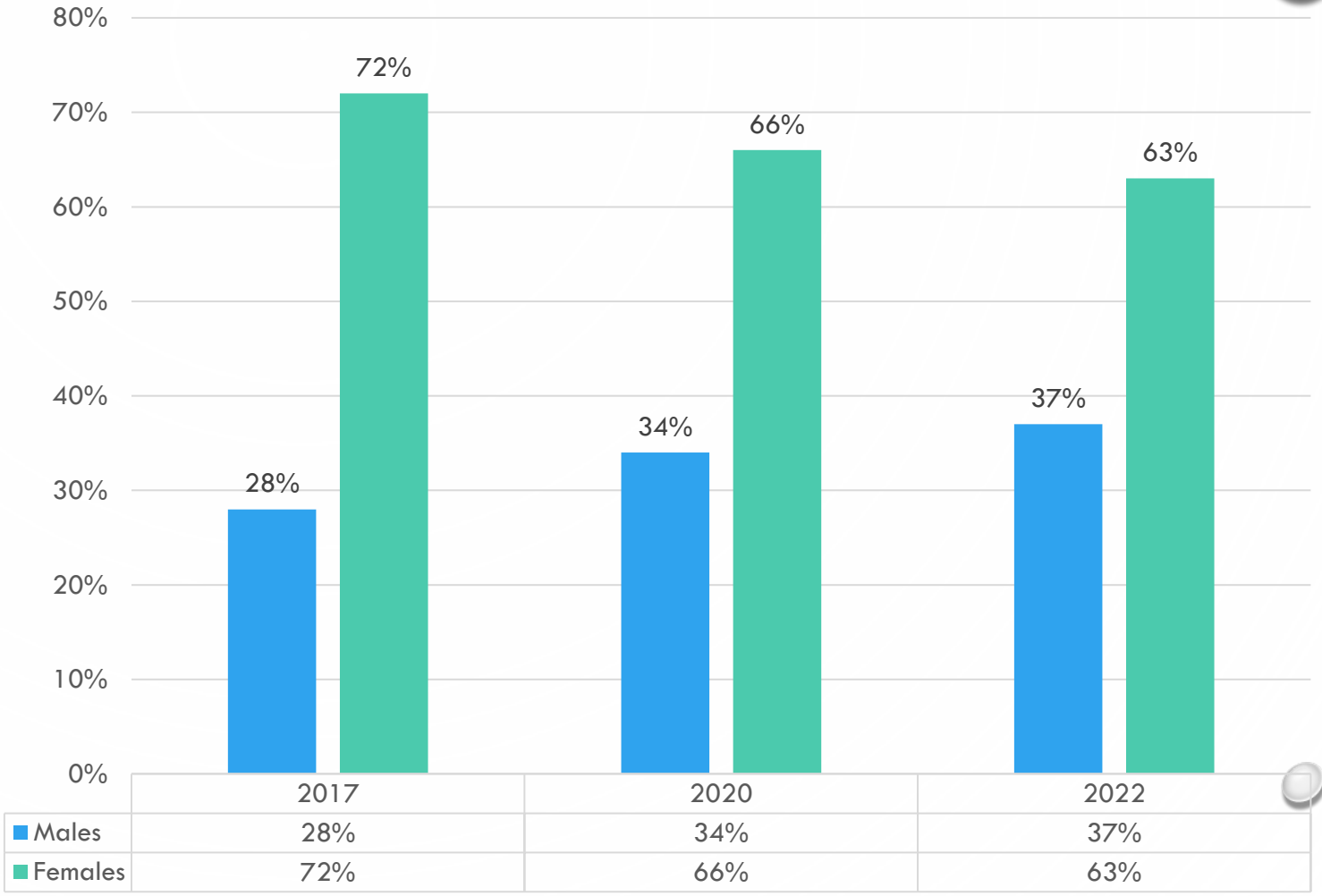
Applicant flow data refers to records of hiring, such as promotions and other related employment actions used for the purpose of monitoring selection and employment practices.

- 2017 - 27,262 Applications
- 2020 – 27,483 Applications
- 2022 – 24,754 Applications



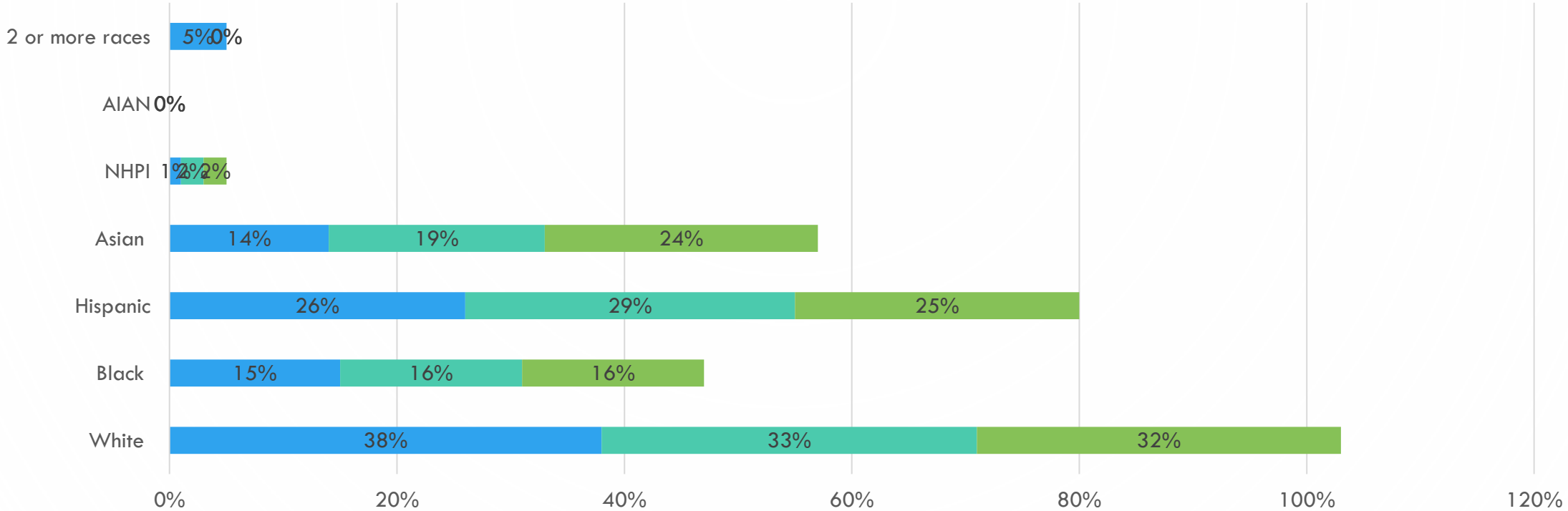
NEW HIRE DATA BY GENDER

- In 2017, a total of 790 people were hired. 565 females were hired compared to 225 males.
- In 2020, a total of 879 people were hired. 580 females were hired compared to 299 males.
- In 2022, a total of 1596 people were hired. 1001 females were hired compared to 595 males.



■ Males ■ Females

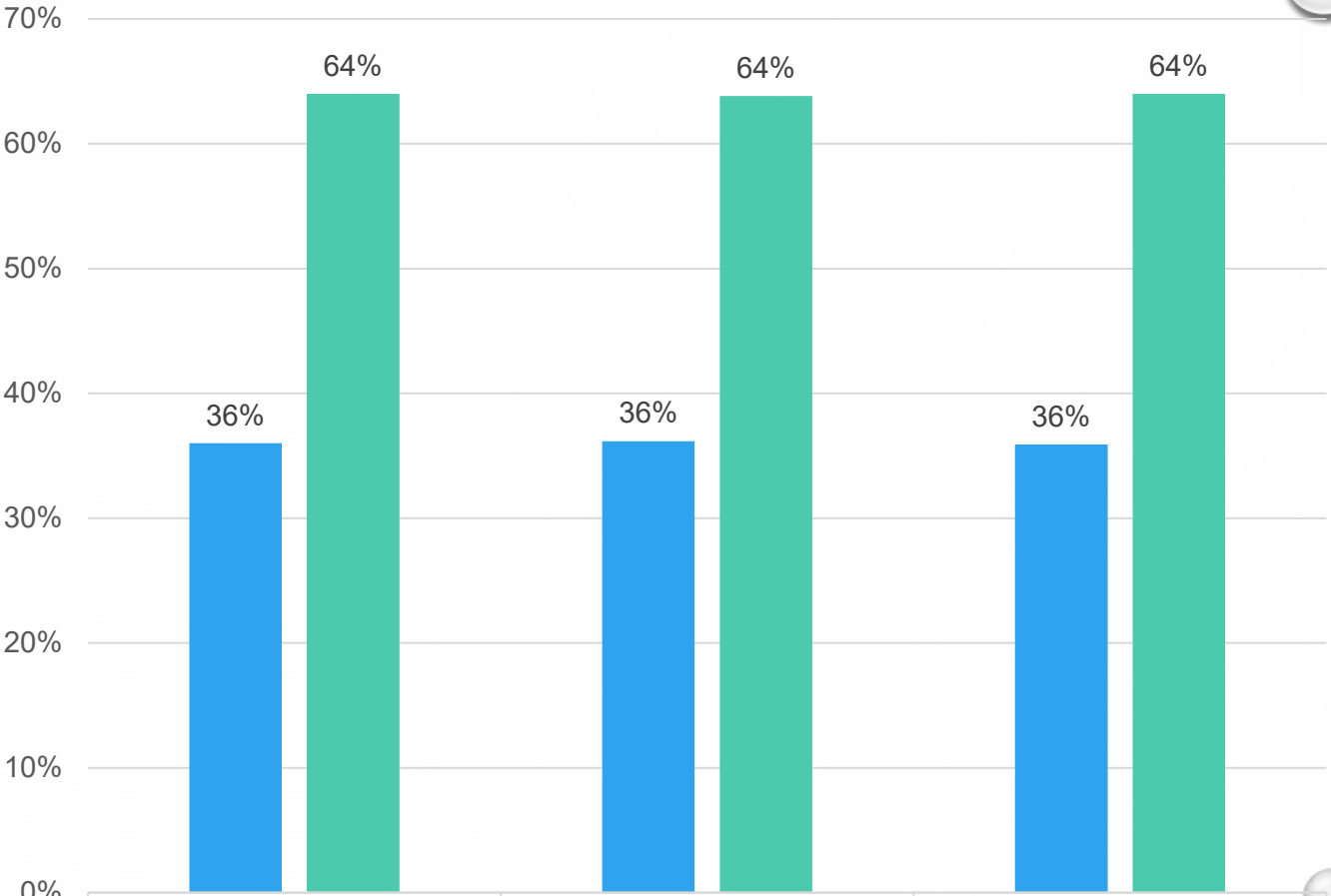
NEW HIRE DATA BY RACE/ETHNICITY



	White	Black	Hispanic	Asian	NHPI	AIAN	2 or more races
2017	38%	15%	26%	14%	1%	0%	5%
2020	33%	16%	29%	19%	2%	0%	0%
2022	32%	16%	25%	24%	2%	0%	0%

■ 2017 ■ 2020 ■ 2022

PROMOTIONS BY GENDER



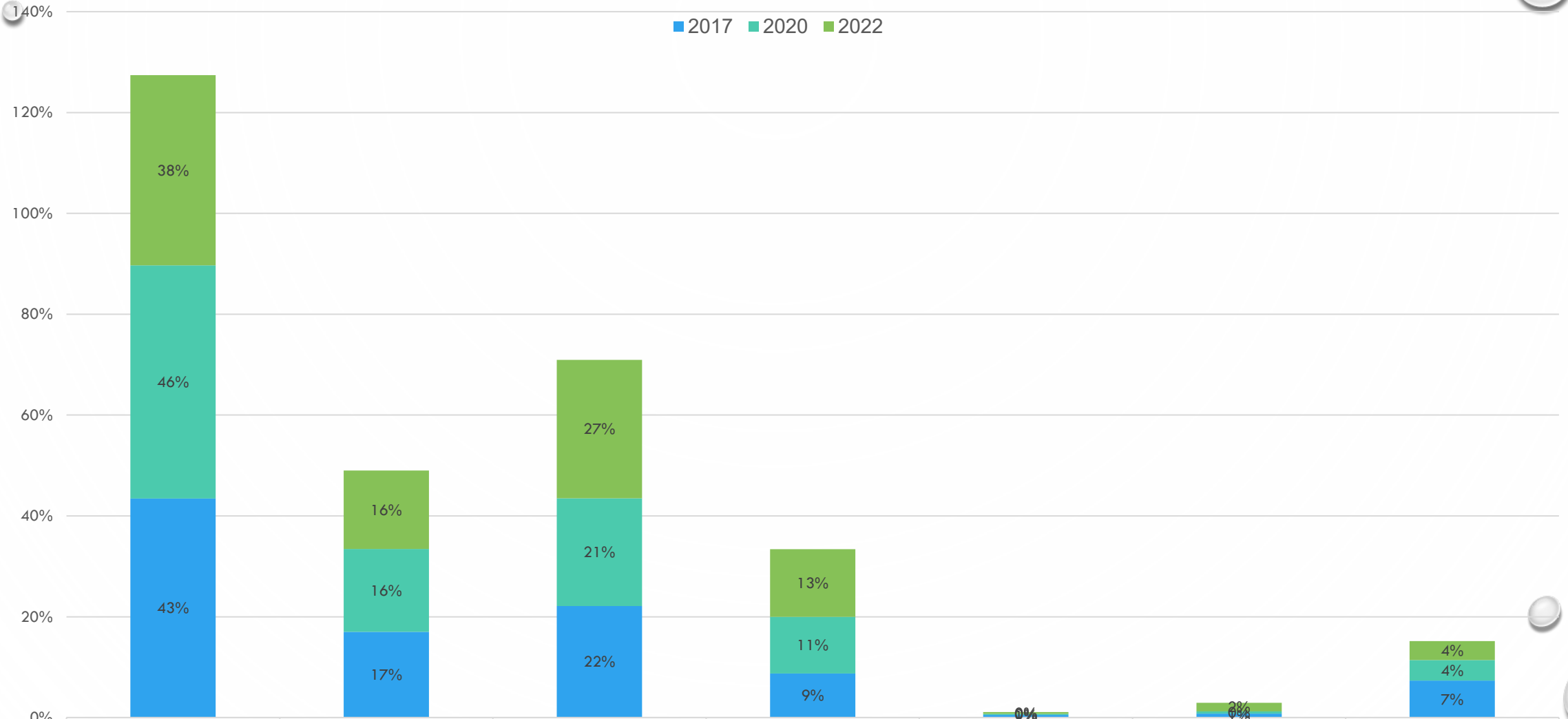
Applicants must have probationary or regular permanent status in the County on or before the final filing date of the recruitment.

- 800 people were promoted in 2017. 512 female and 288 males.
- 540 people were promoted in 2020. 350 were females while 190 were male.
- 1097 people were promoted in 2022. 703 were female while 394 were male.

	2017	2020	2022
Male	36%	36%	36%
Female	64%	64%	64%

■ Male ■ Female

PROMOTIONS BY RACE/ETHNICITY

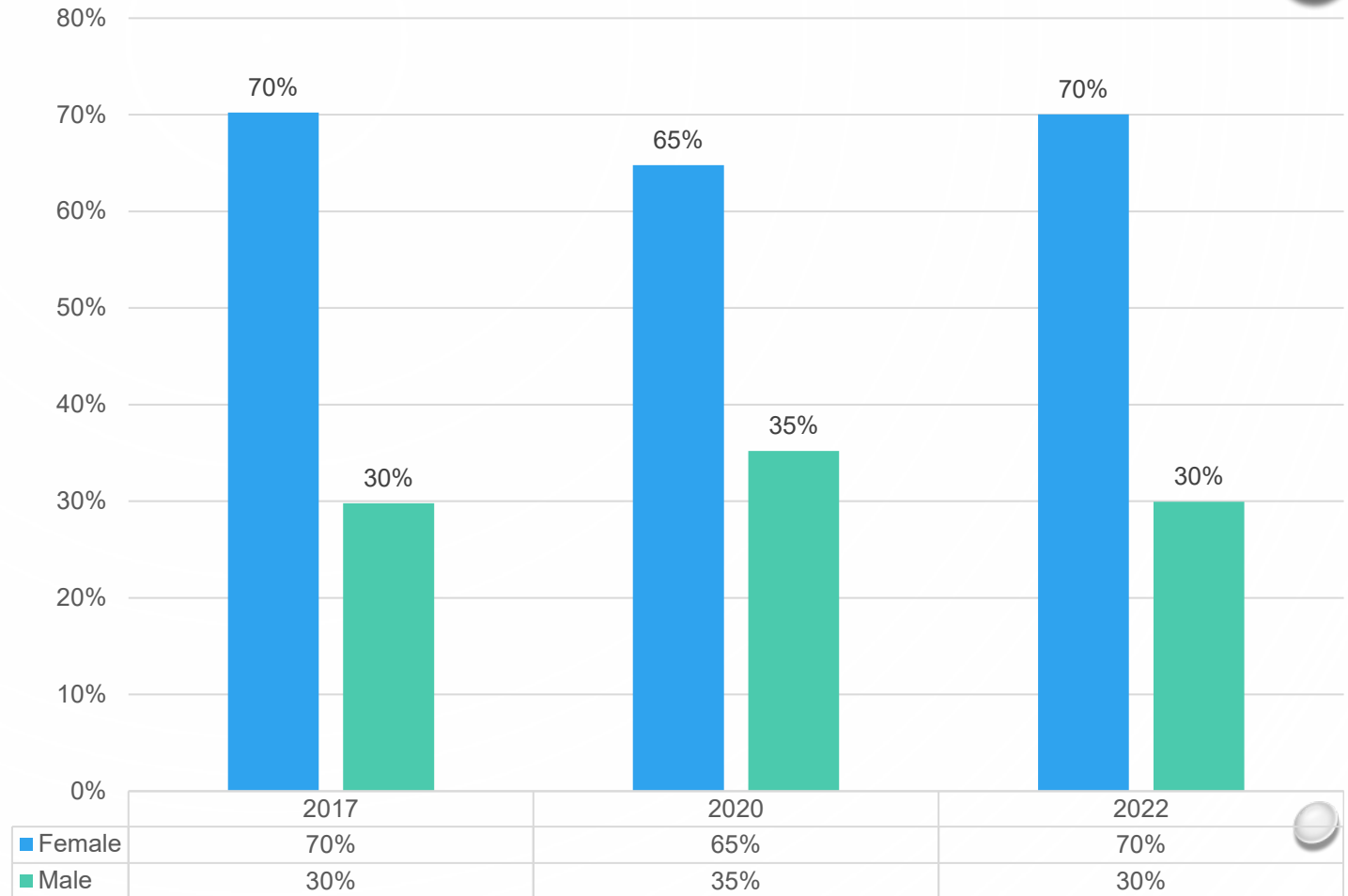


	White	Black	Hispanic	Asian	AIAN	NHPI	Two or More
2022	38%	16%	27%	13%	0%	2%	4%
2020	46%	16%	21%	11%	0%	0%	4%
2017	43%	17%	22%	9%	1%	1%	7%

Terminations

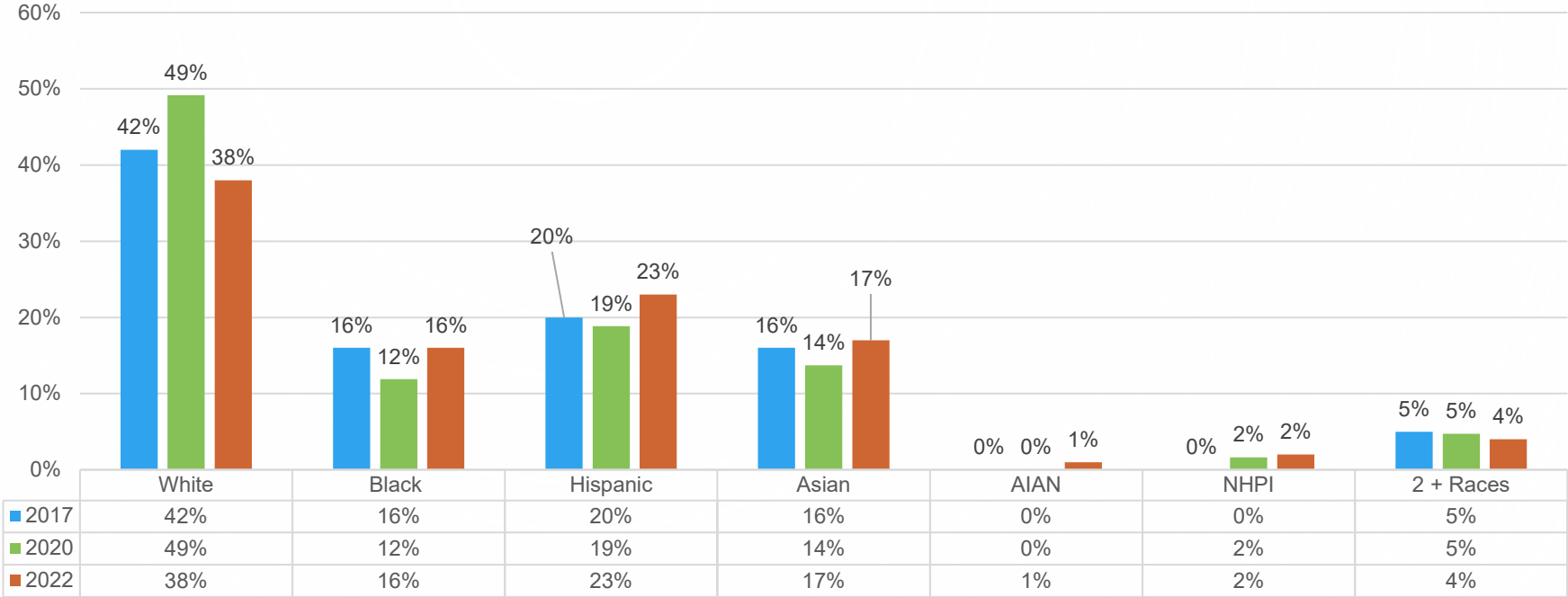
- Terminations include both voluntary and involuntary resignations. Involuntary terminations are listed below:
- There were 359 people who were terminated in 2017.
- There were 790 people who were terminated in 2020.
- There were 648 people who were terminated in 2022.

INVOLUNTARY TERMINATIONS BY GENDER



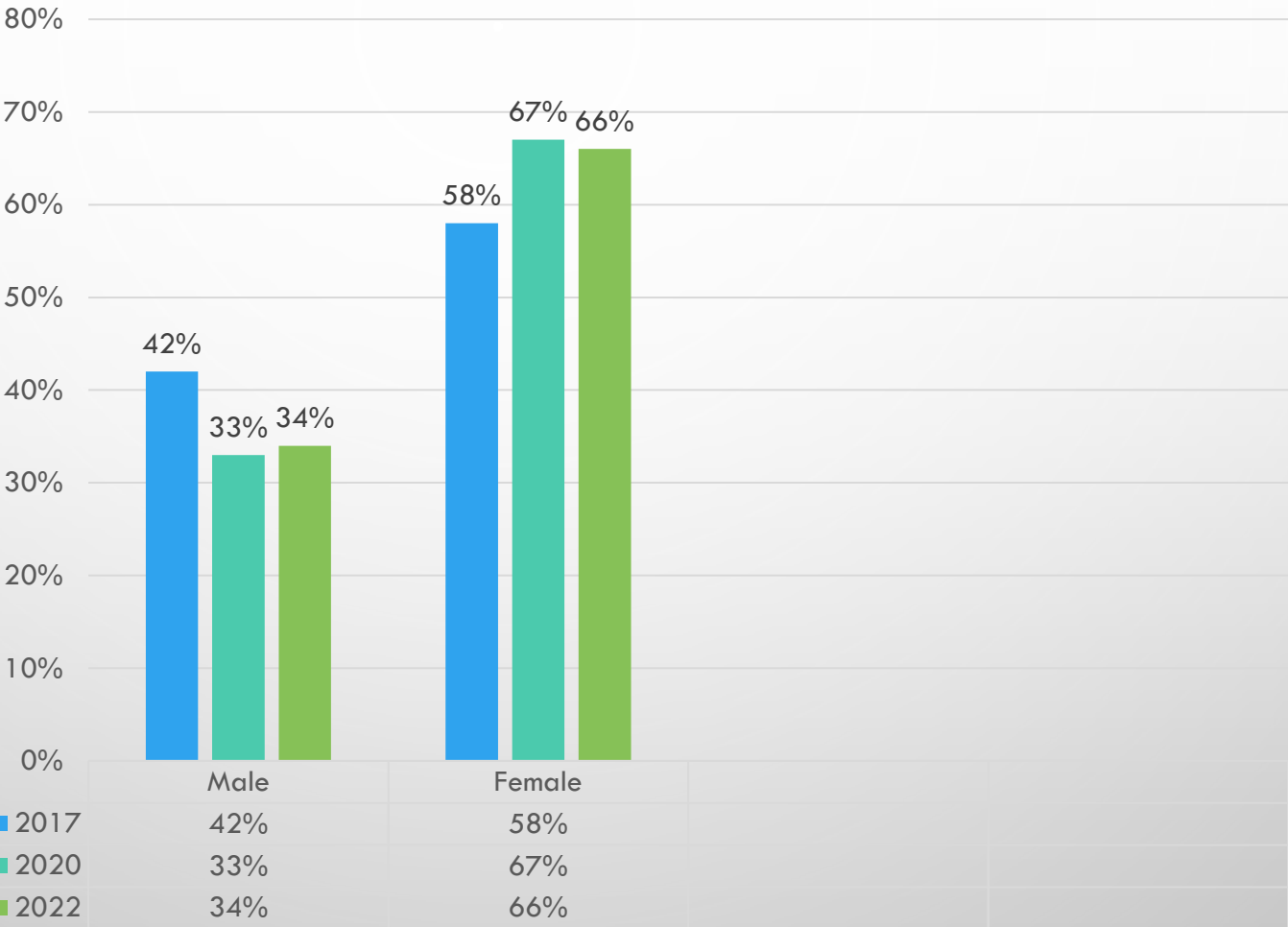
■ Female ■ Male

INVOLUNTARY TERMINATIONS BY RACE/ETHNICITY



2017 2020 2022

VOLUNTARY TERMINATIONS BY SEX/GENDER

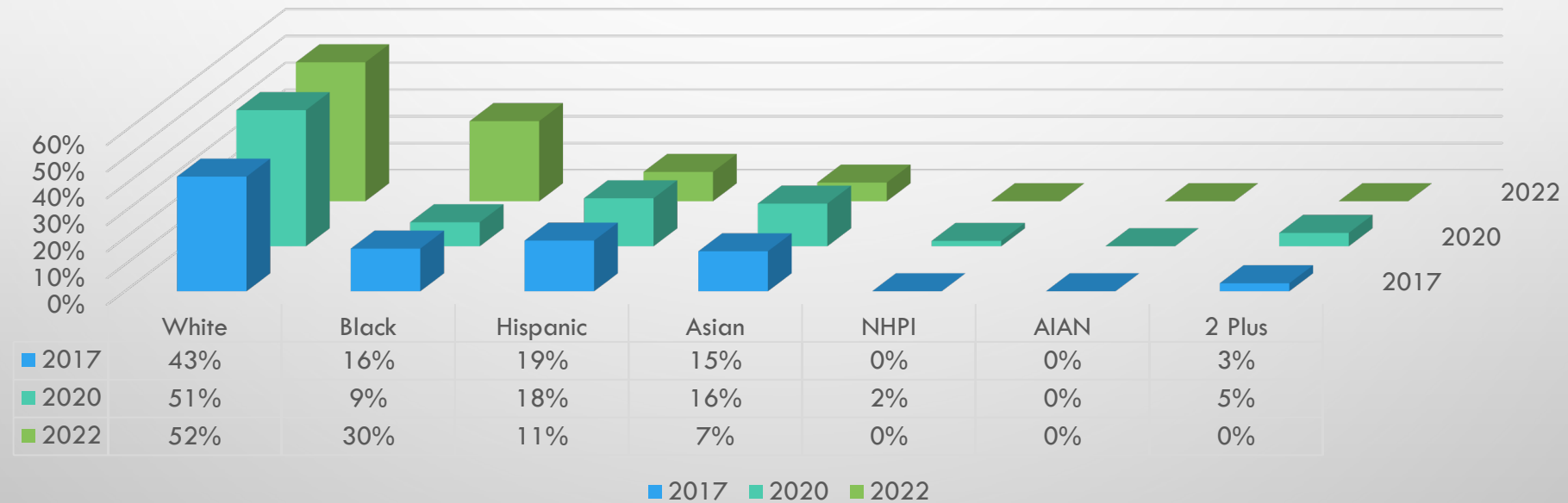


Voluntary termination is a voluntary employment resignation initiated solely by an employee.

2017- 355 Employees
 2020- 273 Employees
 2022- 99 Employees

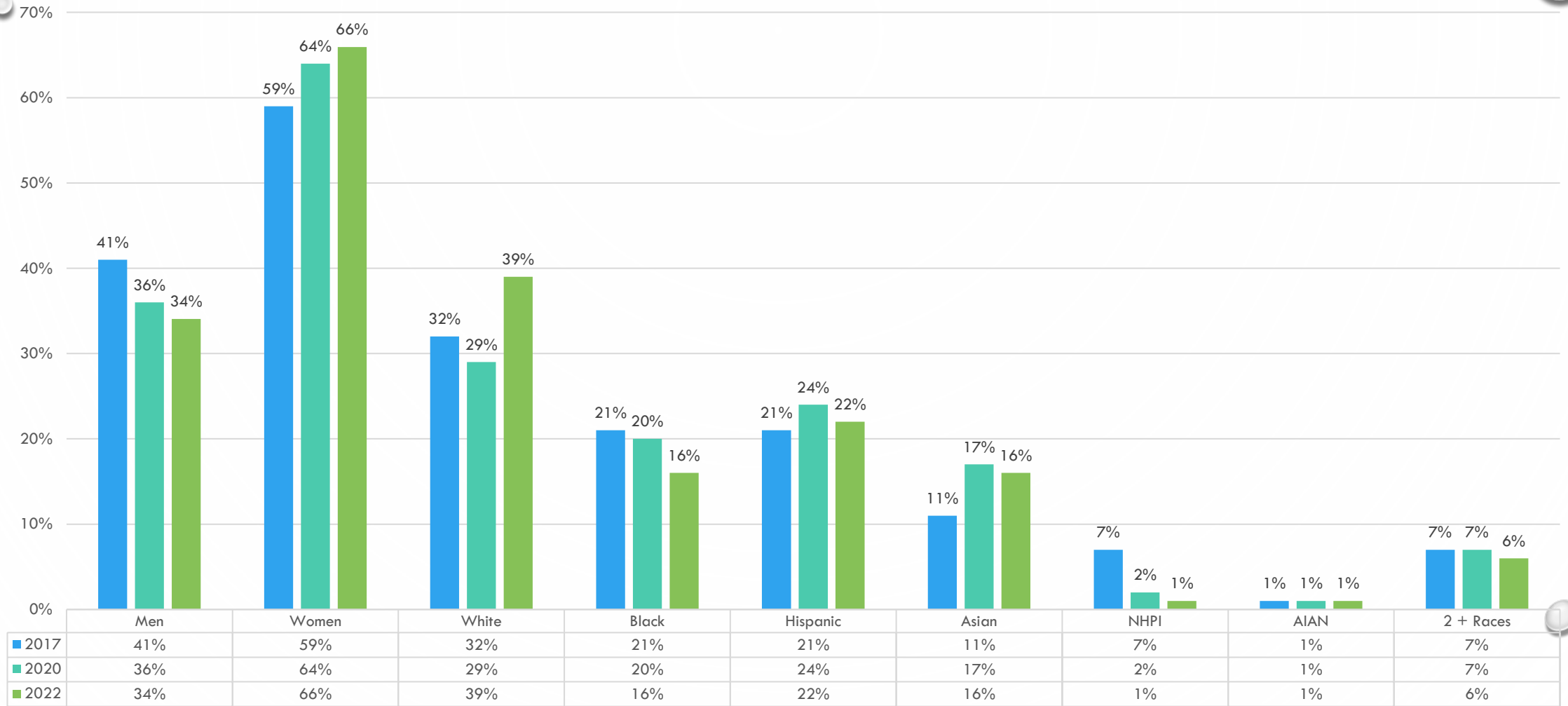
■ 2017 ■ 2020 ■ 2022

VOLUNTARY TERMINATIONS BY RACE/ETHNICITY



	Males	Females	Total	Percentage of Workforce
White	1547	2064	3611	39%
Black	358	1072	1430	15%
Hispanic	578	1487	2065	22%
Asian	475	982	1457	16%
NHPI	38	84	122	1%
AIAN	18	30	48	1%
2 or more races	169	329	498	5%
Total	3183	6048	9231	100%

CONTRA COSTA COUNTY WORKFORCE



■ 2017 ■ 2020 ■ 2022



OUTREACH PLAN

8 OCCUPATIONAL CATEGORIES

- **OFFICIALS/MANAGERS** –INCLUDES DEPARTMENT HEADS, DIRECTORS, DEPUTY DIRECTORS, ETC.
- **PROFESSIONALS** –INCLUDES ACCOUNTANTS, POLICE AND FIRE CAPTAINS, AND LIEUTENANTS.
- **TECHNICIANS** –INCLUDES COMPUTER PROGRAMMERS AND OPERATORS, DRAFTERS, AND FIRST-LINE SUPERVISORS.
- **PROTECTIVE SERVICES: SWORN** –INCLUDES POLICE OFFICERS, FIREFIGHTERS.
- **PROTECTIVE SERVICES: NON-SWORN** –INCLUDES ANIMAL CONTROL WORKERS, CROSSING GUARDS, ETC.
- **ADMINISTRATIVE SUPPORT** –INCLUDES CUSTOMER SERVICE, PAYROLL CLERKS, SECRETARIES, RECEPTIONISTS, ETC.
- **SKILLED CRAFT** –INCLUDES MECHANICS, EQUIPMENT OPERATORS, ETC.
- **SERVICE MAINTENANCE** –INCLUDES GROUNDSKEEPERS AND CUSTODIAL PERSONS

**CONTRA COSTA COUNTY
2022 OUTREACH AND RECRUITMENT DATA
9231 EMPLOYEES
GENDER**

Demographics By Gender	Total Department Workforce	Male (%)	Female (%)
Officials and Administrators			
County Workforce	357	33	67
Census Data	X	58/49	42/51
Underrepresentation	X	-25/-16	X
Professionals			
County Workforce	3656	30	70
Census Data	X	47/49	53/51
Underrepresentation	X	-17/-19	X
Technicians			
County Workforce	1027	41	59
Census Data	X	51/49	49/51
Underrepresentation	X	-10/-8	X
Administrative Support			
County Workforce	2757	17	83
Census Data	X	38/49	62/51
Underrepresentation	X	-21/-32	X
Service Maintenance			
County Workforce	337	66	34
Census Data	X	57/49	43/51
Underrepresentation	X	X	-9/-17
Skilled Craft			
County Workforce	76	97	3
Census Data	X	94/49	6/51
Underrepresentation	X	X	-3/-48
Protective Services (Sworn)			
County Workforce	814	83	17
Census Data	X	77/49	23/41
Underrepresentation	X	X	-6/-24
Protective Services (Non-Sworn)			
County Workforce	207	65	35
Census Data	X	58/49	42/51
Underrepresentation	X	X	-7/-16

**CONTRA COSTA COUNTY
2022 OUTREACH AND RECRUITMENT DATA
9231 EMPLOYEES
RACE/ETHNICITY**

Demographics by Race and Ethnicity ^[2]	White (%)	Black (%)	Hispanic (%)	Asian (%)	Native Hawaiian/ Pacific Islander (%)	American Indian/ Alaska Native (%)	Two or More Races (%)
Officials and Administrators							
County Workforce	53	18	12	10	0	1	6
Census Data	60/65	6/10	13/26	17/18	0/1	0/1	4/5
Underrepresentation	-7/-12	X/X	-1/-14	-7/-8	X/-1	X/X	X/X
Professionals							
County Workforce	39	15	16	21	1	0	8
Census Data	55/65	6/10	11/26	23/18	0/1	0/1	4/5
Underrepresentation	-16/-26	X/X	X/-10	-2/X	X/X	X/-1	X/X
Technicians							
County Workforce	35	14	21	22	2	1	5
Census Data	42/65	9/10	26/26	19/18	0/1	0/1	4/5
Underrepresentation	-7/-30	X/X	-5/-5	X/X	X/X	X/X	X/X
Administrative Support							
County Workforce	33	18	30	12	2	1	4
Census Data	47/65	10/10	22/26	16/18	1/1	0/1	4/5
Underrepresentation	-14/-32	X/X	X/X	-4/-6	X/X	X/X	X/-1
Service Maintenance							
County Workforce	23	16	40	17	1	1	2
Census Data	28/65	10/10	43/26	13/18	1/1	0/1	5/5
Underrepresentation	-5/-42	X/X	-3/X	X/-1	X/X	X/X	-3/-3
Skilled Craft							
County Workforce	63	7	20	8	0	1	1
Census Data	41/65	6/10	41/26	8/18	0/1	0/1	4/5
Underrepresentation	X/-2	X/-3	-21/-6	X/-10	X/-1	X/X	-3/-4
Protective Services (Sworn)							
County Workforce	60	9	22	5	1	0	3
Census Data	44/65	20/10	17/26	11/18	1/1	0/1	6/5
Underrepresentation	X/-5	-11/-1	X/-4	-6/-13	X/X	X/-1	-3/-2
Protective Services (Non-Sworn)							
County Workforce	44	22	23	6	1	1	3
Census Data	39/65	12/10	33/26	8/18	5/1	0/1	3/5
Underrepresentation	X/-21	X/X	-10/-3	-2/-12	-4/X	X/X	X/-2

AGRICULTURE/WEIGHTS & MEASURES 2022 OUTREACH AND RECRUITMENT DATA 46 EMPLOYEES

- Males are underrepresented in Administrative Support positions
- Females are underrepresented in Officials and Administrators, and Technicians positions
- Blacks are underrepresented in Administrative Support positions
- Hispanics are underrepresented in Officials and Administrators, Professionals, Technicians, Administrative Support, and Service Maintenance positions.
- Asians are underrepresented in Officials and Administrators, Professionals, Technicians, and Administrative Support positions

	Male	Female	Black	Hispanic	Asian
Officials and Administrators		-42		-13	-17
Professionals				-11	-23
Technicians		-24		-11	-12
Administrative Support	-38		-10	-22	-16
Service Maintenance				-12	

STRATEGY	ELEMENT	TASKS
Research employment websites and register to join the online community.	Internet/Computer	Coordinate with Human Resources to publish recruitments on Womenforhire.com, Tradeswomen.org, and Diversity.com
Increase awareness about the different positions in our department.	Internet/Computer	Keep information updated for job qualifications, job descriptions, and licensing information to our department's website.
Target all underrepresented that possess a state inspector/biologist license, weights and measures inspector license, Deputy license, Sealer of W&M license and Agricultural Commissioner license.	Personal contact	Mail or email all job announcements to all qualified individuals in order to expand the opportunity for qualified females.
Network with local Community and 4-Year Colleges.	Personal contact/publications	Develop content that highlights the department's purpose, goals and employment opportunities. Reach out to Academic Career Advisors and Alumni Relations at Cal State East Bay, UC Davis, Cal State San Luis Obispo.



**CONTRA COSTA COUNTY
OFFICE OF EQUAL EMPLOYMENT OPPORTUNITY
2023 OUTREACH REPORT
AND
RECRUITMENT PLANS**

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EXECUTIVE SUMMARY

In April 2014, the Human Resources (HR) Department convened a Recruitment Opportunities Work Group consisting of representatives from the Human Resources Department, the Office of the County Counsel, and the Office of Equal Employment Opportunity (EEO). The County Administrator tasked the group with establishing a post-Consent Decree framework to ensure that the County's workforce reflected the demographics of the communities we serve. Outreach was created to explore new and innovative ways to reach people who are underrepresented in the County's workforce. The goal is to provide equal employment opportunities for all qualified persons seeking employment with the County and special districts governed by the Board of Supervisors

On July 1, 2015, the County implemented its outreach and recruitment plans for Fiscal Year (FY) 15–16. The goals of the plans are to promote equity and inclusion throughout the County's workforce. County departments, along with EEO, were instructed to conduct strategic outreach and recruitment efforts, which were specifically designed to reach qualified under-represented groups within the constituents we serve.

The purpose of this Equal Employment Opportunity (EEO) Plan is to ensure full and equal participation of men and women, regardless of gender and race or ethnicity, in the workforce. The Office of Equal Employment Opportunity is responsible for assessing Contra Costa County's (the County's) workforce and analyzing underrepresentation within it. We distribute the plan findings to each department and help them develop and disseminate outreach and recruitment plans for the following year. Our goals are to reach qualified underrepresented groups to apply for vacancies where deficiencies are identified and to diversify our applicant pools and workforce.

To determine underrepresentation, EEO performs a demographic analysis of the County's workforce, which is known as benchmarking. Benchmarking is one tool used for achieving workforce diversity and involves analyzing the demographic makeup of the County over a specific period to determine the overall diversity of our workforce. This is the function of this report, as it provides statistical analyses of the County's progress toward employing a workforce that represents all racial and ethnic groups and genders in proportion to their availability in the relevant civilian labor force.

EEO conducts underrepresentation analysis by race, ethnicity, and gender as defined by the occupational categories within each department. An occupational category is a broad grouping of job classes that require similar levels of skill and training. EEO compares the County's workforce to the local labor market data, which is compiled by the United States Department of the Census Bureau (Census) using the Equal Employment Opportunity Tabulation (EEO Tabulation).

The EEO Tabulation is a benchmark for comparing the gender and racial makeup of an organization's workforce. The analysis relies on subtraction: the percentage of employees in the business's workforce in a particular job category, cross-classified by race, national origin, and sex, minus the percentage of workers in the same job

labor market, also cross-classified by race, national origin, and sex.

Once each department's workforce has been analyzed, EEO will assist them in developing the departmental plans. This includes researching best practices, compiling and analyzing data, and designing, scheduling, and conducting training sessions to create comprehensive and effective plans. A successful EEO Plan is not based on quotas but rather involves a commitment to equal employment opportunity, self-analysis, transparency, and the identification and removal of barriers.

As of December 31, 2022, Contra Costa County employed 9231 employees. Each department with an underrepresentation of 10% or more in the gender and race/ethnicity [1] categories is required to create a strategic outreach and recruitment plan that addresses the identified deficiencies in each occupational group.

METHODOLOGY

To determine underrepresentation in each department, the EEO Officer annually compares the County's workforce data to the availability of qualified people who reside in the local labor market and who are 16 years old or older. The County's workforce data within this report is derived from employment records from the Human Resources PeopleSoft database. The local labor market data is compiled by the 2014–2018 United States Department of the Census Bureau (Census) using the Equal Employment Opportunity Tabulation (EEO Tabulation), which is a benchmark for comparing the gender and racial makeup of an organization's workforce.

The EEO Tabulation is sponsored by four Federal agencies, consisting of the Equal Employment Opportunity Commission (EEOC), the Employment Litigation Section of the Civil Rights Division at the Department of Justice (DOJ), the Office of Federal Contract Compliance Programs (OFCCP) at the Department of Labor, and the Office of Personnel Management (OPM). The most recent EEO Tabulation was released on March 1, 2021, and it examines labor force diversity using Census data. It is produced for federal agencies and state and local governments responsible for monitoring employment practices and enforcing civil rights laws for the workforce.

The current reporting format involves the use of statistical data to determine underrepresentation within each County department. EEO conducted utilization analyses by race and gender as defined by the occupational categories within each department. An occupational category is a broad grouping of job classes that require similar levels of skill and training. The occupational categories listed in the report were obtained by cross-referencing with the US Census Bureau, the Department of Labor, and the Equal Employment Opportunity Commission. The following is a list of the occupational categories and definitions used to complete the analysis for this EEO Plan:

- **Officials and Administrators:** occupations in which employees set broad policies, exercise overall responsibility for the execution of these policies, or direct individual departments. This category includes titles such as department heads, directors, deputy directors, etc.

- **Professionals:** occupations that require specialized and theoretical knowledge, which is usually acquired through college training or through work experiences and other training that provides comparable knowledge. includes accountants, personnel and labor relations workers, police and fire captains, and lieutenants.
- **Technicians** are occupations that require a combination of basic scientific or technical knowledge and manual skill, which can be obtained through specialized post-secondary school education or equivalent on-the-job training. includes computer programmers and operators, drafters, survey and mapping technicians, radio operators, technicians, police and fire sergeants, inspectors, and first-line supervisors.
- **Protective Services: Sworn:** Occupations in which sworn workers are entrusted with public safety, security, and protection from destructive forces includes police officers and firefighters.
- **Protective Services: Non-sworn:** Occupations in which workers aid, guide, or provide protection in a specific area includes animal control workers, crossing guards, lifeguards, and other protective service workers.
- **Administrative Support:** Occupations in which workers are responsible for internal and external communications, recording and retrieval of data and/or information, and other paperwork required in an office includes customer service, payroll clerks, meter readers, dispatchers, secretaries, receptionists, etc.
- **Skilled Craft:** Occupations in which workers perform duties that require manual skill and a thorough knowledge of the processes involved in the work, which is acquired through on-the-job training and experience, apprenticeship, or other formal training programs. includes mechanics, equipment operators, highway maintenance workers, first-line supervisors of mechanics, and other skilled craftspeople.
- **Service Maintenance:** Occupations in which workers perform duties that result in or contribute to the comfort, convenience, hygiene, or safety of the general public or contribute to the upkeep and care of buildings, facilities, or grounds of public property includes groundskeepers, sewer workers, garage laborers, and custodial personnel.

TOTAL COUNTY WORKFORCE

As of December 31, 2022, the County employed 9,231 employees. Representation rates, which are presented in percentages, are estimated indicators of whether or not a particular racial, ethnic, or gender group is represented at a level comparable to the group's existence in the local labor market. Once underrepresentation has been identified, the departments provide steps they will take to assist in increasing the applicant flow of diverse, qualified individuals for the underrepresented group(s) through outreach. The County's job classes are determined by HR and assigned to an occupational category based on the United States Census Bureau's definitions of them.

The analysis relies on subtraction: the percentage of employees in the business's workforce

in a particular job category, cross-classified by race, ethnicity, and sex, minus the percentage of workers in the same job category in the relevant labor market, also cross-classified by race, ethnicity, and sex [2]. For example, if the business's workforce analysis chart shows 20 percent Asian males in the Professionals job category and if the community labor statistics table shows that in the relevant labor market, 40 percent of Professionals are Asian males, then the business is underusing Asian males in the job category by 20 percent. Below is the data chart for the County's gender employment demographics as of December 31, 2020, which reveals the analysis and underrepresentation as mentioned above.

The departments are required to reach out to individuals depending on where their underrepresentation exists. Each racial, ethnic, and gender category is separate from the other and requires departments to outreach to all groups where it has been determined that low representation exists. As the County's EEO Officer, I am responsible for conducting outreach efforts to community-based organizations (CBOs). The outreach efforts emphasize attracting underrepresented groups within the County's workforce through ongoing marketing and recruitment efforts.

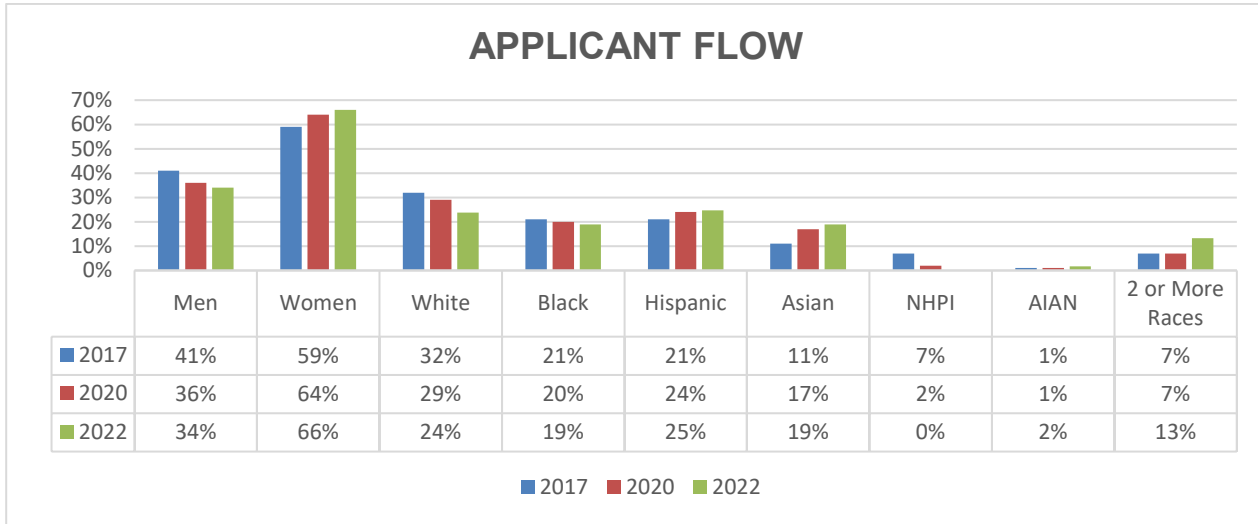
Departmental outreach plans are attached to this report and involve data collection to arrive at specific conclusions. Data collection is the systematic process of gathering observations or measurements and analyzing them to provide accurate insights for research using standard, validated techniques. All departments and their workforce go through the same process as described above to determine their underrepresentation.

This report will provide insights into our workforce and give a broader understanding and concise snapshot of the County's underrepresentation, which includes an analysis of the following:

- I. Applicant Flow Data
- II. New Hire Data
- III. Promotional Data
- IV. Voluntary Termination Data
- V. Involuntary Termination Data

I. APPLICANT FLOW DATA

Applicant flow data analysis is an important component of outreach that helps the County determine the success of its outreach programs. Applicant flow data refers to records of hiring, such as promotions and other related employment actions used for the purpose of monitoring selection and employment practices. Employers are to provide applicants the option to participate or decline to submit the supplemental classification information, which identifies gender, race, and/or ethnicity. If an individual declines to self-identify, his/her reporting data will not be included in the final tally.



There were 27,262 applications received in 2017, which resulted in 15,986 females and 11,276 males who applied. There were 27,483 applications received in 2020, which resulted in 17,672 females and males who applied. There were 24,754 applications received in 2022, which resulted in 16,515 females and 8,667 males applying for vacancies. The data reveals the following:

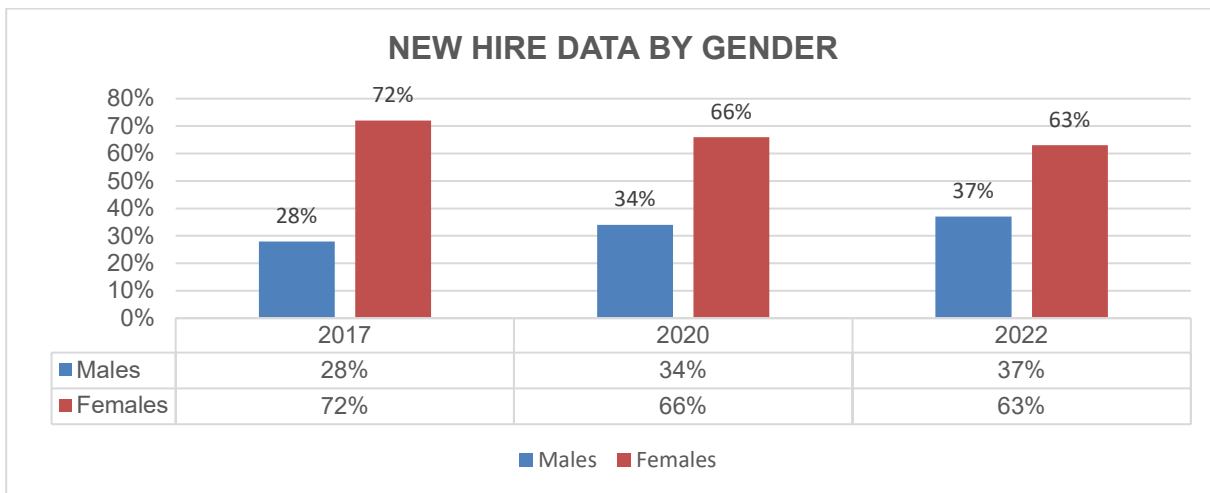
- Male applicants decreased by 7 percentage points from 2017 through 2022.
- Female applicants increased by 7 percentage points from 2017 through 2022.
- White applicants decreased by 8 percentage points from 2017 through 2022.
- Black applicants decreased by 2 percentage points from 2017 through 2022.
- Hispanic applicants increased by 4 percentage points from 2017 through 2022.
- Asian applicants increased by 8 percentage points from 2017 through 2022.
- NHPI applicants decreased by 7 percentage points from 2017 through 2022
- AIAN applicants increased by 1 percentage point from 2017 through 2022.
- Two or More Races applicants increased by 6 percentage points from 2017 through 2022.

II. NEW HIRE DATA

The County continues to encourage job applicants, new hires, and employees to self-identify their gender and race/ethnicity to assist with voluntary diversity and inclusion initiatives. Based on the results of those who self-identify, EEO can review the gender and racial/ethnic data that is provided and make informed decisions about our outreach. Below is the statistical data for new hires within 5 years.

The number of males and females who were hired during the relevant calendar years. EEO reviewed data over 5 years and concluded with the following:

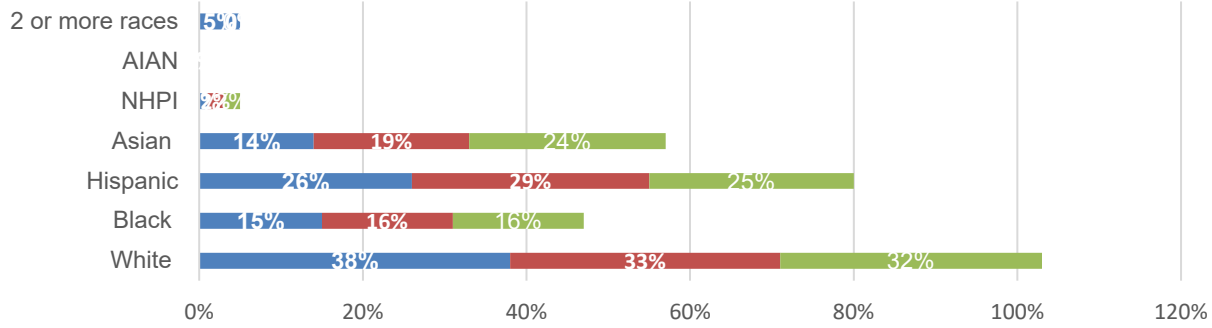
- In 2017, a total of 790 people were hired. 565 females were hired compared to 225 males.
- In 2020, a total of 879 people were hired. 580 females were hired compared to 299 males.
- In 2022, a total of 1596 people were hired. 1001 females were hired compared to 595 males.



- From 2017 through 2022, the hiring of males increased by 9% percentage points.
- From 2017 through 2022, the hiring of females decreased by 9% percentage points.

EEO delved further into the hiring analysis by reviewing the races/ethnicities of employees that were hired during the relevant timeframe. This data provided further information about the County's hiring trends, which are listed on the next page.

NEW HIRE DATA BY RACE/ETHNICITY



	White	Black	Hispanic	Asian	NHPI	AIAN	2 or more races
■ 2017	38%	15%	26%	14%	1%	0%	5%
■ 2020	33%	16%	29%	19%	2%	0%	0%
■ 2022	32%	16%	25%	24%	2%	0%	0%

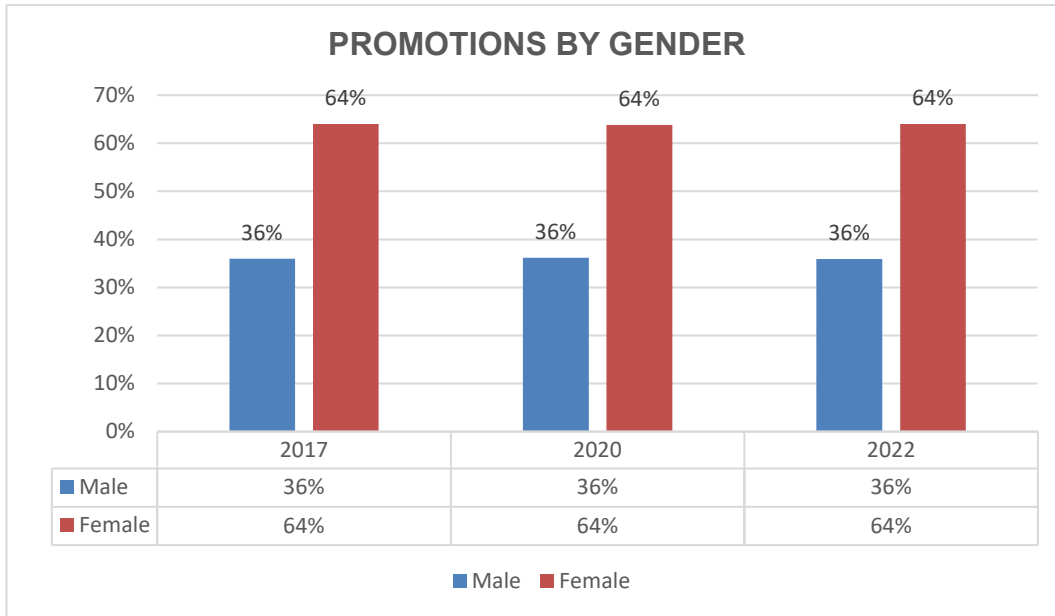
■ 2017 ■ 2020 ■ 2022

This table illustrates the number of males and females who were hired during the relevant Calendar years. EEO reviewed data over 5 years and concluded with the following:

- The hiring of White employees decreased by 6 percentage points between 2017 and 2022.
- The hiring of Black employees increased by 1 percentage point between 2017 and 2022.
- The hiring of Hispanic employees decreased by 1 percentage point from 2017-2022.
- The hiring of Asian employees increased by 10 percentage points from 2017-2022.
- The hiring of NHPI employees increased by 1 percentage point from 2017-2022.
- The hiring of AIAN employees remained at 0% between 2017-2022.
- The hiring of employees who declare 2 or more races decreased by 5 percentage points from 2017-2022.

III. PROMOTIONS

Applicants must have probationary or regular permanent status in the County on or before the final filing date of the recruitment to participate in promotional examinations.

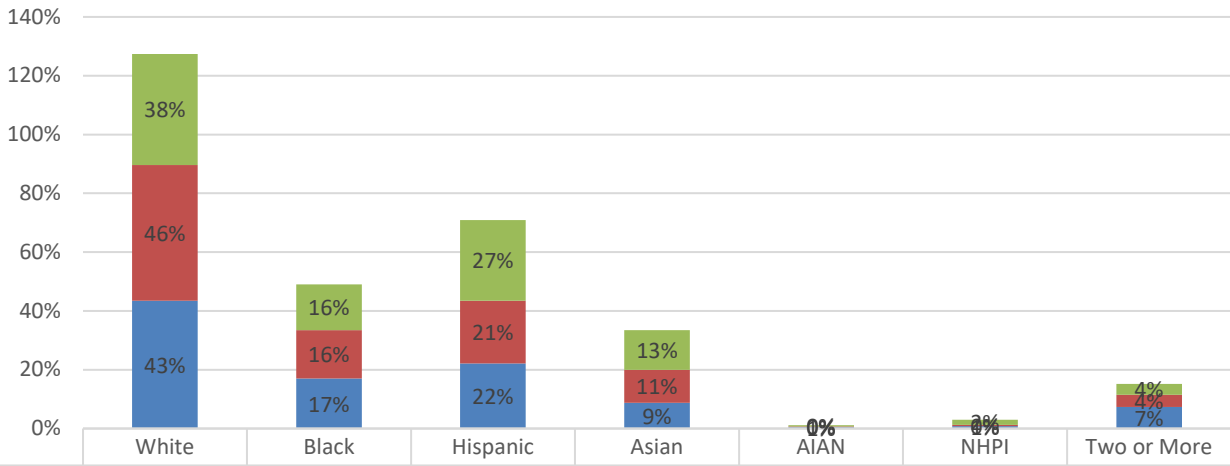


The graph illustrates the percentages of people promoted during the calendar years 2017, 2020, and 2022 based on sex/gender. The statistical analysis is listed below:

- 800 people were promoted in 2017. 512 were female while 288 were male.
- 540 people were promoted in 2020. 350 were females while 190 were male.
- 1097 people were promoted in 2022. 703 were female while 394 were male.
- The promotion of males remained the same from 2017 through 2022.
- The promotion of females remained the same from 2017 through 2022.

EEO reviewed the promotional rate of employees based on race and gender for 2017, 2020 and 2022. Below are the results.

Promotions by Race/Ethnicity



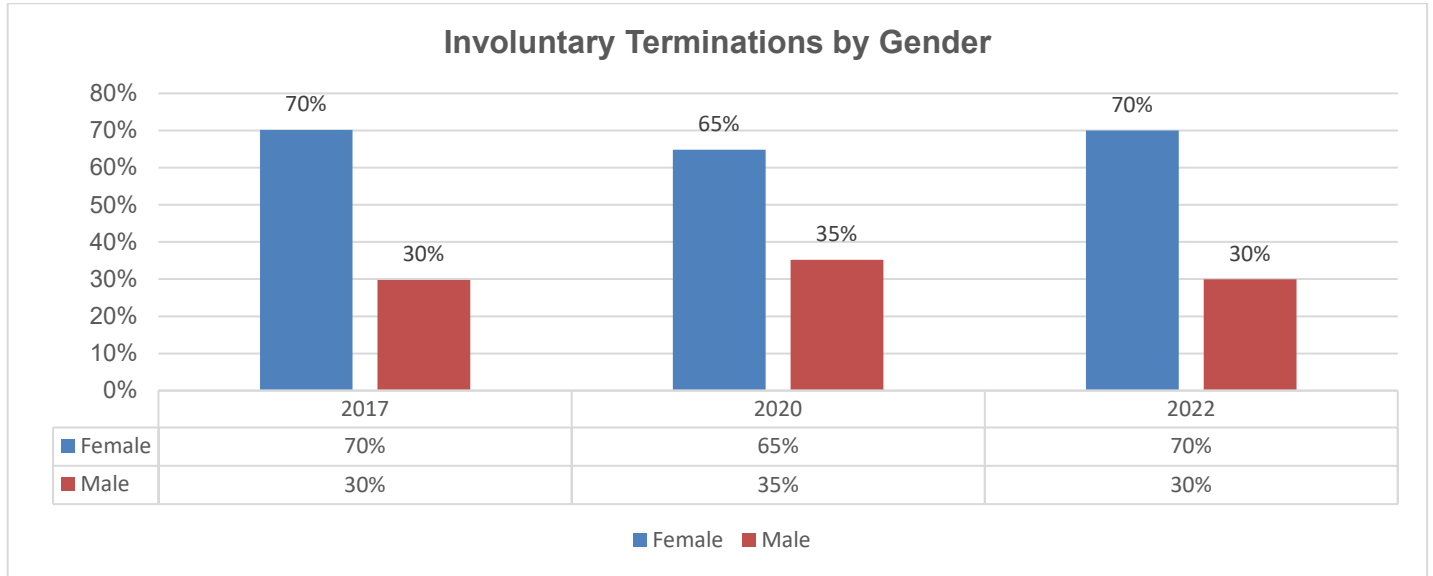
	White	Black	Hispanic	Asian	AIAN	NHPI	Two or More
2022	38%	16%	27%	13%	0%	2%	4%
2020	46%	16%	21%	11%	0%	0%	4%
2017	43%	17%	22%	9%	1%	1%	7%

■ 2017 ■ 2020 ■ 2022

- The promotion of Whites decreased by 5 percentage points from 2017 through 2022.
- The promotion of Blacks decreased by 1 percentage point from 2017 through 2022.
- The promotion of Hispanics increased by 5 percentage points from 2017 through 2022.
- The promotion of Asians increased by 4 percentage points from 2017 through 2022.
- The promotion of AIAN decreased by 1 percentage point from 2017 through 2022.
- The promotion of NHPI increased by 1 percentage point from 2017 through 2022.
- The promotion of Two or More Races decreased by 3 percentage points from 2017 through 2022.

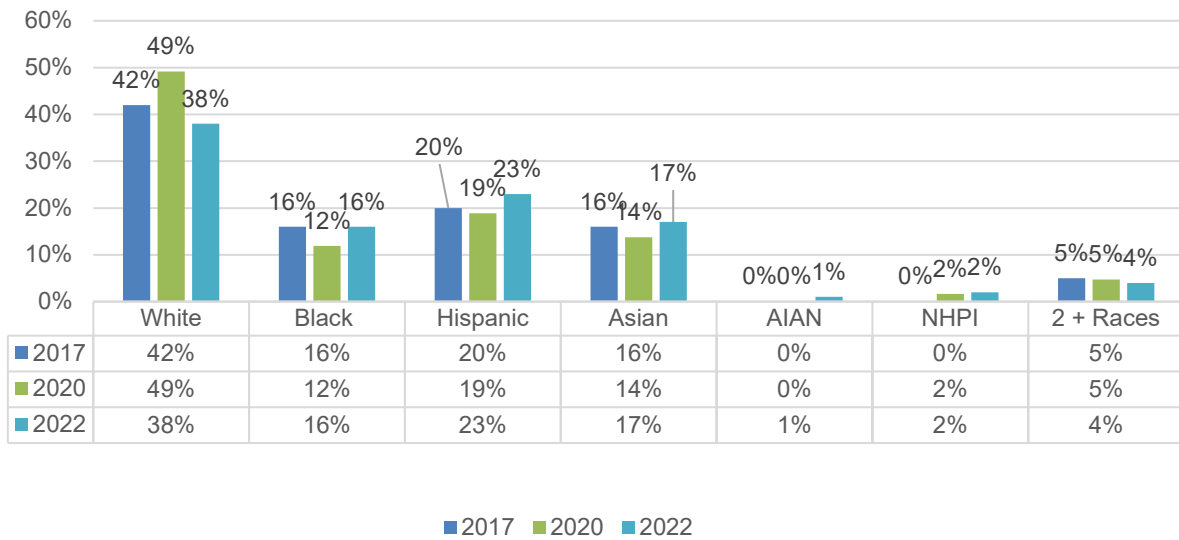
IV. Involuntary Terminations

Terminations include both voluntary and involuntary resignations. Voluntary employment terminations are initiated solely by the employee while involuntary terminations are initiated solely by the employer and are usually due to negative behavior, poor performance, layoff, etc. EEO reviewed the voluntary and involuntary resignations for calendar years 2017, 2020, and 2022.



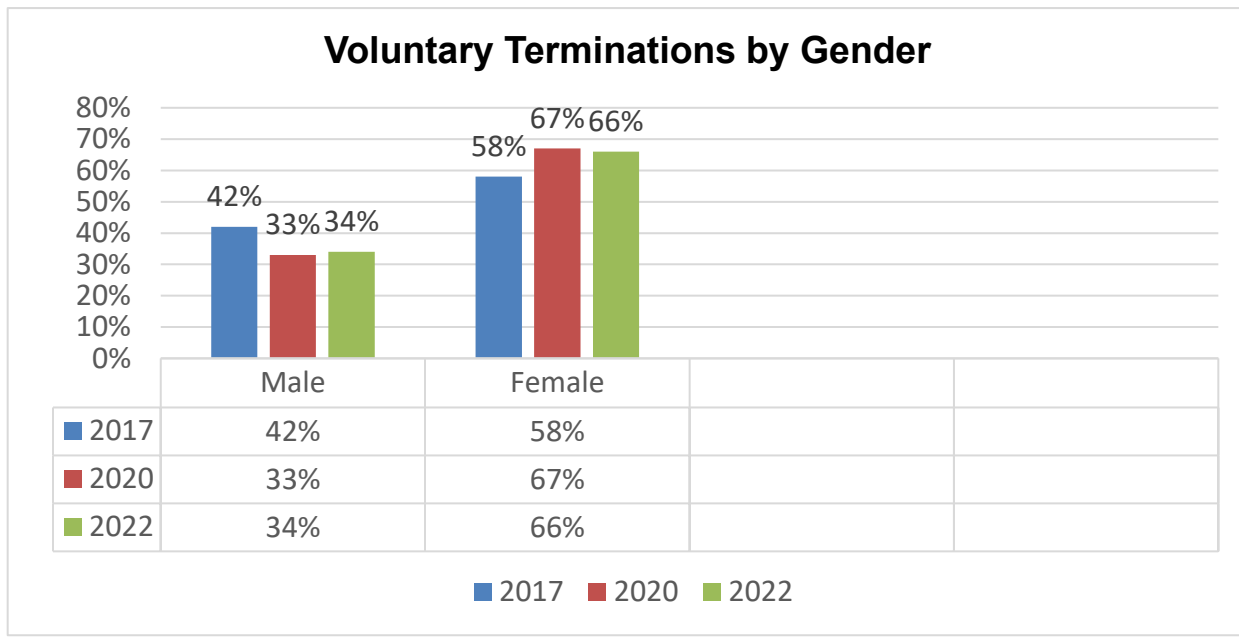
- In 2017, 359 employees were terminated.
- In 2020, 790 employees were terminated.
- In 2022, 648 employees were terminated.
- From 2017 to 2022 the rate of females who were terminated remained the same.
- From 2017 to 2022 the rate of males who were terminated remained the same.

Involuntary Terminations by Race/Ethnicity



- From 2017 through 2022 White employees who were terminated decreased by 4 percentage points.
- From 2017 through 2022 Black employees who were terminated decreased remained the same.
- From 2017 through 2022 Hispanic employees who were terminated increased 3 percentage points.
- From 2017 through 2022 Asian employees who were terminated increased by 1 percentage point.
- From 2017 through 2022 AIAN employees who were terminated increased 1 percentage point.
- From 2017 through 2022 NHPI employees who were terminated increased 2 percentage points.
- From 2017 through 2022 Two or More Races employees who were terminated decreased by 1 percentage point.

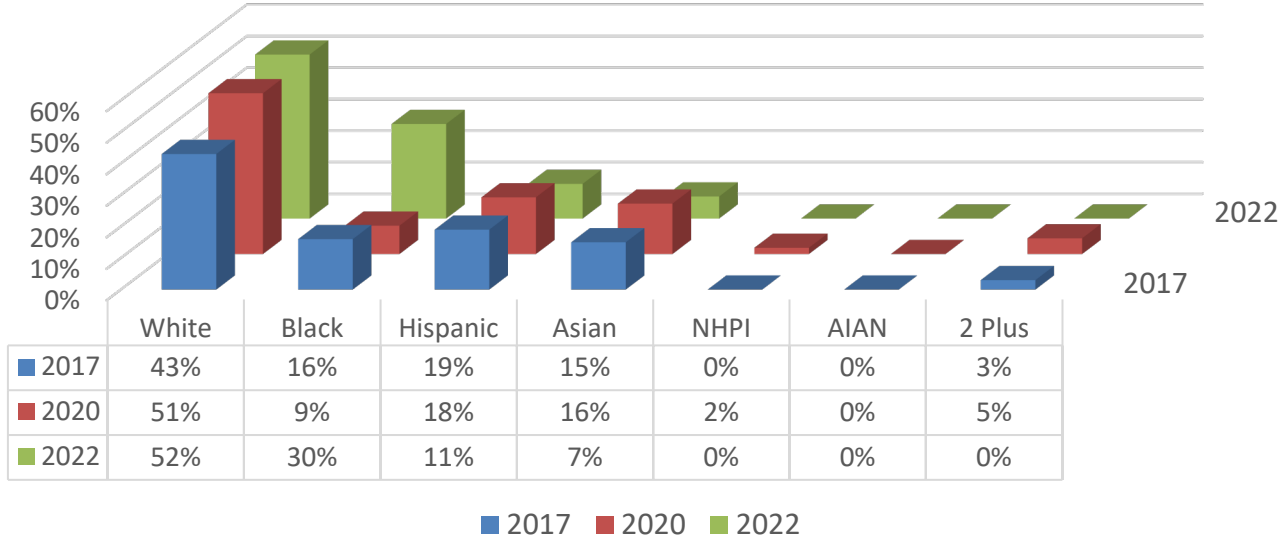
V. Voluntary Terminations



Voluntary employment terminations are initiated solely by the employee.

- The rate of voluntary terminations for males decreased by 8 percentage points from 2017 through 2022.
- The rate of voluntary terminations for females increased by 8 percentage points from 2017 through 2022.

Voluntary Terminations by Race/Ethnicity



- From 2017 through 2022 White employees who were involuntarily terminated increased by 9 percentage points.
- From 2017 through 2022 Black employees who were involuntarily terminated increased by 14%.
- From 2017 through 2022 Hispanic employees who were involuntarily terminated decreased 8 percentage points.
- From 2017 through 2022 Asian employees who were involuntarily terminated decreased by 8 percentage point.
- From 2017 through 2022 NHPI employees who were terminated increased 2 percentage points.
- From 2017 through 2022 AIAN employees who were terminated remained the same.
- From 2017 through 2022 Two or More Races employees who were terminated decreased by 3 percentage points.

CONCLUSION

The data presented in this report provides the County stakeholders, managers, employees, and the public with detailed information regarding the County's outreach and recruitment efforts. Although we have made strides toward achieving workforce equity, some areas still need to be addressed. One area of note is the equitable distribution of jobs. Currently, the County is comprised of 66% females and 34% males while the County's residential population is 51% females and 49% males. The gender and race/ethnicity data for both are listed below.

	Males	Females	Total	Percentage of Workforce
White	1547	2064	3611	39%
Black	358	1072	1430	15%
Hispanic	578	1487	2065	22%
Asian	475	982	1457	17%
NHPI	38	84	122	1%
AIAN	18	30	48	1%
2 or more races	169	329	498	5%
Total	3183	6048	9231	100%

The data shows that white employees make up 39% of the County's workforce whereas people of color make up 61%. White employees were hired, promoted, and terminated more so than other races/ethnicities. These trends continue to stress the importance for the County to continue its outreach and recruitment strategic efforts. The areas of opportunities and improvement are:

- Continue conducting outreach electronically via social media platforms and other web-based job posting applications.
- Create additional marketing tools such as brochures and PowerPoint presentations, which are designed to reach under-represented groups.
- Continue providing additional training to the departmental EEO Coordinators to help them to become more knowledgeable of targeted outreach, under-representation, and creating more effective outreach plans.
- Continue promoting a work environment that is free from all forms of discrimination and harassment; Eliminate unnecessary institutional practices, barriers, and policies that affect applicants and employees negatively.
- Increase awareness and acceptance of all protected bases that are covered by federal and/or state law.
- Outline the County's EEO Program and the specific steps utilized to achieve a diverse workforce.
- Contain statistical data relative to the County's workforce that identifies the occupational job categories where employees of certain racial/ethnic and/or gender/sex groups are under-represented.
- Identify specific action plans to correct under-representation.

EEO will continue to work with community-based organizations, colleges, universities, and professional

organizations to assist the County in attaining equity and inclusion within our workforce. The County remains committed to the recruitment, hiring, retention, and promotion of a diverse workforce. EEO strives to support all County departments in creating enriching programs and positive environments so current and prospective employees have a sense of purpose and value to do their very best work.

**CONTRA COSTA COUNTY
2022 OUTREACH AND RECRUITMENT DATA
9231 EMPLOYEES**

GENDER

Demographics By Gender	Total Department Workforce ¹	Male (%)	Female (%)
Officials and Administrators			
County Workforce	357	33	67
Census Data	X	58/49 ²	42/51
Underrepresentation	X	-25/-16	X
Professionals			
County Workforce	3656	30	70
Census Data	X	47/49	53/51
Underrepresentation	X	-17/-19	X
Technicians			
County Workforce	1027	41	59
Census Data	X	51/49	49/51
Underrepresentation	X	-10/-8	X
Administrative Support			
County Workforce	2757	17	83
Census Data	X	38/49	62/51
Underrepresentation	X	-21/-32	X
Service Maintenance			
County Workforce	337	66	34
Census Data	X	57/49	43/51
Underrepresentation	X	X	-9/-17
Skilled Craft			
County Workforce	76	97	3
Census Data	X	94/49	6/51
Underrepresentation	X	X	-3/-48
Protective Services (Sworn)			
County Workforce	814	83	17
Census Data	X	77/49	23/41
Underrepresentation	X	X	-6/-24
Protective Services (Non-Sworn)			
County Workforce	207	65	35
Census Data	X	58/49	42/51
Underrepresentation	X	X	-7/-16

¹ The total number of people who had worked for the County at least one day during the 2022 calendar year.

⁴ These numbers are broken into two separate categories. The first number represents the Census data for eligible people who reside in Contra Costa County

**CONTRA COSTA COUNTY
2022 OUTREACH AND RECRUITMENT DATA
9231 EMPLOYEES
RACES AND ETHNICITY**

Demographics by Race and Ethnicity ^[3]	White (%)	Black (%)	Hispanic (%)	Asian (%)	Native Hawaiian/ Pacific Islander (%)	American Indian/ Alaska Native (%)	Two or More Races (%)
Officials and Administrators							
County Workforce	53	18	12	10	0	1	6
Census Data	60/65	6/10	13/26	17/18	0/1	0/1	4/5
Underrepresentation	-7/ 12	X/X	-1/ 14	-7/8	X/1	X/X	X/X
Professionals							
County Workforce	39	15	16	21	1	0	8
Census Data	55/65	6/10	11/26	23/18	0/1	0/1	4/5
Underrepresentation	-16/ 26	X/X	X/ 10	-2/X	X/X	X/1	X/X
Technicians							
County Workforce	35	14	21	22	2	1	5
Census Data	42/65	9/10	26/26	19/18	0/1	0/1	4/5
Underrepresentation	-7/ 30	X/X	-5/5	X/X	X/X	X/X	X/X
Administrative Support							
County Workforce	33	18	30	12	2	1	4
Census Data	47/65	10/10	22/26	16/18	1/1	0/1	4/5
Underrepresentation	-14/ 32	X/X	X/X	-4/6	X/X	X/X	X/1
Service Maintenance							
County Workforce	23	16	40	17	1	1	2
Census Data	28/65	10/10	43/26	13/18	1/1	0/1	5/5
Underrepresentation	-5/ 42	X/X	-3/X	X/1	X/X	X/X	-3/3
Skilled Craft							
County Workforce	63	7	20	8	0	1	1
Census Data	41/65	6/10	41/26	8/18	0/1	0/1	4/5
Underrepresentation	X/2	X/3	-21/6	X/ 10	X/1	X/X	-3/4
Protective Services (Sworn)							
County Workforce	60	9	22	5	1	0	3
Census Data	44/65	20/10	17/26	11/18	1/1	0/1	6/5
Underrepresentation	X/5	-11/1	X/4	-6/ 13	X/X	X/1	-3/2
Protective Services (Non-Sworn)							
County Workforce	44	22	23	6	1	1	3
Census Data	39/65	12/10	33/26	8/18	5/1	0/1	3/5
Underrepresentation	X/ 21	X/X	-10/3	-2/ 12	-4/X	X/X	X/2

^[3] The Census Bureau categorizes ethnicity into two categories: Hispanic or Latino OR not Hispanic or Latino. The terms "Hispanic," "Latino," and "Spanish" are used interchangeably



**CONTRA COSTA COUNTY
DEPARTMENT OF AGRICULTURE, WEIGHTS & MEASURES
OUTREACH AND RECRUITMENT PLAN
38 EMPLOYEES**

Issue: The Board of Supervisors remains committed to maintaining a diverse and inclusive workforce, which is reflective of the communities that we serve. As of December 31, 2022, the County's workforce statistical data indicate the following:

- Females are underrepresented in Officials and Administrators and Technician positions
- Males are underrepresented in Administrative Support positions
- Blacks are underrepresented in Administrative Support positions
- Hispanics are underrepresented in Officials and Administrators, Professionals, Technician, Administrative Support, and Service Maintenance positions
- Asians are underrepresented in Officials and Administrators, Professional, Technician, and Administrative Support positions

The majority of the positions in our department require California State licensure to meet the minimum qualifications. These positions include Agricultural Biologist II, Agricultural Biologist/W&M Inspector III, Agricultural Deputy Commissioners, Deputy Sealer of Weights and Measures, and Department Administrators. When we recruit for positions that require state licensing, a job announcement is sent to all qualified and licensed individuals in the state of California. This ensures that we are reaching the broadest qualified candidate pool possible. The California Department of Food and Agriculture County Liaison provides the department with a list of qualified individuals once we notify them of vacant positions.

For Biologist I and Weights & Measures Inspector I positions, incumbents do not require possession of a state license. However, incumbents are given nine months to obtain one state license as a requirement of employment. For these positions, we will outreach with Community Colleges and Universities. For job positions where state licensing is not required, we focus outreach efforts within the community

Objective: Increase the applicant pool of underrepresented groups within our workforce by conducting specific outreach and recruitment efforts to candidates who meet the minimum qualifications by encouraging them to apply for the vacant positions within the Department of Agriculture, Weights and Measures.

Message: The Department of Agriculture/Weights and Measures will target outreach efforts to websites that serve underrepresented groups. We will email these organizations vacancy announcements within the department during the fiscal year. This proactive measure will

help to create a more diverse applicant pool of qualified candidates to apply for departmental vacancies.

Tools: The Department of Agriculture/Weights and Measures will disseminate recruitment opportunities to the public through our website and to local community colleges and universities to increase awareness of the Department of Agriculture/Weights and Measures and provide information of qualifications for employment with our department. We will continue to utilize websites geared towards helping underrepresented people find employment when possible. When hiring for licensed positions, the department obtains a statewide contact list of all licensees and ensures that everyone who is qualified receives notification of the job opening with instruction on how to apply.

Message Distribution

STRATEGY	ELEMENT	TASKS
Research employment websites and register to join the online community.	Internet/Computer	Coordinate with Human Resources to publish recruitments on Womenforhire.com, Tradeswomen.org, and Diversity.com
Increase awareness about the different positions in our department. This will be achieved by describing the job qualifications for vacant positions and how to attain those qualifications.	Internet/Computer	Keep information updated for job qualifications, job descriptions, and licensing information to our department's website.
Target all underrepresented classes that possess a state inspector/biologist license, weights and measures inspector license, Deputy license, Sealer of W&M license and Agricultural Commissioner license	Personal contact	Mail or email all job announcements to all qualified individuals in order to expand the opportunity for qualified individuals.
Network with local Community Colleges and Universities to increase the applicant pool and explain the Department of Agriculture, Weights and Measures recruitment mission and goals.	Personal contact/publications	Develop content that highlights the department's purpose, goals and employment opportunities. Reach out to Academic Career Advisors and Alumni Relations at Cal State East Bay, UC Davis, Cal State San Luis Obispo.

Contact: Matthew Slattengren
Agricultural Commissioner/Sealer of Weights and Measures
Matt.Slattengren@ag.cccounty.us



CONTRA COSTA COUNTY ANIMAL SERVICES EQUAL EMPLOYMENT OPPORTUNITY OUTREACH AND RECRUITMENT PLAN 62 EMPLOYEES

Issue: The Board of Supervisors remains committed to maintaining a diverse and inclusive workforce that is reflective of the communities that we serve. As of December 31, 2022, the Animal Services Department's statistical data indicate the following:

- Females are underrepresented in the Professionals job category.
- Males are underrepresented at 31% in Administrative Support, 21% in Service Maintenance, and 25% in the Officials & Administrators job categories.

The Animal Services Department also presented under-representation in the following categories:

- African Americans are underrepresented at 10% in Administrative Support, 10% in the Services Maintenance job category.
- Asians are underrepresented at 17% in Officials and Administrators, 23% in Professionals, 19% in Technicians, and 16% in Administrative Support job categories.

Objective: Increase outreach to the local minority workforce population, specifically for under-represented areas within the Animal Service Department divisions. The Animal Services Department will continue to create positive and sustainable partnerships with the local Community College District and Community Based Organizations (CBOs) to ensure that the department informs the community on department vacancies.

Message: The Animal Services Department will continue to be an active partner in the community by establishing strong relationships with County and community vocational programs on all department career opportunities. The Department strives to continue to outreach and engage with the local community to enhance and promote a diversified workforce.

Tools: Continually update Animal Services website.
Utilize Animal Services Social Media websites.
Attend and participate in local job and community events.
Distribute department brochures and literature.

Message Distribution

STRATEGY	ELEMENT	TASKS
Participate in community events and job fairs.	Outreach & Engagement	<p>ASD will re-engage in 2022 by participating in local community events that target underserved populations.</p> <p><u>Community Events:</u></p> <ul style="list-style-type: none"> • Bark in the Park, Brentwood CA • Safety Fairs, County Wide • Road Runner Run Club, Pleasant Hill CA • Veteran’s Stand Down, Antioch CA • and other scheduled community events posted on the Department’s website <p><u>Job Fairs & Presentations:</u></p> <ul style="list-style-type: none"> • Contra Costa County Workforce Development Board Job Fairs • Contra Costa Colleges EOP program presentations.
Establish competitive salaries for Animal Services Field Operations unit.	Economic	The Animal Services Department (ASD) has implemented an external and internal competitive salary study for our Animal Services Medical division classifications in 2022 to increase the department’s medical staff recruitment and retention.
Distribute brochures and employment opportunities for outreach and recruitment to minorities.	Recruitment	<p>The Animal Services Department (ASD) will collaborate with local community-based organizations and agencies on employment recruitments. ASD has continuously promoted employment opportunities to these organizations.</p> <p><u>Community Based Organizations:</u></p> <ul style="list-style-type: none"> • Workforce Development Board: East Bay Works • Opportunity Junction, Antioch CA • Contra Costa Community College District

<p>Register and post Animal Services Department vacancies online, to reach a broad section of minorities</p>	<p>Electronic</p>	<p>Animal Services has also expanded its employment recruitment efforts through social media:</p> <ul style="list-style-type: none"> • Facebook • Twitter • LinkedIn <p>Register and post vacancies on large job recruitment websites through the Contra Costa Human Resources Department:</p> <ul style="list-style-type: none"> • Indeed • Moster.com • GlassDoor • Humane Society

Contact: Arturo Castillo. Administrative Services Officer
arturo.castillo@asd.cccounty.us



**CONTRA COSTA COUNTY
OFFICE OF THE ASSESSOR
OUTREACH AND RECRUITMENT PLAN
97 EMPLOYEES**

Issue: The Board of Supervisors remains committed to maintain a diverse and inclusive workforce which is reflective of the communities that we serve. As of December 31, 2022, the Office of the Assessor’s workforce statistical data indicate the following:

- Males are underrepresented in Official and Administrator, Technician and Administrative Support positions.
- Hispanics and Asians are underrepresented in Official and Administrator positions.
- Asians are underrepresented in Professional positions.
- Hispanics are underrepresented in Technician positions.

Objective: Increase the applicant flow of underrepresented groups within our workforce by conducting specific outreach and recruitment efforts to Community Based Organizations, Professional Groups and online recruitment sites who serve the populations listed above.

Message: The Office of the Assessor will conduct strategic outreach efforts to community/faith based organizations, professional groups and online websites that serve those populations where we have underrepresentation. We will electronically send these organizations all open vacancies within the department. This proactive measure will help to create a more diverse applicant pool of qualified candidates to apply for departmental vacancies.

Tools: Community based organizations to reach out to men
Local colleges and universities
Distribute to various applicable professional groups
Post job vacancies on websites and job centers

Message Distribution

STRATEGY	ELEMENT	TASKS
Partner with community based organizations to reach out to males to apply for Technical and Administrative Support positions within our workforce	Personal Contact	Connect with: <ul style="list-style-type: none"> • Men and Women of Purpose • Shelter, Inc. • East Bay Goodwill

Utilize job search websites to reach a broader pool of applicants interested in employment in the public sector.	Electronic Publication	Post job vacancies on glassdoor.com , indeed.com , bayareajobfinder.com ; and/or governmentjobs.com
Utilize online networks to reach the Hispanic and Asian communities	Electronic Publication	Post job vacancies on the Professional Diversity Network
Coordinate with Hispanic and Asian organizations to reach those interested in Officials and Administration, Professional, and Technician positions at the Assessor's Office	Personal Contact	Connect with: <ul style="list-style-type: none"> • Hispanic Chamber of Commerce • Lao Family Community Development
Connect with California Community Colleges and Adult Schools	Electronic Publication	Reach out to local colleges (such as DVC, Los Medanos, Cal State East Bay, and Contra Costa College, Contra Costa Adult Education) to post job vacancies. Extend outreach to colleges in Sacramento, Napa, Alameda, Solano, Santa Clara and Sonoma Counties
Work with subject matter experts to connect with professional groups in order to reach individuals interested in Official and Administrator, Technician, and Professional positions	Electronic Publication	Distribute announcements to applicable professional groups (such as California State Association of Counties and California Assessors' Association) and distribute to other County Assessor's Offices in the State.
Utilize community job centers and resources	Publication/Print	Post job openings at Workforce Development Board East Bay Works One-Stop Career Center locations
Utilize county resources and websites	Electronic Publication	Advertise on CCTV and publish on the Assessor's Office website.

Contact: Danielle Gomez – Administrative Services Assistant III
danielle.gomez@assr.cccounty.us



CONTRA COSTA COUNTY OFFICE OF THE AUDITOR-CONTROLLER OUTREACH AND RECRUITMENT PLAN

45 EMPLOYEES

Issue: The Board of Supervisors remains committed to maintain a diverse and inclusive workforce, which is reflective of the communities that we serve. As of December 31, 2022, the Office of the Auditor-Controller workforce statistical data indicates the following:

- Males are underrepresented in Professional positions by 26%
- Males are underrepresented in Administrative Support positions by 22%.
- In the Officials and Administrators, the underrepresentation is Whites 10%, Hispanics 13%, and Asians 17%.
- Whites are underrepresented in Professional positions by 22%.
- In the Administrative Support positions, the underrepresentation is Whites 15% and Asians 11%.

Objective: Work with Human Resources to Increase the applicant flow of underrepresented groups within our Office by encouraging underrepresented classes to apply for vacant positions. Help Human Resources create diversified applicant pools to fill vacancies with the Office through increased outreach.

Message: The Office of the Auditor-Controller will continue to work with the Human Resources Department to strengthen its outreach efforts. The Auditor-Controller's Office is committed to conducting strategic and targeted outreach to meet both the county and department outreach goals, as determined by the Office of Equal Employment Opportunity. The Office will continue to conduct strategic outreach efforts to community-based organizations, professional groups, and online websites that serve those populations where we have underrepresentation.

Tools: Community Organizations such as the Chamber of Commerce
Professional websites such as the California Auditor-Controller's State Association, California State Association of Counties (CSAC).
Recruiting websites such as Zip Recruiter, Monster, and Indeed.
Local junior colleges and universities.

Message Distribution

STRATEGY	ELEMENT	TASKS
Partner with professional organizations to reach out to the underrepresented groups of the office and apply for Professional and Administrative Support positions within the Office.	Personal Contact	Create professional relationships and partner with local colleges such as DVC, Los Medanos, Cal State East Bay, and local high schools
Attend job and career fairs geared towards helping the underrepresented groups of the office find employment both in Professional and Administrative Support positions.	Personal Contact	Work with Human Resources to attend at least 2 job and career fairs during the fiscal year
Partner with community-based organizations who are the underrepresented groups of the office and who are interested in working in Administrative Support positions.	Personal Contact	Partner with the Office of EEO to reach our specific audience
Post job notices to the State Association of County Auditor's website	Publication/Print Media/Electronic	When notified of job announcements post to website
Post job notices to the California State Association of Counties (CSAC) website	Publication/Print Media/Electronic	When notified of job announcements post to website
Notify Walnut Creek, Lafayette, Orinda Chambers of Commerce and request they post job announcements	Publication/Print Media/Electronic	When notified of job announcements email
Email job vacancies to local colleges and universities and to career counselors within the local college and university system	Publication/Print Media/Electronic	When notified of job announcements email
Implement an Internship Program	Personal Contract	Develop an internship program to attract college students interested in a career in public accounting/auditing

Contact: Bob Campbell. Auditor-Controller Contra Costa County
Bob.Campbell@ac.cccounty.us



CHILD SUPPORT SERVICES OUTREACH AND RECRUITMENT PLAN

114 EMPLOYEES

Issue: The Board of Supervisors remains committed to maintain a diverse and inclusive workforce which is reflective of the communities that we serve. As of December 31, 2022, the Department of Child Support Services is underrepresented in males for each job category except the Technicians. There is under representation in females in the Technicians job category. There is under representation in the Asian population in each job category except Administrative Support. There is underrepresentation of the Hispanic population in the Technicians job category. There is under representation in the White population in the Officials and Administrators job category. Additionally, there is under representation in the White population in the Technicians job category.

Objective: Increase the visibility of males within the workforce. Increase the visibility of females in the Technician workforce. Target Asian, Black, Hispanic, and White populations in an attempt to mitigate current trends of under representation. The Department will work to more broadly market and promote job vacancies.

Message: The Department will utilize social media and online resources to reach a broad candidate pool. The Department will increase the scope of its marketing in the community in order to create a more diverse applicant pool of qualified candidates.

Outreach Tools:

YOU TUBE Video
Social Media
Community Outreach
Job Fairs
Digital Bill Board Advertising
Remote Testing
Child Support Director's Association
Western Intergovernmental Child Support Engagement Council

Message Distribution

Strategy	Element	Tasks
Use employee testimonial video and post to the Department's webpage	Electronic Media	Link the YOU TUBE video of incumbent employees in the underrepresented groups, explaining the duties of the open positions to the County HR webpage job posting to the Departments webpage.
Utilize social media to expand exposure of open job opportunities	Electronic Media	Post link to open job opportunities on the Department's Facebook page. Continually monitor to address potential candidate feedback
Conduct outreach to local community groups, targeting groups specific Asian, Hispanic and African-American populations.	Electronic Media	Build community partnerships and provide electronic job postings for distribution during open recruitment periods. Will target Shelter, Inc. and local Salvation Army chapter for male and African-American outreach, Asian Business League of San Francisco for Asian outreach, Monument Impact for Hispanic outreach.
Create brochure which explains the department of Child Support Services' outreach and recruitment mission and goals	Publication Print Media	Partner with the County Workforce Development Board to distribute brochures to local job fairs and local job centers
Coordinate digital billboard advertising with open recruitments	Advertising	Post job opportunities via digital billboards in Contra Costa County; utilize marketing materials that specifically target males of current under-represented groups.
Use job examinations that can be administered remotely and reach a wider group of candidates.	Remote Testing	Create examinations that can be done by candidates from home or in their local area, to reach a broader candidate pool.
Child Support Director's Association (CSDA) and Western Intergovernmental Child Support Engagement Council (WICSEC)	Advertising	Post job opportunities with CSDA and WICSEC to reach child support professionals throughout California and the United States, targeting a larger audience for job postings.

Contact:

**Matthew Brega,
Assistant Director /
Supervising Attorney**

**925-313-4401
Matt.Brega@dcss.cccounty.us**



CONTRA COSTA COUNTY CLERK-RECORDER-ELECTIONS DEPARTMENT OUTREACH AND RECRUITMENT PLAN 79 EMPLOYEES

- Issue:** The Clerk-Recorder-Elections Department remains committed to maintaining a diverse and inclusive workforce reflective of the communities we serve. As of December 31, 2022, the County's workforce statistical data indicate the following for the Clerk-Recorder-Elections Department:
- Males are underrepresented in Officials and Administrators positions.
 - Females are underrepresented in Technicians.
 - Whites are underrepresented in Administrative Support positions
 - Hispanics are underrepresented in Officials and Administrators and Technicians positions
 - Asians are underrepresented in Professionals positions.
- Objective:** Increase the applicant flow of underrepresented groups within our workforce by conducting specific outreach and recruitment efforts to Community Based Organizations, professional groups, and online recruitment sites who serve the populations listed above.
- Message:** On behalf of the Clerk-Recorder-Elections Department, the Human Resources unit will conduct strategic outreach efforts to community-based organizations, professional groups, and online websites that serve those populations where we may be underrepresented. These organizations will be provided information about open vacancies within the department. This proactive measure will help to create a more diverse applicant pool of qualified candidates to apply for departmental vacancies.
- Tools:** Community based organizations
Local job fairs and career days
Local colleges and universities
Websites geared towards helping men and women find employment
Create and distribute informational brochures

Message Distribution

STRATEGY	ELEMENT	TASKS
Identify organizations that promote job opportunities for minority groups within the County. Apprise said groups when requesting new eligible lists are created for underrepresented job classes.	Personal Contact	Identify job resource entities in the county working to support minority groups seeking employment, apprise said groups of opportunities to apply for recruitments to underrepresented job classes.
Advertise at local job fairs, colleges, and universities within the County.	Advertisement	Increase applicant flow for recruitments by participating with local institutions.
Partner with community based organizations who serve males interested in working as Officials, Administrators, and Professional positions. As well as organizations who serve females interested in Technical positions	Personal Contact	Partner with the Salvation Army, Men and Women of Purpose and Community Churches to reach our specific audiences. Identify additional community based organizations for candidate outreach purposes.
Work with recruiting firms to solicit candidates from underrepresented communities	Personal Contact	Identify and contact recruiting firms that serve underrepresented groups; apprise them of anticipated recruitments before eligible lists are constructed.

Contact: Tyler Stull, Administrative Services Assistant II, 925-335-7997
tyler.stull@cr.cccounty.us



**CONSERVATION AND DEVELOPMENT
OUTREACH AND RECRUITMENT PLAN
150 EMPLOYEES**

Issue: The Board of Supervisors and the Department of Conservation and Development (DCD) remain committed to maintain a diverse and inclusive workforce which is reflective of the communities that we serve. As of December 31, 2022, the County's workforce statistical data indicate the following with respect to DCD:

- Males are underrepresented in Administrative Support positions.
- Females are underrepresented in Professional, Technician and Service Maintenance positions.
- Whites are underrepresented in Professional and Service Maintenance positions.
- Asians are underrepresented in Service Maintenance positions.
- Hispanics are underrepresented in Service Maintenance positions.

Objective: Increase the applicant flow of underrepresented groups within our workforce by conducting specific outreach and recruitment efforts to include educational institutions and programs, professional groups and online recruitment sites that serve the populations listed above.

Message: DCD will conduct strategic outreach efforts to educational and professional groups, as well as websites that serve the populations that are underrepresented. We will electronically send these organizations all open vacancies within the department during the fiscal year. This proactive measure will help to create a more diverse applicant pool of qualified candidates to apply for departmental vacancies.

Tools:

- Professional Networks and Groups
- Local colleges and universities
- Job/employment fairs
- Build an internship and mentorship program to expand our connections with previously untapped talent pools and retain quality employees

- Websites that help women find employment in Technician and Service/Maintenance positions
- Websites that help men find employment in Administrative Support positions
- Websites that help Hispanic candidates find employment in Officials/ Administrators positions
- Websites that assist White candidates find employment in Professional positions
- Websites that assist Asian candidates find employment in Service Maintenance positions
- Websites that target the hiring of existing Contra Costa County residents to improve representation in all underrepresented groups.

Message Distribution

STRATEGY	ELEMENT	TASKS
<p>Officials and Administrators: For future such vacancies in DCD, we will focus on encouraging Hispanics to apply for such positions to reduce the underrepresentation in the Officials and Administrators category.</p>	<p>Personal Contact; Professional organizations;</p>	<p>Work directly with other administrators to identify potential candidates for this position in the under-represented categories. Outreach to organizations such as the Local Government Hispanic Network and pursue posting job openings there.</p>
<p>Professionals: DCD will be recruiting/filling Planner and Engineer positions during the 22/23 fiscal year. When recruiting focus on outreach to females and white candidates for these positions.</p>	<p>Local colleges and universities; job fairs; internships</p>	<p>Attend job fairs and recruit directly from colleges and universities that generate qualified candidates, particularly white candidates.</p>

<p>Technicians: Currently, DCD has several vacant Building Inspector positions. DCD recognizes a clear need to increase representation for women and people of color in these classifications, starting with Building Inspector I.</p>	<p>Personal Contact; Professional Networks; internships and Websites</p>	<p>Discuss with existing staff how to increase diversity in this classification. Utilize their networks of professionals to recruit. Also utilize websites and organizations such as:</p> <ul style="list-style-type: none"> • Tradeswomen.org • National Association of Women in Construction (NAWIC)
<p>Administrative Support: Partner with HR in identifying locations to recruit males including community-based organizations. Some of DCD's clerical staff have come from the WEX Program (Work Experience Program through EHSD). Continue to utilize this program. Additionally, offer internship opportunities. These opportunities expose students to the work we do, and often encourage them to apply for FT positions.</p>	<p>Community Based Organizations; WEX Program; Offer Internship opportunities</p>	<p>Collaborate with the Salvation Army, Rubicon, and other community-based organizations to reach our specific audience. Offer intern opportunities to students interested in administrative support positions. Contact EHSD representative regarding WEX program.</p>
<p>Service/Maintenance: This category consists of Weatherization Technician (Specialists and Leads). These positions are primarily filled by word of mouth because they are Project positions and outside the merit system. DCD is committed to working with the Program Manager to conduct targeted/focused recruitment when vacancies occur to decrease the disparity in women specifically, and to increase the White, Hispanic, and Asian representation.</p>	<p>Personal Contact, Internet/Computer</p>	<p>Tradeswomen.org; Asian Career Network</p>

<p>Research employment websites and targeted professional associations and make use of these tools for outreach and networking.</p>	<p>Internet/Computer</p>	<p>Conduct outreach with and thru organizations and websites such as:</p> <ul style="list-style-type: none"> <input type="checkbox"/> womenforhire.com <input type="checkbox"/> careerwomen.com <input type="checkbox"/> National Association for Asian American Professionals (Career Center web page) <input type="checkbox"/> National Society for Hispanic Professionals <input type="checkbox"/> National Association of Women in Construction (NAWIC) <input type="checkbox"/> Women in Structural Engineering (WiSE) <input type="checkbox"/> Structural Engineering Engagement and Equity (SE3) Project <input type="checkbox"/> Planning and Women Division of the American Planning Association <input type="checkbox"/> Tradeswomen.org; <input type="checkbox"/> Asian Career Network <input type="checkbox"/> Local Government Hispanic Network
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Contact: John Kopchik, Director
john.kopchik@dcd.cccounty.us



COUNTY ADMINISTRATOR'S OFFICE OUTREACH AND RECRUITMENT PLAN 115 EMPLOYEES

ISSUE: The County Administrator's Office (CAO) remains committed to maintaining a diverse and inclusive workforce that is reflective of the communities served. As of December 31, 2022, the demographics of the CAO's workforce indicate the following:

- Males are underrepresented in Officials/Administrators and Administrative Support roles
- Females are underrepresented in Technician roles
- Whites are underrepresented in Technician roles
- Hispanics are underrepresented in Technician, Administrative Support, and Skilled Craft roles
- Asians are underrepresented in Administrative Support roles

This workforce underrepresentation data includes data for the following departments within the County Administrator's agency: Clerk of the Board; CCTV; Department of Information Technology, including the Telecommunications division; Law and Justice Systems; and the Administrative Office of the County Administrator, including the Labor Relations unit.

OBJECTIVE: Increase the applicant flow by focusing recruitment efforts to the underrepresented groups.

MESSAGE: The CAO will attempt to strategically target outreach to organizations and websites that cater to diverse populations when recruitments occur. In partnership with the Human Resources Department, open vacancies will be sent electronically to these organizations, as well as to other County departments. Additionally, CAO will inform the Human Resources Department and hiring managers of this plan so that recruitment and selection efforts are equitable and inclusive to underrepresented groups.

The areas of underrepresentation have not changed since last year's makeup of the Agency, mainly due to limited turnover in some divisions. Additionally, the Agency has experienced various workforce impacts due to COVID-19, including recruitment challenges during a pandemic environment of uncertainty and limited candidate pools. To address the underrepresented areas, the CAO agency will develop relationships with diverse associations and the strategies listed below as tools to achieve its objectives.

Message Distribution

STRATEGY	ELEMENT	TASKS
<p>Conduct targeted outreach to local and community-based organizations, diverse professional organizations and public sector associations to seek underrepresented candidates.</p>	<p>Computer</p>	<p>Expand outreach as appropriate to address each role category's underrepresentation to include:</p> <ul style="list-style-type: none"> • Community based organizations such as the California Diversity Council and the Workforce Development Board of Contra Costa County; • Race and ethnicity focused organizations such as the National Association of Asian American Professionals, Association of Latino Professionals for America, Chicana/Latina Foundation, and National Organization of Blacks in Government, • Gender focused associations such as the National Coalition for Men
<p>Conduct national outreach as needed to fill critical and highly skilled roles.</p>	<p>Computer</p>	<p>Continue using contractors such as Peckham McKenney and Teri Black to help broaden national outreach efforts, especially for highly skilled candidates.</p>
<p>Partner with Human Resources to ensure recruitment qualification assessments and examinations incorporate diversity, equity and inclusive tools.</p>	<p>Computer / In-person Meetings</p>	<p>Inform the Human Resources Department of our recruiting strategy, and request their support consistent with our plan</p>
<p>Select hiring committees that reflect the county's diverse population and underrepresented groups, and who are committed to supporting a diverse, equitable and inclusive workforce.</p>	<p>Computer</p>	<p>Inform hiring managers of this EEO Outreach and Recruitment Plan. Support hiring managers in identifying interview and hiring practices that are equitable and inclusive. Encourage diverse hiring committees/panels, including participation of management staff from underrepresented groups.</p>

Contact: Enid Mendoza, Senior Deputy County Administrator

enid.mendoza@cao.cccounty.us



COUNTY COUNSEL OUTREACH AND RECRUITMENT PLAN 49 EMPLOYEES

Issue: The data chart prepared by the County's Equal Opportunity Officer indicates that, when the 49 employees in the County Counsel's Office are compared with the working population of Contra Costa County, the County Counsel's Office is statistically under-represented in the following categories:

- Hispanics are under-represented in the Officials and Administrators classifications;
- Asians are under-represented in the Officials and Administrators and Professional classifications;
- Men are under-represented in the Officials and Administrators and Professional positions

For the purpose of this plan, this Office addresses only the non-clerical recruitments. Clerical outreach and recruitments are countywide and are not conducted by this office.

Objective: The department will continue to enhance outreach efforts with Hispanic and Asian legal associations, law school career centers, and like agencies to keep them apprised of job vacancies within our office.

Message: The Office of the County Counsel's recruitment strategies will continue to enhance its efforts towards creating a diverse and qualified applicant pool of candidates from which we fill the vacant positions. All open recruitments within the department are noticed to a vast number of organizations during the recruitment period. These measures are intended to help create a more diverse applicant pool of qualified candidates that reflect the demographics of the Contra Costa County workforce.

Tools: Enhance the communication methods of job vacancies with our under-represented groups by expanding the postings of job vacancies via email, online job boards, law school career centers, Public Services Employment services, and professional organizations. Expressing a desire to hire individuals from diverse backgrounds in recruiting notices, and coordination with the EEO's staff to expand recruitment information to community based organizations.

Message Distribution

STRATEGY	ELEMENT	TASKS
Link the Equal Employment Opportunity homepage to the County Counsel's homepage	Internet	Increase the County Counsel's exposure to the community to promote the goals of diversity, inclusion, and equality in the workplace
Announce job vacancies via email and internal office communications	Electronic	Strategically enhance email announcements to target the under-represented group's law school career centers, bar associations, and Legal Assistant programs. Utilize internal word-of-mouth advertising and the Human Resources Department advertising and outreach sources
Utilize County Counsel's outreach brochure to explain the Office's recruitment missions and goals	Publication Print Media	Make available brochures to the targeted under-represented group's recruitment centers
Further expand recruitment efforts to reach the underrepresented community	Internet	Register, subscribe and post job vacancies that target the underrepresented classifications via websites such as Workforce Development Board, and Foundation List - a national nonprofit job board, Asian and Hispanic Chamber of Commerce
Announce vacancies via links on County Counsel webpage that will provide notices about current announcements and instructions for future notifications of job-related alerts	Website	Ensure the "Job Description" and "FAQ" links on the County Counsel website provides current information
Coordinate distribution of County Counsel Outreach brochure via job recruitment announcements with EEO's staff for their marketing efforts	Publication Print Media Personal Contact	Partner with organizations who serve the under-represented populations and programs that support workforce diversity

Contact: Wanda R. McAdoo, Administrative Services Officer
wanda.mcadoo@cc.cccounty.us



**DISTRICT ATTORNEY
OUTREACH AND RECRUITMENT PLAN
209 EMPLOYEES**

Issue: The Board of Supervisors remains committed to maintain a diverse and inclusive workforce which is reflective of the communities that we serve. As of December 31, 2022, the District Attorney’s (DA) workforce statistical data indicates the following:

- Males are underrepresented in Administrative Support positions;
- Females are underrepresented in Technician positions;
- Hispanics are underrepresented in Official and Administrator, and Technician positions;
- Asians are underrepresented in Professional, Technician, and Administrative Support positions;
- Whites are underrepresented in Administrative Support positions.

Objective: Increase the applicant flow of underrepresented groups within our workforce by conducting outreach and recruitment efforts with many and varied groups and organizations who serve these groups.

Message: The DA will conduct strategic and targeted outreach efforts to community/faith-based organizations and online websites that serve persons of underrepresented demographics. We will electronically send these organizations all open vacancies within the department during the fiscal year. This proactive measure will help to create a more diverse applicant pool of qualified candidates to apply for departmental vacancies.

Tools: Community/ faith based organizations, local job fairs and career days, local colleges and universities, and websites geared towards helping persons of underrepresented demographics find employment. Create and distribute informational brochures.

Message Distribution

STRATEGY	ELEMENT	TASKS
Participate in job fairs at Law Schools around the state.	Personal Contact	Participate in reviewing resumes, mock hiring interviews.

Participation in mock trial programs	Personal Contact	Prosecutors volunteer to participate in high school mock trial programs in underrepresented communities to promote interest in criminal prosecution careers.
Outreach to diverse Law School organizations	Personal Contact	<p>Speaking to law school classes. Recruiting committee will actively seek opportunities to speak to law school clubs and organizations whose members consist of individuals from diverse backgrounds to discuss a career path. Examples of groups the committee has reached out to include:</p> <ul style="list-style-type: none"> • Armenian Law Student Association • Vietnamese American Law Society • Pilipino American Law Society • La Raza Law Students Association • Korean American Law Student Association • Black Law Students Associations • Asian Pacific American Law Student Association
Post job vacancies on websites and in publications geared toward Hispanics, Asians, females and males.	Publication/Print Media	Determine which publications will assist us in meeting out Hispanic recruiting goals and express our desire to hire individuals from diverse backgrounds in recruiting notices. We have contacted SF La Raza Lawyers, East Bay La Raza Lawyers Association, and La Raza Lawyers of Santa Clara County to ask them to send out to their members' job postings.
Outreach to Minority Bar Associations	Personal Contact	Notify Minority Bar Associations of employment opportunities and participate in Panel Discussions on Criminal Law issues. Outreach to

		<p>the three local Bay Area Minority Bar Associations that serve Hispanic attorneys: SF La Raza Lawyers, East Bay La Raza Lawyers Association, and La Raza Lawyers of Santa Clara County. In addition, the Minority Bar Coalition (MBC) which is a coalition of bar organizations that are committed to serving all attorneys from minority groups. Direct outreach to the following:</p> <ul style="list-style-type: none"> • Asian Pacific Bar Association - Silicon Valley • Asian American Bar Association • Charles Houston Bar Association • Bay Area Black Prosecutors Association • San Francisco La Raza Lawyers Association • Asian American Prosecutors Association • Filipino Bar Association of Northern California • Black Women Lawyers Association of Northern California • East Bay La Raza Lawyers Association • Korean American Bar Association of Northern California • La Raza Lawyers of Santa Clara County • South Asian Bar Association of Northern California • Vietnamese American Bar Association of Northern California
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<p>Outreach to Career Development Office (COO) at Law Schools and other colleges and organizations</p>	<p>Personal Contact</p>	<p>Alumni from the Recruiting Team reach out CDO's expressing our interest in attracting a more diverse applicant pool. La Raza Law Students Association serves Hispanic students. We will be attempting to reach out to all the La Raza organizations on local school campuses.</p>
<p>Post job vacancies on websites and publications focused on serving diverse populations</p>	<p>Publication/ Print Media</p>	<p>Notify Opening Doors, International Rescue Committee, Narika, RYSE Youth Center, Family Justice Centers (West and Central), Center for the Pacific Asian Family, Mujeres Unidas Y Activas, Korean Family American Services, Asian Pacific Islander Legal Outreach, Asian Americans for Community Involvement.</p>
<p>Post job vacancies on websites and publications focused on women in law enforcement.</p>	<p>Publication/ Print Media</p>	<p>Determine which organizations might assist us in recruiting sworn female law enforcement personnel, and express the Office's desire to increase the number of female Senior Inspectors.</p>
<p>Post job vacancies on websites and publications focused on law enforcement professionals with an emphasis on bilingual personnel.</p>	<p>Publication/ Print Media</p>	<p>Determine which organizations might assist us in recruiting sworn law enforcement personnel, and express the Office's desire to increase the number of bilingual Senior Inspectors.</p>

Contact: Monica Carlisle
 Chief of Administrative Services
monica.carlisle@contracostada.org



EMPLOYMENT AND HUMAN SERVICES OUTREACH AND RECRUITMENT PLAN 1582 EMPLOYEES

Issue: The Employment and Human Services Department (EHSD) remains committed to maintain a diverse and inclusive workforce which is reflective of the communities that we serve. As of December 31, 2022, the EHSD workforce statistical data indicate the following:

- Whites are underrepresented in Officials and Administrators and Professional positions
- Asians are underrepresented in Officials and Administrators and Professional positions
- Hispanics are underrepresented in Technician positions
- Blacks are underrepresented in Service Maintenance positions
- Males are underrepresented in Officials and Administrators, Professional, and Administrative Support positions
- Females are underrepresented in Service Maintenance positions

Objective: Increase the applicant flow of underrepresented groups within our workforce by conducting specific outreach and recruitment efforts to Community/Faith Based Organizations, Non-Profit Organizations, Professional Groups, Newspapers, Career Fairs, Colleges and Universities, and online recruitment sites who serve the populations listed above.

Message: EHSD will conduct strategic outreach efforts to community/faith based organizations, professional groups and online websites that serve those populations where we have underrepresentation. We will send these organizations information regarding our hard to recruit positions within the department during the fiscal year. This proactive measure will help to create a more diverse applicant pool of qualified candidates to apply for departmental vacancies.

Tools:

- Attend and/or advertise at local career fairs, local colleges and universities
- Utilize websites geared towards helping Whites, Asians, Blacks and Hispanics find employment.
- Continue to use our a “Day in the Life” Video Series on Website for Social Worker, Eligibility Worker, and Head Start Supervisor to encourage potential candidates to apply.
- Continue to use our On-Line Exams for Social Worker and Eligibility Worker series.
- Continue to use specialized brochures for Social Worker Series.
- Work with Human Resources in creating more opportunities of outreach for our underrepresented classifications.

Message Distribution

STRATEGY	ELEMENT	TASKS
Partner with Community/Faith Based Organizations	Personal/Online Contact	Create consistent ongoing professional relationships with parishioners.
Attend job and career fairs geared towards helping males find employment.	Personal/Online Contact	Attend at least 1 job and career fairs during the fiscal year. EHSD will focus on recruiting Whites, Asians, Blacks and Hispanics
Partner with local colleges and universities	Personal/Online Contact	Collaborate with Los Medanos, Contra Costa, Diablo Valley College, CAL State East Bay, and St. Mary's colleges.
Research employment websites and register to join the online community.	Internet/Computer	Register with websites such as (using specific categories), Asian Americans/Pacific Islanders, Hispanic in philanthropy outreach) and outreach to veterans. Utilize LinkedIn, Twitter, Facebook, Indeed and Instagram more frequently.
Advertising in specific periodicals targeting Whites and Asians.	Publications	BBC News Asia Contra Costa Times East Bay Times
Create specific brochures for hard to recruit positions.	Personal	Information System Techs Information System and Program Analyst Teachers
Hire Consultants to recruit for positions in the underrepresented Officials and Administrators category	Personal Contact	Consultant to target and encourage qualified candidates in the Officials and Administrator's category to apply for vacancies

Contact: Tamina Alon, Assistant Director-Policy and Planning

TAlon@ehsd.cccounty.us



FIRE PROTECTION DISTRICT OUTREACH AND RECRUITMENT PLAN 488 EMPLOYEES

Issue: The Contra Costa County Fire Protection District (District) remains committed to maintain a diverse and inclusive workforce that is reflective of the communities that we serve. As of December 31, 2022, the County's workforce statistical data indicate the following:

- Females are underrepresented in Officials and Administrators, Professional, Technical, Protective Services (Sworn), Protective Services (Non-Sworn) and Service Maintenance positions.
- Males are underrepresented in Administrative Support positions.
- Hispanics are underrepresented in Technicians, Skilled Craft, Protective Services (Non-Sworn), and Service Maintenance positions.
- Blacks are underrepresented in Service Maintenance and Protective Services (Sworn) positions.
- Asians are underrepresented in Officials and Administrators, Professionals, and Technician positions.

Objective: Increase the applicant flow of underrepresented groups within our workforce by conducting specific outreach and recruitment efforts to Community Based Organizations, Professional Groups and online recruitment sites who serve the populations listed above.

Message: The District will continue to conduct strategic outreach efforts to community-based organizations, professional groups and online websites that serve those populations where we have underrepresentation. We will electronically send these organizations all open vacancies within the District during the fiscal year. In addition, we will continue to promote careers in the Fire Service by collaborating with middle through high schools, and community colleges with a diverse student population. These proactive measures will help to create a more diverse applicant pool of qualified candidates to apply for District vacancies.

Tools: The District continues to work to diversify the pool of eligible applications. Outreach will be targeted towards high schools, community colleges and universities. We will continue to expand job opportunities for temporary paid positions by hiring District Aides who are current

students enrolled in Fire Science Associates degree programs from the local community colleges or recent graduates who have some related work experience and interest in a career in the fire service. These temporary job opportunities provide candidates with direct experience performing non-professional administrative support behind the scenes of a fire department so they can prepare for a career in the fire service.

As of April 4, 2022, the District is in its third season of hiring Fire Control Workers for the seasonal wildland mitigation program. This program is targeted towards current District Aides and recent graduates of the EMT certificate or Associates Degree in Fire Science programs from local community colleges. The seasonal program runs from May through October. The program is designed to give candidates direct experience performing wildland firefighting to prepare for a career as a firefighter.

On March 12 and March 13, 2022, the District hosted the NorCal First Alarm Girls Fire Camp for high school girls from grade nine through twelve. The goal of the camp is to empower young women to gain hands on experience. The girls received training with firefighting tools and equipment, basic First Aid and CPR, and learned about career opportunities in the fire service. This is the first partnership with NorCal to increase women in a career in the fire service.

The District participated in several virtual job fairs during the fiscal year 21-22. On October 20, 2021, the District participated in a virtual job fair for Concord High School. On April 15, 2022, the District will be participating in the Safety and Public Career Fair at Diablo Valley Community College. On April 20, 2022, the District will be participating in the Clayton Valley Charter High School career fair. And on April 26, 2022, the District will be participating in the Los Medanos College Health and Public Safety Career Fair.

Message Distribution

STRATEGY	ELEMENT	TASKS
Attend job and career fairs geared towards helping our underrepresented find employment.	Personal Contact	Attend at least 5 job and career fairs during the fiscal year. The District will focus on recruiting females, Asian and Hispanic candidates to distribute information about the District's opportunities and vacancies.
Partner with community based organizations who serve females, Asians and Hispanics who are interested in working in all the classifications within	Personal Contact	Collaborate with the local sporting programs reaching student athletes, and statewide organizations such as the CAL-JAC program.

the Fire Service and Support Services fields		
Research employment websites and register to join the online community.	Internet/ Computer	Register with websites such as womenforhire.com and careerwomen.com to reach women who are interested in the Fire Service
Outreach to CBO's and schools to promote a Fire Explorer program for high school students	Personal Contact/ Social Media	Provide a unique opportunity to work alongside our fire suppression professionals
Outreach to candidates to offer practice written tests for Firefighter applicants	Personal Contact	CAL Joint Apprenticeship Committee
Outreach to diverse CBO's and academic organizations, Post job vacancies and publications focused on serving diverse populations	Personal Contact/Social Media/Publication	Recruitment/Outreach team will continue actively seeking opportunities to speak to academic organizations whose members consist of individuals diverse backgrounds to discuss career paths in the Fire Service. Examples of the groups the team has reached out to include: <ul style="list-style-type: none"> • IAFF, Local 1230 • IABPF - International Association of Black Professional Firefighters • CA Community Colleges • EMS Paramedic Trade Schools • EMT programs • iWomen (International Association of Women in Fire) • NAHF – International Association of Female Firefighters • NAHFF-National association of Hispanic Firefighters

Contact: Holly Trieu, HR Analyst, Equal Employment Opportunity Coordinator
htrieu@cccfd.org



HEALTH SERVICES OUTREACH AND RECRUITMENT PLAN 4037 EMPLOYEES

Issue: As of December 31, 2022, Contra Costa Health Services' statistical data showed under-representation of the following:

- Males in Officials and Administrators, Professionals, Technicians, Administrative Support, and Protective Services (Non-Sworn) positions.
- Whites in Professional, Technicians, Administrative Support, and Service Maintenance, and Protective Services (Non-Sworn) positions.
- Blacks in Protective Services (Non-Sworn) positions.

The Health Services Department has nine divisions providing health care and emergency response services to the residents of Contra Costa County. The majority of our professional classifications are held by women. Per data from the United States Department of Labor, there is a disproportionate representation of women in certain professions such as Registered Nurse, Social Worker, Medical and Health Services Manager, Counselor, and Human Resources Manager.

The Department conducts its own recruitment and strives to reach a diverse applicant pool by utilizing the County's Outreach Mailing List consistently in addition to posting our job announcements online to popular websites such as Craigslist, LinkedIn, Indeed and Monster, and distribution to health professional organizations and community agencies.

Objective: Increase the applicant pool of males, White, and Black candidates who meet the minimum qualifications and maintain a diverse workforce within the Health Services Department.

Message: The Department will continue to utilize the County's list of community/faith-based organizations and work with SPIN Recruitment Agency by posting our job announcements to popular websites such as Indeed, Monster, and Craigslist and expand to non-traditional sites. In addition, we participate in local job/career fairs, and collaborate with our division managers to look for innovative ways to attract qualified candidates from affiliated organizations, local colleges and universities.

Tools: Community/Faith based organizations
 Websites geared toward Males and Whites
 Publications geared toward Males and Whites
 Local job/career fairs
 Colleges and Universities
 Professional Organizations

Message Distribution

STRATEGY	ELEMENT	TASKS
Utilize the County's community/faith based organization list	Print Media/Internet	Continue to send job announcements thru General Services to ALL community/faith based organizations
Expand outreach to focused websites and organizations	Internet/Electronic	Continue to work with SPIN Advertising Agency to identify websites and organizations focused toward underrepresented categories and post job announcements online
Expand outreach to publications	Print/Publication	Work with SPIN Advertising Agency to identify publications focused on underrepresented categories and post job announcements
Attend local job and career fairs.	Personal Contact	Attend job fairs to distribute information on the department's vacancies and connect to candidates in person
Expand outreach to colleges and universities	Internet/Computer/Personal Contact	Work with Division Managers who have affiliations with local colleges/universities such as UC Davis, UC Berkeley, UCSF, Kaiser Allied Health, etc...
Expand outreach to professional organizations	Internet/Computer/Personal Contact	Work closely with Hiring Managers who have affiliations with professional organizations and send job announcements electronically

Contact: Jo-Anne Linares (925) 957-5246
Jo-Anne.Linares@cchealth.org



HUMAN RESOURCES OUTREACH AND RECRUITMENT PLAN 39 EMPLOYEES

Issue: The Board of Supervisors remains committed to maintaining a diverse and inclusive workforce, which is reflective of the communities that we serve. As of December 31, 2022, the Human Resources Department statistical data for gender and ethnicity underrepresentation is listed below:

Male

- Officials and Administrators - 18%
- Professionals - 26%
- Administrative Support - 25%

White

- Officials and Administrators - 20%
- Administrative Support - 34%

Hispanic

- Officials and Administrators - 13%

Objective: Increase outreach to underrepresented candidates for positions in the Human Resources Department.

Message: The department will continue to develop and utilize innovative recruitment tools to attract a diverse applicant pool of qualified candidates desiring a career in government human resources including advertising employment opportunities on websites that will reach a more diverse workforce.

Tools: Our current recruitment strategies include distribution of all County job opportunities to a vast number of community and faith-based organizations, colleges, cities, and employment placement services.

Our plan is to post vacancies on websites to include CareersinGovernment, Monster, Hot Jobs, Craigslist, CareerBuilder, Dice, Indeed, Bay Area Careers, SimplyHired, etc. and social media sites such as Facebook, Instagram, Twitter and LinkedIn.

We will also reach out to select universities including University of California, Berkeley, University of California, Los Angeles, University of California, Davis. Local colleges such as Cal State East Bay, Los Medanos and Diablo Valley, as well as other adult schools in the area will be targeted. We will continue to post on sites geared toward human resources professionals such as SHRM, CALPELRA and IPMA.

Message Distribution

STRATEGY	ELEMENT	TASKS
Research employment websites and register to join the online community.	Internet/Computer	Advertise employment opportunities on targeted websites that will reach underrepresented candidates.
Collaborate with our local adult schools and community colleges to attract and recruit students to consider careers in Human Resources.	Internet/Computer	Reach out to local adult schools and junior colleges such as Martinez Adult School, Mt, Diablo Adult Education, West Contra Costa Adult Education, Loma Vista Adult Education, Acalanes Adult Education Diablo Valley College, and Los Medanos College
Increase utilization of social media	Internet/Computer	Advertise employment opportunities on Facebook, Instagram, Twitter and LinkedIn.

Contact: Margaret Tolbert, Human Resources Department at (925) 655-2163
Margaret.Tolbert@hrd.cccounty.us



LIBRARY OUTREACH AND RECRUITMENT PLAN 296 EMPLOYEES

Issue: The Board of Supervisors remains committed to maintain a diverse and inclusive workforce which is reflective of the communities that we serve.

According to the December 31, 2022, Contra Costa County Outreach and Recruitment Data Report, males are under-represented in the Library Department by the following percentage in the four (4) occupational categories noted below:

- Officials and Administrators: 33%
- Professionals: 30%
- Technicians: 15%
- Administrative Support: 11%

In addition, demographics by race and ethnicity show an underrepresentation of Asians by 17% in the Officials and Administrators occupational category, 19% in the Professionals occupational category, and 10% in the Technicians occupational category, and an underrepresentation of Hispanics by 16% in the Technicians occupational category.

Objective: Ensure that the Library workforce reflects the diversity of the County by continuing to diversify staff in all Library work units while increasing the presence of males, Hispanics and Asians within the workforce.

The Library currently meets this objective in the following area:

- Demographics by race and ethnicity in the Administrative Support Occupational Category.

Message: In addition to the Library Outreach and Recruitment Plan, Contra Costa County

Library's Leadership and Human Resources teams partner with the Equity, Diversity, and Inclusion Committee with an intentional, ongoing effort to ensure that diverse groups and individuals fully participate in all aspects of our library's work, including decision-making processes. These groups' diversity includes, but is not limited to, age, ethnicity, class, gender, physical abilities/qualities, race, sexual orientation, religious status, gender expression, educational background, geographical location, income, marital/relationship status, parental status, and work experiences. We welcome everyone.

Equity means recognizing that we do not all start from the same place and must acknowledge and make adjustments to imbalances. This is our goal.

Measurement: The Library will conduct an annual review of applicants as well as employees hired and promoted.

Tools:

- Social Media
- Virtual and local job fairs and career days
- Virtual and local community-based events
- Websites geared towards helping men find employment
- Publications geared toward Hispanics and Asians
- Informational bookmarks and brochures
- Expanded outreach beyond Contra Costa County
- Partnerships with like-minded education facilities
- Expanded marketing materials including graphics and videos

Message Distribution

STRATEGY	ELEMENT	TASKS
Register and post job vacancies online to reach a broad section of Asian and Hispanic populations	Electronic	Register and post job vacancies on websites that serve Asian and Hispanic populations such as: https://www.acareers.net/ http://www.workplacedynamics.com https://latcareers.com
Attend job fairs and career days that serve a large ethnically diverse population	Personal Contact	Set up class presentations, working job fairs, and workshops at Asian, Hispanic and male-dominated high school, colleges, and universities

<p>Utilize social media to show potential applicants what it is like to work at the Library and expand exposure of open job opportunities.</p> <p>Build our following and brand recognition.</p>	<p>Electronic Media text, photos, graphics and videos.</p>	<p>Media Production Technician will create new content, images, and short promotional videos to post on social media.</p> <p>Post links of open job opportunities on the Department's Facebook, Instagram and LinkedIn pages.</p> <p>Email group administrators of Library branch Facebook pages, EDI and Champions for Library Change Committee members to post upcoming and open job opportunities on social media sites.</p>
<p>Network with Universities such as Cal State East Bay, UCLA, USC, UC Davis, SF State, USF Golden Gate Univ. and local Community Colleges as well as local High Schools to increase the applicant pool</p>	<p>Publication Print Media</p>	<p>Reach out to Academic Career Advisors and Alumni Relations to explain the department's goal of increasing the pool of qualified males; send informational letters local High Schools and Community Colleges.</p>
<p>Continue to create and distribute promotional bookmarks, brochures and how-to documents explaining hiring process and outreach objective for each external recruitment.</p>	<p>Publication/Print Media</p>	<p>Research and find physical community job boards and places to leave recruiting documents at.</p>

Contact: Kiana McFarland, Human Resources Analyst II
Kiana.McFarland@library.cccounty.us



PROBATION OUTREACH AND RECRUITMENT PLAN 286 EMPLOYEES

Issue: The Board of Supervisors remains committed to maintain a diverse and inclusive workforce, which is reflective of the communities that we serve. As of December 31, 2022, the Probation Department's statistical data indicates the following:

- Females are underrepresented in Technical and Service Maintenance positions.
- Males are underrepresented in Officials and Administrators, Administrative Support, and Protective Service (Sworn) positions.
- Whites are underrepresented in Officials and Administrators, Professional, and Protective Services (Sworn) positions.
- Hispanics are underrepresented in Technician and Service Maintenance positions.
- Asians are underrepresented in Professional and Technician positions.

Objective: Increase the applicant flow of underrepresented groups within our workforce by conducting specific outreach and recruitment efforts to educational and vocational training service providers, professional organizations, and online recruitment and employment resource sites who serve the populations listed above.

Message: The Office of EEO, Probation and Human Resources will conduct strategic outreach efforts with the groups and organizations identified above and online websites that serve those populations where we have underrepresentation. These proactive measures will help to create a more diverse applicant pool of qualified candidates to apply for departmental vacancies.

Tools: Local job fairs and career days
Local Adult Education and vocational training programs
Local colleges and universities

Websites geared towards helping underrepresented populations find employment
 Informational Brochures
 Social Media Sources
 Chief Probation Officers of California (CPOC) Website

Message Distribution

STRATEGY	ELEMENT	TASKS
Outreach to diverse colleges and universities with criminal justice and corrections related degree programs	Personal Contact	Create professional relationships and partner with local colleges such as DVC, Los Medanos, and Cal State East Bay to make presentations in classes, and provide organized tours of facilities for students
Outreach to diverse Adult Education and vocational training programs with technical and administrative support skill development programs	Personal Contact	Create professional relationships and partner with local education programs such as the five regional Adult Education centers, and the Contra Costa County Office of Education
Increase ease of communicating employment opportunities, minimum qualifications for hire, and applicant processes through printed resource material	Publication / Print Media	Create recruitment fliers to be disseminated by staff when they come in contact with potential job applicants.
Use employment websites focused on the underrepresented populations	Internet/Computer	Register with websites such as http://www.opportunityjunction.org/ and http://www.eastbayworks.com/cccounty/ https://www.cpoc.org/employment-opportunities to post vacancies and open recruitments
Attend job and career fairs focused on the underrepresented populations	Personal Contact	Attend at least three job and career fairs during the fiscal year sponsored by organizations that identify with diverse populations

Contact: Jeff Waters
Jeff.waters@prob.cccounty.us



PUBLIC DEFENDER OUTREACH AND RECRUITMENT PLAN 152 EMPLOYEES

- Issue:** The Board of Supervisors remains committed to maintain a diverse and inclusive workforce, which is reflective of the communities that we serve. As of December 31, 2022, the Office of the Public Defender workforce statistical data indicates the following:
- Males are underrepresented in Officials and Administrators, Professionals and Administrative Support positions.
 - Whites are underrepresented in Administrative Support positions.
 - Asians are underrepresented in Professionals and Administrative Support positions.
- Objectives:** Increase the applicant flow of underrepresented groups within the Public Defender's Office workforce by conducting specific outreach and targeted recruitment efforts to community and/or faith-based organizations, professional groups, and online recruitment sites who serve the populations listed above.
- Message:** The Department will continue to conduct strategic and targeted outreach efforts to traditionally underrepresented racial minorities, in order to create a more diverse applicant pool of qualified candidates to apply for vacant positions.
- Tools:** We will continue to increase the pool of eligible applicants for positions in the department by targeting outreach to local colleges, universities and law schools with our above objectives in mind.
- Accomplishments:** To maintain the diversity of our workforce, the Department Head has formed a diversity committee who actively recruits minority attorneys and graduate law clerk applicants from a diverse array of law schools. The Department strives to promote diversity and achieve gender-balance in the graduate law clerk pool, as this group is a significant source of applicants for the entry-level attorney positions. Although the workforce of this Department represents only a small portion of the County's overall workforce, because of the significant diversity in our client population, we are uniquely focused and committed to achieving the County EEO outreach and recruitment targets.

Message Distribution

STRATEGY	ELEMENT	TASKS
Network with Universities such as Cal State East Bay, UCLA, USC, UC Davis, San Francisco State, University of San Francisco Golden Gate Univ. and local Community Colleges as well as local high schools to increase the applicant pool and explain the Office of the Public Defender's outreach and recruitment mission and goals.	Publication Print Media	Reach out to Academic Career Advisors and Alumni Relations to explain the department's goal of increasing the pool of qualified males and Asians; send informational letters local High Schools and Community Colleges.
Attend local job and diversity fairs at UC Hastings; Cal State East Bay; UC Davis; San Francisco State; University of San Francisco; and Golden Gate University	Personal Contact	Attend and provide flyers that can be distributed at job and diversity fairs; explain department goals to attain diversity and gender-balance in the workforce, with a particular emphasis in outreach to male and Asian applicants.
Email job vacancies to local colleges, universities and law schools to reach a greater applicant pool, such as DVC and Los Medanos, UC Berkeley, etc.	Electronic	Send job announcements of vacancies via email including our goals of attracting a diverse and gender balanced workforce.

Contact: Samantha Fithian, Administrative Services Officer 925-335-8065

Samantha.Fithian@pd.cccounty.us



CONTRA COSTA COUNTY PUBLIC WORKS DEPARTMENT OUTREACH AND RECRUITMENT PLAN 389 EMPLOYEES

Issue: The Board of Supervisors remains committed to maintain a diverse and inclusive workforce, which is reflective of the communities we serve. As of December 31, 2022, the Public Works Department statistical data indicates the following:

- Women are underrepresented in Technicians and Service Maintenance positions.
- Hispanics are underrepresented in Technicians and Skilled Craft Worker positions.
- Asians are underrepresented in Technicians positions.

Objective: Increase the applicant flow of underrepresented groups within our workforce by conducting specific outreach and targeted recruitment efforts to community/faith based organizations, professional groups and online recruitment sites who serve the populations listed above.

Message: The Public Works Department will conduct strategic and targeted recruitment efforts to create a more diverse applicant pool of qualified candidates for vacant positions. We will electronically send these organizations recruitment information for all open positions within the department during the fiscal year. This targeted recruitment method will help to create a more diverse applicant pool of qualified candidates to apply for Public Works positions.

Tools:

- Community/ faith-based organizations
- Local job fairs and career days
- Colleges and universities
- University journals and alumni associations
- Websites that cater to our target audiences
- Create and distribute informational brochures

Message Distribution

STRATEGY	ELEMENT	TASKS
Create brochure that explains the Public Works department outreach and recruitment mission and goals.	Publication and Print Media	Send brochures to CBOs such as Rubicon, St. Vincent de Paul of Alameda and Contra Costa Counties, Job Train, and Green Job Corps. Brochures will also be distributed at job and career fairs, as well as conferences and seminars.
Attend job and career fairs that serve women and people of color	Personal Contact	Attend at least 2 job fairs hosted by colleges, universities, community based organizations and professional organizations that serve women and people of color.
Post job vacancies online to reach Public Works target audience.	Electronic	Post job opportunities on websites that target job seekers that are women and people of color, such as tradeswomen.org , womenforhire.com ; Society for Black Engineers, Society for Women Engineers, Society for Hispanic Engineers, etc.
Develop relationships with organizations that have apprentice and training programs for trades occupations	Personal contact	Collaborate with local CBOs, apprenticeship, and training programs for trades occupations (i.e. Green Job Corps, Treasure Island Job Corps, and Job Train), to assist the department in identifying a diverse pool of candidates that may be interested in applying for Public Works positions.
Develop relationships with colleges, trade schools and universities to participate in job fairs and advertise job opportunities.	Personal contact	Partner with community colleges, trade schools and California universities to attend their sponsored job fairs ad post on their job boards (i.e. Contra Costa Community Colleges, Universal Technical Institute, IBT Tech, UCs and CSUs)
Ensure that oral board and interview panels reflect the diversity of the candidate pool	Personal contact	When contacting potential oral board raters and identifying interview panel members, ensure that there is appropriate diversity on the panels.

Contact: Adrienne Todd, Chief of Administrative Services
Adrienne.Todd@pw.cccounty.us



SHERIFF-CORONER OUTREACH AND RECRUITMENT PLAN 967 EMPLOYEES

Issue: The Board of Supervisors remains committed to maintain a diverse and inclusive workforce, which is reflective of the communities that we serve. As of December 31, 2022, the Office of the Sheriff's workforce statistical data indicates the following:

- Asians are underrepresented in Officials and Administrators, Professional, and Technician positions.
- Blacks are underrepresented in Service Maintenance and Protective Services (Sworn) positions.
- Hispanics are underrepresented in Technician, and Protective Services (Non-Sworn) positions.
- Females are underrepresented in Professional, Technical, and Service Maintenance positions.
- Males are underrepresented in Administrative Support positions.

Objective: Increase the recruitment efforts to these underrepresented groups by conducting focused outreach efforts to community organizations, professional groups and online recruitment sites that serve these underrepresented populations.

Message: The Office will conduct strategic and targeted outreach efforts to these underrepresented groups to create a more diverse applicant pool of qualified candidates to apply for and be successful in sworn and civilian positions within the law enforcement community.

Tools: Websites geared toward a diverse group of job seekers interested in working for a law enforcement agency
Community Events and Organizations
Local Job Fairs and Career Days
Local Colleges and Universities
Local Sporting Events
Military Base Recruitment Events
Radio Advertisements
Billboards

Public Transportation Advertisements and Vehicle Wraps
 Incorporate non-sworn job opportunities into our robust sworn recruitment efforts

Message Distribution

STRATEGY	ELEMENT	TASKS
<p>Create brochures, flyers, posters, billboards, Public Transportation Wraps, and Radio Ads, that demonstrate the diverse workforce of the Office of the Sheriff. To include the non-sworn positions that support the mission of law enforcement.</p>	<p>Publication Print Media Websites Radio Advertisements Sporting Event Ads Online Hibu Filter</p>	<p>Distribute brochures throughout local and statewide colleges, universities, military bases and East Bay Works. Place advertisements on the SO Law Enforcement Training Center Website, Facebook, Twitter, Claycord.com, State of CA. Deputy Sheriff Association Websites, CA POST Website. Create Radio Ads for local radio station. Create Videos to play at Sporting Events Video Boards.</p>
<p>Attend job fairs and career days that serve a large ethnically diverse population</p>	<p>Online Conference Websites Personal Contact</p>	<p>Set up class presentations, working job fairs, and workshops at Asian and female-dominated high school, colleges, and universities.</p>
<p>Increase exposure in the local communities served by participating in local and community events.</p>	<p>Online Conferences Websites Personal Contact</p>	<p>Participate in community recruiting events, attend community festivals, and local sporting events</p>

Contact: Jad Keileh, Chief of Management Services
JKeil001@so.cccounty.us



**CONTRA COSTA COUNTY
OFFICE OF TREASURER-TAX COLLECTOR
OUTREACH AND RECRUITMENT PLAN
25 EMPLOYEES**

Issue: The Board of Supervisors remains committed to maintaining a diverse and inclusive workforce, reflective of the communities that we serve. As of December 31, 2022, the county's workforce statistical data for the Treasurer–Tax Collector's Office indicates the following:

- Males are underrepresented in Officials and Administrators (58%), Professional (18%), Technician (18%), and Administrative Support (30%) positions.
- Whites are underrepresented in Officials and Administrators (60%), Professional (26%), and in Administrative Support (22%) positions.
- Asians are underrepresented in Technician (19%) positions.
- Hispanics are underrepresented in Technician (26%) positions.

Objective: To increase the applicant flow of underrepresented groups within our workforce by requesting the Human Resources Department to conduct specific outreach and recruitment efforts to Community Based Organizations (CBOs), professional organizations and online recruitment sites that include a large representation of these groups.

Message: We request the Human Resources Department to conduct strategic outreach efforts to CBOs, professional organizations and online websites that serve a large representation of the underrepresented groups in our office. We request that the Department electronically share open vacancies with these organizations during our department's outreach efforts. We anticipate this proactive measure will help to create a higher rate of representation of these groups in the applicant pool of qualified candidates.

Tools:

- Community-based and professional organizations
- Local job fairs and career days
- Local colleges and universities
- Websites geared towards recruiting White males to Officials and Administrators positions

- Websites geared towards recruiting White and Asian males to Professional positions
- Websites geared to recruit Hispanic and Asian males to Technician positions
- Websites geared towards recruiting White males to Administrative Support positions

Message Distribution

STRATEGY	ELEMENT	TASKS
Partner with Community Based Organizations who serve large population of males that work in the following positions: Officials and Administrators, Technical, and Administrative Support.	Personal Contact/E-mail/ and by mail.	Collaborate with CBOs and professional organizations by sending them announcements of vacancies via e-mail or by mail.
HRD attend job and career fairs that involve large turnouts of White males seeking employment in Officials & Administrators positions and White and Asian males seeking employment in Professional positions.	Personal Contact	HRD attend job and career fairs during the fiscal year, focusing on recruiting males for Official & Administrative opportunities and males for Professional opportunities when distributing information about the department's vacancies.
E-mail job vacancies to local community colleges and universities to reach a larger applicant pool.	Personal Contact/Electronic	HRD to send job announcements of vacancies via e-mail to local colleges such as DVC, Los Medanos and Cal State East Bay.

Partner with professional organizations to outreach underrepresented groups within our workforce	Personal Contact/Electronic	Register and post job vacancies on websites such as California State Association of Counties (CSAC) www.counties.org/ , www.californiacitynews.org ; Asian America Multi-Technology Association www.aamasv.com , Association of Latino Professionals For America (ALPFA) www.alpfa.org , Government Investment Officers Association (GIOA) https://www.gioa.us/jobs/ (e-mail information to jen.felger@gioa.us); California State Association of Counties (CSAC) https://www.counties.org/public-sector-job-opportunities , and www.idealists.org
Research employment websites and register to join the online community	Internet/Computer Personal Contact/ Outreach and Engagement	Register and post job vacancies on websites such as www.indeed.com , www.sfbay.craigslist.org , www.bayareacareer.com/bay_area.php and www.Linkedin.com

Contact: Ronda Boler, Executive Secretary
Ronda.Boler@tax.cccounty.us



VETERANS SERVICES OUTREACH AND RECRUITMENT PLAN 11 EMPLOYEES

Issue: As of December 31, 2022, the Veterans Service Department's statistical data reflects an under-representation for:

- Women – 42% Officials and Administrators, 36% in Professionals, and 12% in Administrative Support.
- Officials and Administrator positions are under-represented in the following populations: Hispanic, and Asian
- Administrative Support positions are under-represented in the following populations: Black and Hispanic.

Objective: Increase the visibility of White, Black, Hispanic, Asian, and Women within the workforce. The department will create and nurture partnerships with Community Based Organizations (CBOs) to ensure that we keep them informed about job vacancies and other resources within the County.

Message: The Department will conduct strategic and targeted outreach efforts to White, Black, Hispanic, Asian, and Women in order to create a more diverse applicant pool of qualified candidates to apply for vacant positions.

Veterans Services has 13 full time employees. We are completing the hiring process for 3 Veterans Services Representative 1 (VSR 1) positions, two which will be filled by under-represented populations. It is anticipated that our department will fill the additional vacant VSR 1 position and Clerk-Experienced positions in the near future. Further, our department will utilize job and diversity fairs in an attempt to seek qualified candidates for our upcoming recruitment for an Assistant County Veterans Service Officer.

Outreach

Tools: Create and distribute informational brochures to CBOs

Attend and participate in local job and diversity fairs

Post job vacancies on websites geared toward the White, Asian, Hispanic, Black, and Women populations.

Message Distribution

Strategy	Element	Tasks
<p>Create brochure which explains the Veterans Service Department's outreach and recruitment mission and goals</p>	<p>Publication Print Media</p>	<p>Mail brochures to CBOs that serve the White, Black, Hispanic, Asian, and Women populations so they can share with their clientele.</p> <p>Brochures will also be distributed at job and diversity fairs; events that we will attend.</p>
<p>Mail employment recruitments for current Veterans Service Department vacancies to CBOs</p>	<p>Personal Contact</p>	<p>Collaborate with The Young Republicans, The Shiva Murugan Temple, National Association of Black Veterans, API Cultural Center, Bay Area Women's Center, and ASNC Young Professionals Group in order to encourage their applications for employment opportunities.</p>
<p>Register and post job vacancies online to reach a broad section of Asian, Hispanic, Black, and Women populations</p>	<p>Electronic</p>	<p>Register and post job vacancies on websites that serve White, Asian, Hispanic, Black, and Women populations such as:</p> <p>Contra Costa Young Republicans (facebook.com)</p> <p>https://www.acareers.net/</p> <p>http://www.blackcareernetwork.com</p> <p>http://www.workplace-dynamics.com</p> <p>http://bayareawomenscouncil.org/</p> <p>https://latcareers.com</p>

Contact: Carol Prell, Equal Employment Opportunity Coordinator
Carol@vs.cccounty.us



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: ORD 2023-20

Agenda Date: 12/5/2023

Agenda #: D.3

To: Board of Supervisors

From: Brian M. Balbas, Public Works Director/Chief Engineer

Report Title: HEARING to adopt Ordinance No. 2023-20 to amend the Tri-Valley Transportation Development Area of Benefit Free Ordinance No. 2022-30 to adjust the timing of the index period used to annually adjust the transportation mitigation fees.

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

OPEN the public hearing to consider adopting Ordinance No. 2023-20 to amend the County's Ordinance No. 2022-30 to make the Tri-Valley Transportation Development (TVTD) Area of Benefit (AOB) Fees consistent between Section 5(a)(2) of County Ordinance No. 2022-30 and Section 6(d)(i) of the Tri-Valley Transportation Council's Joint Exercise of Powers Agreement (JEPA); RECEIVE public comments; CONSIDER all objections and protests received by the Clerk of the Board of Supervisors; and CLOSE the public hearing. Joe Smithsonic, Public Works or Jerry Fahy.

DETERMINE whether the County received protests from owners of more than one-half of the area of the property within the boundaries of the TVTD AOB.

ADOPT Ordinance No. 2023-20 to amend County Ordinance No. 2022-30.

DIRECT the Clerk of the Board of Supervisors to record a certified copy of Ordinance No. 2023-20 in the Official Records of the Contra Costa County Clerk-Recorder.

FISCAL IMPACT:

Adoption of Ordinance No. 2023-20 will result in the collection of transportation mitigation fees from new developments in amounts calculated to reflect new developments' proportional share of the actual or estimated costs of transportation improvements that are necessary to mitigate transportation impacts within the TVTD AOB, as specified in the Development Program Report and Nexus Study. (100% Transportation Mitigation Fees)

BACKGROUND:

INTRODUCTION

One of the objectives of the County General Plan is to connect new development(s) directly to the provision of community facilities necessary to serve those development(s). In other words, development(s) cannot be allowed to occur unless a mechanism is in place to provide the funding for the infrastructure necessary to serve those development(s). The TVTD Area of Benefit is a means of raising revenue to construct road improvements

to serve new developments. Requiring that all new developments pay a road improvement fee will help to ensure that each participates in the cost of improving the road transportation system.

Since 2008, the Tri Valley Transportation Council (TVTC) has worked closely amongst all the partner agencies to determine the future circulation needs and the expanded list of regional projects necessary to provide for future growth. The program update was not implemented in 2008 due to the downturn in the economy; however, coordination between the TVTC and the Building Industry Association has resulted in a phasing-in plan for the fee update that the TVTC has determined is the correct balance between infrastructure funding needs and economic growth.

BACKGROUND AND PURPOSE OF THE TVTC AOB FEES

In 1991, the County signed a Joint Powers of Agreement (JPA) between Contra Costa County, Alameda County, the Town of Danville, the City of San Ramon, the City of Pleasanton, the City of Dublin, and the City of Livermore that established the TVTC. The purpose of the TVTC JPA was the joint preparation of the Tri-Valley Transportation Plan/Action Plan (Action Plan) for the Routes of Regional Significance and cost sharing of the recommended regional transportation improvements. The TVTC adopted the Action Plan in April 1995 and updated it in 2000. The Action Plan contained eleven (11) specific regional transportation improvements to be given high priority for funding and implementation.

In 1997, the TVTC recommended to its member jurisdictions the adoption of a uniform development fee known as the Tri-Valley Transportation Development Fee (TVTD Fee). In August 1998, the Contra Costa County Board of Supervisors (Board) accepted a Joint Exercise of Powers Agreement (JEPA) pertaining to the collection of the TVTD Fee, accepted the Development Program Report (DPR), and passed Ordinance No. 98-35 to provide a mechanism for collection of the TVTD Fee. The fees charged were considerably lower than what would have been allowed by the Nexus Study.

In April 2003, the TVTC approved the fee reduction for multi-family residential category, and the increase for office and industrial land use categories, to help eliminate project funding shortfalls. In September 2003, the Board passed Ordinance 2003-21 revising the TVTD Fee schedule. In 2008, there were efforts made to update the TVTC fee. The proposed increase lacked consensus between the JEPA parties, as there were concerns about the economic stability in the area due to an economic downturn. At this time, the CEQA process was initiated, and a Notice of Exemption (NOE) was provided on August 19, 2008. In September 2008, the TVTC voted to adopt a fee update, which was then adopted per Ordinance No. 2008-27 by the Board to become effective in July 2009. However, this updated fee program became void as one of the member agencies did not enact the fee program update within their jurisdiction, requesting that a Strategic Expenditure Plan (SEP) be prepared prior to the program revisions. According to the Joint Exercise of Powers Agreement, the action to update the fee by member agencies was null and void without unanimous decision. Ordinance No. 2009-29 repealed the ordinance passed in September 2008 (re-adopting the previous fee schedule per Ordinance No. 2003-21) and adopted an ordinance amendment which incorporated several administrative revisions (affordable housing allowance, funding of program administration, etc.), as well as a correction to the “other” fee category.

In 2013, the TVTC executed a JEPA which changed the TVTC from a council of collaborative agencies to a separate stand-alone agency to jointly coordinate transportation planning efforts within the Tri-Valley Area through collecting and administering the TVTD Fee to facilitate the implementation of transportation improvement projects identified in the TVTC SEP.

On January 26, 2015, the TVTC passed Resolution No. 2015-01 to identify the full list of projects and the

proposed mitigation fee rates. Thereafter, on May 12, 2015, the Board of Supervisors adopted Ordinance No. 2015-11 and Resolution No. 2015/155, to adopt and implement the fees within the portion of the TVTC in unincorporated Contra Costa County. This update to the fee rate was phased-in with an initial increase on July 1, 2015, that implemented 25% of the maximum allowable fee calculated in the Nexus Study, and a final step increase to 35% of the maximum allowable fee on July 1, 2016. On each July 1 thereafter, the fees automatically increased or decreased based on the percentage change according to the Engineering News-Record Construction Cost Index, San Francisco Bay Area, for the 12-month period ending April 30th of the year in which the adjustment will take effect. This increase is supported by the Building Industry Association (letter attached).

INFORMATION ON THE PROGRAM UPDATE

On April 18, 2022, the TVTC passed Resolution No. 2022-07 to adopt new TVTD Fees, adopt a new SEP and Prioritization of Projects and Funding Plan, and adopt Assembly Bill 602's Supplemental Analysis. The resolution also identified the purpose to which the fee is to be put, the use to which the fee is to be put, the reasonable relationship between the fee's use and the type of development project upon which the fee is imposed, that there is a reasonable relationship between the need for the public facility and the type of development project on which the fee is imposed, and that there is a reasonable relationship between the amount of the fee and the cost of the public facilities or portion of the public facilities attributable to the development on which the fee is imposed. Each TVTC member agency is required to adopt ordinances and resolutions to implement the new TVTD Fees within their respective jurisdictions.

To implement the TVTD fee within the TVTD AOB, Public Works Department staff prepared a Development Program Report to serve as a basis for collection of the TVTD Fees. The TVTD Fees will provide funds to construct regional road improvements to serve new residential, office, commercial/retail, and industrial developments based on a new project list adopted by TVTC. Requiring that all new developments pay this recalculated regional road improvement fee will ensure developments' participation in the cost of improving the regional road system. The increase in fees will be implemented uniformly across the Tri-Valley at a rate that is a fraction of the allowable fee per the Nexus Study. To make up the shortfall between what new development(s) should be paying as determined by the Nexus Study, and what new development(s) actually will be paying under the fee program, TVTC and its member agencies will look for other federal, state, regional, and local funding sources.

RESOLUTION NO. 2022/311

Pursuant to Government Code sections 66484 subdivision (a)(3), and 66484.7, subdivision (a)(3), a resolution must be adopted by the Board that incorporates a description of the boundaries of the AOB, the costs, whether actual or estimated, and the method of fee apportionment established at the hearing.

The Development Program Report sets forth the boundaries of the TVTD AOB, the list of projects and their estimated costs, the method of fee apportionment, and the Nexus Study findings. Resolution No. 2022/311 was approved on September 13, 2022, to comply with the above legal requirements by adopting and incorporating the facts and findings contained in the 2022 Development Program Report, and the Nexus Study attached to the report.

ORDINANCE NO. 2022-30

To adjust the TVTD AOB fees to generate revenue to fund the transportation improvements described herein, an ordinance must be adopted that includes the "nexus" findings required by Government Code section 66001.

The ordinance also must include the specific information required by Government Code section 66484 and 66484.7. Ordinance No. 2022-30 included the information and findings required by those statutes and was adopted on September 13, 2022.

Section 5(a)(2) of Ordinance No. 2022-30 states that the TVTD fees shall be adjusted annually by a percentage equal to the percentage change in the Engineering News-Record Construction Cost Index for the San Francisco Bay Area for the 12-month period ending the April 30 immediately preceding the July 1 when the adjustment takes effect. Section 6(d)(i) of the TVTC JEPAs states that the TVTD fees shall be adjusted annually using the same index source but for the 12-month period ending December 31. The purpose of Ordinance No. 2023-20 is to reconcile the discrepancy and to adjust the TVTD fees based on the index period identified in the JEPAs.

Adoption of Ordinance No. 2023-20 will amend Ordinance No. 2022-30 and make the adjustment of the TVTD AOB fees consistent between Section 5(a)(2) of the County's Ordinance No. 2022-30 and Section 6(d)(i) of the TVTC JEPAs. Staff recommends that the Board adopt Ordinance No. 2023-20.

ADMINISTRATIVE FEE

In addition to the transportation mitigation fee imposed on a new development project, the County will assess an administrative fee equal to 2% of that transportation mitigation fee. This additional fee will be used to cover staff time for fee collection, accounting, technical support, and administrative tasks.

CEQA FINDINGS

These actions are covered by the general rule that the California Environmental Quality Act (CEQA) applies only to activities that have the potential to cause a significant effect on the environment. It can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment. The implementation and imposition of fees has no associated environmental impacts. Therefore, this activity is exempt from the requirements of CEQA pursuant to Section 15061(b)(3) of the CEQA Guidelines. The future implementation of the transportation improvement projects to be funded with transportation mitigation fee revenue, however, may have associated project-specific impacts, and such impacts will be evaluated under CEQA as each project is planned and implemented.

For the reasons specified above, Public Works Department staff recommends that the Board take each of the recommended actions listed in this staff report to adjust the transportation mitigation fees that are imposed on new development within the TVTD AOB.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to adopt Ordinance No. 2023-20 to adjust fees in the TVTD AOB consistent with the JEPAs will result in new development not paying its proportional share of the transportation improvements needed to serve development within the AOB through 2040.

c: Brian M. Balbas - Public Works Director, Steve Kowalewski-Chief Deputy Public Works Director, Jerry Fahy-Transportation Engineering, Jeff Valeros-Transportation Engineering, Joe Smithonic-Transportation Engineering

ORDINANCE NO. 2023-20
(Uncodified)

(Tri-Valley Transportation Development Area of Benefit Fees)

The Board of Supervisors of Contra Costa County ordains as follows:

SECTION 1. SUMMARY. This ordinance amends Ordinance No. 2022-30, the Tri-Valley Transportation Development Area of Benefit Fees ordinance, to revise the timing of the cost of living index period used to annually adjust transportation mitigation fees.

SECTION 2. Section 5(a)(2) of Ordinance No. 2022-30 is hereby amended to read as follows:

“Adjustment of TVTD Fees. On July 1, 2023, and on each July 1 thereafter, the amounts of the TVTD Fees for Single-Family Residential, Multi-Family Residential, Office, Industrial, and Other land use types then in effect shall be increased or decreased by a percentage equal to the percentage change, if any, in the Engineering News-Record Construction Cost Index for the San Francisco Bay Area for the 12-month period ending the December 31 immediately preceding the July 1 when the adjustment takes effect. On July 1, 2023, the amount of the TVTD Fee for Commercial/Retail land use type shall increase to \$5.92 per square foot. On July 1, 2024, and on each July 1 thereafter, the amount of the TVTD Fee for the Commercial/Retail land use type then in effect shall be increased or decreased by a percentage equal to the percentage change, if any, in the Engineering News-Record Construction Cost Index for the San Francisco Bay Area for the 12-month period ending the December 31 immediately preceding the July 1 when the adjustment takes effect.”

SECTION 3. EFFECTIVE DATE. This ordinance shall become effective 60 days after passage, and, within 15 days of passage, this ordinance shall be published once, with the names of the Supervisors voting for and against it, in the East Bay Times, a newspaper of general circulation published in this County. Pursuant to section 913-6.026 of the Contra Costa County Ordinance Code, the Clerk of the Board shall promptly file a certified copy of this ordinance with the County Recorder.

PASSED and ADOPTED on _____ by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

ATTEST: MONICA NINO,
Clerk of the Board of Supervisors
and County Administrator

Board Chair

By: _____
Deputy

[SEAL]

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ORDINANCE NO. 2022-30

(Uncodified)

(Tri-Valley Transportation Development Area of Benefit Fees)

The Board of Supervisors of Contra Costa County ordains as follows:

SECTION 1. Summary and Purpose. This ordinance provides for the repeal of Contra Costa County Ordinance No. 2015-11, the reestablishment of the Tri-Valley Transportation Development Area of Benefit, and the adoption of revised transportation mitigation fees for transportation improvements needed to mitigate transportation impacts of new development in the area of benefit through 2040. This ordinance is enacted as part of the Tri-Valley Transportation Development Fee Program, a regional transportation mitigation fee program of the Tri-Valley Transportation Council (TVTC). The TVTC is a joint exercise of powers entity comprised of the counties of Contra Costa and Alameda and the cities of Danville, San Ramon, Dublin, Pleasanton, and Livermore.

SECTION 2. Authority. This ordinance is enacted pursuant to Government Code sections 66001, *et seq.*, and 66484, and Division 913 of the Contra Costa County Ordinance Code, and other applicable laws and ordinances.

SECTION 3. Recitals and Findings of Fact.

- (a) Under the Mitigation Fee Act, California Government Code section 66000, *et seq.*, the County is authorized to charge a development-project applicant, as a condition of project approval, a fee that is proportional to the cost of public improvements necessary to serve the development project or to alleviate impacts caused by the development project. Government Code section 66484 specifically authorizes the County to impose those fees to defray the actual or estimated costs of new or reconstructed bridges over waterways, railways, freeways, and major thoroughfares that serve new development within a specific area of benefit.
- (b) The County is a member agency of the Tri-Valley Transportation Council (“TVTC”), a joint exercise of powers agency that was created to provide for transportation planning and improvements within the Tri-Valley Transportation Development Area. That development area includes the unincorporated area of the County described and depicted in Exhibit A, attached hereto, which the County has established as the Tri-Valley Transportation Development Area of Benefit (“TVTD Area of Benefit”). Since 1998, the County has been collecting development fees (“TVTD Fees”) from new development in the TVTD Area of Benefit. Those fees fund new development’s proportional share of transportation improvements necessary to mitigate the traffic impacts caused by new development in the TVTD Area of Benefit through 2030.
- (c) In 2008, a nexus study (“2008 Nexus Study”) was prepared for a fee update to the TVTD Fees. Based on the Nexus Study and the TVTC’s recommendation, the County adopted

Ordinance No. 2008-27, to update the TVTD Fees it collects from new development in the TVTD Area of Benefit. However, because of concerns regarding the economic downturn, the updated fees were not adopted by all member agencies of the TVTC. In 2009, the County adopted Ordinance No. 2009-29 to repeal Ordinance No. 2008-27. In 2015, the County adopted Ordinance No. 2015-11 to adjust TVTD Fees to charge 25% of the maximum fee justified in the 2008 Nexus Study in fiscal year 2015-2016, and 35% of the maximum fee justified in the 2008 Nexus Study in fiscal year 2016-2017 and beyond.

- (d) TVTC prepared an updated nexus study, dated August 2021, (“New Nexus Study”) to calculate TVTD Fees that reflect new development’s proportional share of the cost of the projects covered by the nexus study, which are necessary to mitigate traffic demands of new development within TVTC’s jurisdiction through 2040.
- (e) The New Nexus Study and the County’s Development Program Report (“Report”) have been prepared to determine the amount of the fees necessary to fund new development’s share of the estimated costs of new or reconstructed bridges over waterways, railways, freeways, and major thoroughfares (the “Transportation Improvements”) that are necessary to meet traffic demands generated by new development within the TVTD Area of Benefit through 2040. The Transportation Improvements are more particularly described in the New Nexus Study, the Report, and Section 5.6 (Roadway and Transit Network Plans) of Chapter 5 (Transportation and Circulation Element) of the County’s 2005-2020 General Plan.
- (f) The New Nexus Study proposes a fair and equitable method for allocating a portion of the costs of the Transportations Improvements to new development within the TVTD Area of Benefit. The cost of each of the Transportation Improvements in the New Nexus Study is reasonable. The total amount of revenue expected to be generated from TVTD Fees charged and collected under this ordinance will not exceed the estimated cost of the Transportation Improvements attributable to new development within the TVTD Area of Benefit. The County will rely on sources other than transportation mitigation fee revenue to pay Transportation Improvement costs not allocated to new development.
- (g) Payment of the TVTD Fees shall not be required unless the major thoroughfares or planned bridge facilities are in addition to, or a reconstruction of, any existing major thoroughfares or planned bridge facilities serving the TVTD Area of Benefit at the time that the boundaries of that area of benefit are established by this ordinance. Because all of the Transportation Improvements are in addition to, or a reconstruction or expansion of, existing thoroughfares and bridge facilities, the TVTD Fees proposed under this ordinance may be imposed on new development projects within the TVTD Area of Benefit.
- (h) Pursuant to Government Code section 66001, the Board of Supervisors further finds:
 - (1) As determined in the New Nexus Study, the purpose of the TVTD Fees adopted and collected pursuant to this ordinance is to fund new development’s share of the

ORDINANCE NO. 2022-30

estimated costs of the Transportation Improvements identified in the New Nexus Study.

- (2) As determined in the Nexus Study, the use to which the TVTD Fees will be put will be funding new development's proportional share of the estimated costs of the Transportation Improvements identified in the New Nexus Study, which are necessary to mitigate the transportation impacts of new development in the TVTD Area of Benefit through 2040.
 - (3) As determined in the New Nexus Study, there is a reasonable relationship between the use of revenue generated by the TVTD Fees and the type of new development projects on which those fees shall be imposed.
 - (4) As determined in the New Nexus Study, there is a reasonable relationship between the need for the Transportation Improvements that shall be funded by the TVTD Fee revenue, and the types of new development within the TVTD Area of Benefit on which those fees shall be imposed.
 - (5) As determined in the New Nexus Study, there is a reasonable relationship between the amount of the TVTD Fee imposed on each type of new development within the TVTD Area of Benefit, and the cost of the Transportation Improvements to be funded by TVTD Fee revenue.
- (h) The Board of Supervisors further finds as follows:
- (1) Pursuant to Government Code sections 54986, 65091, 66017, 66018, 66474.2, subdivision (b), and 66484, and Division 913 of the Contra Costa County Ordinance Code, notice of a public hearing on this ordinance was given and published, and the public hearing was held. The New Nexus Study and Report were made available to the public at least ten days before the hearing.
 - (2) If, within the time when protests may be filed under the provisions of this ordinance, there is a written protest, filed with the Clerk of the Board of Supervisors, by owners of more than one-half of the area of the property within the TVTD Area of Benefit, and sufficient protests are not withdrawn so as to reduce that area to less than one-half of the area of the property within the TVTD Area of Benefit, these proceedings shall be abandoned and this ordinance shall not be adopted. However, the Board of Supervisors has considered all written protests, and all written and oral testimony offered at the hearing, and finds that no majority protest exists.
 - (3) At the public hearing on this ordinance, the boundaries of the TVTD Area of Benefit, the estimated costs of the Transportation Improvements, and a fair method of allocation of those costs to new development projects within the TVTD Area of Benefit were established.

SECTION 4. Definitions. For the purpose of this ordinance, the following terms have the following meanings:

- (a) “Development project” or “new development project,” means either of the following located within the TVTD Area of Benefit:
 - (1) Any new construction, or any addition, extension, or enlargement of an existing structure or unit, which includes a dwelling unit for residential use or the floor area of commercial, office or industrial use, requiring a building permit from the County; or
 - (2) Any conversion or change in use of an existing structure requiring a building permit from the County that would result in a change in the land use type.
- (b) “Trip” has the same meaning as that term is used in the Nexus Study.
- (c) “Square foot” means a square foot of gross floor area within the interior walls of a building or portions thereof. “Square feet” means the total gross floor area within the interior walls of a building or portions thereof.

SECTION 5. Fee Adoption and Collection. TVTD Fees that apply to new development within the TVTD Area of Benefit are hereby adopted, and shall be charged and collected, as specified in this section.

- (a) Amount of the Fees.
 - (1) TVTD Fees. The following schedule of TVTD Fees shall be effective on the later of July 1, 2022, or the effective date of this ordinance:

<u>Land Use Type</u>	<u>Fee</u>	<u>Per Unit</u>
Single-Family Residential	\$ 6,596.40	per dwelling unit
Multi-Family Residential	\$ 3,889.20	per dwelling unit
Commercial/Retail	\$ 5.07	per square foot
Office	\$ 8.81	per square foot
Industrial	\$ 4.97	per square foot
Other	\$ 6,100.68	per trip

- (2) Adjustment of TVTD Fees. On July 1, 2023, and on each July 1 thereafter, the amounts of the TVTD Fees for Single-Family Residential, Multi-Family Residential, Office, Industrial, and Other land use types then in effect shall be increased or decreased by a percentage equal to the percentage change, if any, in the Engineering News-Record Construction Cost Index for the San Francisco Bay Area for the 12-month period ending the **April 30** immediately preceding the July 1 when the adjustment takes effect. On July 1, 2023, the amount of the TVTD Fee for Commercial/Retail land use type shall increase to \$5.92 per square foot. On July 1, 2024, and on each July 1 thereafter, the amount of the TVTD Fee for

the Commercial/Retail land use type then in effect shall be increased or decreased by a percentage equal to the percentage change, if any, in the Engineering News-Record Construction Cost Index for the San Francisco Bay Area for the 12-month period ending the April 30 immediately preceding the July 1 when the adjustment takes effect.

(b) Calculation of the TVTD Fee. Unless otherwise specified in this ordinance, each new development project shall pay a TVTD Fee calculated as described in this Section 5(b).

(1) Calculation of TVTD Fee for New Development that Expands, Extends, or Replaces an Existing Development. If any new development project will replace an existing development, or if any new development project will expand or extend an existing development by increasing the number of dwelling units or square feet of floor area of, or the number of trips generated by, the existing development, the TVTD Fee imposed on the new development project shall be calculated as follows:

(A) For residential land uses: The applicable transportation mitigation fee in Section 5(a) of this ordinance is multiplied by the difference of: (i) either the number of dwelling units attributable to the new development that replaces an existing development, or the number of dwelling units attributable to the development after the expansion or extension of the existing development; minus (ii) the number of dwelling units attributable to the existing development. That calculation is expressed as follows:

[Applicable TVTD Fee per-dwelling unit] x [(number of dwelling units after replacement or expansion/extension) – (number of dwelling units before replacement or expansion/extension)]

(B) For office, industrial, and commercial/retail land uses: The applicable TVTD Fee in Section 5(a) of this ordinance is multiplied by the difference of: (i) either the number of square feet of the new development that will replace an existing development, or the number of square feet of the development after expansion or extension of the existing development; minus (ii) the number of square feet of the existing development. That calculation is expressed as follows:

[Applicable TVTD Fee per square foot] x [(number of square feet after replacement or expansion/extension) – (number of square feet before replacement or expansion/extension)]

(C) For other land uses: The applicable TVTD Fee in Section 5(a) of this ordinance is multiplied by the difference of: (i) either the number of trips attributable to the new development that will replace an existing development, or the number of trips attributable to the development after expansion or extension of the existing development; minus (ii) the number

of trips attributable to the existing development. That calculation is expressed as follows:

[Applicable TVTD Fee per trip] x [(number of trips generated after replacement or expansion/extension) – (number of trips generated before replacement or expansion/extension)]

The County will determine the number of trips that will be generated by the new development project based on: information generated by project-specific traffic studies prepared by a professional engineer; the standards set forth in the then-current edition of the Institute of Transportation Engineers Trip Generation Manual (“ITE Manual”); and other information provided by the new development project applicant that the County deems relevant.

- (D) Notwithstanding any other provision of this ordinance, if the result of the calculation required by this Section 5(b)(1) is zero or a negative number, then no TVTD Fee shall be imposed on the new development project.

- (2) Calculation of the TVTD Fee for Other New Development. For any new development project that does not expand, extend, or replace an existing development, the TVTD Fee imposed on the new development project shall be calculated as follows:

- (A) For residential land uses: The applicable TVTD Fee in Section 5(a) of this ordinance is multiplied by the number of dwelling units attributable to the new development. That calculation is expressed as follows:

(Applicable TVTD Fee per dwelling unit) x (number of dwelling units)

- (B) For office, industrial, and commercial/retail land uses: The applicable TVTD Fee in Section 5(a) of this ordinance is multiplied by the number of square feet of the new development. That calculation is expressed as follows:

(Applicable TVTD Fee per square foot) x (number of square feet of floor area)

- (C) For “other” land uses: The applicable TVTD Fee in Section 5(a) of this ordinance is multiplied by the number trips attributable to the new development. That calculation is expressed as follows:

(Applicable TVTD Fee per peak-hour trip) x (number of trips that will be generated)

The County will determine the number of trips that will be generated by the new development project based on: information generated by project-specific traffic studies prepared by a professional engineer; the standards set forth in the then-current edition of the Institute of Transportation Engineers Trip Generation Manual; and other information provided by the new development project applicant that the County deems relevant.

- (c) Applicability and Establishment of TVTD Area of Benefit Boundaries. The transportation mitigation fees specified in this ordinance shall apply to all new development within the TVTD Area of Benefit, unless otherwise specified in this ordinance. The boundaries of the TVTD Area of Benefit are more particularly described in the legal description and depicted on the map attached hereto together as Exhibit A and incorporated herein by reference. The boundaries of the TVTD Area of Benefit are hereby readopted and reestablished in accordance with Government Code section 66484.
- (d) Time of Collection. The TVTD Fee attributable to each new development project shall be paid before the County issues a building permit for the new development project. Payment of the fee shall be a condition of building permit issuance, as specified in Chapter 913-4 of the County Ordinance Code.
- (e) Exemptions. No new development project is exempt from payment of a TVTD Fee under this ordinance, unless, as of the date of the notice published pursuant to Government Code Section 66474.2, subdivision (b), either of the following apply:
 - (1) The new development project has perfected an exemption from the TVTD Fee under the vesting tentative map law; or
 - (2) The new development project has entered into a development agreement with the County that expressly excludes assessment of additional TVTD Fees on that project.
- (f) Fee Reductions and Credits.
 - (1) A project applicant may request a reduction in fees through the County if it is determined that the project will generate a lower number of trips than data provided by the ITE Manual that was used as the basis for the Report. A requested fee reduction must be based on a traffic study that determines that the traffic impacts of the proposed development would generate fees that are less than the fees set forth in Section 5, above. The methodology for conducting the study shall be developed and approved by the County. The County shall determine the appropriate fee reduction based upon the proportionate reduction in trips demonstrated in the traffic study.
 - (2) A project applicant may receive credit against fees for the dedication of land for right-of-way and/or construction of any portion of the Transportation Improvements to be funded with the fees collected pursuant to this ordinance,

where the right-of-way or construction is beyond that which would otherwise be required for approval of the proposed development. The calculation of the amount of credit against fees for these dedications or improvements shall be based on a determination by the County that the credits are exclusive of the dedications, setbacks, improvements, and/or traffic mitigation measures that are required by ordinance or local standards. In addition, the credit shall be calculated based upon the actual cost of construction of improvements or, in the case of land dedication, on an independent appraisal approved by the County. All TVTD Fee credits and reimbursements for dedications in lieu of payment of any transportation mitigation fee, or portion thereof, required to be paid by this ordinance shall be subject to an agreement executed in accordance with the Traffic Fee Credit and Reimbursement Policy, approved by the Board of Supervisors on June 5, 2007, which is made a part hereof and incorporated herein by reference.

(g) Fee Waivers.

- (1) Upon written request of the project applicant, the Public Works Director may waive the fees collected under this ordinance for dwelling units that the Public Works Director determines, in a written finding, fit into one of the following categories: (1) rental units affordable to households earning less than 80% of the area median income; or (2) ownership units affordable to households earning less than 120% of the area median income
- (2) As a condition of such waiver, the project applicant shall enter into a regulatory agreement with the County, guaranteeing the use, occupancy, affordability, and term of affordability of such dwelling units. Rental units for which a waiver is granted under this section shall be restricted to that use for a minimum of 55 years. Ownership units for which a waiver is granted under this section shall be restricted to that use for a minimum of 30 years.

(h) Fee Waiver for Inclusionary Housing Units. In lieu of the fee waiver for affordable housing units as set forth in Section 5(g), development projects that are subject to Chapter 822-4 of the County Ordinance Code shall be eligible for a waiver of the fees collected under this ordinance as follows:

- (1) Fees shall be waived for each rental unit to be developed and rented as an inclusionary unit under the terms and conditions of Section 822-4.410(a) of the County Ordinance Code.
- (2) Fees shall be waived for each for-sale unit to be developed and sold as an inclusionary unit under the terms and conditions of Section 822-4.410(b) of the County Ordinance Code.
- (3) If a fee is paid in lieu of constructing some or all inclusionary units in a development project, pursuant to Section 822-4.404 of the County Ordinance

Code, the fees collected under this ordinance shall be waived for the number of inclusionary units for which the in-lieu fee is paid.

- (i) Senior Housing and Congregate Care. Nothing in this ordinance shall be construed to abridge or modify the Board's discretion, upon proper application for a senior housing or congregate care facility, to adjust or to waive the TVTD Fees required to be paid under this ordinance, pursuant to Government Code Section 65915.
- (j) Deposit of TVTD Fee Revenue. Revenue from TVTD Fees paid pursuant to this ordinance shall be deposited into a fund covering the Transportation Improvements identified in the New Nexus Study, and shall be separately accounted for. The funds shall not be commingled with other funds, except where the funds are temporarily invested pursuant to Government Code section 66006. TVTD Fee revenues deposited in the fund shall be expended solely for the purposes described in this ordinance. Any interest earned on deposits in the fund also shall be deposited in that fund and used for those purposes.
- (k) Limitations. No TVTD Fees collected pursuant to this ordinance may be used to reimburse the construction costs of bridge or thoroughfare facilities serving the TVTD Area of Benefit on the effective date of this ordinance. However, TVTD Fee revenues may be used to reimburse any general fund monies, or other revenues, advanced to pay for any planned bridge or thoroughfare improvements.

SECTION 6. Reporting and Accounting Requirements.

- (a) Annual Reporting. Within 180 days after the last day of each fiscal year, the Public Works Director, or designee, shall make available to the public a report regarding the fund established for receipt of deposits of the TVTD Fees collected by the County pursuant to this ordinance. The report shall be reviewed by the Board of Supervisors at a regularly scheduled meeting that will be held, and notice of which will be provided, in accordance with Government Code Section 66006. The report shall contain the following information for the fiscal year:
 - (1) A brief description of the type of fee in the account or fund.
 - (2) The amount of the TVTD Fees.
 - (3) The beginning and ending balance of the account or fund.
 - (4) The amount of the TVTD Fees collected and the interest earned.
 - (5) An identification of each public improvement on which TVTD Fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with those fees.

- (6) An identification of an approximate date by which the construction of the public improvement will commence if the Board determines that sufficient funds have been collected to complete financing on an incomplete public improvement, and the public improvement remains incomplete.
 - (7) A description of each interfund transfer or loan from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.
 - (8) The amount of refunds made pursuant to Government Code section 66001, subdivision (e), and any allocations pursuant to Government Code section 66001, subdivision (f).
- (b) Periodic Review by the Board. In the fifth fiscal year following the first deposit into the fund established for receipt of deposits of the TVTD Fees collected pursuant to this ordinance, and at least once every five years thereafter, the Board of Supervisors shall make all of the following findings with respect to that portion of the TVTD Area of Benefit fund remaining unexpended, whether committed or uncommitted, pursuant to Government Code Section 66001:
- (1) Identify the purpose to which the TVTD Fees are to be put.
 - (2) Demonstrate a reasonable relationship between the TVTD Fees and the purpose for which they are charged.
 - (3) Identify all sources and amounts of funding anticipated to complete financing of incomplete transportation improvements identified in the Nexus Study and Report.
 - (4) Designate the approximate dates on which the funding referred to in Section 6(b)(3), above, is expected to be deposited into the appropriate account or fund.

SECTION 7. Repeal of Existing Fees. Except as specified in this Section 7 and Section 9, below, Contra Costa County Ordinance No. 2015-11 is hereby repealed and superseded by this ordinance, as of the effective date of this ordinance. However, this repeal shall not affect any TVTD Fees that were imposed on any development project pursuant to Ordinance No. 2015-11 prior to the effective date of this ordinance, which fees shall be paid and collected under the provisions of that prior ordinance.

SECTION 8. Judicial Review. Any judicial action or proceeding to attack, review, set aside, void, or annul the TVTD Fees established by this ordinance shall be commenced within one hundred twenty (120) days after the effective date of this ordinance. Any action to attack any adjustment to the schedule of TVTD Fees pursuant to Section 5(a)(2) of this ordinance shall be commenced within one hundred twenty (120) days after the effective date of that adjustment.

SECTION 9. Severability. Notwithstanding any other provision of this ordinance to the contrary, if a court of competent jurisdiction determines any TVTD Fee set forth in Section 5 of this ordinance is invalid or unenforceable, the comparable fee adopted by Ordinance No. 2015-11 shall be deemed not to have been repealed and shall remain in effect and subject to the remaining provisions of this ordinance. Notwithstanding any other provision of this ordinance to the contrary, if a court of competent jurisdiction determines this ordinance is invalid or unenforceable, Ordinance No. 2015-11 shall be deemed not to have been repealed and shall remain in full force and effect.

SECTION 10. Effective Date. This ordinance shall become effective 60 days after passage, and, within 15 days of passage, this ordinance shall be published once, with the names of the Supervisors voting for and against it, in the East Bay Times, a newspaper of general circulation published in this County. Pursuant to section 913-6.026 of the Contra Costa County Ordinance Code, the Clerk of the Board shall promptly file a certified copy of this ordinance with the County Recorder.

PASSED and ADOPTED on September 13 2022 by the following vote:

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

NOES: None

ABSENT: None

ABSTAIN: None



Board Chair Karen Mitchoff

ATTEST:
MONICA NINO, Clerk of the Board
of Supervisors and County Administrator

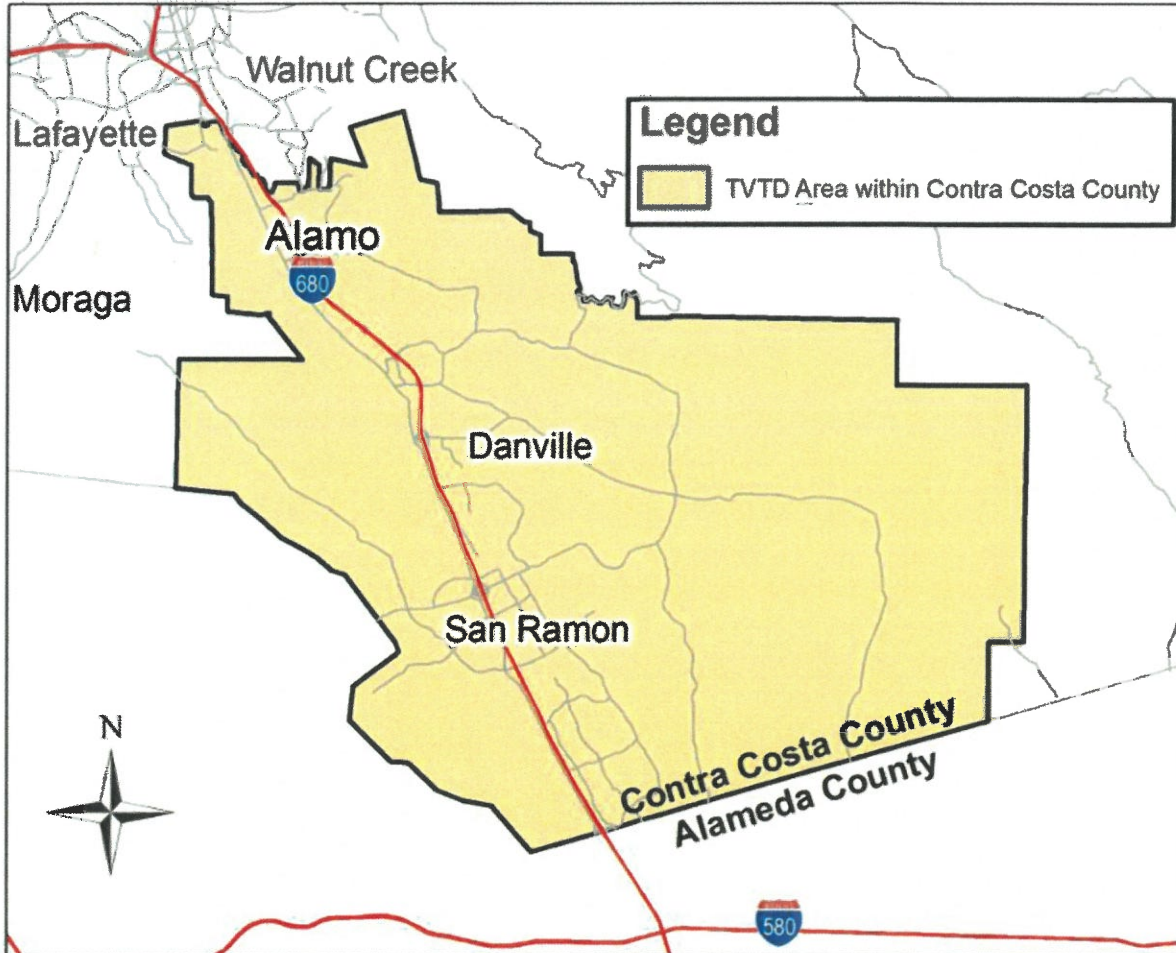
By 
Deputy Clerk June McHuen

Attachments: Exhibit A (Map and Legal Description of TVTD Area of Benefit boundaries)

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EXHIBIT A

**MAP AND LEGAL DESCRIPTION
TRI-VALLEY TRANSPORTATION DEVELOPMENT (TVTD) AREA OF BENEFIT**



*Note: County Ordinance applies to unincorporated County areas within TVTC boundary.

Legal Description

Real property in Southern Contra Costa County, California, bounded on the south by Alameda County, bounded on the north by the "South Walnut Creek Area of Benefit" adopted December 6, 1994, by Contra Costa County Board of Supervisors' Resolution 94/604, and bounded on the north and west by the "Central County Area of Benefit" adopted June 13, 1995, by Contra Costa County Board of Supervisors' Resolution 95/273 described as follows:

Beginning at the intersection of the west line of Section 23, Township 2 South, Range 1 East, Mount Diablo Meridian with the boundary common to Contra Costa and Alameda Counties; thence from the Point of Beginning, along said County boundary in a general westerly direction 101,550 feet, more or less, to Rancho corner P.C. No. 31 on the boundary of Rancho Laguna de los Palos Colorados; thence along said Rancho boundary, north 19°28'45" east 3,547.16 feet to Rancho Corner P.C. No. 32 and north 1°13'26" east 929.81 feet to the boundary of the

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Record of Survey filed June 20, 1980, in Book 67 of Licensed Surveyors' Maps at page 9; thence along the boundary of said Record of Survey as follows: 1) north 88°52'39" east 513.17 feet, 2) north 0°15'16" west 1,303.04 feet, 3) north 88°43'10" east 1,290.34 feet, and 4) north 0°27'37" west 1,306.53 feet to the northwest corner of Section 28, Township 1 South, Range 2 West, Mount Diablo Meridian; thence along the north lines of Sections 28, 27 and 26 (T1S, R2W), easterly 15,840 feet, more or less, to the west line of Section 25 (T1S, R2W); thence along said west line, southerly 2,640 feet, more or less, to the west quarter corner of said Section 25; thence south 88°43'05" east 1,063.84 feet to the northwest corner of Subdivision MS 28-82 filed November 21, 1983, in Book 108 of Parcel Maps at page 11; thence along the north line of Subdivision MS 28-82, south 88°47'23" east 1,062.06 feet to the northwest corner of Subdivision MS 53-81 filed March 28, 1985, in Book 115 of Parcel Maps at page 14; thence along the north line of Subdivision MS 53-81, south 88°43'43" east 3,035.66 feet to the east line of said Section 25 (T1S, R2W); thence along said east line, northerly 2,640 feet, more or less, to the northeast corner of Section 25, said point lying on the southerly boundary of the parcel of land described as PARCEL FIVE in the deed to East Bay Regional Park District recorded April 4, 1974, in Book 7189 of Official Records at page 183; thence along said boundary, in a general northerly direction 2,325.7 feet to the east line of the Parcel of land described as PARCEL ONE in the deed to the United States of America recorded July 29, 1980, in Book 9930 of Official Records at page 913; thence along said east line, in a general northwesterly direction 192.27 feet to an angle point on the boundary of said East Bay Regional Park District PARCEL FIVE (7189 O.R. 183); thence along said boundary, in a general northwesterly direction 1207.59 feet to the northeast corner thereof, said point being the southeast corner of the parcel of land described as PARCEL TWO in said deed to the East Bay Regional Park District (7189 O.R. 183); thence along the northeast line of PARCEL TWO (7189 O.R. 183), said line also being the boundary of Rancho San Ramon, northwesterly 4,840 feet, more or less, to the most easterly corner of Subdivision MS 150-75 filed June 14, 1976, in Book 45 of Parcel Maps at page 41; thence along the boundary of said Subdivision MS 150-75 as follows: 1) south 63°16' west 193.73 feet, 2) south 76°18'50" west 481.39 feet, 3) north 84°17' west 2,622.91 feet, and 4) north 0°39'40" west 1,233.72 feet to the northwest corner of said Subdivision MS 150-75, said point lying on the south line of Subdivision 6419 filed July 28, 1988, in Book 323 of Maps at page 39; thence along said south line, north 84°47'44" west 1,353.46 feet to the southwest corner of said Subdivision 6419, said point lying on the centerline of Section 14, Township 1 South, Range 2 West, Mount Diablo Meridian; thence along said centerline of Section 14 and the centerline of Section 11 (T1S, R2W), northerly 6,663.66 feet to the southwest corner of the parcel of land described in the deed to David L. Gates, et ux, recorded April 9, 1981, in Book 10275 of Official Records at page 438; thence along the south line of said Gates parcel (10275 O.R. 438) easterly 300 feet to the most southeast corner thereof, said point lying on the boundary of Subdivision MS 58-75 recorded October 26, 1978, in Book 71 of Parcel Maps at page 23; thence along the boundary of said Subdivision MS 58-75 (71 PM 23) as follows: 1) north 87°05'11" east 274.17 feet, 2) in a general northerly direction 3,354.5 feet to the northeast corner thereof, 3) north 89°12'12" west 176.01 feet, and 4) south 0°36' west 41.92 feet to the southeast corner of Subdivision MS 133-72 filed September 7, 1972, in Book 24 of Parcel Maps at page 9; thence along the south line of Subdivision MS 133-72, south 89°12'36" west 259.78 feet to the Centerline of Castle Hill Ranch Road (a private road); thence along said centerline in a general northerly direction, 907 feet, more or less to the northeast corner of Lot "B" as shown on the Record of Survey filed May 13, 1984, in Book 74 of Licensed Surveyors' Maps at page 12, said point being the most southern corner of the said "South Walnut Creek Area of Benefit" (Res. 94/604); thence along the boundary of said "South Walnut Creek Area of Benefit", in a general northerly and easterly direction, 6,275 feet, more or less, to the most eastern corner thereof, said point being the intersection of the centerline of Crest Avenue with the extended west right of way line of South Main Street; thence along said extension and west right of way

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line in a general southerly direction 565 feet, more or less, to the southeast corner of Subdivision MS 114-75 filed October 20, 1976 in Book 49 of Parcel Maps at page 19; thence along the arc of a non-tangent curve concave to the northwest having a radius of 1,096 feet on the northwest line of the Southern Pacific Railroad right of way, northeasterly 52 feet, more or less, to the most western corner of Assessor Parcel Number (hereinafter referred to as APN) 183-093-031 described as PARCEL THIRTY-ONE in the deed to Contra Costa County recorded December 9, 1985 in Book 12652 of Official Records at page 570; thence non-tangent along the southwest line thereof, crossing Engineer's Station 603+65, southeasterly 110 feet, more or less, to the southeast line of said County parcel, being a non-tangent curve concave to the northwest having a radius of 1,196 feet and being concentric with said northwest line; thence along the arc of said curve, northeasterly 52 feet, more or less, to the southwest line of APN 183-093-023 described in the deed to East Bay Municipal Utility District (hereinafter referred to as EBMUD) recorded January 5, 1968 in Book 5530 of Official Records at page 93; thence along said southwest line, south 22°53'01" east 33.76 feet; thence crossing Rudgear Road, southeasterly 245 feet, more or less, to the northwest corner of APN 187-040-007 described as PARCEL 11 in the deed to Contra Costa County Flood Control and Water Conservation District recorded December 20, 1967 in Book 5520 of Official Records at page 451; thence along the boundary of PARCEL 11, in a general southeasterly direction 1,036.02 feet and north 64°16'18" east 239.65 feet, to the most eastern corner thereof on the west right of way line of Interstate Freeway 680; thence along said west line in a general southeasterly direction 836 feet, more or less, to the boundary of APN 187-050-011 and 012 described as Parcel 1 in the deed to Edward Johannessen and Juliet Johannessen 1987 Revocable Living Trust recorded March 22, 1988 in Book 14228 of Official Records at page 211; thence along said boundary as follows: 1) south 63°37'38" west 44.33 feet, 2) south 23°15'36" east 359.22 feet, 3) north 64°03'39" east 14.72 feet, 4) south 23°15'36" east 144.57 feet, 5) south 45°21'24" west 36.15 feet, 6) south 55°15'24" west 108.21 feet, 7) south 32°31'24" west 152.34 feet, 8) south 12°04'24" west 20.34 feet, 9) south 33°09'41" east 465.15 feet, 10) north 35°52'50" east 129.8 feet, 11) south 29°21'32" east 64.96 feet, and 12) south 69°09'52" east 54.67 feet, to the most southeastern corner thereof on the west right of way line of Interstate Freeway 680; thence along said west line in a general southeasterly direction 1,209.59 feet; thence crossing said freeway, north 53°47'20" east 290 feet, more or less, to the east right of way line thereof; thence along said east line in a general southeasterly direction 2,259.08 feet to the west line of Subdivision 6468 recorded January 8, 1982 in Book 286 of Maps at page 41; thence along said west line in a general northerly direction 828.77 feet to the south line of APN 187-160-013 described as Parcel Three in the deed to the City of Walnut Creek recorded July 5, 1984 in Book 11867 of Official Records at page 965; thence along said south line and the south line of Subdivision 4810 filed September 23, 1976 in Book 189 of Maps at page 48, south 89°43'18" east 944.73 feet, to the southwest corner of Subdivision 3037 recorded June 25, 1964 in Book 99 of Maps at page 30; thence along lot lines of Subdivision 3037, south 89°43'18" east 933.43 feet, south 6°19'31" east 712.51 feet and along the north right of way line of Livorna Road, north 72°23'20" east 145.74 feet; thence crossing Trotter Way, north 72°23'20" east 100 feet, more or less, to the south line of Lot 131 (99 M 30); thence continuing along lot lines of Subdivision 3037 as follows: 1) along the north right of way line of Livorna Road, north 72°23'20" east 272.09 feet, 2) north 1°36'23" east 275.72 feet, 3) south 88°23'37" east 149.23 feet 4) south 1°36'23" west 223.71 feet, and 5) along the north right of way line of Livorna Road in a general easterly direction 79.27 feet, to the east boundary of Subdivision 3037; thence along said boundary in a general northerly direction 1,532.28 feet to the northeast corner thereof, also being the southeast corner of Subdivision 3827 recorded June 11, 1969 in Book 126 of Maps at page 38; thence along the east line of Subdivision 3827, north 1°31'55" east 942.5 feet, to the southwest corner of Subdivision 5366 recorded March 25, 1980 in Book 236 of Maps at page 7; thence along the boundary of Subdivision 5366 in a general easterly direction 400.83 feet to the southeast corner thereof on

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the boundary of Subdivision 5931 recorded June 29, 1983 in Book 271 of Maps at page 21; thence along the boundary of Subdivision 5931, in a general southeasterly direction 105.63 feet along Livorna Heights Road right of way line and south 55°22'55" east 537 feet, to the southeast corner of Subdivision 5931 on the west line of Subdivision 4402 recorded December 27, 1974 in Book 175 of Maps at page 25; thence along said west line, south 1°32'10" west 1063.35 feet to the northwest corner of Subdivision 3973 recorded August 18, 1972 in Book 149 of Maps at page 20; thence along the west line of Subdivision 3973 and its southern prolongation, south 1°32'10" west 967.1 feet, to the centerline of Livorna Road; thence along said centerline in a general easterly direction 890.41 feet to the southern prolongation of the east line of Subdivision 3973; thence along said prolongation and east line, north 1°44'25" east 1,057.06 feet, to the southeast corner of Subdivision 4402 (175 M 25); thence continuing north 1°44'25" east 1,527.78 feet to the northeast corner of Subdivision 4402 on the boundary of Subdivision 4924 recorded May 18, 1977 in Book 196 of Maps at page 28; thence along said boundary in a general southeasterly direction 2,879.25 feet to the southeast corner thereof on the boundary of Subdivision 6743 filed June 9, 1987 in Book 313 of Maps at page 28; thence along said boundary, north 21°53'15" west 3,423.26 feet, north 73°16'01" east 4,566.44 feet, and south 13°51'48" east 5,687.22 feet, to the most southern corner thereof on the south line of Rancho San Miguel and the Record of Survey filed August 27, 1970 in Book 53 of Licensed Surveyors' Maps at page 13; thence along said south line, south 76°53'13" east 1,445.41 feet, to the most southern corner of said Record of Survey (53 LSM 13) on the boundary of that 787.58 acre parcel shown on the Record of Survey filed June 22, 1960, in Book 18 of Licensed Surveyors' Maps at page 39; thence along the boundary of said parcel (18 LSM 39), south 6°08'40" east 2,389.28 feet and north 87°52'06" east 9,881.20 feet to the southeast corner thereof on the northwest line of Lot D, Rancho San Miguel Robert Allen Tract; thence along said northwest line, northeasterly 3,100 feet, more or less, to the centerline of Mount Diablo Scenic Boulevard (North Gate Road); thence along said centerline in a general easterly direction 12,400 feet, more or less, to the centerline intersection of Summit Road; thence along the centerline of Mount Diablo Scenic Boulevard (South Gate Road) in a general southerly direction 6,700 feet, more or less, to the south line of Section 12 Township 1 South, Range 1 West, Mount Diablo Meridian; thence along said south line, easterly 4,400 feet, to the northwest corner of Section 18, Township 1 South, Range 1 East, Mount Diablo Meridian; thence along the west line of said Section 18 (T1S, R1E) southerly 5,280 feet, more or less, to the southwest corner thereof; thence along the south line of Sections 18, 17 and 16, Township 1 South, Range 1 East, Mount Diablo Meridian, easterly 15,840 feet, more or less, to the northwest corner of Section 22, Township 1 South, Range 1 East, Mount Diablo Meridian, thence along the west line of said Section 22 (T1S, R1E), southerly 5,280 feet, more or less, to the southwest corner thereof; thence along the south line of Sections 22 and 23 (T1S, R1E), easterly 10,560 feet, more or less, to the northeast corner of Section 26 (T1S, R1E); thence, along the east line of Sections 26 and 35 (T1S, R1E), southerly 10,560 feet, more or less to the northeast corner of Section 2, Township 2 South, Range 1 East, Mount Diablo Meridian; thence along the east line of Sections 2 and 11 (T2S, R1E), southerly 10,560 feet, more or less, to the northeast corner of Section 14, Township 2 South, Range 1 East, Mount Diablo Meridian; thence along the north line of said Section 14, (T2S, R1E), westerly 2,640 feet, more or less, to the northeast corner of Parcel "D" of Subdivision MS 80-85 filed May 14, 1987, in Book 127 of Parcel Maps at page 32; thence along the east line of said Parcel "D" and its southerly prolongation, southerly 6,250 feet, more or less, to a point on the said boundary common to Contra Costa and Alameda Counties; thence along said County boundary in a general westerly direction 2,800 feet, more or less, to the Point of Beginning.

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JOINT EXERCISE OF POWERS AGREEMENT

Establishing the Tri-Valley Transportation Council for Planning and Facilitating the Implementation of Transportation Improvement Projects in the Tri-Valley Transportation Area

BY AND AMONG

The County of Alameda

The County of Contra Costa

The City of Dublin

The City of Livermore

The City of Pleasanton

The City of San Ramon, and

The Town of Danville

October 17, 2013

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JOINT EXERCISE OF POWERS AGREEMENT ESTABLISHING THE TRI-VALLEY TRANSPORTATION COUNCIL

THIS AGREEMENT is made and entered into as of Oct. 17, 2013 ("the Effective Date") by and among the Parties (the County of Alameda, the County of Contra Costa, the Town of Danville, the City of Dublin, the City of Livermore, the City of Pleasanton, and the City of San Ramon) signatory hereto, each of which is a public entity duly organized and existing under the Constitution and other laws of the State of California.

WHEREAS, Chapter 5 of Division 7 of Title 1 of the Government Code of the State of California (commencing at Section 6500) authorizes the Parties to enter into an agreement for the joint exercise of any power common to them and, by that agreement, create an entity that is separate from each of the Parties; and

WHEREAS, the Parties recognize that adequate transportation planning is essential to the orderly development of the Tri-Valley Area (defined in Section 1.bb), and that review and coordination of planning and implementation of transportation facilities in the Tri-Valley Area is to the benefit of all parties hereto and their constituents; and

WHEREAS, the Parties desire for adequate transportation planning resulted in the creation of the Tri-Valley Transportation Council's first Joint Powers Agreement (JPA) in 1991 that provided for coordinated transportation efforts; and

WHEREAS, the Parties also recognized that traffic impacts from new residential and commercial developments forecast by the Association of Bay Area Governments in the Tri-Valley Area would adversely affect the quality of life for the existing residents of the Cities and Counties unless those regional impacts are mitigated by off-site street improvement; and

WHEREAS, through the adoption of the Tri-Valley Transportation Plan/Action Plan for Routes of Regional Significance ("Action Plan"), the Parties identified regional Transportation Improvement Projects designed to help mitigate the regional impacts of forecast development within the Tri-Valley Area; and

WHEREAS, the Parties entered into a Joint Exercise of Powers Agreement (JEPA) in 1998, with two subsequent addendums in 2003 and 2009, for purposes of collecting traffic impact fees for the Transportation Improvement Projects on a uniform basis and to use the fees collected in a coordinated manner to provide for financing and construction of the Transportation Improvement Projects; and

WHEREAS, substantial time has passed since the initial execution of the 1991 JPA and the execution of the 1998 JEPA; and

WHEREAS, the Parties wish to establish a separate entity known as the Tri-Valley Transportation Council pursuant to the provisions of the Joint Exercise of Powers Act;

NOW, THEREFORE, in consideration of the facts stated above, the mutual advantages to be derived, and the mutual covenants contained herein, it is agreed by and among the Parties hereto as follows:

SECTION 1 Definitions

- a. Act means the Joint Exercise of Powers Act, Chapter 5 of Division 7 of Title 1 of the California Government Code, commencing with Section 6500, as it may be amended from time to time.
- b. Agreement means this joint exercise of powers agreement as it now exists or as it may from time to time be amended, and which is made effective only upon the signature and execution of all the Parties.
- c. Alameda County Transportation Commission ("Alameda CTC") is a joint powers authority, governed by a 22-member commission, that serves as the Congestion Management Agency for Alameda County and delivers the projects and programs in the Expenditure Plan of its transportation sales tax measure.
- d. Auditor means an independent certified accountant selected by the Governing Council to audit the records and accounts of the TVTC.
- e. Bylaws means the rules, regulations, and other operational and organizational directives adopted by the Governing Council for the conduct of the TVTC's meetings and other affairs.
- f. City (or Town) means each municipality that is a Party to this Agreement.
- g. Contra Costa Transportation Authority ("CCTA") is an 11-member joint powers agency that serves as the Congestion Management Agency for Contra Costa County and delivers the projects and programs in the expenditure plan of its half-cent sales tax measure.
- h. County means the agency representing the unincorporated geographic areas, within the county of Contra Costa or Alameda, that is a Party to this Agreement.

- i. Fiscal Year means the period from each July 1st to and including the following June 30th.
- j. Governing Council means the governing body constituted herein to administer this Agreement and manage the affairs of the TVTC.
- k. Gross Floor Area refers to the sum of the area of all floor levels of a structure, including, but not limited to, cellars, basements, mezzanines, penthouses, corridors, lobbies, retail areas, and offices, that are included within the principal outside faces of exterior walls, not including architectural setbacks or projections. Included are all stories or areas that have floor surfaces with clear standing head room (six feet, six inches, minimum) regardless of their use. Where a ground level area, or part thereof, within the principal outside faces of the exterior walls is left unenclosed, the gross area of the unenclosed portion is to be considered as a part of the overall square footage of the building. All unroofed areas and unenclosed roofed-over spaces, except as defined above, are to be excluded from area calculations. The gross area of any parking garages within the building shall not be included within the gross area of the entire building.
- l. Industrial Use is a land use category that refers to land designated for the purpose of manufacture or fabrication of products, the processing of materials, the warehousing of merchandise for sale or distribution, research and development of industrial products and processes, and the wholesaling of merchandise.
- m. Joint Exercise of Powers Agreement means this agreement of the Parties to jointly exercise their power or powers, privileges and authority, as authorized by the Act, to implement purposes of the TVTC as described in Section 2.a and 2.b.
- n. Land Use Entitlement means a permit or approval granted for a development project as that term is defined in Government Code Section 66000.
- o. Land Use Type means Industrial Use, Multi-Family Residential use, Office Use, Other Use, Retail Use, and Single Family Residential Use.
- p. Legislative Body means the governing board of each Party.
- q. Member (or Members) means the individual appointed by a Party to the TVTC's Governing Council.
- r. Multi-Family Residential Use is a land use category that refers to land

designated for buildings or parts thereof designed and used exclusively as a dwelling unit among other dwelling units, either on the same parcel (e.g., apartments and mobile home parks) or under separate ownership (e.g., condominiums, townhomes, duplexes, or duets).

- s. Office Use is a land use category that refers to land designated for buildings or parts thereof designed and used for non-retail, non-manufacturing businesses.
- t. Other Uses refers to land use categories not implicitly included within the land use categories of "Single Family Residential", "Multi Family Residential", "Retail", "Office", or "Industrial", and for which alternative rates can be found in the *Institute of Transportation Engineers Trip Generation Manual* or in a list of peak-hour trip rates that the Tri-Valley Transportation Council has explicitly approved.
- u. Party (or Parties) refers to the following signatory agencies to this Agreement: the County of Alameda, the County of Contra Costa, the Town of Danville, the City of Dublin, the City of Livermore, the City of Pleasanton, and the City of San Ramon.
- v. Project Sponsor means a Party designated in the Strategic Expenditure Plan to oversee the use of Tri-Valley Transportation Development Fee revenues in the development of a specific regional Transportation Improvement Project. The Party designated as Project Sponsor may be, but need not be, the lead agency for environmental clearance or the agency responsible for the design or construction of the project itself
- w. Retail Use is a land use category that refers to land designated for buildings or parts thereof designed and used for retail sale of merchandise and services
- x. Single Family Residential Use is a land use category that refers to land for buildings or parts thereof designed and used for occupation as the residence of one family.
- y. Strategic Expenditure Plan ("SEP") refers to the TVTC's May 16, 2011 funding and project prioritization plan, adopted by TVTC by execution of this agreement, and as may be amended from time to time, but at least every five years, by the TVTC with a supermajority vote of six.
- z. Subsidized Housing Development refers to housing facilities developed by public agencies, limited dividend housing corporations, or non-profit corporations, and maintained exclusively for persons or families of very low, low or moderate income, as defined in Section 50093 of the Health and Safety Code.

- aa. Transportation Improvement Projects (or "Projects") refer to those public improvements required to implement the 2011 Update to the Tri-Valley Transportation Council Strategic Expenditure Plan, adopted by TVTC by execution of this agreement, and as that plan may be amended from time to time.
- bb. Transportation Plan/Action Plan for Routes of Regional Significance ("Action Plan") refers to the transportation planning document prepared by the TVTC to establish coordinated transportation plans including routes of regional significance, multi-modal transportation service objectives (MTSOs) for these routes and specific actions to be implemented by each participating jurisdiction among the TVTC Parties. The TVTC Action Plan helps TVTC parties in the county of Contra Costa comply with the Measure J Growth Management Program and is incorporated into the Contra Costa Countywide Comprehensive Transportation Plan (CTP).
- cc. Tri-Valley Area refers to the geographic area that encompasses the town of Danville, the cities of Dublin, Livermore, Pleasanton and San Ramon, and portions of the counties of Alameda and Contra Costa immediately adjacent to the cities and town referenced in this definition.
- dd. Tri-Valley Transportation Council ("TVTC") means the separate entity created by this Agreement, whose purpose and membership is defined herein.
- ee. Tri-Valley Transportation Development Fee ("TVTDF" or "TVTD Fee") refers to the fees to be imposed by the Cities and Counties on development within the Tri-Valley Area.

SECTION 2 General Provisions

- a. Purpose. The purpose of this Agreement is to establish a separate agency that is responsible for coordinating transportation planning efforts within the Tri-Valley Area by facilitating the implementation of Transportation Improvement Projects identified in its Strategic Expenditure Plan and:
 - i. Establishing a framework for the enactment by the Parties of a TVTD Fee to fund all or part of the necessary transportation improvements identified in the SEP.
 - ii. Establishing funding goals and seeking commitments, for identified Transportation Improvement Projects.

- iii. Establishing mechanisms for collecting, managing and disbursing the TVTD Fee and to formalize institutional arrangements for the implementation of the Projects to be constructed with fee revenues.
 - iv. Facilitating cooperative regional planning efforts through the adoption and implementation of the regional transportation plans (such as the Transportation Plan/ Action Plan for Routes of Regional Significance), the SEP and the TVTD Fee program.
- b. Creation of Agency. There is hereby created a public entity to be known as the "Tri-Valley Transportation Council." The TVTC is formed by this Agreement pursuant to the provisions of the Act. The TVTC is a public agency separate from the Parties to this Agreement and shall exercise in the manner set forth in this Agreement the powers common to each of the Parties, for the purposes stated in this Agreement.
- c. Supersede. This Agreement supersedes the 1991 JPA and the 1998 JEPA, as amended.

SECTION 3 Governing Council

- a. Governing Council. The TVTC shall be governed by the TVTC Governing Council, which shall exercise all powers and authority on behalf of the TVTC.
- b. Membership. The Governing Council shall consist of seven (7) members appointed by the Parties as follows: one (1) Member appointed by the Board of Supervisors of Alameda County, one (1) Member appointed by the Board of Supervisors of Contra Costa County, one (1) Member appointed by the Town Council of Danville, one (1) Member appointed by City Council of the City of Dublin, one (1) Member appointed by City Council of the City of Livermore, one (1) Member appointed by City Council of the City of Pleasanton, and one (1) Member appointed by City Council of the City of San Ramon
- i. Each Member shall have one vote.
 - ii. Each Member must be a member of the Legislative Body for the Party that appointed the Member.
 - iii. Each Party may appoint an alternate, or alternates, for its appointed Member, who may serve as the Member in the Member's absence. The

alternate Member must be a Member of the Legislative Body for the Body that appointed the Member.

iv. All Members and their alternates serve at the pleasure of their appointing Party.

v. All vacancies on the TVTC Governing Council shall be filled by the Party's respective Legislative Body as soon as practicable following the effective date of the vacancy. Any Member or alternate shall cease to be a Member when such person ceases to hold office as a member of the respective appointing Legislative Body.

c. Meetings of the Governing Council. All TVTC meetings shall be held in accordance with the provisions of the Ralph M. Brown Act. All meeting shall be public unless a specified closed session is held in accordance with the California Government Code.

i. Quorum. At least five (5) Members must be present in order for the Governing Council to act.

ii. Regular Meetings. The Governing Council shall establish a date, time, and place for regular meetings fixed by the Bylaws.

iii. Special Meetings. Special meetings and emergency meetings of the Governing Council may be called in accordance with State law.

iv. Call, Notice, and Conduct of Meetings. All meetings of the Governing Council, including without limitation, regular, adjourned regular, and special meetings, shall be called, noticed, held, and conducted in accordance with the provisions of Section 54950, *et seq.*, of the California Government Code, as may be amended from time to time.

d. Required Votes and Approvals. Actions of the TVTC shall require the following votes:

i. Supermajority of Six. A vote of at least six (6) members, is required to: Adopt or amend the Strategic Expenditure Plan; amend the TVTD Fee structure, with the exception of the annual automatic Construction Cost Index adjustment, as described in Section 6d(i), "TVTD Fee Adjustments," which may be amended by a simple majority; amend this Agreement under Section 9(a) below; and terminate this Agreement under Section 9(c)(i) below.

ii. Supermajority of Five. A vote of at least two-thirds (2/3) of the entire Governing Council, or five (5) Members, shall be required for the TVTC to: Adopt or amend a regional transportation plan that has required performance objectives that a Party to this Agreement must meet, such as the Tri-Valley Transportation Plan/Action Plan for Routes of Regional Significance or other future transportation plans prepared for the Tri-Valley Transportation Council; adopt a budget of TVTC expenditures; or amend the Bylaws.

iii. Simple majority. A vote by a simple majority of the Members at any meeting of the TVTC at which a quorum is present for any action other than those described in subsection i or ii above.

- e. Bylaws. The TVTC shall create and adopt, and from time to time amend, Bylaws as are necessary or convenient to achieve or facilitate the conduct of the Governing Council's meetings and procedures.
- f. Principal Office. The principal office of the TVTC shall be designated by the TVTC Governing Council and shall be located within the boundaries of one of the Members.
- g. Committees. The TVTC may have such committees as established pursuant to the Bylaws.

SECTION 4 Officers and Administration

- a. Chair and Vice Chair. The Governing Council shall elect a Chair and Vice-Chair from among its Members at its initial meeting. These officers shall serve a term as defined by the Bylaws, starting on July 1st of each Fiscal Year. The Chair shall preside at the meetings of the Governing Council, call meetings to order, adjourn meetings, put to vote all questions moved and seconded, announce result of votes, execute documents and official actions on behalf of the Governing Council when duly approved, and carry out other duties set forth in the Bylaws. The Vice Chair shall serve as Chair in the absence of the Chair.
- b. Secretary. The Governing Council shall appoint a Secretary who may be a Member of the Governing Council. The Secretary shall record votes, prepare, distribute, and maintain minutes, and maintain the official records of the TVTC, and perform other duties set forth in the Bylaws. The Secretary shall cause a copy of this Agreement to be filed with the California Secretary of State and the State of California pursuant to Government Code section 6503.5.

- c. **Treasurer.** The Governing Council shall designate a treasurer pursuant to Government Code section 6505.5. The Treasurer shall have the responsibility and accountability for the management and disbursement of TVTD Fee funds. The Treasurer shall perform the following duties:
- i. Serve as custodian of all of the accounts, funds and monies of the TVTC from whatever source, and shall have the duties and obligations set forth in Government Code sections 6505 and 6505.5; and
 - ii. Keep a record of all TVTD Fees disbursements and expenditures made by the Treasurer in accordance with this Agreement; and
 - iii. Transmit monies, based on direction from an approved TVTC resolution, from the TVTD Fee Account to Project Sponsors for the planning, design and construction of the Transportation Improvement Projects as listed, and in accordance with, the SEP; and
 - iv. Transmit monies from the TVTD Fee Account for TVTC expenditures as authorized in the TVTC annual budget; and
 - v. Account for all monies from the TVTD Fee Account received in accordance with Government Code §6505; and
 - vi. Other duties as specified by law or as required by the Bylaws and the TVTC.
- d. **Auditor.** The Governing Council shall designate, or select, an auditor pursuant to Section 6505.5 of the Act to assure that there shall be strict accountability of all funds and reporting of all receipts and disbursements of the TVTC. As provided in Government Code sections 6505 and 6505.5, the Auditor shall make arrangements with a certified public accountant or firm of certified public accountants for the annual audit of accounts and records of the TVTC.
- e. **Officers in Charge of Records, Funds and Accounts.** Pursuant to Government Code section 6505.5, the Treasurer and Auditor shall have charge of, handle, and have access to all accounts, funds, and money of the TVTC and all records of the TVTC relating thereto. The public officer or officers or persons who have charge of, handle, or have any access to any property of the TVTC shall be bonded, and the amount of their bond shall be designated and fixed in the TVTC budget for each fiscal year, and may be covered by bonds of a Party. The Secretary shall have charge of, handle and have access to all other records of the TVTC.
- f. **Staffing.** The Governing Council may employ, contract, or appoint an

Administrator to implement the objectives of the TVTC and as may be necessary for the functions and purposes of this Agreement. Any officer, employee, or agent of the Governing Council may also be an officer, employee, or agent of any of the Parties.

SECTION 5 Powers of the Agency

- a. General Powers. The TVTC shall exercise in the manner herein provided the powers common to all of the Parties, as provided by the Constitution and laws of the State of California, and all incidental, implied, expressed, or necessary powers for the accomplishment of the purposes of this Agreement, subject to the restrictions set forth in subsection 5(c). As provided in the Act, the TVTC shall be a public entity separate from the Parties. The TVTC shall have the power to plan, coordinate and receive disbursements of traffic impact fee revenues from the Parties to help implement Transportation Improvement Projects in the Tri-Valley Area. The TVTC shall have all of the powers provided in Articles 2 and 4 of the Act, unless specifically prohibited or restricted by this Agreement.

The TVTC shall have the powers to do the following in its own name:

- i. To make and enter into contracts; and
 - ii. To retain consultants, contractors, agents or personnel; and
 - iii. To sue and be sued in its own name; and
 - iv. To apply for, accept, receive, and disburse grants, loans, and other aids from any agency for the United States of America or of the State of California; and
 - v. Perform such other functions as may be necessary or appropriate to carry out this Agreement, so long as such other functions performed are not prohibited by any provision of law.
- b. Specific Powers. The TVTC is hereby authorized, in its own name, to conduct all acts necessary for the exercise of the foregoing powers, including but not limited to, any of the following.
- i. Prepare and adopt a regional transportation plan (such as the Tri-Valley Transportation Plan/Action Plan for Routes of Regional Significance) that coordinates transportation planning efforts in the Tri-Valley Area; and

- ii. Prepare and implement a Strategic Expenditure Plan; and
 - iii. Prepare and adopt a budget for the TVTC's administrative functions; and
 - iv. Establish Bylaws and such other rules and regulations as may be necessary for its operation and for the conduct of the TVTC's business including an appropriate conflict of interest/disclosure policy; and
 - v. Exercise a power common to the parties so long as the power is exercised in furtherance of the purposes of the Agreement; and
 - vi. Collect TVTD Fees imposed by its Member agencies on development within the Tri-Valley Area, in accordance with Section 5; and
 - vii. Use TVTD Fees to fund a portion of the costs of Transportation Improvement Projects, in accordance with the SEP, within the Tri-Valley Area; and
 - viii. Perform such other functions as may be necessary or appropriate to carry out this Agreement, so long as such other functions performed are not prohibited by any provision of law.
- c. Restrictions on Exercise of Powers. The TVTC shall exercise in the manner herein provided the powers common to each of the Parties as appropriate to the accomplishment of the purposes of this Agreement. For purposes of Government Code Section 6509, the powers of the TVTC shall be exercised subject to the restrictions upon the manner of exercising such powers as are imposed upon the City of San Ramon, a Charter City. The TVTC shall exist as an agency legally and financially self-sufficient from and independent of the Parties to this Agreement. The TVTC has no authority to condemn property, or impose a debt or obligation upon or incur one for or on behalf of a Party to this Agreement.
- d. Obligations of Agency. The debts, liabilities, and obligations of the TVTC shall not be the debts, liabilities, and obligations of any Party or Member.

SECTION 6 Tri-Valley Transportation Development Fees

The revenues from the TVTD Fees are used to fund the regional Transportation Improvement Projects ("Projects") identified in the Tri-Valley Transportation Plan/Action Plan (TVTP/AP) for Regional Significance and the Strategic Expenditure

Plan (SEP), and to pay for TVTC administrative costs as authorized in the TVTC annual budget. The maximum allowable traffic impact fees that can be imposed to fund the total unfunded cost of Projects are established by the Tri-Valley Transportation Council Nexus Study ("2008 Nexus Study"), adopted on January 30, 2008 and amended on February 26, 2008, and in any subsequent nexus study.

With regard to subsequent TVTD Fee updates:

- a. Adoption of Fee Nexus Study. The TVTC shall conduct, as needed, a fee nexus study to establish the legal basis for regional development impact fee amounts.
- b. Recommendation of TVTD Fee Amounts. The TVTC shall through resolution, based on the findings of a nexus study, recommend regional impact fee amounts for categories of land use entitlements within the Tri-Valley Area for purposes of funding a portion of the costs of the Projects. The TVTC may recommend an exemption from the fee public schools, Subsidized Housing Developments and the governmental buildings owned by any public entity unless a Party can and does impose the TVTD Fee on governmental buildings of a public entity other than one of the Parties.
- c. Party's Adoption of TVTD Fee Ordinances and Collection of TVTD Fees. If the TVTD Fees are amended, each Party shall consider the adoption, by ordinance or resolution, of TVTD Fees in amounts recommended by the TVTC, and will consider including as part of the proposed ordinance or resolution, the following:
 - i. Require each project developer to pay TVTD Fees prior to issuance of building permits for the project, or no later than occupancy, and to the extent permitted by law; and
 - ii. Levy TVTD Fees on all development projects not exempt from payment of the fee; and
 - iii. Apply TVTD Fees on all significant changes to existing development agreements adopted after the execution of this Agreement. The TVTD Fee shall be applied to all components of a project that are subject to an amended or renewed development agreement. As used herein, significant means any of the following: (a) change in land use type (e.g., office to retail); (b) intensification of land use types (e.g., increases in square footage of approved Office); (c) extension of term of development agreements; and (d) reduction or removal of project mitigation requirements or conditions of approval.

d. TVTD Fee Adjustments.

- i. Each Party shall consider, as part of a TVTD Fee resolution or ordinance, implementing an automatic adjustment of the TVTD Fee as of July 1 of each year, based on the increase or decrease in the Engineering News Record Construction Cost Index for the San Francisco Bay Area for the period ending December 31 of the preceding calendar year; and
- ii. In addition to considering the automatic adjustment described in Section 6d(i), each Party shall consider adjusting TVTD Fees to reflect revisions in the Project list, program revenue, and other factors. The amount of such adjustments shall be included in a written addendum to the SEP that shall be approved by the TVTC with a supermajority vote of six. Concerted efforts shall be made to attract and obtain other funds from other available revenue sources for which the projects are eligible.

e. TVTD Fee Accounts. Each Party to this Agreement agrees to the following if it adopts TVTD Fees:

- i. To place the TVTD Fees in an interest-bearing individual account to be used specifically for the Projects, in a manner consistent with the law. The deposits in each account shall be invested in the same manner as other funds of the Party; and
- ii. Each Party shall transmit to the Treasurer within 30 days of the end of each quarter not less than 80% of all TVTD Fees collected by that Party during the quarter, and any interest or income generated on such 80% amount, together with notification of the Projects that the Party intends to fund with any retained portion of the revenues; and
- iii. To maintain a current record of all TVTD Fee revenue collected and retained by that Party, including interest or income on such funds, and make available to the Treasurer an accounting for inclusion in any audit of TVTD Fees.

SECTION 7

Transportation Improvement Projects

- a. The TVTC shall use the TVTD Fees it collects from the Parties to fund a portion of the costs of the Transportation Improvement Projects outlined in the adopted SEP. Notwithstanding the foregoing, the TVTD Fee imposed and collected by the County of Contra Costa shall not be used to fund any Projects that are not

authorized by Government Code sections 66484 or 66484.7 and Contra Costa County's implementing ordinance.

- b. Project Sponsors are eligible to receive TVTD Fees in accordance with the SEP only if they have adopted the uniform TVTD Fees (including all subsequent fee adjustments and the annual CCI adjustments) as recommended by the TVTC with a vote of a supermajority of six.
- c. The TVTC shall comply with the requirements of the Mitigation Fee Act and shall provide each Party with all information necessary for each Party to comply with its separate Mitigation Fee Act requirements.

SECTION 8 Strategic Expenditure Plan

- a. SEP Preparation and Adoption. The TVTC shall adopt or update the Strategic Expenditure Plan every five years. The Strategic Expenditure Plan shall include a list of Projects, the estimated project cost of each Project, revenue estimates for the TVTD Fee, as well as a prioritization plan and a timeline for project delivery. It shall also include reasonable requirements for indemnification and insurance, as appropriate for individual projects, and shall include requirements that Project Sponsors or other entities which construct any of the Projects defend and indemnify the Parties. The SEP shall also include guidelines governing credit and/or reimbursement for any entity-constructed Projects and developer-constructed Projects.
- b. Project Prioritization. The TVTC shall consider the following criteria when establishing the priority of Projects:
 - i. **Project Readiness:** Ability of Project Sponsors to move directly to final design and construction, which could be represented by, among other things, completion of environmental documentation, inclusion of the project in the Regional Transportation Improvement Program, preparation of plans, specifications and estimates; and
 - ii. **Project Funding:** Ability of project to leverage other funding, eligibility of the project for external funding, or commitment of external funding; and
 - iii. **Project Effectiveness:** Ability of the project to address traffic congestion or safety problems.
- c. Review Period. The SEP must be reviewed at least once every five years by the TVTC. Each revision shall require approval by the TVTC with a vote of a

supermajority of six.

SECTION 9
Miscellaneous

a. Amendments. This Agreement may be amended at any time only by a supermajority of six votes, as approved by resolution adopted by the Legislative Body of each Party.

b. Liability and Indemnity.

- i. Nothing in this Agreement shall be construed to hold any Party liable to any other Party, or any person not a party hereto, for the design, construction, installation, inspection, operation, maintenance and/or repair of any of the Transportation Improvement Projects. This Agreement is designed to implement the subvention or disbursement of public funds from one public agency to another and accordingly is not an agreement as defined in Government Code section 895.
- ii. A Party is not liable to any other Party for the inadvertent failure or legal inability to collect a TVTD Fee.
- iii. Each Party shall defend, hold harmless and indemnify the other Parties and their officers, agents and employees from any and all claims, costs and liability arising out of or in connection with an act or failure to act under this Agreement, or breach of any term of this Agreement, and caused by the negligence or willful misconduct of the indemnitor, its officers, agents or employees.
- iv. The TVTC shall defend, hold harmless and indemnify the Parties and their officers, agents and employees from any and all claims, costs and liability arising out of or in connection with an act or failure to act under this Agreement, or breach of any term of this Agreement, by the TVTC, except to the extent such claims, costs or liability arise from the negligence or willful misconduct of an indemnitee or its officers, agents, or employees.
- v. TVTC Project Sponsors shall require, in all consultant and contractor contracts used to implement Transportation Improvement Projects, that such consultant and contractor agree to defend, indemnify and hold harmless the TVTC, and each Party to this Agreement, and their respective council members, board members, officers and employees, from all claims, losses, damages, costs, injury and liability arising out of the provision of services provided pursuant to the consultant or contractor's contract with the Project Sponsor.

- c. Term; Termination.
- i. Term. The term of this Agreement is from the Effective Date until terminated pursuant to its terms. This Agreement may be terminated at any time only by a supermajority of six vote of the Parties, as approved by resolution adopted by the Legislative Body of each Party.
 - ii. Effective Date of Termination. Termination shall not under any circumstances become effective until June 30 of a Fiscal Year, provided such date is a minimum of six (6) months following the effective date of a written notice of termination to the TVTC Governing Council approved by the Legislative Bodies for all the Parties.
- d. Withdrawal. Any Party may withdraw from this Agreement on one years' written notice to the other Parties, given at least 30 days prior to the end of any Fiscal Year. Any withdrawing Party shall be obligated for its proportionate share of any expenses incurred prior to the effective date of the withdrawal. The withdrawal of any Party from this Agreement shall in no way affect the rights and obligations of the remaining Parties. If a Party withdraws from this Agreement, that Party shall not be entitled to the return of any funds contributed to the TVTC, if any, nor to the return in cash or in kind of any materials or supplies until termination of this Agreement.
- e. Disposition and Distribution of Assets. Upon dissolution of the TVTC, any assets of the TVTC shall be distributed to the respective grantors or assignors thereof, in the amounts and at the time or times as may be determined by the Governing Council. Upon completion of the purposes of this Agreement, any surplus money on hand shall be returned to the Parties in proportion to the contributions made to the TVTC.
- f. Continued Existence of Agency. Upon dissolution, this Agreement and the TVTC shall continue to exist as required or necessary for the limited purpose of distributing the Assets and Cash Reserves and winding up and closing out the business, accounts and affairs of the TVTC.
- g. Section Headings. All section headings in this Agreement are for convenience of reference only and are not to be construed as modifying or governing language in the section referred to or to define or limit the scope of any provision of this Agreement.

- h. Law Governing. This Agreement is made under the Constitution and laws of the State of California and is to be so construed.
- i. Severability. In the event any provision of this Agreement is determined to be illegal or invalid for any reason, all other provisions and articles of this Agreement shall remain in full force and effect unless and until otherwise determined. The illegality of any provision of this Agreement shall in no way affect the legality and enforceability of any other provisions of this Agreement.
- j. Notice. Any notice required to be given or delivered by any provision of this Agreement shall be personally delivered or deposited in the U.S. mail, postage prepaid, addressed to the TVTC Chair and to the Members at their addresses as reflected in the records of the TVTC, and shall be deemed to have been received by the party to which the notice is addressed upon the earlier of receipt or 72 hours after mailing
- k. Agreement Not Exclusive. This Agreement shall not be exclusive and shall not be deemed to amend or alter the terms of other agreements between or among the Parties, unless the terms of this Agreement conflict, in which case the terms of this Agreement shall prevail.
- l. Breach. Any default made by any Party in any covenant contained in this Agreement shall not excuse any Member from fulfilling its respective obligations under this Agreement. The Parties declare that this Agreement is entered into for the benefit of the TVTC created hereby. The TVTC is authorized to take any or all legal or equitable actions, including but not limited to injunction and specific performance, necessary or permitted by law to enforce this Agreement.
- m. Insurance. The TVTC shall procure such general liability insurance as the Governing Council shall approve.
- n. Successors. This Agreement shall be binding upon and shall inure to the benefit of the successors of the Parties. Except to the extent provided herein, none of the Parties may assign any right or obligation hereunder without the written consent of the others.

EXECUTION OF AGREEMENT

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed and attested by their proper officers thereupon duly authorized and their official seals to be hereto affixed on the dates as shown herein.

MEMBERS

APPROVED AS TO FORM:

COUNTY OF ALAMEDA, a political subdivision of the State of California

By: [Signature]
Its: Deputy County Counsel
Date: 10/2/13

By: [Signature]
Its: PRESIDENT OF THE BOARD OF SUPERVISORS OF ALAMEDA COUNTY, CALIFORNIA
Date: 10-15-2013

ATTEST:

By: [Signature]
Its: Deputy Clerk
Date: 10-15-2013

APPROVED AS TO FORM:

COUNTY OF CONTRA COSTA, a political subdivision of the State of California

By: [Signature]
Its: Eric Gelston Deputy County Counsel
Date: 10/16/13

By: [Signature]
Its: County Administrator
Date: 4/22/14

ATTEST:

By: [Signature]
Its: _____
Date: _____

APPROVED AS TO FORM:

By: Paul B. Ewing
Its: City Attorney
Date: 4/4/14

TOWN OF DANVILLE, a municipal corporation

By: [Signature]
Its: MAYOR
Date: 4/7/14

ATTEST:

By: [Signature]
Its: City Clerk
Date: 4/7/14

APPROVED AS TO FORM:

By: [Signature]
Its: City Attorney, City of Dublin
Date: 3/18/2014

CITY OF DUBLIN, a municipal corporation

By: Tom Abrate
Its: Mayor, City of Dublin
Date: 3/18/14

ATTEST:

By: Caroli P. Sart
Its: City Clerk, City of Dublin
Date: 3/18/14

APPROVED AS TO FORM:

By: [Signature]
Its: Assistant City Attorney
Date: 10 March 2014

CITY OF LIVERMORE, a municipal corporation

By: [Signature]
Its: Acting City Manager
Date: 3/11/14

ATTEST:

By: Marian Neer
Its: City Clerk
Date: May 19, 2014

APPROVED AS TO FORM:

By: Lavinia
Its: Asst. City Atty
Date: 3/20/2014

CITY OF PLEASANTON, a municipal corporation

By: [Signature]
Its: City Manager
Date: 3/21/2014

ATTEST:

By: Karen Diaz
Its: City Clerk
Date: 3/21/14

APPROVED AS TO FORM:

By: [Signature]
Its: City Attorney
Date: Nov 7, 2013

CITY OF SAN RAMON, a Charter City

By: [Signature]
Its: Mayor
Date: 11-7-13

ATTEST:

By: Patricia Edwards
Its: CITY CLERK
Date: 11-7-2013



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: RES 23-629

Agenda Date: 12/5/2023

Agenda #: D.4

To: Board of Supervisors

From: John Kopchik, Director, Conservation and Development

Report Title: Ron Nunn Farms Rezone & Land Conservation Contract Project (COUNTY FILE #AP19-0005 & RZ20-3257) (SUP. DIST. III)

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

1. OPEN the public hearing on the Ron Nunn Farms Rezone & Land Conservation Contract Project, including a rezoning, lot line adjustment, alteration of agricultural preserve boundary, and establishment of a new Land Conservation Contract; RECEIVE testimony; and CLOSE the public hearing.
2. FIND the proposed actions are consistent with the Williamson Act and the County's Williamson Act Program.
3. FIND for the purposes of compliance with the California Environmental Act (CEQA) and County CEQA Guidelines that the proposed project is exempt from environmental review under CEQA Guidelines sections 15305(a), 15317, and 15061(b)(3);
4. FIND that the Lot Line Adjustment (LL19-0001) complies with the seven required findings of California Government Code 51257 for Williamson Act agricultural preserves, as described in Attachment A.
5. ADOPT Ordinance No. 2023-01, to rezone the parcel commonly identified as Assessor's Parcel Number (APN) 007-130-022 from Heavy Agricultural District (A-3) to Agricultural Preserve District (A-4).
6. ADOPT a Resolution to (1) RESCIND Land Conservation Contract No. 1-85 as to APNs 010-070-040 and 010-070-051 only; (2) APPROVE Lot Line Adjustment LL19-0001; (3) ALTER the boundary of Agricultural Preserve 1-85 to include APN 007-130-022; and (4) APPROVE Land Conservation Contract No. AP19-0005 for APNs 007-130-022, 010-070-040 and 010-070-051.
7. AUTHORIZE the Chair of the Board of Supervisors, or designee, to execute Land Conservation Contract No. AP19-0005 with Ronald E. Nunn (Attachment D).
8. DIRECT the Department of Conservation and Development to record the Lot Line Adjustment LL19-0001, the resolution altering the boundary of Agricultural Preserve No. 1-85, and Land Conservation Contract No. AP19-0005 with the County Clerk Recorder, and forward a copy to the California Department of Conservation and the County Assessor's Office.
9. DIRECT the Department of Conservation and Development to file a Notice of Exemption with the County Clerk.

FISCAL IMPACT:

The proposed contract would result in a change in assessment reduced property tax rate received by the County for the subject properties, pursuant to the assessment criteria set forth for properties under Williamson Act contract.

BACKGROUND:**1. PROJECT DESCRIPTION**

The applicant requests approval of a rezone from Heavy Agricultural District (A-3) to Agricultural Preserve District (A-4) for APN 007-130-022. This rezone is requested for the purpose of placing the property into a new land conservation contract following a lot line adjustment between APNs 010-070-051, 010-070-040, and 007-130-022.

2. GENERAL INFORMATION

- a. General Plan: The subject site has an Agricultural Core (AC) General Plan designation.
- b. Zoning: The subject properties are located in both the Heavy Agricultural District (A-3) and Agricultural Preserve District (A-4).
- c. California Environmental Quality Act (CEQA) Compliance: Staff has determined this project to be exempt pursuant to CEQA Guidelines Sections 15305(a), 15317, and 15601(b)(3). This determination is discussed further in Section V. of this document.

3. COUNTY PLANNING COMMISSION

This application was heard by the County Planning Commission (CPC) on February 8, 2023. After a brief presentation by staff, testimony was taken by the CPC, and then the hearing was closed. After deliberation, the CPC unanimously approved the recommendation to the Board of Supervisors as prepared by staff.

4. NOTICING

Pursuant to Government Code Sections 51230 and 51233, the Board must conduct a noticed public hearing on establishment of the proposed agricultural preserve and provide notice of this hearing to the Local Agency Formation Commission (LAFCO) and any city within one mile of the exterior boundaries of the proposed agricultural preserve. Notice of a public hearing to consider establishing Agricultural Preserve/Land Conservation Contract No. AP19-0005 and rezoning the subject property to A-4 has been published in the East Bay Times and lawfully provided to adjacent property owners and the Contra Costa LAFCO; the nearest city, Brentwood, is directly adjacent to the west of the property and has been notified.

5. STAFF ANALYSIS

Ronald E. Nunn (“Owner”) owns approximately 42 acres of land in the unincorporated Brentwood area, composed of two legal parcels commonly known by Assessor’s Parcel Numbers (APNs) 010-070-051 (“Lot 1a”), 010-070-040 (“Lot 1b”), and 007-130-022 (“Lot 2”). Lots 1a and 1b comprise a single legal parcel. The Owners have applied to establish a land conservation contract (Williamson Act contract) over Lot 2. Lots 1a and 1b are currently included in an existing land conservation contract. The proposed project involves rezoning Lot 2 from the Heavy Agricultural District (A-3) to the Agricultural Preserve District (A-4), reconfiguring the subject parcels by a lot line adjustment (LL19-0001), altering the boundaries of an adjacent agricultural preserve to include Lot 2, and establishing a new land conservation contract over Lots 1a, 1b, and 2.

The Williamson Act (Government Code, Sections 51200 et. Seq.), through land conservation contracts, restricts land uses and structures on property under contract. Under the Williamson Act, property may be encumbered by a land conservation contract by mutual agreement between the County and landowner, provided that the land and land use complies with the requirements of the Williamson Act and the County's Williamson Act Program. Under the Williamson Act, lands eligible to be encumbered by a land conservation contract must be located within an agricultural preserve designated by the County and be dedicated to agricultural use. The restricted parcel is assessed for property tax purposes at a rate consistent with its actual use, rather than potential market value. The Williamson Act also provides for a process to rescind an existing contract and enter into a new contract by mutual agreement between the parties provided that the new contract remains consistent with the intent and purpose of the Williamson Act.

Here, the Owners intend to continue agricultural uses on the subject properties, but wish to accomplish the following:

- a. Rezone Lot 2 to the Agricultural Preserve District (A-4);
- b. Rescind the existing Land Conservation Contract No. 1-85 as to Lots 1a and 1b only;
- c. Through Lot Line Adjustment LL19-0001, reconfigure the properties into two new parcels of 11.21 acres (Lot 2 and Lot 1b) and 30.44 acres (Lot 1a) so that they meet the 10-acre minimum parcel size;
- d. Alter the boundary of Agricultural Preserve 1-85 to include Lot 2; and,
- e. Enter into a new Land Conservation Contract No. AP19-0005 covering the reconfigured parcels.

The General Plan land use designation for the subject property is Agricultural Core (AC). This designation applies to agricultural lands that are composed primarily of prime (Class I or II) soils in the National Resources Conservation System (NRCS) Land Capability Classifications, which are considered the very best soils for farming a wide variety of crops. The purpose of the Agricultural Core designation is to preserve and protect the farmlands of the county that are the most capable of, and generally used for, production of food, fiber, and plant materials. The proposed rezone is consistent with the AC General Plan land use designation. Currently, the property is actively utilized for agricultural production with row crops of different varieties. The property intends to remain in agricultural production subsequent to the completion of this project. The proposed rezone is also consistent with the following General Plan goals and policy:

Goal 8-G: To encourage and enhance agriculture, and to maintain and promote a healthy and competitive agricultural economy.

Goal 8-H: To conserve prime productive agricultural land outside the Urban Limit Line exclusively for agriculture.

Policy 8-38: Agricultural operations shall be protected and enhanced through encouragement of Williamson Act contracts to retain designated areas in agricultural use.

As proposed, the project will further protect the property's agricultural use for crop production. The proposed rezone will allow for the property to establish a Williamson Act contract to preserve its agricultural use for at least ten years, and the property will remain encumbered in the future until a property owner requests for the contract's automatic renewal to be ended. The proposed project is consistent with intent and purpose of the Agricultural Core land use designation and the General Plan.

The subject properties will also comply with Division 810, the County's Agricultural Land Conservation Ordinance (Williamson Act), and the A-4 zoning district's development and land use standards.

Lot 1a and Lot 1b are part of the same legal parcel. The Highway 4 Bypass bisected the single, legal parcel into its current configuration, thus requiring two APNs. The entire single, legal parcel is located in Agricultural Preserve 1-85, established February 8, 1985, by Board Resolution No. 84/788. The parcel is currently restricted under Land Conservation Contract No. 1-85, also approved February 8, 1985 by Resolution No. 84/788, between the County and Ronald E., Shirley A., and Lindsey A. Nunn. Lot 1a, located north of the Highway 4 Bypass, is 30.44 acres. Lot 1b, located south of the Highway 4 Bypass, is 6.96 acres.

Lot 2 is 4.25 acres and is adjacent to the southern boundary of Lot 1b. Pursuant to Section 810-2.406, ten acres is the minimum parcel size for prime agricultural land to be included in an agricultural preserve and thus be eligible for a land conservation contract. Lot 2, without modification, could not be included in an agricultural preserve. The proposed lot line adjustment would add 6.96 acres (Lot 1b) to Lot 2 for a total of 11.21 acres of prime agricultural land. The remaining parcel would be Lot 1a as a stand-alone parcel of 30.44 acres. Both parcels resulting from the lot line adjustment (Lot 1a; Lot 1b and Lot 2) will comply with the minimum acreage requirement. Accordingly, the boundary of Agricultural Preserve 1-85 may be altered to include Lot 2 and make Lot 2 eligible for a land conservation contract.

Last, both parcels resulting from the lot line adjustment will also exceed the A-4 requirements of a 300-foot average width and 300-foot depth. Furthermore, the properties will continue to operate producing row crops, which is a primary land use goal of both the AC General Plan land use designation and the A-4 zoning district.

ENVIRONMENTAL REVIEW

The proposed rezone of the property described above, and identified in the attached findings maps, to the Agricultural Preserve District (A-4) is exempt from the provisions of the California Environmental Quality Act. According to section 15061(b)(3) of the CEQA Guidelines, a project is exempt from CEQA if the activity is covered by the commonsense exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. Additionally, the establishment of an agricultural preserve and the making of a land conservation contract are categorically exempt from the California Environmental Quality Act (CEQA Guidelines, Section 15317, Class 17). Last, minor lot line adjustments that do not result in a change in land use or density are also categorically exempt (CEQA Guidelines, Section 15305(a), Class 5).

The proposed project involves a rezone of the subject property from Heavy Agricultural District (A-3) to Agricultural Preserve District (A-4) for the purpose of completing a lot line adjustment and establishing a Land Conservation Contract (Williamson Act contract). Changing the zoning from the Heavy Agricultural District (A-3) to the Agricultural Preserve District (A-4) will not only continue the property's use for agricultural production, but also it will become further restrictive on land uses. This is attributed to the A-4 district and Williamson Act contract that will restrict the allowed uses to those agricultural uses that provide primarily for the commercial production of food and fiber and other compatible uses consistent with the intent and purpose of the Land Conservation Act of 1965. As it is clear the land uses will be more restrictive to agricultural land uses, it can be seen with certainty that there is no possibility that the activity in question may have a

significant effect on the environment.

CONCLUSION

The proposed project will be consistent with the goals and policies of the General Plan and with the intent and purpose of both the proposed Agricultural Preserve District (A-4) and the Agricultural Land Conservation Ordinance. Therefore, staff recommends that the Board of Supervisors approve the project.

CONSEQUENCE OF NEGATIVE ACTION:

If the Board does not take the recommended actions, the proposed agricultural preserve will not be altered and the subject property will not be encumbered by a land conservation contract. The property's zoning will remain A-3.

**THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board**

IN THE MATTER OF altering the boundary of Agricultural Preserve No. 1-85, rescinding Land Conservation Contract No. 1-85 as to APNs 010-070- 040 and 010-070-051 only, and establishing a new Land Conservation Contract No. AP-19-0005 with respect to property on Marsh Creek Road in the Brentwood area.

WHEREAS, Ronald E. Nunn (Owner) owns approximately 42 acres of land on Marsh Creek Road in the unincorporated Brentwood area, identified as Assessor’s Parcel Numbers (APNs) 010-070-051 (“Lot 1a”), 010-070-040 (“Lot 1b”), and 007-130-022 (“Lot 2”) (together, the “subject property”). Lot 1a and Lot 1b are part of the same legal parcel, are located in existing Agricultural Preserve No. 1-85, and currently restricted under existing Land Conservation Contract No. 1-85. Lot 2 is not within an agricultural preserve and is not encumbered with a land conservation contract.

WHEREAS, the Owner has applied to (i) rezone Lot 2 to the Agricultural Preserve District (A-4); (ii) rescind the existing Land Conservation Contract No. 1-85 as to Lots 1a and 1b only; (iii) reconfigure the properties through a lot line adjustment into two new parcels of 11.21 acres (Lot 2 and Lot 1b) and 30.44 acres (Lot 1a) so that they meet the 10-acre minimum parcel size; (iv) alter the boundary of Agricultural Preserve 1-85 to include Lot 2; and, (v) enter into a new Land Conservation Contract No. AP19-0005 covering the reconfigured parcels.

WHEREAS, the subject property comprising Agricultural Preserve AP19-0005 lies within an area with a General Plan land use designation of Agricultural Core (AC). Altering existing Agricultural Preserve No. 1-85 to include Lot 2 is consistent with the purpose of the AC designation, which is to preserve and protect the farmlands of the county that are the most capable of, and generally used for, production of food, fiber, and plant materials. This designation applies to agricultural lands that are composed primarily of prime (Class I or II) soils in the National Resources Conservation System (NRCS) Land Capability Classifications, which are considered the very best soils for farming a wide variety of crops. Altering the boundary of this agricultural preserve is also consistent with General Plan Goal 8-G (encourage and enhance agriculture and maintain and promote a healthy and competitive agricultural economy), Goal 8-H (conserve prime productive agricultural land outside the Urban Limit Line exclusively for agriculture), and Policy 8-38 (agricultural operations shall be protected and enhanced through encouragement of Williamson Act contracts to retain designated areas in agricultural use). The subject property also satisfies the Williamson Act’s minimum acreage requirement for establishing an agricultural preserve and the property will be appropriately restricted by a land conservation contract.

WHEREAS, Lot Line Adjustment (LL19-0001), which will adjust the subject property into two new parcels of 11.21 acres (Lot 2 and Lot 1b) and 30.44 acres (Lot 1a), complies with the seven required findings of California Government Code 51257 for Williamson Act agricultural preserves, as described in the findings in Attachment A.

WHEREAS, the Williamson Act, through land conservation contracts, restricts land uses and structures on property under contract. Under the Williamson Act, property may be encumbered by a land conservation contract by mutual agreement between the County and landowner, provided that the land and land uses comply

with the requirements of the Williamson Act and the County's Williamson Act Program.

WHEREAS, the Owner intends to use the subject property primarily for irrigated farming, and no existing or proposed structures are included.

WHEREAS, Lot 2 of the subject property will be rezoned from Heavy Agricultural District (A-3) to Agricultural Preserve District (A-4), as is the practice of the County when a property is added to an agricultural preserve. Lots 1a and 1b are already zoned Agricultural Preserve District (A-4). New Land Conservation Contract No. AP19-0005 will apply to the entire subject property and will restrict uses on the property to those specifically allowed under contract and allowed in the A-4 Agricultural Preserve District.

WHEREAS, altering the boundary of existing Agricultural Preserve No. 1-85 to include Lot 2 and approval of new Land Conservation Contract No. AP 19-0005 are categorically exempt from environmental review under the California Environmental Quality Act (California Code of Regulations, Title 14, Section 15317). Further, these actions will not cause a significant effect on the environment because they restrict uses on the property and it can be seen with certainty that these restrictions would not have a significant effect on the environment (California Code of Regulations, Title 14, Section 15061(b)(3)).

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Contra Costa County resolves as follow:

1. The foregoing recitals are true and correct and are incorporated by reference.
2. The Board of Supervisors adopts the findings in Attachment A.
3. The Board of Supervisors adopts Ordinance No. 2023-01, to rezone the parcel commonly identified as Assessor's Parcel Number (APN) 007-130-022 from Heavy Agricultural District (A-3) to Agricultural Preserve District (A-4).
4. The Board of Supervisors:
 - a. Rescinds Land Conservation Contract No. 1-85 as to APNs 010-070-040 and 010-070-051 only;
 - b. Approves Lot Line Adjustment LL19-0001;
 - c. Approves altering the boundary of existing Agricultural Preserve No. 1-85 to include APN 007-130-022; and
 - d. Approves Land Conservation Contract No. AP19-0005 for APNs 007-130-022, 010-070-040 and 010-070-051, which is attached as Attachment D.
5. The Department of Conservation and Development is directed to record this resolution, Lot Line Adjustment LL19-0001, and Land Conservation Contract No. AP19-0005 with the County Clerk-Recorder, and forward copies to the California Department of Conservation and County Assessor's Office.

FINDINGS AND CONDITIONS OF APPROVAL FOR BOB NUNN (APPLICANT) & RONALD E. AND SHIRLEY A. NUNN (OWNER); COUNTY FILE #AP19-0005, RZ20-3257 & LL19-0001

FINDINGS

A. Growth Management Performance Standards

1. Traffic: The proposed project involves a rezone of the subject property from Heavy Agricultural District (A-3) to Agricultural Preserve District (A-4) for the purpose of completing a lot line adjustment and establishing a Land Conservation Contract (Williamson Act contract). Changing the zoning from the Heavy Agricultural District (A-3) to the Agricultural Preserve District (A-4) will not only continue the property's use for agricultural production, but also it will become further restrictive on land uses. Thus, there would be no impact to traffic in the area.
2. Water: The subject site does not receive municipal water service. Rezoning the property and continuing the existing use for agricultural production would not result in any water-related impacts.
3. Sewage: The subject site does not receive municipal sanitary service. Rezoning the property and continuing the existing use for agricultural production would not result in any sanitary-related impacts.
4. Fire Protection: The subject site receives fire protection services from the Contra Costa County Fire Protection District. Rezoning the site would not impact fire protection services, as fire protection improvements and fees are typically required when physical development occurs, and no development is proposed at this time.
5. Public Protection: The subject site receives public protection services from the Contra Costa County Sheriff. Rezoning the site would not impact public protection services, as impacts to such services are mitigated at the time building permits are issued on lots created through a subdivision. With no proposed development, this project does not trigger the need to mitigate such services.
6. Parks and Recreation: Approval of the proposed project would not increase the population in the Brentwood area and, therefore, would not increase the demand for neighborhood parks and recreation facilities.
7. Flood Control and Drainage: The site is not located in a Special Flood Hazard Area. This rezoning application does not involve any new construction. Therefore, if drainage improvements were ever necessary, they would be required at the time any construction plans were proposed.

B. Rezone Findings

Section 26-2.1806 of the County Ordinance Code requires specific findings to be made by the planning agency when a request for change in land use district is made; they are as follows:

1. Required Finding: The change proposed will substantially comply with the general plan.

Project Finding: The General Plan land use designation for the subject property is Agricultural Core (AC). This designation applies to agricultural lands that are composed primarily of prime (Class I or II) soils in the National Resources Conservation System (NRCS) Land Capability Classifications, which are considered the very best soils for farming a wide variety of crops. The purpose of the Agricultural Core designation is to preserve and protect the farmlands of the county that are the most capable of, and generally used for, production of food, fiber, and plant materials. The proposed rezone is consistent with the AC General Plan land use designation. Currently, the property is actively utilized for agricultural production with row crops of different varieties. The property intends to remain in agricultural production subsequent to the completion of this project. The proposed rezone is also consistent with the following General Plan goals and policy:

Goal 8-G: To encourage and enhance agriculture, and to maintain and promote a healthy and competitive agricultural economy.

Goal 8-H: To conserve prime productive agricultural land outside the Urban Limit Line exclusively for agriculture.

Policy 8-38: Agricultural operations shall be protected and enhanced through encouragement of Williamson Act contracts to retain designated areas in agricultural use.

As proposed, the project will further protect the property's agricultural use for crop production. The proposed rezone will allow for the property to establish a Williamson Act contract to preserve its agricultural use for at least ten years, but statutorily it will be protected in perpetuity until a property owner requests for the contract's automatic renewal to be ended. Therefore, the proposed project will remain consistent with intent and purpose of the Agricultural Core land use designation and the General Plan overall.

2. Required Finding: The use authorized or proposed in this land use district is compatible within the district and with uses authorized in adjacent districts.

Project Finding: The subject properties will comply with Division 810, the County's Agricultural Land Conservation Ordinance (Williamson Act), and the A-4 zoning district's development and land use standards subsequent to the proposed rezone, lot line adjustment and adoption of a new Williamson Act contract. The subject parcels are considered prime agricultural land. APN 010-070-040 is 6.96-acres and legally a portion of neighboring APN 010-070-039 (both APNs under existing contract), but the Highway 4 Bypass bisected the property into its current configuration, thus requiring two APNs. The parcel is located in Agricultural Preserve No 2-85, established February 8, 1985, by Board Resolution No. 84/788. The parcel is currently restricted under Land Conservation Contract No. 2-85, also approved February 8, 1985 by Resolution No. 84/788 between the County and Ronald E., Shirley A., and Lindsey A. Nunn. APN 007-130-022 (the land being added to the contract) is 4.25 acres. The proposed lot line adjustment would add 6.96 acres (APN 010-070-040) to a 4.25-acre parcel (APN 007-130-022) for a total of 11.21 acres of prime agricultural land. The donor parcel is a 37.37-acre parcel comprised of APN 010-070-039 and -040. After the lot line adjustment, which combines APN 010-070-040 with APN 007-130-022, the remainder would simply be APN 010-070-039 at 30.44 acres. Pursuant to Section 810-2.406, ten acres is the minimum parcel size for prime agricultural land, so the newly adjusted parcel will comply with this minimum. Furthermore, the property will continue to operate producing row crops, which is a primary land use goal of both the AC General Plan land use designation and the A-4 zoning district.

3. Required Finding: Community need has been demonstrated for the use proposed, but this does not require demonstration of future financial success.

Project Finding: The purpose of the Agricultural Core designation is to preserve and protect the farmlands of the county that are the most capable of, and generally used for, production of food, fiber, and plant materials. The proposed rezone is consistent with the AC General Plan land use designation. Currently, the property is actively utilized for agricultural production with row crops of different varieties. The property intends to remain in agricultural production subsequent to the completion of this project.

C. CA Gov. Code Section 51234 Required Finding

Required Finding: The report shall include a statement that the preserve is consistent with the general plan, and the board or council shall make a finding to that effect.

Project Finding: The General Plan land use designation for the subject property is Agricultural Core (AC). This designation applies to agricultural lands that are composed primarily of prime (Class I or II) soils in the National Resources Conservation System (NRCS) Land Capability Classifications, which are considered the very best soils for farming a wide variety of crops. The purpose of the Agricultural Core designation is to preserve and protect the farmlands of

the county that are the most capable of, and generally used for, production of food, fiber, and plant materials. The proposed rezone is consistent with the AC General Plan land use designation. Currently, the property is actively utilized for agricultural production with row crops of different varieties. The property intends to remain in agricultural production subsequent to the completion of this project. The proposed rezone is also consistent with the following General Plan goals and policy:

Goal 8-G: To encourage and enhance agriculture, and to maintain and promote a healthy and competitive agricultural economy.

Goal 8-H: To conserve prime productive agricultural land outside the Urban Limit Line exclusively for agriculture.

Policy 8-38: Agricultural operations shall be protected and enhanced through encouragement of Williamson Act contracts to retain designated areas in agricultural use.

As proposed, the project will further protect the property's agricultural use for crop production. The proposed rezone will allow for the property to establish a Williamson Act contract to preserve its agricultural use for at least ten years, but statutorily it will be protected in perpetuity until a property owner requests the contract's automatic renewal to be ended. Therefore, the proposed project will remain consistent with intent and purpose of the Agricultural Core land use designation and the General Plan overall.

D. CA Gov. Code Section 51257 Required Findings

To facilitate a lot line adjustment, pursuant to subdivision (d) of Section 66412, and notwithstanding any other provision of this chapter, the parties may mutually agree to rescind the contract or contracts and simultaneously enter into a new contract or contracts pursuant to this chapter, provided that the Board or Council finds all of the following:

1. Required Finding: The new contract or contracts would enforceably restrict the adjusted boundaries of the parcel for an initial term for at least as long as the unexpired term of the rescinded contract or contracts, but for not less than 10 years.

Project Finding: The proposed lot line adjustment and new contracts do not include a non-renewal request. As such, the new contracts would enforceably restrict the adjusted boundaries of the parcel for an initial term for at least as long as the unexpired term of the rescinded contract, which would result in no less than the minimum 10 years.

2. Required Finding: There is no net decrease in the amount of acreage restricted. In cases where two parcels involved in a lot line adjustment are both subject to contracts rescinded pursuant to this section, this finding will be satisfied if the aggregate

acreage of the land restricted by the new contracts is at least as great as the aggregate acreage restricted by the new contracts is at least as great as the aggregate acreage restricted by the rescinded contracts.

Project Finding: The proposed lot line adjustment would not result in a net decrease in the amount of acreage restricted. Rather, it would result in a net increase of 4.25 acres of additional land under the Williamson Act contract, which is the area currently known as APN 007-130-022.

3. Required Finding: At least 90 percent of the land under the former contract or contracts remains under the new contract or contracts.

Project Finding: As mentioned in "Finding B", the proposed lot line adjustment would not result in a decrease in the amount of land under the Williamson Act contract. Rather, it would result in a net increase of 4.25 acres of additional land under the Williamson Act contract, which is the area currently known as APN 007-130-022.

4. Required Finding: After the lot line adjustment, the parcels of land subject to contract will be large enough to sustain their agricultural use, as defined in Section 51222.

Project Finding: The Williamson Act provides minimum parcel size requirements for lands under contract. For land designated as "prime," such as the subject parcels, the minimum parcel size is 10 acres. The proposed lot line adjustment would add 6.96 acres (APN 010-070-040) to a 4.25-acre parcel, currently known as APN 007-130-022, for a total of 11.21 acres of prime agricultural land. The donor parcel is a 37.37-acre parcel comprised of APN 010-070-039 and -040. After the lot line adjustment, which combines APN 010-070-040 with APN 007-130-022, the remainder would simply be APN 010-070-039 at 30.44 acres. Overall, all land involved with the proposed lot line adjustment will remain large enough to sustain agricultural use.

5. Required Finding: The lot line adjustment would not compromise the long-term agricultural productivity of the parcel or other agricultural lands subject to a contract or contracts.

Project Finding: As mentioned in "Finding D," the proposed lot line adjustment will result in parcels large enough to sustain agricultural usage. The resulting parcels would be 11.25 acres and 30.44 acres, where the Williamson Act requires 10 acres for parcels designated as prime agricultural land. With the expansion of land in the Williamson Act contract, the proposed lot line adjustment would not compromise the long-term agricultural productivity of the parcel or other agricultural lands subject to contracts.

6. Required Finding: The lot line adjustment is not likely to result in the removal of adjacent land from agricultural use.

Project Finding: As mentioned in "Finding D," the proposed lot line adjustment will result in the expansion of land in the Williamson Act contract. Adding new land to the Williamson Act is not an action likely to result in the removal of adjacent land from agricultural use, especially with much of the surrounding area is comprised of well-established agricultural uses.

7. Required Finding: The lot line adjustment does not result in a greater number of developable parcels than existed prior to the adjustment, or an adjusted lot that is inconsistent with the General Plan.

Project Finding: The proposed lot line adjustment involves the transfer of 6.96 acres from APN 010-070-040 to APN 007-130-022. The resulting parcels would be 11.25 acres and 30.44 acres, where 10 acres is the minimum for prime land in the Williamson Act and the A-4 zoning district. APN 010-070-040 is 6.96-acres and legally a portion of neighboring APN 010-070-039 (both APNs under existing contract), but the Highway 4 Bypass bisected the property into its current configuration, thus requiring two APNs. APN 007-130-022 (addition to contract) is 4.25 acres.

D. Lot Line Adjustment Findings

Based on staff's review, it has been determined that the proposal to reconfigure the subject parcels:

1. Does not constitute a subdivision of land.
2. Involves the reconfiguration of four or fewer existing parcels; and,
3. Conforms the County General Plan and Zoning Code.

CONDITIONS OF APPROVAL

Administrative:

1. Rezoning approval is granted to rezone the subject property from Heavy Agricultural District (A-3) to Agricultural Preserve District (A-4) to establish a new Land Conservation Contract No. AP19-0005.
2. Approval is granted for a lot line adjustment based on the following conditions:

- This approval is based on documents received by the Department on April 16, 2019, including the Lot Line Adjustment maps, the legal descriptions of Area 1 (APN 010-070-051), Area 2A (APN 010-070-040), and Area 2B (APN 007-130-022), and recorded Lot Line Adjustment LL16-0014;
- Grant deeds shall be recorded to effectuate the real property transfer;
- A copy of this approval shall be attached to the grant deeds as evidence of the County's approval of the real property transfer;
- The property being transferred shall be combined with each of the receiving parcels and assessed as one parcel for tax purposes;
- The Department of Conservation and Development shall be provided with a copy of the recorded documents within 30 days from the date of recordation.

Fees

3. This application is subject to an initial application deposit of \$7,500.00, which was paid with the application submittal, plus time, and material costs if the application review expenses exceed the initial deposit. **Any additional costs due must be paid prior to issuance of a building permit, within 60 days of the permit's effective date, or prior to use of the permit, whichever occurs first.** The fees include costs through permit issuance and final file preparation. Pursuant to Contra Costa County Board of Supervisors Resolution Number 2013-340, where a fee payment is over 60 days past due from the date of approval, the application shall be charged interest at a rate of ten percent (10%). The applicant may obtain current costs by contacting the project planner. If you owe additional fees, a bill will be sent to you shortly after permit issuance.

ADVISORY NOTES

THE FOLLOWING INFORMATION DOES NOT CONSTITUTE CONDITIONS OF APPROVAL. IT IS PROVIDED TO ALERT THE APPLICANT TO LEGAL REQUIREMENTS OF THE COUNTY AND OTHER PUBLIC AGENCIES TO WHICH THIS PROJECT MAY BE SUBJECT.

- A. Notice of 90-day opportunity to protest fees, dedications, reservation, or other exactions pertaining to the approval of this permit.

This notice is intended to advise the applicant that pursuant to Government Code Section 66000, et seq., the applicant has the opportunity to protest fees, dedications, reservation, and/or exactions required as part of this project approval. The opportunity to protest is limited to a 90-day period after the project is approved.

The ninety (90) day period in which you may protest the amount of any fee or imposition of any dedication, reservation, or other exaction required by the approved permit, begins on the date this permit was approved. To be valid, a protest must be in writing pursuant to Government Code Section 66020 and delivered to the Department of Conservation & Development, Community Development Division within the 90 days of the approval date of this permit.

ORDINANCE NO. 2023-01
 (Re-Zoning Land in the

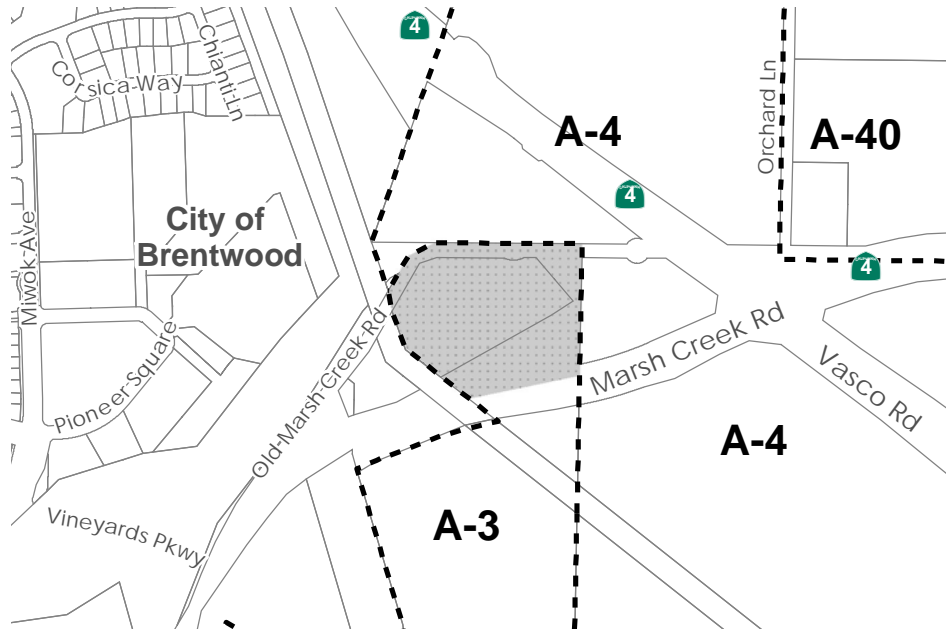
Brentwood Area)

The Contra Costa County Board of Supervisors ordains as follows:

SECTION I: Pages N-25 of the County's 2005 Zoning Map (Ord. No. 2005-03) is amended by re-zoning the land in the above area shown shaded on the map(s) attached hereto and incorporated herein (see also Department of Conservation and Development File No. RZ20-3257.)

FROM: Land Use District A-3 (Heavy Agricultural)

TO: Land Use District A-4 (Agricultural Preserve)
 and the Department of Conservation and Development Director shall change the Zoning Map accordingly, pursuant to Ordinance Code Sec. 84.2.002.



SECTION II. EFFECTIVE DATE. This ordinance becomes effective 30 days after passage, and within 15 days of passage shall be published once with the names of supervisors voting for and against it in the _____, a newspaper published in this County.

PASSED on _____ by the following vote:

Supervisor	Aye	No	Absent	Abstain
1. J. Gioia	()	()	()	()
2. C. Andersen	()	()	()	()
3. D. Burgis	()	()	()	()
4. K. Carlson	()	()	()	()
5. F.D. Glover	()	()	()	()

ATTEST: Monica Nino, County Administrator
 and Clerk of the Board of Supervisors _____

By _____, Dep. _____
 Chair of the Board
 (SEAL)

ORDINANCE NO. 2023-01

LL19-0001
CONTRA COSTA

2019 APR 16 PM 4:25

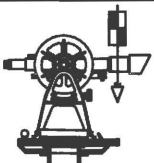
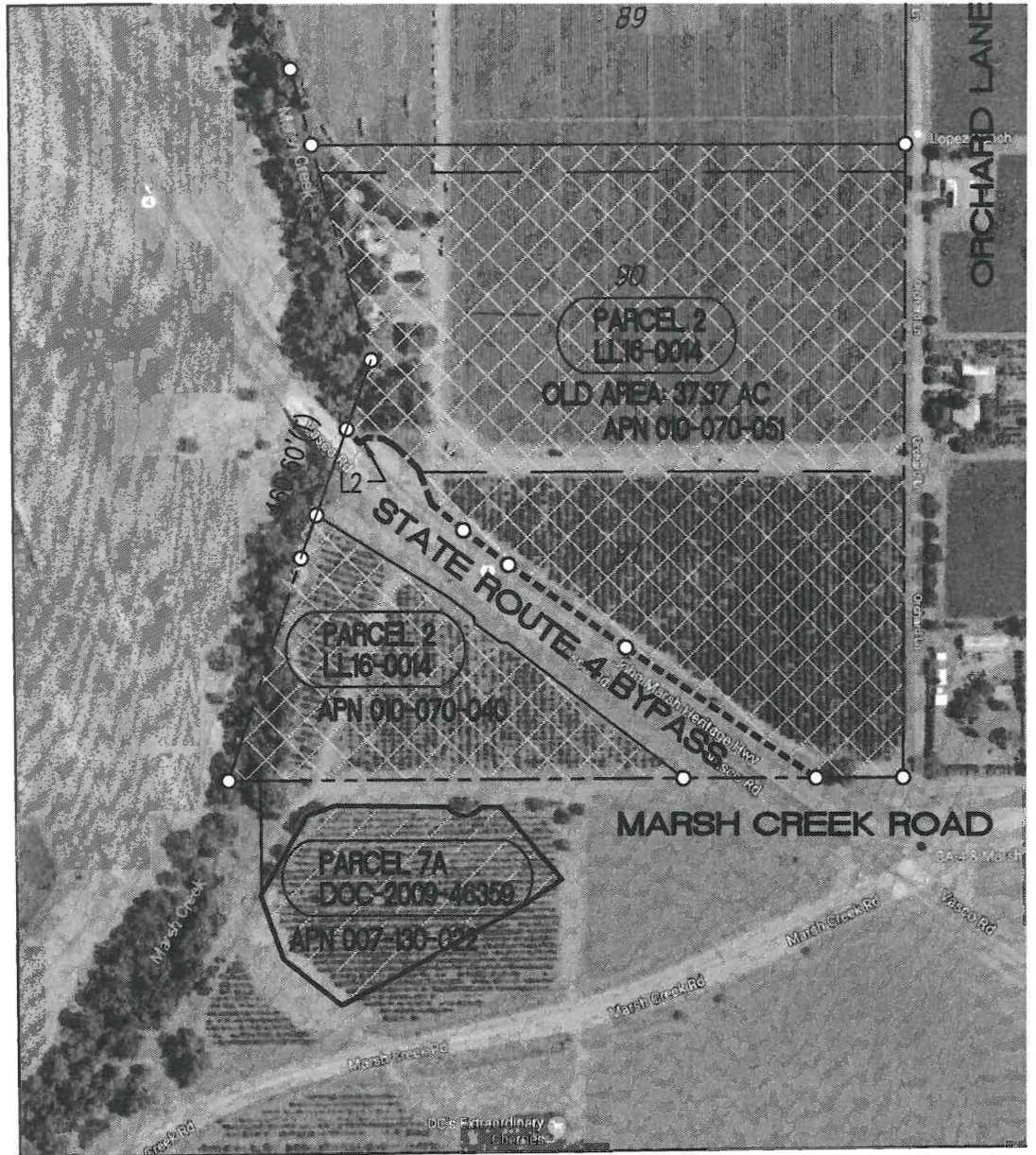
APPLICATION & PERMIT CENTER



EXISTING
PARCEL 2 OF
LL16-0014 APN
010-070-051 AND
APN 010-070-040



EXISTING
PARCEL 7 OF
DOC 2009-466359
APN 007-130-022



CUNHA ENGINEERING INC. ■■■
701 BELMONT WAY, STE. A
PINOLE, CALIFORNIA 94564
(510) 741-8290

**EXISTING PARCELS
PROPOSED
LOT LINE ADJUSTMENT**

BRENTWOOD

CALIFORNIA

SHEET

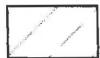
1 OF 3

JOB No.
219030

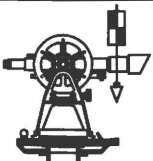
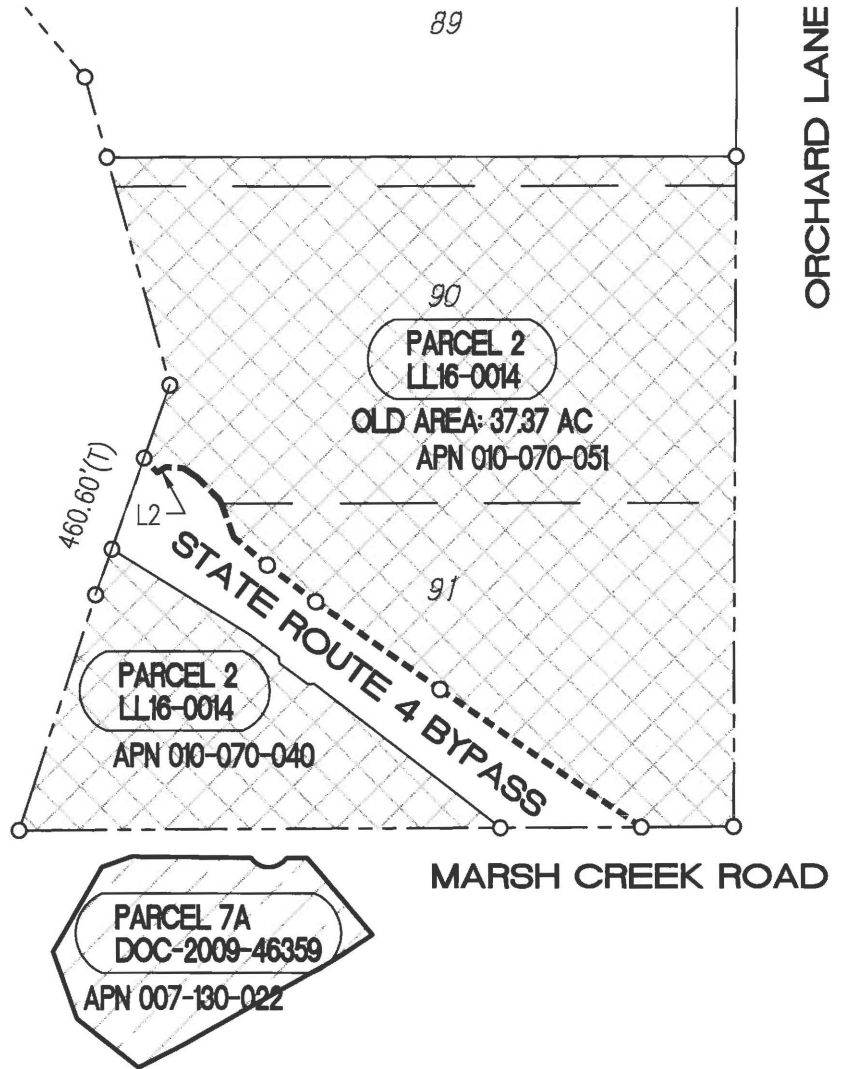
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 APPLICATION & PERMIT CENTER



EXISTING PARCEL 2 OF
 LL16-0014 APN
 010-070-051 AND APN
 010-070-040



EXISTING PARCEL 7 OF
 DOC 2009-46359
 APN-007-130-022



CUNHA ENGINEERING INC. ■■■■
 701 BELMONT WAY, STE. A
 PINOLE, CALIFORNIA 94564
 (510) 741-8290

**EXISTING PARCELS
 PROPOSED
 LOT LINE ADJUSTMENT**

BRENTWOOD

CALIFORNIA

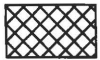
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2 OF 3
 JOB No.
 219030

LL19-0001

CONTRA COSTA

2010 APR 16 PM 4:24

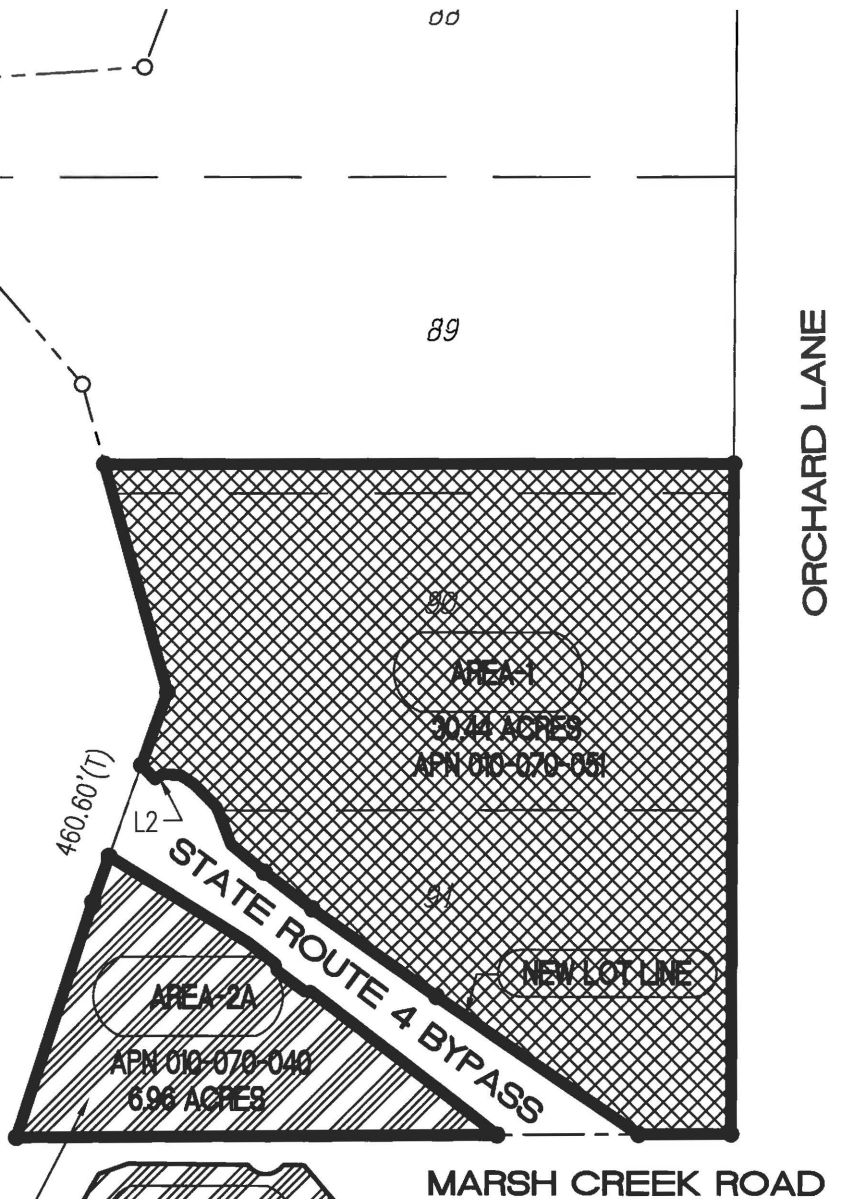
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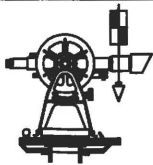
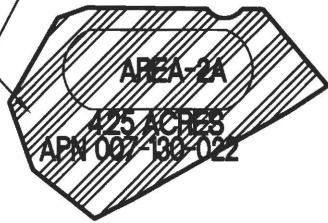
EXISTING
PARCEL 2 OF
LL16-0014 APN
010-070-051 AND
APN 010-070-040



EXISTING
PARCEL 7 OF
DOC 2009-466359
APN-007-130-022



COMBINED PARCELS



CUNHA ENGINEERING INC. ■■■
701 BELMONT WAY, STE. A
PINOLE, CALIFORNIA 94564
(510) 741-8290

ADJUSTED PARCELS PROPOSED LOT LINE ADJUSTMENT

BRENTWOOD

CALIFORNIA

SHEET

3 OF 3

JOB No.
219030

LL19-0001

CONTRA COSTA

2019 APR 16 PM 4:24

APPLICATION & PERMIT CENTER

EXHIBIT A

APN 010-070-051 ADJUSTED

AREA - 1

THAT CERTAIN PARCEL OF LAND SITUATED WITHIN THE UNINCORPORATED PORTION OF THE COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA.

BEING A PORTION OF LOTS 89, 90 AND 91 AS SAID LOTS ARE SHOWN ON THE MAP ENTITLED "SUBDIVISION NUMBER TWO OF BRENTWOOD IRRIGATED FARMS" RECORDED DECEMBER 30, 1913, IN BOOK 11 OF MAPS AT PAGE 251, CONTRA COSTA COUNTY RECORDS, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE MOST NORTHEAST CORNER OF LOT 88 (11 M 251), THENCE SOUTHERLY ALONG THE EASTERLY LINE OF LOTS 88 AND 89 (11 M 251) SOUTH 0°08'00" WEST (TAKEN FOR THE PURPOSE OF THIS DESCRIPTION) 1,252.23 FEET TO A POINT, SAID POINT BEING THE TRUE POINT OF BEGINNING; THENCE SOUTHERLY ALONG THE EAST LINE OF LOTS 89, 90 AND 91 (11 M 251) SOUTH 0°08'00" WEST 1,387.07 FEET TO THE SOUTHEAST CORNER OF SAID LOT 91 (11 M 251); THENCE WESTERLY ALONG THE SOUTH LINE OF SAID LOT 91 (11 M 251) SOUTH 89°41'30" WEST 1,486.08 FEET, TO THE SOUTHWEST CORNER OF SAID LOT 91 (11 M 251); THENCE NORTHERLY ALONG THE WEST LINE OF LOTS 91, 90 AND 89 (11 M 251) THE FOLLOWING THREE (3) COURSES, NORTH 18°00'00" EAST 512.30 FEET, TO AN ANGLE POINT; THENCE NORTH 19°31'00" EAST 460.60 FEET, TO AN ANGLE POINT; THENCE NORTH 15°34'00" WEST 489.72 FEET, TO A POINT; THENCE LEAVING SAID LINE NORTH 89°55'00" EAST 1,308.53 FEET TO THE TRUE POINT OF BEGINNING.

EXCEPTING THEREFROM THAT CERTAIN PARCEL OF LAND DESCRIBED IN PARCEL ONE IN THE FINAL ORDER OF CONDEMNATION, TO STATE ROUTE 4 BYPASS AUTHORITY, RECORDED APRIL 23, 2007 IN OFFICIAL RECORDS UNDER RECORDER'S SERIAL NUMBER 2007-118647, CONTRA COSTA COUNTY RECORDS, ALSO EXCEPTING THAT PORTION OF SAID PARCEL BE SOUTHERLY OF SAID FINAL ORDER OF CONDEMNATION (SERIAL NO. 2087-118647).

CONTAINING 30.44 ACRES, MORE OR LESS.

EXHIBIT A
APN 010-070-040 ADJUSTED

LL19-0001
CONTRA COSTA
2019 APR 16 PM 4:25
APPLICATION & PERMIT CENTER

AREA 2A

THAT CERTAIN PARCEL OF LAND SITUATED WITHIN THE UNINCORPORATED PORTION OF THE COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA.

BEING A PORTION OF LOT 91 AS SAID LOT IS SHOWN ON THE MAP ENTITLED "SUBDIVISION NUMBER TWO OF BRENTWOOD IRRIGATED FARMS" RECORDED DECEMBER 30, 1913, IN BOOK 11 OF MAPS AT PAGE 251, CONTRA COSTA COUNTY RECORDS, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEING THAT PORTION OF LOT 91 OF SAID "SUBDIVISION NUMBER TWO OF BRENTWOOD IRRIGATED FARMS" (11 MAPS 251), LAYING SOUTHERLY OF THAT CERTAIN PARCEL OF LAND DESCRIBED IN PARCEL ONE IN THE FINAL ORDER OF CONDEMNATION, TO STATE ROUTE 4 BYPASS AUTHORITY, RECORDED APRIL 23, 2007 IN OFFICIAL RECORDS UNDER RECORDER'S SERIAL NUMBER 2007-118647, CONTRA COSTA COUNTY RECORDS.

CONTAINING 6.96 ACRES, MORE OR LESS.

AREA 2B

BEING PARCEL 7-A (59674-4) AS SHOWN ON DOC. 209-0046359 RECORDED MARCH 5, 2009, CONTRA COSTA COUNTY RECORDS, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF THE PROPERTY DESCRIBED IN THE DEED TO BRUNA M. DEL CHIARO, RECORDED OCTOBER 22, 2002 IN SERIES NUMBER 2002-0384423, CONTRA COSTA COUNTY RECORDS, SAID POINT ALSO BEING ON THE SOUTHERLY RIGHT OF WAY LINE OF MARSH CREEK ROAD; THENCE WESTERLY ALONG SAID SOUTHERLY LINE, NORTH 89°26'30" WEST, 50.092 METERS, 164.34 FEET (THE BEARING OF NORTH 89°26'30" WEST BEING TAKEN FOR PURPOSES OF THIS DESCRIPTION) TO THE POINT OF BEGINNING; THENCE FROM SAID POINT OF BEGINNING; CONTINUING ALONG SAID SOUTHERLY LINE, NORTH 89°26'30" WEST, 13.220 METERS, 43.37 FEET, TO A POINT ON A NON TANGENT CURVE CONCAVE TO THE NORTH, A RADIAL FROM SAID POINT BEARS NORTH 55°04'41" WEST; THENCE WESTERLY ALONG SAID CURVE, HAVING A RADIUS OF 13.500 METERS, 44.29 FEET, THROUGH A CENTRAL ANGLE OF 111°16'21", AN ARC LENGTH OF 26.218 METERS, 86.02 FEET, TO A POINT ON SAID SOUTHERLY RIGHT OF WAY LINE; THENCE CONTINUING ALONG SAID LINE, NORTH 89°26'30" WEST, 75.835 METERS, 248.80 FEET; THENCE SOUTH 70°50'30" WEST, 19.766 METERS, 64.85 FEET; THENCE SOUTH 30°03'29" WEST, 61.528 METERS, 201.86 FEET, TO A POINT ON THE NORTHEASTERLY LINE OF THE PARCEL OF LAND GRANTED TO

CONTRA COSTA WATER DISTRICT IN THE FINAL ORDER OF CONDEMNATION FILED SEPTEMBER 13, 1996 IN SUPERIOR COURT OF CALIFORNIA, COUNTY OF CONTRA COSTA, CASE NO. C94-02449, RECORDED SEPTEMBER 19, 1996 IN SERIES NUMBER 96-175610, RECORDS OF SAID COUNTY; THENCE SOUTHERLY ALONG SAID LINE SOUTH 19°43'15" EAST, 44.827 METERS, 147.07 FEET; THENCE CONTINUING ALONG SAID LINE SOUTH 51°38'20" EAST, 49.694 METERS, 163.04 FEET; THENCE LEAVING SAID LINE, NORTH 63°22'06" EAST, 30.944 METERS, 101.52 FEET; THENCE NORTH 60°39'23" EAST, 109.684 METERS, 359.85 FEET; THENCE NORTH 56°43'47" EAST, 29.138 METERS, 95.59 FEET; THENCE NORTH 40°22'53" WEST, 63.129 METERS, 207.11 FEET TO THE POINT OF BEGINNING.

CONTAINING AN AREA OF 4.25 ACRES, MORE OR LESS.

CONTRA COSTA COUNTY
LAND CONSERVATION CONTRACT NO. AP19-0005

ASSESSOR PARCEL NO. 007-130-022, 010-070-040 & 010-070-051

1. Parties. BY THIS CONTRACT, made and entered into _____, 2023, Ronald E. Nunn hereinafter referred to as "Owner," and the County of Contra Costa, a political subdivision of the State of California, hereinafter referred to as "County," do mutually agree and promise as follows:
2. Property Description. Owner possesses certain real property located within the County, which property is presently devoted to agricultural and compatible uses and is particularly described in Exhibit A, attached hereto and made a part of this contract.
3. Purpose. Both Owner and County desire to limit the use of said property to agricultural uses and to compatible uses specified in this agreement in order to discourage premature and unnecessary conversion of such lands from agricultural uses, recognizing that such land has definite public value as open space and that the preservation of such land in agricultural production constitutes an important physical, social, aesthetics and economic asset to County to maintain the agricultural economy of County and the State of California.
4. Intent of Parties: Enforceable Restriction. Both Owner and County intend that the term, conditions and restrictions of this Contract be in accordance with the California Land Conservation Act of 1965, as amended, so as to be an enforceable restriction under the provisions of Division 1, Part 2, Chapter 3, Article 1.5 of the California Revenue and Taxation Code (Rev. & Tax Code § 421 et. seq.).
5. Intent of Parties: Effect on Property Value. It is the intent of the County and Owner that this Contract is conditioned upon the continued existence of legislation implementing Article XIII, § 8 of the California Constitution so the effect of the terms, conditions, and restrictions of the Contract on property values for taxation purposes is substantially as favorable to Owner as the legislation existing on the last renewal date.
6. Governing Statutes and Ordinances. This Contract is made and entered into pursuant to the California Land Conservation Act of 1965 (Chapter 7 of Part 1 of Division 1 of Title 5 of the California Government Code commencing with Section 51200). This Contract further is made pursuant to and subject to Contra Costa County Ordinance Code, Chapter 84-42 and Chapters 810-2 through 810-4, and Resolutions of the Contra Costa County Board of Supervisors Numbers 68-635 and 69-763.
7. Land Use Restrictions. During the term of this Contract or any renewals thereof, the above described land shall not be used for any purpose, other than the production of food and fiber and compatible uses as listed in Contra Costa County Ordinance Code Chapter 84-42, which is hereby incorporated by reference as if fully set forth herein; provided, however, that such additional agricultural or compatible uses as are set forth in Exhibit B, which is attached hereto and is hereby incorporated by reference, shall also be permitted subject to the terms and conditions set forth herein. In case of conflict or inconsistency between the uses allowed in this Contract and those specified in said zoning ordinance, the provisions of the Contract as set forth in Exhibit B shall prevail.
8. Modification of Restrictions. The Board of Supervisors of County may from time to time and during the term of this Contract or any extensions thereof, by amendment to Contra Costa County Ordinance Code Chapter 84-42, add to those uses listed in said ordinance. Such additional uses shall be limited to commercial agriculture and compatible uses and be subject to the density restrictions of

Government Code § 51220.5. Said board shall not eliminate, without written consent of the Owner or his successors or assigns, a compatible use during the term of this Contract or any renewals thereof.

9. Term and Renewal. This Contract shall be effective commencing on the last day of _____, 2023, and shall remain in effect for a period of ten (10) years therefrom.

This Contract shall be automatically renewed and its terms extended for a period of one (1) year on the last day of _____ of each succeeding year during the term hereof, unless notice of non-renewal is given in the manner provided by section 51245 of the Government Code. At all times during the continuance of this Contract, as from time to time renewed, there shall be a ten (10) year term of restriction unless notice of non-renewal is given in the manner provided by Section 51245 of the Government Code. Under no circumstances shall a notice of renewal be required of either party to effectuate the automatic renewal of this paragraph.

10. Cancellation. (a) Except as provided in Section 11, the provisions of this Contract whereby Owners agree to restrict the use of the land described in Paragraph 2 may be canceled as to all or a portion of said land by mutual agreement of the County and Owners after a public hearing has been held in the manner provided by Section 51284 of the Government Code and upon a finding by the Board of Supervisors that such cancellation is not inconsistent with the purposes of the Land Conservation Act, or in the public interest, pursuant to Government Code Section 51282. It is understood by the parties that the existence of an opportunity for another use of said land shall not be sufficient reason for cancellation of the land use restrictions imposed herein and that the uneconomic character of the existing use will be considered only if there is no other reasonable or comparable agricultural use to which the land may be put.

(b) Upon cancellation of said portions of this Contract, Owners shall pay to the County Treasurer, as deferred taxes, a cancellation fee in an amount equal to the greater of twelve and one-half (12 ½%) percent or the current fee provided by state law of the cancellation value of the property being released from the terms of this Contract. Said cancellation value shall be determined in accordance with the provisions of Government Code Section 51283 (a) and (b). Under no circumstances shall the payment of said cancellation fee be waived, deferred, or made subject to any contingency whatever.

(c) Final cancellation shall be effectuated in accordance with the provisions of Government Code Section 51283.4.

11. Cancellation Upon Substitution of New Restrictions. This Contract may be canceled by mutual agreement of County and Owners without payment of deferred taxes or public hearing if it is replaced by an enforceable restriction authorized by Article XIII, § 8 of the California Constitution.

12. Eminent Domain Proceedings. (a) In accordance with the provisions of Government Code Section 51295, incorporated by reference herein, upon the filing of any action in eminent domain for the condemnation of the fee title of the land or any portion thereof subject to this Contract or upon acquisition of such land in lieu of eminent domain by public agency for a public improvement, the provisions of this Contract shall be null and void as to the land so condemned or acquired.

(b) If, subsequent to the filing of an action in eminent domain, the proposed condemnation is abandoned as to all or a portion of the land subject to the Contract, the restrictions on land use set forth in this Contract shall, without further agreement of the parties herein, be reinstated and the terms of this contract shall be in full force and effect, subject to the cancellation provisions of Government Code Section 51295.

13. Remedies for Breach of Contract. (a) The County may pursue all remedies allowed by law or in equity to enforce this contract and remedy any breach of this contract, including the remedies specified in Government Code Sections 51250 and 51251.

(b) The enforcement provisions of the Contra Costa zoning ordinance shall also apply if the land which is the subject of this contract is used for purposes other than those provided in Ordinance Code 84-42 or this Contract.

14. Effect of Division of Property. Owners agree that division of the property described in Exhibit A into two (2) or more parcels, whether by sale, gift, by operation of law or by any other means, upon a finding by the Board of Supervisors that said division is detrimental to the ultimate preservation of said property for exclusive agricultural use, be construed by the County as notice of non-renewal by the property owner as provided in Section 9 of this Contract.

15. New Contracts Upon Division. In the event the land under this Contract is divided, a Contract identical to the Contract then covering the original parcel shall be executed by Owner on each parcel created by the division at the time of the division. Any agency making an order of division or the County which has jurisdiction shall require, as a condition of the approval of the division, the execution of the Contracts provided for in this section, provided, however, that failure of Owners to execute Contracts upon division shall not affect the obligations of the heirs, successors and assigns of Owner as established in Section 16.

16. Contract to Run with Land. The within Contract shall run with the land described herein, and upon division, to all parcels created therefrom, and shall be binding upon the heirs, successors, and assigns of the Owners.

17. Consideration. Owners shall not receive any payment from County in consideration of the obligations imposed hereunder, it being recognized and agreed that the consideration for the execution of the within Contract is the substantial public benefit to be derived therefrom and the advantage which will accrue to Owner as a result of the effect on the method of determining the assessed value of land described herein and any reduction therein due to the imposition of the limitations on its use contained herein.

18. Income and Expense Information. The Owners shall annually furnish the County Assessor with such information as the Assessor may require to determine the valuation of the Owner's land.

19. Effect of Removing Preserve or Zoning Classification. Removal of any land under this Contract from an agricultural preserve or removing the agricultural preserve zoning classification thereof shall be the equivalent of notice of non-renewal by the County for purposes of Section 422 of the Revenue and Taxation Code.

COUNTY OF CONTRA COSTA

By: _____
Chair, Board of Supervisors

ATTEST:

MONICA NINO, County Administrator
and Clerk of the Board of Supervisors

By: _____
Deputy Clerk

OWNER

Ronald E. Nunn

I (we) the undersigned trust deed or other encumbrance holder(s) (if any) do hereby agree to and agree to be bound by the above-imposed restrictions.

Ronald E. Nunn

Date

Approved as to Form:

Thomas L. Geiger
County Counsel

By: _____
Deputy County Counsel

NOTE: All signatures for Owners must be acknowledged.

EXHIBIT A
PROPERTY DESCRIPTION

Pursuant to Paragraph 2 of the Land Conservation Contract to which this exhibit is attached, the land described below is designated as the subject of said Contract. Said land is described as follows:

APN 010-070-051 (Adjusted – Area 1)

That certain parcel of land situated within the unincorporated portion of the County of Contra Costa, State of California.

Being a portion of Lots 89, 90, and 91 as said lots are shown on the map entitled “Subdivision Number Two of Brentwood Irrigated Farms” recorded December 30, 1913, in Book 11 of Maps at Page 251, Contra Costa County Records, more particularly described as follows:

Commencing at the most northeast corner of Lot 88 (11 M 251), thence southerly along the easterly line of Lots 88 and 89 (11 M 251) South 0°08’00” West (taken for the purpose of this description) 1,252.23 feet to a point, said point being the true point of beginning; thence southerly along the east line of Lots 89, 90, and 91 (11 M 251) South 0°08’00” West 1,387.07 feet to the southeast corner of said Lot 91 (11 M 251); thence Westerly along the south line of said Lot 91 (11 M 251) South 89°41’30” West 1,486.08 feet, to the southwest corner of said Lot 91 (11 M 251); thence northerly along the west line of Lots 91, 90, and 89 (11 M 251) the following three (3) courses, North 18°00’00” East 512.30 feet, to an angle point; thence North 19°31’00” East 460.60 feet, to an angle point; thence North 15°34’00” West 489.72 feet, to a point; thence leaving said line North 89°55’00” East 1,308.53 feet to the true point of beginning.

Excepting therefrom that certain parcel of land described in Parcel One in the final order of condemnation, to State Route 4 Bypass Authority, recorded April 23, 2007, in official records under Recorder’s Serial Number 2007-118647, Contra Costa County Records, also excepting that portion of said parcel be southerly of said final order of condemnation (Serial No. 2087.118647).

Containing 30.44 acres, more or less.

APN 010-070-040 (Adjusted – Area 2A)

That certain parcel of land situated within the unincorporated portion of the County of Contra Costa, State of California.

Being a portion of Lot 91 as said lot is shown on the map entitled “Subdivision Number Two of Brentwood Irrigated Farms” recorded December 30, 1913, in Book 11 of Maps at Page 251, Contra Costa County Records, more particularly described as follows:

Being that portion of Lot 91 of said “Subdivision Number Two of Brentwood Irrigated Farms” (11 Maps 251), laying southerly of that certain parcel of land described in Parcel One in the Final Order of Condemnation, to State Route 4 Bypass Authority, Recorded April 23, 2007, in Official Records under Recorder’s Serial Number 2007-118647, Contra Costa County Records.

Containing 6.96 acres, more or less.

APN 007-130-022 (Adjusted – Area 2B)

Being parcel 7-A (59674-4) as shown on Doc. 209-0046359 recorded March 5, 2009, Contra Costa County Records, more particularly described as follows:

Commencing at the northeast corner of the property described in the deed to Bruna M. Del Chiaro, recorded October 22, 2002, in Series Number 2002-0384423, Contra Costa County Records, said point also being on the southerly right-of-way line of Marsh Creek Road; thence westerly along said southerly line, North 89°26'30" West, 50.092 meters, 164.34 feet (the bearing of North 89°26'30" West being taken for purposes of this description) to the point of beginning; thence from said point of beginning; continuing along said southerly line, North 89°26'30" West, 13.220 meters, 43.37 feet, to a point on a non-tangent curve concave to the north, a radial from said point bears north 55°04'41" West; thence westerly along said curve, having a radius of 13.50 meters, 44.29 feet, through a central angle of 111°15'21", an arc length of 26.218 meters, 86.02 feet, to a point on said southerly right-of-way line; thence continuing along said line, North 89°26'30" West, 75.835 meters, 248.80 feet; thence South 70°50'30" West, 19.766 meters, 64.85 feet; thence South 30°03'29" West 61.528 meters, 201.86 feet, to a point on the northeasterly line of the parcel of land granted to Contra Costa Water District in the Final Order of Condemnation filed September 13, 1996, in Superior Court of California, County of Contra Costa, Case No. C94-02449, recorded September 19, 1996, in Series Number 96-175610, Records of said County; thence southerly along said line South 19°43'15" East, 44.827 meters, 147.07 feet; thence continuing along said line South 51°38'20" East, 49.694 meters, 163.04 feet; thence leaving said line, North 63°22'06" East, 30.944 meters, 101.52 feet; thence North 60°39'23" East, 109.684 meters, 359.85 feet; thence North 56°43'47" East, 29.138 meters, 95.59 feet; thence North 40°22'53" West, 63.129 meters, 207.11 feet to the point of beginning.

Containing an area of 4.25 acres, more or less.

EXHIBIT B

ALLOWABLE LAND USES

Pursuant to the provisions of Section 84-42.402 (2) of the Contra Costa County Ordinance Code and Paragraph 7 of the Land Conservation Contract, of which this exhibit is made a part, the land uses and structures described below are authorized without a land use permit subject to the terms and conditions set forth below. Said uses and structures shall be in conformance to those authorized by Section 84-42.402 (1) and Section 84-42.404 but shall be subject to Section 84-42.602 through Section 84-42.1402 of Chapter 84-42 of the County Ordinance Code.

1. Existing Non-conforming Structures

None.

2. Existing Conforming Structures

None.

3. Proposed Structures

None.

4. Existing Land Use

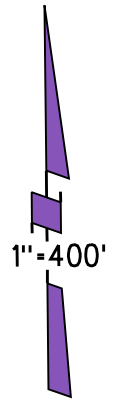
Irrigated farmland.

5. Proposed Land Use

Irrigated farmland.

BRENTWOOD IRRIGATED FARMS SUB NO. 10 MB 16-331

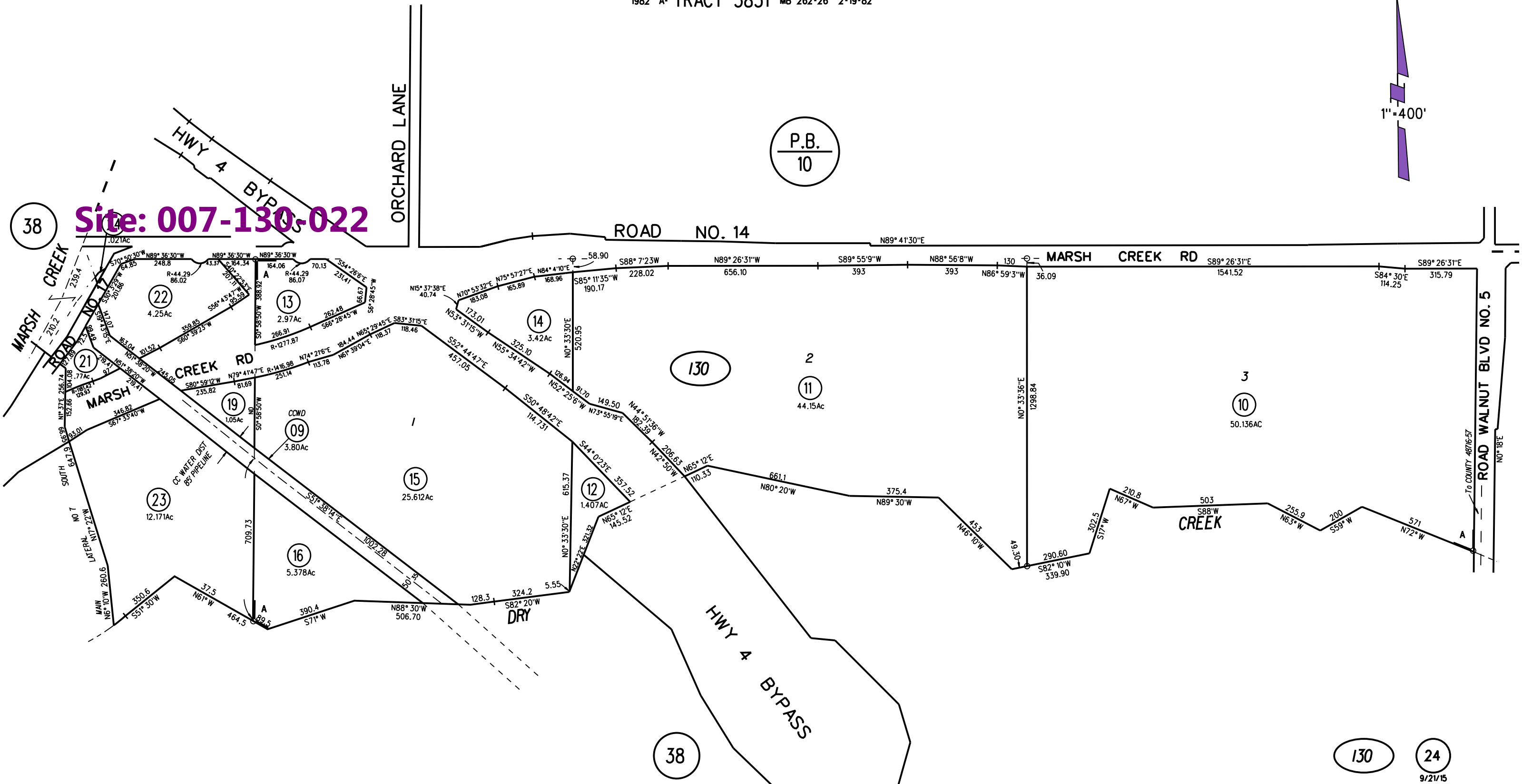
"1982" A- TRACT 5851 MB 262-26 2-19-82



P.B.
10

38

Site: 007-130-022



38

130

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9/21/15

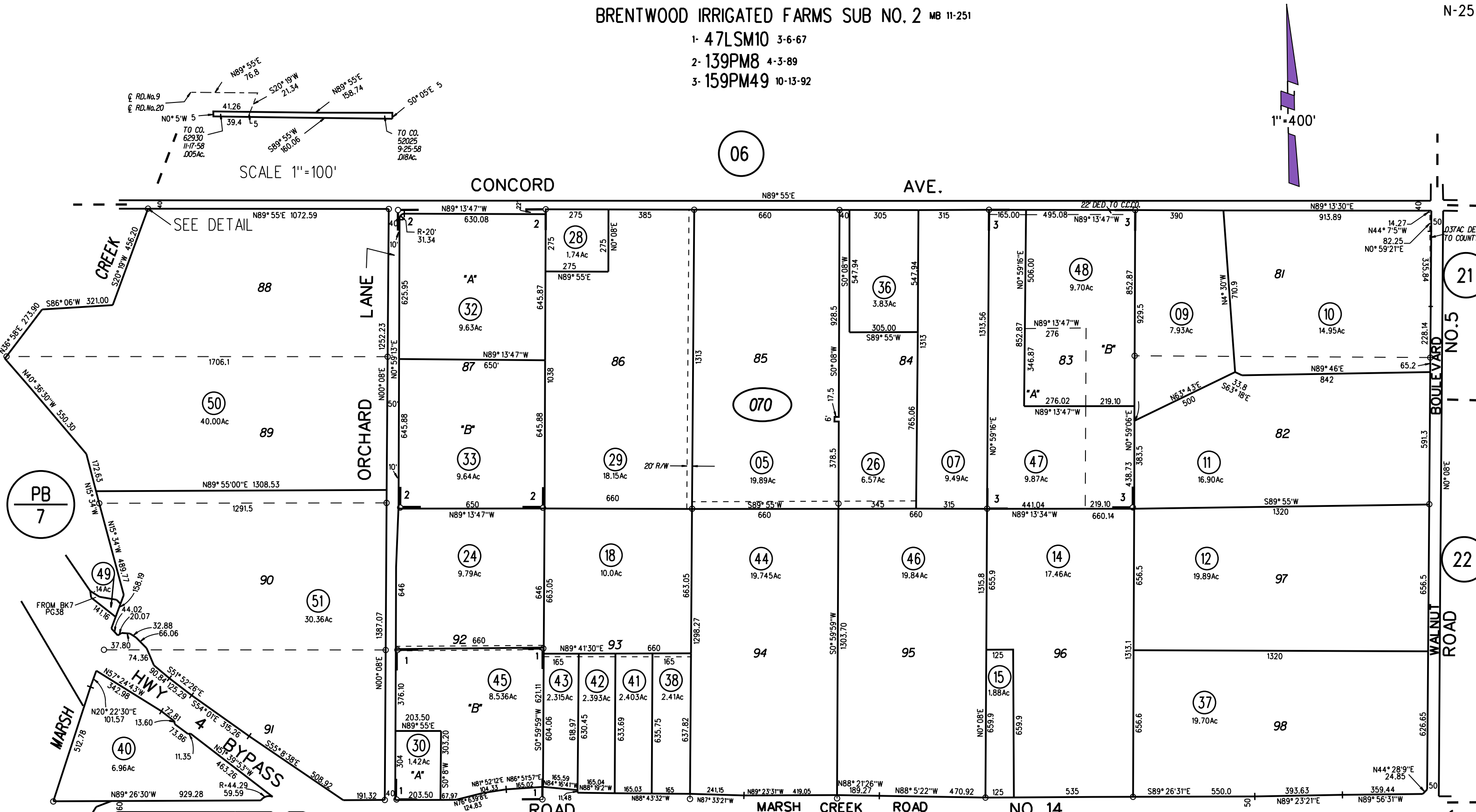
NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

BRENTWOOD IRRIGATED FARMS SUB NO. 2 MB 11-251

- 1- 47LSM10 3-6-67
- 2- 139PM8 4-3-89
- 3- 159PM49 10-13-92

1" = 400'

SCALE 1" = 100'



PB
7

06

21

22

PB
7

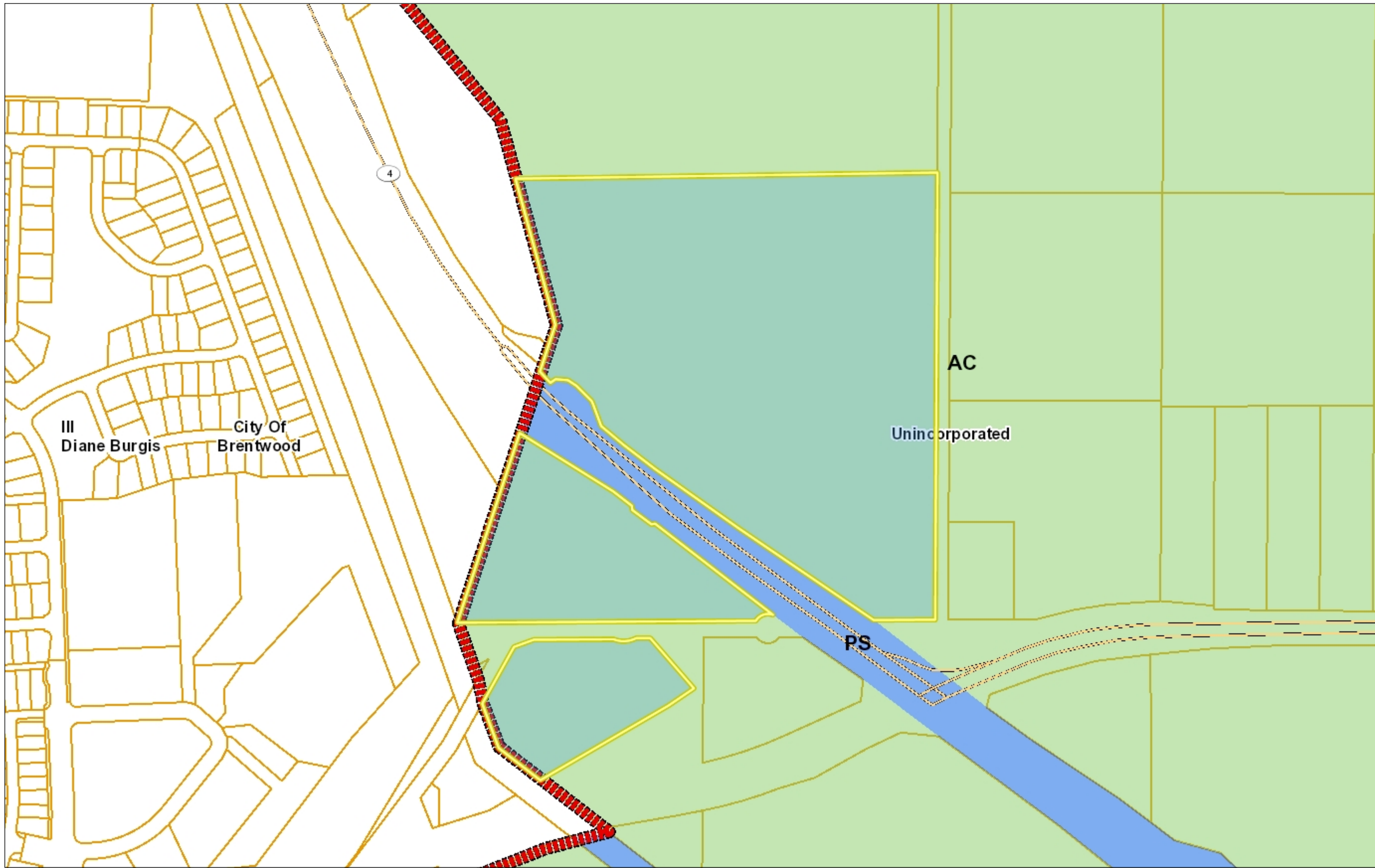
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Site: 010-070-040

NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

General Plan



Legend

- City Limits
- Unincorporated
- Highways
- General Plan
 - SV (Single Family Residential - Ver
 - SL (Single Family Residential - Low
 - SM (Single Family Residential - Me
 - SH (Single Family Residential - Hig
 - ML (Multiple Family Residential - Lc
 - MM (Multiple Family Residential - M
 - MH (Multiple Family Residential - H
 - MV (Multiple Family Residential - V
 - MS (Multiple Family Residential - V
 - CC (Congregate Care/Senior Housi
 - MO (Mobile Home)
 - M-1 (Parker Avenue Mixed Use)
 - M-2 (Downtown/Waterfront Rodeo I
 - M-3 (Pleasant Hill BART Mixed Use
 - M-4 (Willow Pass Road Mixed Use)
 - M-5 (Willow Pass Road Commercia
 - M-6 (Bay Point Residential Mixed U
 - M-7 (Pittsburg/Bay Point BART Star
 - M-8 (Dougherty Valley Village Cent
 - M-9 (Montalvin Manor Mixed Use)
 - M-10 (Willow Pass Business Park M
 - M-11 (Appian Way Mixed Use)
 - M-12 (Triangle Area Mixed Use)
 - M-13 (San Pablo Dam Road Mixed
 - M-14 (Heritage Mixed Use)
 - CO (Commercial)
 - OF (Office)
 - BP (Business Park)
 - LI (Light Industry)
 - HI (Heavy Industry)
 - AL, OIBA (Agricultural Lands & Off
 - CR (Commercial Recreation)
 - ACO (Airport Commercial)
 - LF (Landfill)
 - PS (Public/Semi-Public)

1: 4,514



0.1 0 0.07 0.1 Miles

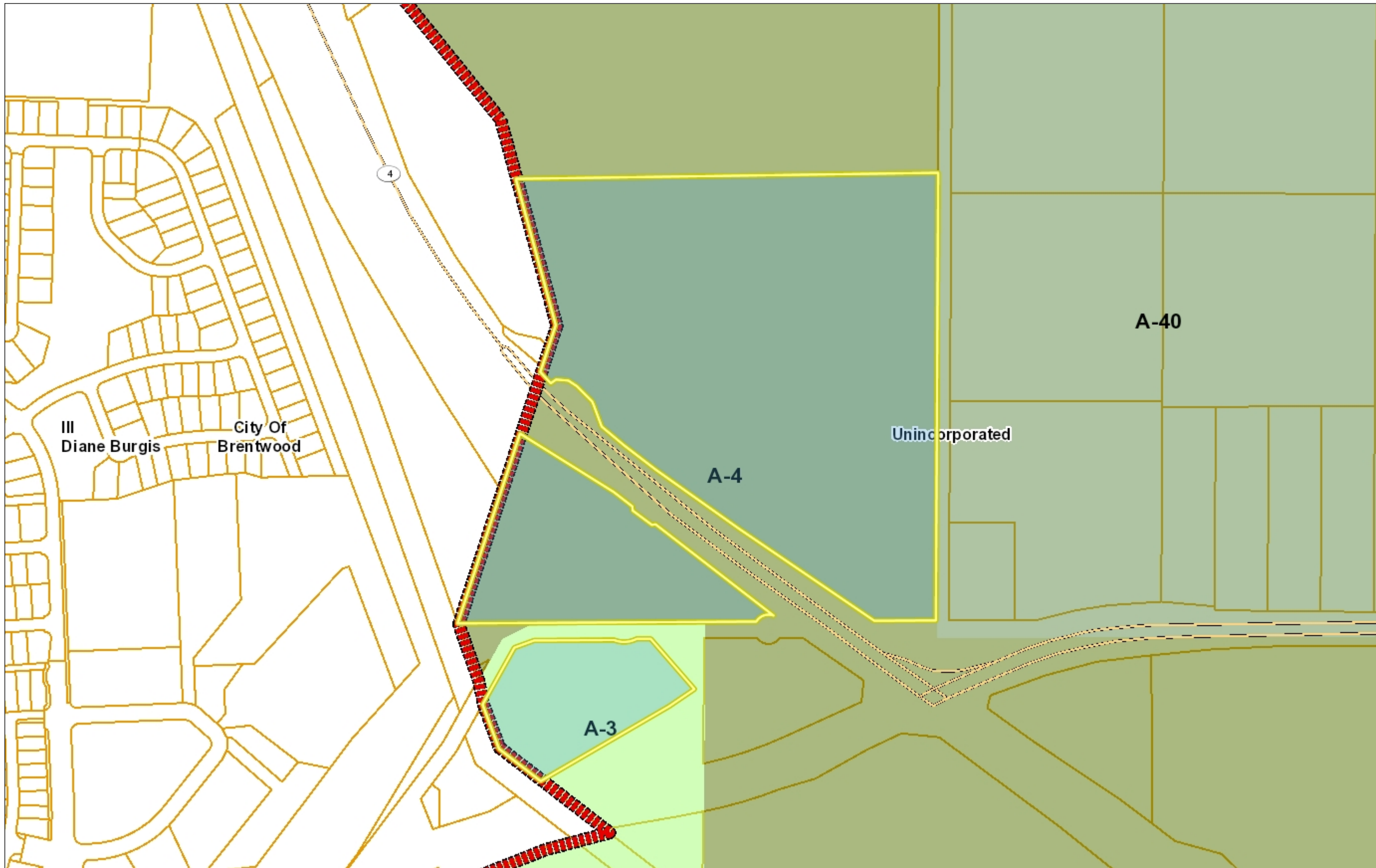
WGS_1984_Web_Mercator_Auxiliary_Sphere

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

County File #AP19-0005 & RZ20-3257



Legend

- City Limits
- Unincorporated
- Highways
- Zoning
 - R-6 (Single Family Residential)
 - R-6, -FH -UE (Flood Hazard and A
 - R-6 -SD-1 (Slope Density Hillside I
 - R-6 -TOV -K (Tree Obstruction anc
 - R-6, -UE (Urban Farm Animal Excl
 - R-6 -X (Railroad Corridor Combinir
 - R-7 (Single Family Residential)
 - R-7 -X (Railroad Corridor Combinin
 - R-10 (Single Family Residential)
 - R-10, -UE (Urban Farm Animal Exc
 - R-12 (Single Family Residential)
 - R-15 (Single Family Residential)
 - R-20 (Single Family Residential)
 - R-20, -UE (Urban Farm Animal Exc
 - R-40 (Single Family Residential)
 - R-40, -FH -UE (Flood Hazard and A
 - R-40, -UE (Urban Farm Animal Exc
 - R-65 (Single Family Residential)
 - R-100 (Single Family Residential)
 - D-1 (Two Family Residential)
 - D-1 -T (Transitional Combining Dist
 - D-1, -UE (Urban Farm Animal Excl
 - M-12 (Multiple Family Residential)
 - M-12 -FH (Flood Hazard Combining
 - M-17 (Multiple Family Residential)
 - M-29 (Multiple Family Residential)
 - F-R (Forestry Recreational)
 - F-R -FH (Flood Hazard Combining I
 - F-1 (Water Recreational)
 - F-1 -FH (Flood Hazard Combining I
 - A-2 (General Agriculture)
 - A-2, -BS (Boat Storage Combining I
 - A-2, -BS -SG (Boat Storage and So
 - A-2 -FH (Flood Hazard Combining I
 - A-2, -FH -SG (Flood Hazard and Sc

1:4,514



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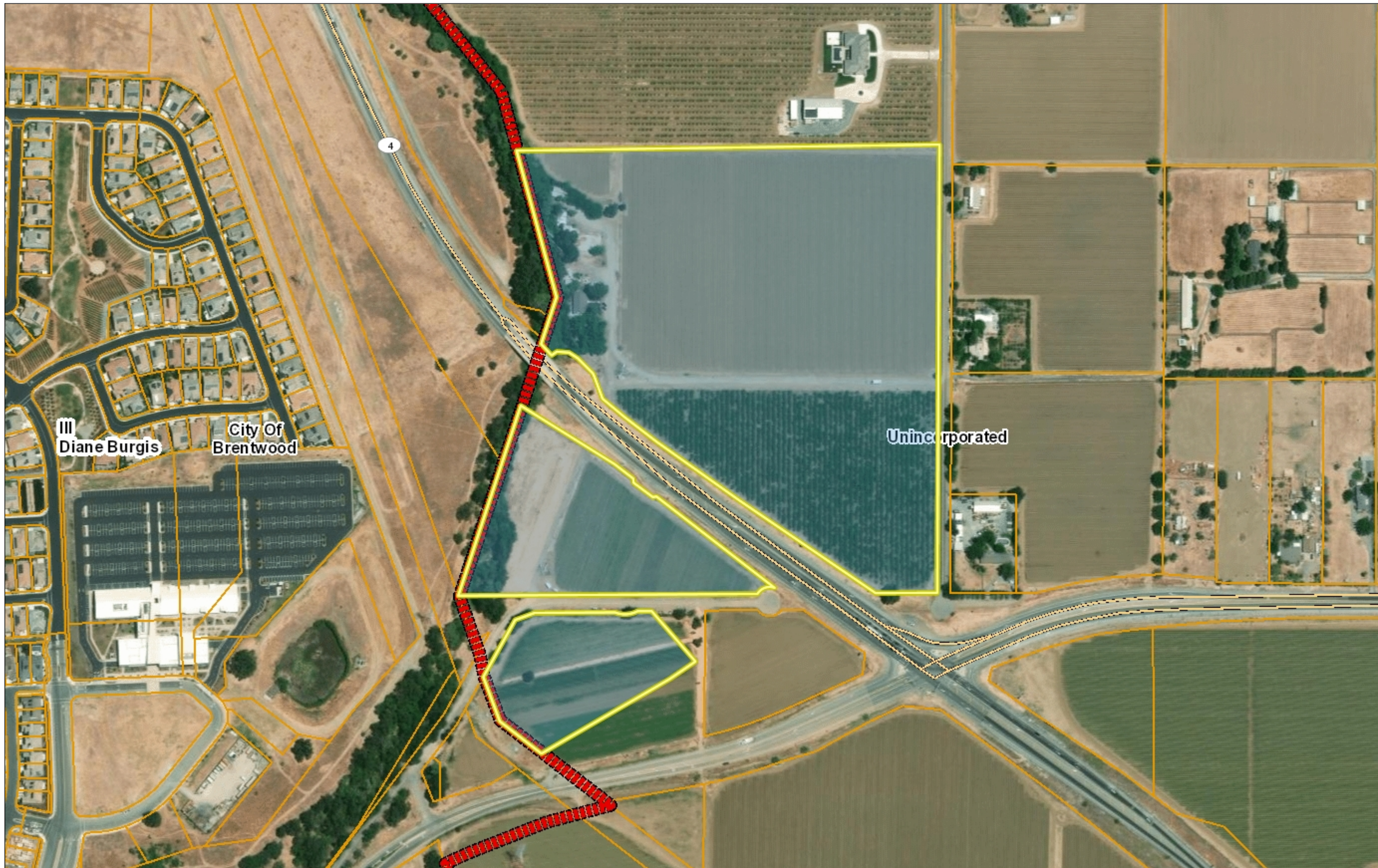
WGS_1984_Web_Mercator_Auxiliary_Sphere

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Notes

County File #AP19-0005 & RZ20-3257



Legend

- City Limits
- Unincorporated
- Highways
- Board of Supervisors' Districts
- Water Bodies
- County Boundary
- Bay Area Counties
- Assessor Parcels
- World Imagery
- Low Resolution 15m Imagery
- High Resolution 60cm Imagery
- High Resolution 30cm Imagery
- Citations

1: 4,514



0.1 0 0.07 0.1 Miles

WGS_1984_Web_Mercator_Auxiliary_Sphere

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

County File #AP19-0005 & RZ20-3257



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1031

Agenda Date: 12/5/2023

Agenda #: C.1.

To: Board of Supervisors

From: Greg Baer, Director of Airports

Report Title: 2023 ANNUAL REPORT FROM THE AVIATION ADVISORY BODY

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

RECEIVE and ACCEPT the 2023 Annual Report submitted by the Aviation Advisory Committee.

FISCAL IMPACT:

No fiscal impact

BACKGROUND:

On June 18, 2002, the Board of Supervisors (Board) adopted Resolution No. 2002/377, which requires that each regular and ongoing board, commission, or committee shall annually report to the Board on its activities, accomplishments, membership attendance, required training/certification (if any), and proposed work plan or objectives for the following year, on the second Tuesday in December. The attached report fulfills this requirement for the Aviation Advisory Committee.

CONSEQUENCE OF NEGATIVE ACTION:

Not applicable.

CONTRA COSTA COUNTY Aviation Advisory Committee

2023 Annual Report

Advisory Board Meeting Time/Location: 10:00 am on the 2nd Thursday of every other month at either Buchanan Field or Byron Airport. These meetings have successfully transitioned back to in-person meetings.

Advisory Body Chair: Emily Barnett

Airport Staff: Greg Baer/Beth Lee/Russell Milburn

Activities

- Monthly review of noise statistics, operations report, airport development projects, airfield updates
- Discussions of airport projects and programs to disseminate information and solicit input from members and public
- Discussions of issues facing the airports and airport community
- Input to the Airports Director, Airport Committee, and Board of Supervisors on issues affecting the Contra Costa County Airports and surrounding communities
- Participation in community outreach efforts
- Quarterly review of the Airports' year-to-date and end-of-year forecast financial reports

Accomplishments

Discussed and advised on the following :

Buchanan Airport Aircraft Rescue and Firefighting (ARFF)/Administration/Terminal Building

- Construction of the new Buchanan Airport ARFF/Admin/Terminal building. The long-awaited construction of the new Buchanan Airport Terminal project continues to progress despite supply chain and construction issues causing delays. Partially funded by the FAA and began construction in September 2021, with first quarter 2024 as the project's expected completion date.

Buchanan Airport Security Fencing Project

- Airport staff's successful re-request for FAA funding in 2022 allowed work to begin in late 2022 and completion by late-2023. There has been noticeable augments to security, and other functionality, including a gate between Sam's Club and the airport.

Hosting Key Discussions on Fuel Prices / Transition to Unleaded Fuel

The AAC hosted detailed discussions in 2022 on rising fuel prices and general aviations' global transition to unleaded fuel projected in the coming years. The hope is to position Contra Costa County Airports as an early adopter when unleaded aviation fuel becomes widely available. Additionally, researching more ways to provide fuel to the aviation community at an affordable rate, including through self-serve fuel tank, was identified as a potential strategy. Future discussions on fuel continued throughout 2023, and a subcommittee on fuel was established to include three (3) AAC members, one (1) AAC advisory member, and the Airport Director and other airport staff.

Hosting Key Discussions on Economic Development in and Around the Airports

The AAC hosted discussions with local aviation-related businesses and airport key stakeholders to understand the needs and the draw the airports provide to the aviation-supportive technology industries. The move to meetings every other month supports this effort. Committee members expressed the desire to have more robust discussions that a more extended, every-other-month meeting will better allow for.

- The Bay Area Test Site (BATS) initiative, started in 2019 by Supervisor Burgis and airport management to attract new aviation technology startups to both airports, has had several successes. The County's airports proximity to Silicon Valley and San Francisco has created a significant opportunity to serve as a preferred engineering, development, and test sites. With the ultimate goal of growing production and operation bases, including the corresponding potential for new jobs in both the Buchanan and Byron area communities. The AAC strongly and enthusiastically continues to support the BATS initiative.
- Commercial Development of Aeronautical and Non-Aeronautical Sites at Buchanan Field and Byron Airports. Increasing development is an important continuing item significant to the Airport Enterprise Fund. Several undeveloped parcels, designated for non-aviation use, are part of the Buchanan Field. These include sites at the corners of Marsh Drive and Solano Way, and Marsh Drive and Sally Ride Drive, as well as other sites not needed for aviation use.

The AAC continues to express strong support for all potential development projects. Each of these projects will contribute to the Enterprise Fund and will provide jobs and other economic benefits to the area surrounding Buchanan Field and Byron Airport.

- Airport noise impact on communities including:
ACC continues to Address various Buchanan and Byron Airports' noise inquires through phone and in-person meetings between residents and airport staff and/or AAC members. What is key is consistency in reminding pilots of designated training hours according to the airports' noise abatement ordinance. Similar to reminders to pilots, staff communicates with tower management to reinforce the County's noise ordinance.
While there was a small decrease in airport operations in 2023 compared to 2022, overall complaints saw a small increase over the previous year. Similarly, to the previous years, the number of callers remains relatively low, with the same callers making several calls over the year.

Attendance/Representation

- AAC is composed of members representing each of the supervisorial districts, the cities of Concord and Pleasant Hill, the Airport Business Association, community of Pacheco, surrounding communities of Byron Airport (Brentwood, Byron, Knightsen, Discovery Bay), and three at large positions for a total of 13 members.
- In 2022 and 2023, quorums were more difficult to achieve as several vacancies created issues. The ACC, in partnership with Airport Staff and the Board of Supervisors, actively recruited those seats. Only one seat remains vacant, with a strong interest in each seat that has been appointed.
- AAC members continue to be highly engaged despite the return to in-person meetings. Public participation has also increased as individuals have found the continued hybrid in-person/virtual format's ease and safety conducive to participation. Overall, the AAC has welcomed more public comments with the addition to virtual meetings than recent 2020 and 2021 meetings.

- The AAC is a diverse group of aviation professionals, retired/current community leaders, members of the public, consultants, and educators. There is a balanced mix of pilots and non-pilots.
- Several committee members are also involved in other county and city advisory bodies, committees, and commissions.

Current AAC member roster is as follows:

<u>AAC Members</u>	<u>Representing</u>	<u>Term Expiration Date</u>
Vincent Salimi	District 1	2/28/26
Roger Bass	District 2	2/29/24
Jeffrey Geddes	District 3	2/29/24
Gareth Ashley	District 4	2/28/26
Christopher Baker	District 5	2/28/26
Keith McMahon	City of Concord	2/28/25
Richard Celestre	City of Pleasant Hill	2/29/24
Shawn Stappen	Member At Large 1	2/29/24
Eric Meinbress	Member At Large 2	2/28/26
Emily Barnett	Member At Large 3	2/28/25
Vacant	Pacheco Neighbor	
Dean Hickman-Smith	Byron Neighbor	2/29/24
Michael Bruno	Airport Business Association	2/28/25

Current AAC Officers:

<u>AAC Member</u>	<u>Position</u>	<u>Election Status</u>
Emily Barnett	Chair	Elected
Roger Bass	Vice-Chair	Elected
Eric Meinbress	Secretary	Elected

Training/Certification

- It is mandatory for all Committee members to complete County training regarding the Ralph M. Brown Act, County's Better Government Ordinance, Implicit Bias for County officials, and complete the County's Ethics Orientation within 90 days of the appointment and every two years thereafter.

Proposed Objectives for 2024

- Completion of the New Terminal at Buchanan Airport
- Airport Fuel Options

- Continue to advise and review the Economic Development Incentive Program (EDIP) including promoting progress on EDIP and strategic priority projects
- Continue to support and grow the BATS
- Continue to advise, monitor, and review the Buchanan Field and Byron Airports' construction and maintenance projects
- Continue to advise, monitor, and review activities and incidents impacting airport security
- Continue to grow and develop community and tenant outreach efforts for both airports
- Continue to advise, monitor, and review the Airports' budget, noise statistics, and overall operations
- Continue to work with the surrounding communities regarding noise inquiries and other aviation-related issues
- Continue regular discussions with Airport Staff on various airport developments (current and future), projects and issues, as well as disseminate information and offer recommendations
- Continue to advise Airport Staff on the new Buchanan Airport Terminal
- Continue to provide the general public with an open forum for discussions on aviation-related matters

c: Beth Lee, Assistant Director of Airports-Administration
Russell Milburn, Assistant Director of Airports-Operations
Emily Barnett, AAC Chair
Roger Bass, AAC Vice-Chair
Eric Meinbress, AAC Secretary



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1032

Agenda Date: 12/5/2023

Agenda #: C.2.

To: Board of Supervisors

From: Matt Slattengren, Ag Commissioner/Weights & Measures Director

Report Title: Contract with California Department of Food and Agriculture for Phytophthora Ramorum Quarantine Sudden Oak Death Program

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Agricultural Commissioner, or designee, to execute a contract with the California Department of Food and Agriculture to reimburse the County in an amount not to exceed \$62,420 for regulatory compliance and enforcement activities related to the Sudden Oak Death Program for the period July 1, 2023, through June 30, 2024.

FISCAL IMPACT:

This agreement will reimburse the County in an amount not to exceed \$62,420. The agreement is fully funded by CDFA. There is no County match of funds. 100% State funds.

BACKGROUND:

The California Department of Food and Agriculture (CDFA) is the lead agency for the multi-agency task force, known as the California Oak Mortality Task Force (COMTF), that was formed to develop a coordinated effort to address Phytophthora Ramorum (sudden oak death). Due to CDFA's responsibility under the COMTF and its statutory authority to establish quarantines, CDFA must enter into cooperative agreements with impacted counties. The role of the Agricultural Department is to issue compliance agreements and do related work that assures compliance by affected businesses, including plant nurseries, firewood dealers, tree services, green waste and compost facilities, to stop the spread of sudden oak death to non-infested areas of the State and County and to foreign countries.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to accept the agreement will result in the Agriculture Department not being reimbursed by CDFA for regulatory enforcement activities related to the Sudden Oak Death Program as budgeted.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1033

Agenda Date: 12/5/2023

Agenda #: C.3.

To: Board of Supervisors

From: Matt Slattengren, Ag Commissioner/Weights & Measures Director

Report Title: Contract with California Department of Food and Agriculture for Oriental Fruit Fly Quarantine Response

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Agricultural Commissioner, or designee, to execute a contract with the California Department of Food and Agriculture to reimburse the County in an amount not to exceed \$119,294 for regulatory compliance and enforcement activities related to the Oriental Fruit Fly Quarantine Response project for the period September 6, 2023, through June 30, 2024.

FISCAL IMPACT:

This agreement will reimburse the County in an amount not exceeding \$119,294, fully funded by the California Department of Food and Agriculture. There is no County match of funds. 100% State funds.

BACKGROUND:

The California Department of Food and Agriculture (CDFA) is the lead agency for the Oriental Fruit Fly Quarantine Response project that was formed to develop a coordinated effort to address Oriental Fruit Fly (OFF) Quarantine.

Due to CDFA's responsibility and its statutory authority to establish quarantines, CDFA must enter into cooperative agreements with impacted counties. The role of the County Agricultural Department is to conduct Oriental Fruit Fly (OFF) regulatory activities and do related work that assures compliance on the part of regulated entities. The Department will inspect Certified Farmer's Markets, fruit stands, and roadside vendors, and monitor treatments that growers are required to conduct to allow movement of their harvested commodities from their properties.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to approve the contract will result in the Agriculture Department not being reimbursed by CDFA for regulatory enforcement activities related to Oriental Fruit Fly Quarantine Response project as budgeted.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1034

Agenda Date: 12/5/2023

Agenda #: C.4.

To: Board of Supervisors

From: Beth Ward, Animal Services Director

Report Title: Contract Amendment with Sage Veterinary Centers

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

RATIFY the Animal Services Director's execution of a contract amendment with Sage Veterinary Centers, L.P., dba Veterinary Services, to increase the payment limit by \$450,000 to a new payment limit of \$600,000 for continued veterinary services and extend the term through June 30, 2024.

FISCAL IMPACT:

Projected contract costs through FY 2023/24 are estimated up to \$600,000 (100% County General Fund).

BACKGROUND:

The Department will be amending the County and Sage Veterinary Centers, L.P., dba Veterinary Services contract with the original contract term of July 1, 2022, to June 30, 2023. The ratified amendment has an effective date of July 1, 2023, and extends the contract through June 30, 2024. The contract process took longer than estimated. All pending invoices will be processed upon Board ratification of the contract amendment.

Sage Veterinary Centers, L.P., dba Veterinary Services provides 24-hour emergency veterinary support which is necessary for sick or injured, stray, abandoned, or neglected animals brought to the Contractor's clinics for appropriate care. The proposed amendment will add \$450,000 to the contract for additional medical services the contractor provides, necessitated by higher numbers of animals served. The Contractor works closely with the Department Director and Chief of Shelter Medicine to facilitate approved care for sick and injured animals. Sage's 24-hour service availability and ability to provide care for the volume of animals from County intake warrants sole-source justification, as approved by the County Purchasing Agent in November 2023.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to approve this amendment will result in the loss of critically required and mandated medical services of 24-Hour care and put sick and injured animals at risk.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1035

Agenda Date: 12/5/2023

Agenda #: C.5.

To: Board of Supervisors

From: Beth Ward, Animal Services Director

Report Title: Blanket Purchase Order Amendment with MWI Veterinary Supply Co.

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute, on behalf of the Animal Services Director, a blanket purchase order amendment with MWI Veterinary Supply Co., to increase the payment limit by \$805,000 to a new payment limit of \$1,000,000, and extend the term through June 30, 2025, for veterinary pharmaceutical supplies and chemicals.

FISCAL IMPACT:

Projected FY 2023/24 and FY 2024/25 contract costs are up to \$1,000,000 (100% County General Fund).

BACKGROUND:

The Department's in-house medical program requires access to a large variety of pharmaceutical and chemical supplies for the thousands of animals it cares for each year. The County's Public Works Purchasing Department conducted a formal competitive bid process in late 2022 on behalf of the Animal Services Department and awarded the bid to MWI Veterinary Supply Co., for three years.

MWI Veterinary Supply Co. provides pharmaceuticals, medical supplies and chemicals for the appropriate care of animals. The original blanket purchase order (BPO) for MWI Veterinary Supplies Co., was effective January 30, 2023, to June 30, 2023. The current BPO is effective July 1, 2023, to June 30, 2024. The change order will add \$805,000 to the current BPO and extend it through June 30, 2025, for additional medical supplies, pharmaceuticals, and feed, as necessitated by higher numbers of animals served this fiscal year and a similar projected next fiscal year.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to approve this action would impact the Department's capacity to provide mandated veterinary medical care for sick and injured animals in the County's shelter.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1036

Agenda Date: 12/5/2023

Agenda #: C.6.

To: Board of Supervisors

From: John Gioia, District I Supervisor

Report Title: 2023 Annual Report of the Kensington Municipal Advisory Council (KMAC)

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

Accept 2023 Kensington Municipal Advisory Council Annual Report

FISCAL IMPACT:

None

BACKGROUND:

Municipal Advisory Councils provide annual reports to the Board of Supervisors.

CONSEQUENCE OF NEGATIVE ACTION:



ADVISORY BODY ANNUAL REPORT

Advisory Body Name: _____
Advisory Body Meeting Time/Location: _____
Chair (during the reporting period): _____
Staff Person (during the reporting period): _____
Reporting Period: _____

I. Activities

(estimated response length: 1/2 page)

Describe the activities for the past year including areas of study, work, special events, collaborations, etc.

II. Accomplishments

(estimated response length: 1/2 page)

Describe the accomplishments for the past year, particularly in reference to your work plan and objectives.

III. Attendance/Representation

(estimated response length: 1/4 page)

Describe your membership in terms of seat vacancies, diversity, level of participation, and frequency of achieving a quorum at meetings.

IV. Training/Certification

(estimated response length: 1/4 page)

Describe any training that was provided or conducted, and any certifications received, either as a requirement or done on an elective basis by members. NOTE: Please forward copies of any training certifications to the Clerk of the Board.

V. Proposed Work Plan/Objectives for Next Year

(estimated response length: 1/2 page)

Describe the advisory body's workplan, including specific objectives to be achieved in the upcoming year.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: RES 23-630

Agenda Date: 12/5/2023

Agenda #: C.7.

To: Board of Supervisors

From: Candace Andersen, District II Supervisor

Report Title: Recognizing the 40th Anniversary of the San Ramon Chamber of Commerce.

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

ADOPT resolution recognizing the 40th Anniversary of the San Ramon Chamber of Commerce.

FISCAL IMPACT:

None.

BACKGROUND:

See resolution for more information.

CONSEQUENCE OF NEGATIVE ACTION:

N/A

The Board of Supervisors of Contra Costa County, California

Whereas, the San Ramon Chamber of Commerce is celebrating 40 years of community and commerce; and

Whereas, San Ramon has long been home to prosperous companies and neighborhood-focused associations. From thriving small enterprises to outstanding Fortune 500 corporations and all successful ventures in between, San Ramon leads the way in innovation, community involvement, and economic vigor; and

Whereas, the San Ramon Chamber of Commerce has been a constant for 40 years, assisting groups and businesses in expanding and succeeding, promoting efficient networking, and highlighting the best that our nonprofit and business communities have to offer; and

Whereas, the San Ramon Chamber of Commerce and the City of San Ramon are well-positioned to carry on their 40 years of success and make San Ramon an excellent area to live, work, play, and conduct business; and

WHEREAS, 40 years later, San Ramon Chamber of Commerce remains a successful and cohesive community marketplace noting diverse and prosperous businesses making it a notable community asset.

Now, therefore be it resolved that the Board of Supervisors of Contra Costa County is honored to recognize the collaborative effort of proud citizens, businesses, and community leaders, at the San Ramon 150 celebration, endeavoring to highlight the historic roots of the community, the wonderful attributes of modern-day San Ramon and the promise of a bright future for the people who live, work, and play in the community, and congratulates:

The San Ramon Chamber of Commerce

On the occasion of their 40th Anniversary



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: RES 23-631

Agenda Date: 12/5/2023

Agenda #: C.8.

To: Board of Supervisors

From: John Gioia, District I Supervisor

Report Title: Accept resolution acknowledging 75th Anniversary of the Contra Costa Community College District

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

Accept resolution acknowledging 75th Anniversary of the Contra Costa Community College District

FISCAL IMPACT:

None

BACKGROUND:

Contra Costa Community College District (4CD) has been a vital part of Contra Costa County for 75 years and was founded by a public vote and approved by the Contra Costa County Board of Supervisors in 1948. The 4CD Board will commemorate the 75th Anniversary at their meeting on December 13, 2023 at 6pm 500 Courts Street, Martinez.

CONSEQUENCE OF NEGATIVE ACTION:

None

The Board of Supervisors of Contra Costa County, California

IN THE MATTER OF Recognizing 75th Anniversary of the Contra Costa Community College District

WHEREAS, the Contra Costa Community College District (4CD) has been a vital part of Contra Costa County for 75 years and was founded by a public vote and approved by the Contra Costa County Board of Supervisors in 1948; and

WHEREAS, 4CD is one of the largest multi-college districts in California 4CD, serving a population of 1,200,997, with its boundaries encompassing all but 48 of the 734-square mile land area of Contra Costa County; and

WHEREAS, 4CD has three colleges: Contra Costa College in San Pablo, Diablo Valley College, with campuses in Pleasant Hill and San Ramon, and Los Medanos College, with locations in Pittsburg and Brentwood, and has a District Office located in historic downtown Martinez; and

WHEREAS, 4CD is governed by an elected five-member Governing Board who serve four-year terms, one student member who is selected by student government districtwide and serves a one-year term on a rotational basis among the colleges, and a Chancellor, who is appointed by the Governing Board and carries out the policies of 4CD; and

WHEREAS, for 75 years, 4CD has continued to encourage people of all ages to take advantage of an incomparable array of educational choices, including studies leading to an associate of arts degree for transfer to four-year colleges and universities, short-term training to update professional skills, and specialized career education programs, many in partnerships with business and industry to help build a strong workforce in Contra Costa County; and

WHEREAS, each semester 4CD's colleges offer more than 3,500 day, evening, weekend and online class sections. Classes range from music, to computers, to managing a small business, to nursing and more. Many students pursue certificate programs and associate in arts or associate in science degrees. 4CD's colleges offer many Associate Degrees for Transfer, and 60-unit programs, that upon completion, guarantee admission as a junior to a California State University; and

WHEREAS, the mission of 4CD is to empower all students to fulfill their educational and career aspirations and thrive in the modern world. 4CD is dedicated to continuously increasing its ability to serve the evolving needs of its students and community by providing accessible, equitable, innovative and outstanding higher education learning opportunities and support services; and

WHEREAS, Contra Costa County is proud of the innovative partnerships it has with 4CD, including the recent

Memorandum of Understanding associated with the 2022 passage of Assembly Bill 2627, to promote college access to traditionally low-enrolled populations including emancipated foster youth, military veterans, unemployed and underemployed, and justice-involved individuals; and

WHEREAS, 4CD is steadfast in making all decisions about resources and policies to be informed by looking at access and success data through an equity lens which are based on five strategic directions, which are fully aligned with 4CD's mission and values, and each contribute to an overarching vision that affords each and every student an equal opportunity to achieve their dreams in an environment of diversity, equity, inclusion, and a sense of belonging; and

WHEREAS, 4CD is a major Contra Costa County employer, with over 3,600 employees, which includes part-time faculty, full-time faculty, classified professionals, managers and supervisors and student employees, comprised of the following demographic: 11% African American, 17% Asian, 23% Hispanic, 6% two or more races, 37% White Non-Hispanic and 6% unknown, and contributes greatly to the local economy both in its spending and preparedness of tomorrow's workforce.

NOW, THEREFORE, BE IT RESOLVED: that the Contra Costa County Board of Supervisors recognizes and congratulates the Contra Costa Community College District on its 75-year legacy of service to our community, and thanks them for their contribution to our local economy and quality of life.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1037

Agenda Date: 12/5/2023

Agenda #: C.9.

To: Board of Supervisors

From: Ken Carlson, District IV Supervisor

Report Title: District IV Seat Vacancy on the In-Home Supportive Services Public Authority Advisory Committee.

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

ACCEPT the resignation of Wendell Snyder from the In-Home Supportive Services Public Authority Advisory Committee, DECLARE a vacancy in the District IV seat on the In-Home Supportive Services Public Authority Advisory Committee for a term ending March 6, 2024 and DIRECT the Clerk of the Board to post the vacancy.

FISCAL IMPACT:

There is no fiscal impact for this action.

BACKGROUND:

Wendell Snyder was appointed by the Board of Supervisor to his 2nd term on March 7, 2020. The current term ends on March 6, 2024.

CONSEQUENCE OF NEGATIVE ACTION:

The seat would remain occupied and not allow a new appointment to be made.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1038
C.10.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: John Gioia, District I Supervisor

Report Title: REAPPOINT Dr. Cío Hernández to the District I First 5 Contra Costa Children and Families Commission for a term ending on October 17, 2026

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

REAPPOINT Dr. Cío Hernández to the District I First 5 Contra Costa Children and Families Commission for a term ending on October 17, 2026, as recommended by Supervisor Gioia

FISCAL IMPACT:

none

BACKGROUND:

The First 5 Contra Costa Children and Families Commission, consisting of nine (9) members appointed by the Board of Supervisors. The Commission has authorized alternates for all nine of the Commissioners, who also require appointment by the Board of Supervisors. The commission works to support early childhood development through a strategic plan developed pursuant to the California Children and Families First Act of 1998.

CONSEQUENCE OF NEGATIVE ACTION:

The appointment would not be made and the District would not have representation on the commission.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: RES 23-632
C.11.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: John Kopchik, Director, Conservation and Development

Report Title: Consider the Regional Climate Collaborative Grant Opportunity

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

ADOPT a Resolution to approve and authorize the Conservation and Development Director, or designee, to participate as a partner for a grant in an amount not to exceed \$1,600,000 from the California Strategic Growth Council, Regional Climate Collaborative Grant Program, for establishing the Contra Costa Resilient Shoreline Coalition that will develop actionable, specific plans to inform sea level rise resilience and adaptation in Contra Costa County.

FISCAL IMPACT:

If awarded, the Regional Climate Collaborative (RCC) Grant Program funds will be administered by the managing partner, The Watershed Project, with Contra Costa County's Department of Conservation and Development, Contra Costa Resources Conservation District, and the Confederated Villages of Lisjan serving as funded partners. These partners will form the "Contra Costa Resilient Shoreline Coalition" (Coalition) and further develop sea level rise resilience and adaptation planning in Contra Costa County. This Coalition will build capacity to educate communities along the County's shoreline. Measure X funds for climate equity and resilience support the work of the Department of Conservation and Development staff who will be administering the grant. The RCC program does not require a County match.

BACKGROUND:

The Regional Climate Collaborative (RCC) Grant Program would fund, over 3 years, the Coalition's work to develop a pilot program within the four unincorporated communities of Bethel Island, Montalvin Manor-Bayview-Tara Hills, North Richmond, and Rodeo in Contra Costa County, known as "Communities of Focus". The Coalition envisions a future where under-resourced communities hold the capacity to lead processes that secure the resources required to transform their local shorelines into climate-resilient, multi-benefit spaces, and where local governments hold the capacity for equity-centered processes that prioritize community engagement and decision-making.

The Coalition will develop actionable plans and projects during the grant period for the four Communities of Focus. These plans will consider the unique conditions and challenges of each community and its geography. To do this, the Coalition will build cross-sector partnerships and coordinate sea level rise related opportunities

to develop a shoreline vision by engaging residents and communities in the early, middle, and late stages of planning. All stages of planning and engagement will address the common goal of preparing the Contra Costa County Sea Level Rise Resilience and Adaptation Plan.

In a collaborative process, the Coalition will work with each Community of Focus (CoF) to co-design a survey to identify community needs and preferences for climate-related actions, policies, and funding. The Coalition will work in each CoF with designers, architects, and engineers to provide ideas for feasible multi-benefit projects. This will lead to co-developing and aligning actionable plans and projects for climate adaptation, mitigation, and resilience.

The Coalition will facilitate community outreach and learning sessions to provide information on design options and gather feedback. Through these outreach sessions, the Coalition will raise CoF interests and gather groups of interested community representatives. The Coalition will convene a series of work sessions to discuss community priority projects that align with upcoming grant solicitations.

The Coalition will provide technical assistance and training to develop robust and competitive grant applications at this phase. Partners will work to co-create actionable plans and projects to secure funding for those that provide evidence that results can be sustained over time and include policies and actions that create employment opportunities for local communities. Plans will identify long-term maintenance and operations strategies.

A long-term impact of the Coalition's work is creating the social infrastructure of equitable, inclusive, enduring relationships between under-represented communities, local government, and regional organizations in Contra Costa County. We will do this by building disadvantaged communities' skills, leadership, and capacity to actively participate in decision-making processes, and by centering communities in the planning and implementation process. We will then look to replicate this across all shoreline communities within the County.

Staff recommends the Board approve the County's participation in the Regional Climate Collaborative Grant Program to establish the Contra Costa Resilient Shoreline Coalition and inform sea level rise resilience and adaptation planning in Contra Costa County.

CONSEQUENCE OF NEGATIVE ACTION:

Should the Board not approve the grant application, the County would miss an opportunity to leverage funds for developing the Contra Costa Shoreline Coalition.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY
AUTHORIZING PARTICIPATING IN THE CALIFORNIA STRATEGIC GROWTH COUNCIL'S,
REGIONAL CLIMATE COLLABORATIVE GRANT PROGRAM, FOR ESTABLISHING THE
CONTRA COSTA RESILIENT SHORELINE COALITION TO INFORM THE COUNTY'S SEA
LEVEL RISE RESILIENCE AND ADAPTATION PLAN**

WHEREAS, climate change is accelerating rising sea levels, increasing storm frequency and intensity, and moving groundwater toward the surface. The confluence of more intense winter storms, extreme high tides, and higher runoff, with higher sea levels, will increase the frequency and duration of shoreline flooding long before areas are permanently inundated by sea level rise alone, threatening our economy, public health, and natural resources; and

WHEREAS, Contra Costa County is one of the nine San Francisco Bay Area counties and is one the five Sacramento San Joaquin Delta counties, with eight cities and twelve unincorporated communities along the 90 plus miles of shoreline; and

WHEREAS, the San Francisco Bay Area is a vibrant, diverse, ecologically unique, innovative, and pioneering region that will be deeply and deleteriously affected by climate change without tremendous effort and investments to adapt to a constantly changing shoreline. The San Francisco Bay shoreline constitutes approximately one-third of the California coastline, but the Bay Area is estimated to experience two-thirds of the negative economic impacts due to the flooding that would occur absent adequate measures to adapt and protect people, places, and habitats; and

WHEREAS, Sacramento San Joaquin Delta is the largest freshwater tidal estuary of its kind on the American west coast, providing invaluable ecological, economic, and cultural resources to Contra Costa County and the entire Delta region as well as drinking water for much of the population in California; and

WHEREAS, the Bay and Delta ecosystems are already stressed by human activities that have drastically lowered its adaptive capacity, and climate change will further alter the ecosystem by inundating or eroding remaining wetlands, changing sediment dynamics, altering species composition, increasing the acidity of waters, changing freshwater flows and/or salinity, altering the food web, and impairing water quality. Moreover, further loss of tidal wetlands will increase the risk of shoreline flooding; and

WHEREAS, flood damage to vital shoreline development, public infrastructure, and facilities such as neighborhoods, commercial centers, airports, seaports, regional transportation facilities, landfills, contaminated lands, and wastewater treatment facilities absent adaptation will require costly repairs and likely will result in the interruption or loss of vital services, large-scale social dislocation, and degraded environmental quality; and

WHEREAS, the increasingly frequent and severe impacts of climate change in the Bay and Delta do not conform to jurisdictional boundaries or the planning and regulatory authority of any one agency or organization; and

WHEREAS, the impacts of sea level rise in Contra Costa County have been well documented through numerous studies developed by the Bay Conservation and Development Commission, Contra Costa County, the Delta Stewardship Council, and other organizations; and

WHEREAS, Contra Costa County recognizes the urgency of taking bold action to mitigate greenhouse gas emissions and adapt to the impacts of climate change, ensuring a sustainable and prosperous future for all residents; and

WHEREAS, climate change impacts in Contra Costa County will be most acutely felt by children, seniors, low income populations, communities of color, and residents with unstable economic or housing situations; and

WHEREAS, the Vulnerability Assessment developed for the Envision Contra Costa 2040 General Plan indicates that the most vulnerable County residents, including households in poverty, low-income households, and persons experiencing homelessness, are more likely to be severely impacted by a changing climate, including flooding and sea level rise; and

WHEREAS, the California Strategic Growth Council's, Regional Climate Collaborative Grant Program, for establishing the Contra Costa Resilient Shoreline Coalition that provides a unique opportunity for Contra Costa County to partner with The Watershed Project and access funding, technical assistance, and resources to build the capacity of the unincorporated communities of Bethel Island, Montalvin Manner-Bayview-Tara Hills, North Richmond and Rodeo along the shoreline to be resilient against the impacts of rising seas and develop cross-sector partnerships and collaboratives at a scale that addresses the needs and priorities of Contra Costa County's unique shoreline communities; and

WHEREAS, the Board of Supervisors of Contra Costa County is eligible to be a partner and receive the Bay Area Council Foundation funding for certain sustainability projects and programs and related work; and

WHEREAS, authorization, like a resolution, is required showing that the grantee is authorized to sign a partnership agreement with The Watershed Project, the Contra Costa Resources Conservation District and the Confederated Villages of Lijan before such funds can be claimed through the Strategic Growth Council; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Contra Costa County, that the Conservation and Development Director, or designee, is authorized to be a partner and apply for and accept a California Strategic Growth Council's, Regional Climate Collaborative Grant Program, planning grant, and if selected for an award, is authorized to execute funding agreements and other documents necessary for this purpose; and

BE IT FURTHER RESOLVED THAT the Board appoints the Conservation and Development Director, or designee, as agent to conduct all negotiations, execute and submit all documents including, but not limited to, applications, agreements, and payment requests that may be necessary for completion of the aforementioned applications.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: RES 23-633
C.12.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: John Kopchik, Director, Conservation and Development

Report Title: Resolution authorizing submittal of applications to CalRecycle for grant programs and related authorizations

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

1. ADOPT this Resolution authorizing the Conservation and Development Director or his designee for a period of five years to submit grant applications to the California Department of Resources Recycling and Recovery (CalRecycle) and execute all grant documents necessary to secure grant funds and implement approved grant projects.
2. DIRECT the Conservation and Development Director or his designee to obtain Board approval and approval as to form by County Counsel of all grant applications and agreements described in this Resolution prior to execution.
3. RATIFY a November 14, 2023, application submittal by the Conservation and Development Director to CalRecycle for a \$303,958 Local Assistance Grant to fund activities required for County compliance with regulations adopted under Senate Bill 1383 (2016) pertaining to organic waste collection and edible food recovery, and APPROVE the attached grant agreement with CalRecycle.

FISCAL IMPACT:

No impact to the County General Fund. 100% State funding, no County match.

BACKGROUND:

On January 12, 2016, the Board of Supervisors approved a resolution authorizing the Conservation and Development Director, or his designee, to take the actions necessary to secure annual funding for Payment Programs from the State (see attached Resolution No. 2016/20). Resolution No. 2016/20 delegated signature authority for any documents necessary to secure Payment Program funding from the State as well as implement the associated activities in the name of Contra Costa County. The Department of Conservation and Development (DCD) has consistently been responsible for securing funding and coordinating the implementation of various CalRecycle Payment Programs, including, but not limited to the City & County Payment Program authorized under the California Beverage Container Recycling and Litter Reduction Act and the State's Used Oil Payment Program.

CalRecycle provided new template Resolutions to all agencies currently applying for grant program funding. CalRecycle has advised that copies of new approved Resolutions meeting the grant program requirements must be submitted with funding requests for the 2022-23 funding cycle. For the sake of efficiency, staff used the

template resolution language provided by CalRecycle, avoiding the need to obtain pre-approval from CalRecycle.

The law governing California's SB 1383 Local Assistance Grant Program was modified to include appropriation of funding to provide payments to cities and counties for specific activities. This resulted in the establishment of the SB 1383 Local Assistance Grant Program which provides funds to cities, counties, and special districts to assist with the implementation of regulation requirements associated with SB 1383. Funding is primarily used to offset costs associated with implementation of SB 1383 regulation requirements. This includes, but is not limited to Edible Food Generator inspections, procurement of recovered organic waste products, education, and outreach. This is a non-competitive grant program. Cities and counties only need to submit annual grant applications. The funding amount available to each jurisdiction is based on its population.

On November 14, 2023, an application was submitted by the Conservation and Development Director to CalRecycle for a \$303,968 Local Assistance Grant from CalRecycle to fund various County activities that are required for compliance with regulations adopted under Senate Bill 1383 in 2016. These activities include but are not limited to assisting generators with compliance with organic waste collection programs, implementing edible food recovery programs, developing enforcement programs and reporting and recordkeeping. If the grant is awarded by CalRecycle, the submittal of the application constitutes acceptance of all provisions contained in the attached grant agreement, the term of which would commence on the date of the award notification and end on April 1, 2026. The grant agreement includes the following indemnity provision:

Grantee's Indemnification and Defense of the State

The grantee agrees to indemnify, defend and save harmless the state and CalRecycle, and their officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by the grantee as a result of the performance of this Agreement.

CONSEQUENCE OF NEGATIVE ACTION:

If the County does not submit an approved resolution to CalRecycle, it is expected that CalRecycle will find the County's grant application to be incomplete and not award a grant to the County.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

IN THE MATTER OF authorizing submittal of applications to CalRecycle for Grant Programs and related authorizations

WHEREAS, Public Resources Code sections 48000 et seq. authorize the Department of Resources Recycling and Recovery (CalRecycle) to administer various grant programs (grants) in furtherance of the State of California's (state) efforts to reduce, recycle and reuse solid waste generated in the state thereby preserving landfill capacity and protecting public health and safety and the environment; and

WHEREAS, in furtherance of this authority CalRecycle is required to establish procedures governing the application, awarding, and management of the grants; and

WHEREAS, CalRecycle grant application procedures require, among other things, an applicant's governing body to declare by resolution certain authorizations related to the administration of CalRecycle grants.

NOW, THEREFORE, BE IT RESOLVED that the Contra Costa County Board of Supervisors authorizes the submittal of applications to CalRecycle for all grants for which Contra Costa County is eligible; and

BE IT FURTHER RESOLVED that the Department of Conservation and Development Director, or their designee, is hereby authorized and empowered to execute in the name of Contra Costa County all grant documents, including but not limited to, applications, agreements, amendments and requests for payment, necessary to secure grant funds and implement the approved grant project; and

BE IT FURTHER RESOLVED that these authorizations are effective for five years from the date of adoption.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 01/12/2016 by the following vote:

AYE: John Gioia, District I; Candace Andersen, District II; Mary N. Piepho, District III;
NO: Karen Mitchoff, District IV; Federal D. Glover, District V

ABSENT:

ABSTAIN:

RECUSE:



Resolution No. 2016/20

IN THE MATTER OF Authorizing Submittal of Applications to CalRecycle for Payment Programs and Related Authorizations

WHEREAS, pursuant to Public Resources Code section 48000 et seq. the Department of Resources Recycling and Recovery (CalRecycle) has established various payment programs to make payments to qualifying jurisdictions; and

WHEREAS, in furtherance of this authority CalRecycle is required to establish procedures governing the administration of the payment programs; and

WHEREAS, CalRecycle's procedures for administering payment programs require, among other things, an applicant's governing body to declare by resolution certain authorizations related to the administration of the payment program.

NOW, THEREFORE, BE IT RESOLVED that Contra Costa County is authorized to submit an application to CalRecycle for any and all payment programs offered; and

BE IT FURTHER RESOLVED that the Conservation and Development Director, or his designee, is hereby authorized as Signature Authority to execute all documents necessary to implement and secure payment; and

BE IT FURTHER RESOLVED that this authorization is effective until rescinded by the Signature Authority or this Governing Body.

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 12, 2016

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

Contact: Deidra Dingman, (925) 674-7825

By: Chris Heck, Deputy

cc:



Application Certification

Application Information

Applicant: Contra Costa County
 Cycle Name: SB 1383 Local Assistance Grant Program
 Cycle Code: OWR4
 Grant ID: 27992
 Grant Funds Requested: \$303,968.00
 Matching Funds: \$0.00 (if applicable)

Application Due Date: 11/15/2023
 Secondary Due Date: 12/20/2023

Contacts

Name	Title	Prime	Second	Auth	Cnslt	Prtcpt. Auth
Justin Sullivan	Conservation Planner		X			
David Brockbank	Conservation Programs Manager	X		X		
Deidra Dingman	Deputy Director		X			
John Kopchik	Director			X		

Budget

Category Name	Amount
Capacity Planning/Program Evaluation/Gap Analysis	\$0.00
Edible Food Recovery	\$0.00
Edible Food Recovery - Personnel	\$0.00
Education	\$15,000.00
Equipment	\$0.00
Indirect Costs	\$0.00
Personnel	\$238,968.00
Procurement	\$50,000.00
Record Keeping	\$0.00
Upgrade/Expansion	\$0.00

Documents

Document Title	Received Date
Required	
Application Certification	
Budget	11/14/2023
Narrative Proposal	11/14/2023
Required By Secondary Due Date	
Resolution/Letter of Commitment	11/14/2023

<https://secure.calrecycle.ca.gov/Grants/Grant/Grant.aspx?GrantID=27992>

Date Generated: November 14, 2023 1:31 PM

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Application Certification

Other Supporting Document(s)

Joint Powers Agreement

Letter of Authorization/Resolution

Letter of Designation

Letter of Designation

11/14/2023

Resolution

Check the following, as applicable. See Application Guidelines and Instructions for more information and examples.

- Applicant acknowledges that a Resolution is uploaded in the application. The Resolution must be approved by its governing body, which authorizes submittal of the application and designates a signature authority. If applicable, applicant has uploaded a Letter of Designation (LOD) designating an additional signature authority(ies).

Program Questions

SB 1383 Local Assistance Grant Program: If you are a Special District, do you provide solid waste collection services?

- Not Applicable

California Labor Code section 1782 prohibits a charter city from receiving state funding or financial assistance for construction projects if that charter city does not comply with Labor Code sections 1770-1782. If any applicants or participating jurisdictions are charter cities or joint powers authorities that include charter cities, the lead applicant must certify that Labor Code section 1782 does not prohibit any included charter city from receiving state funds for the project described in this application. If it is determined after award that a participating jurisdiction is a charter city prohibited from receiving state funds for this grant project, the grant will be terminated and any disbursed grant funds shall be returned to CalRecycle. If any applicant or participating jurisdiction is a charter city or a joint powers authority that contains one or more charter cities, does Labor Code section 1782 prohibit those charter cities from receiving state funding for the project described in this grant application? Check the following, as applicable.

- Applicant certifies that no charter cities included in this application are prohibited from receiving state funding for the project described in this grant application OR this application does not include any charter cities.

SB 1383 Local Assistance Grant Program: Does your jurisdiction have an enforceable ordinance(s), or similarly enforceable mechanism pursuant to section 18981.2 of Title 14 of the California Code of Regulations?

(x Yes) (No)

Conditions and Certification

Condition of Application Submittal: Acceptance of Grant Agreement Provisions

In the event the Applicant is awarded a grant, the submittal of this Application constitutes acceptance of all provisions contained in the Grant Agreement, which may consist of the following:

- Executed Grant Agreement Cover Sheet and any approved amendments
- Exhibit A - Terms and Conditions
- Exhibit B - Procedures and Requirements
- Exhibit C - Application with revisions, if any, and any amendments

Environmental Justice:

In the event Applicant is awarded a grant, submittal of this Application constitutes acceptance of the following; that in the performance of the Grant Agreement, Applicant/Grantee shall conduct their programs, policies, and activities that substantially affect human health or the environment in a manner that ensures the fair treatment of people of all races, cultures, and income levels, including minority populations and low-income populations of the State. (see Govt. Code §65040.12(e) and Pub. Resources Code §71110(a))

Application Certification

Certification:

I declare under penalty of perjury under the laws of the State of California, that funds have been allocated for the project(s)/activities identified in the grant application and that sufficient funds are available to complete the project(s)/activities identified in the grant application, that I have read the Application Guidelines and Instructions and that all information submitted for CalRecycle's consideration for award of grant funds is true and correct to the best of my knowledge, and that on behalf of the Applicant I accept the above conditions of submittal.

X 

11/14/2023

Signature of Signature Authority (as authorized in Resolution or Letter of Commitment) or Authorized Designee (as authorized in Letter of Designation, submitted with this Application)

Date

DAVID BROCKBANK

CONSERVATION PROGRAMS MANAGER

Print Name

Print Title

IMPORTANT! Applicant must print out this document, have the Signature Authority sign it, upload signed document to the application system, and retain the original hard copy document in your cycle file.

Exhibit A

Terms and Conditions

SB 1383 Local Assistance Grant Program

Fiscal Year 2022–23

The following terms used in this Grant Agreement (Agreement) have the meanings given to them below, unless the context clearly indicates otherwise:

- "CalRecycle" means the Department of Resources Recycling and Recovery.
- "Director" means the Director of CalRecycle or his or her designee.
- "Grant Agreement" and "Agreement" means all documents comprising the agreement between CalRecycle and the grantee for this grant.
- "Grant Manager" means CalRecycle staff person responsible for monitoring the grant.
- "Grantee" means the recipient of funds pursuant to this Agreement.
- "Program" means the SB 1383 Local Assistance Grant Program.
- "State" means the State of California, including, but not limited to, CalRecycle and/or its designated officer.

Air or Water Pollution Violation

The grantee shall not be:

- (a) In violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district.
- (b) Out of compliance with any final cease and desist order issued pursuant to Water Code Section 13301 for violation of waste discharge requirements or discharge prohibitions.
- (c) Finally determined to be in violation of provisions of federal law relating to air or water pollution.

Amendment

No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties, and approved as required. No oral understanding or agreement not incorporated into this Agreement is binding on any of the parties. This Agreement may be amended, modified or augmented by mutual consent of the parties, subject to the requirements and restrictions of this paragraph.

Americans with Disabilities Act

The grantee assures the state that it complies with the Americans with Disabilities Act of 1990 (ADA) (42 U.S.C. § 12101 et seq.), which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA.

Assignment, Successors, and Assigns

- (a) This Agreement may not be assigned by the grantee, either in whole or in part, without CalRecycle's prior written consent.
- (b) The provisions of this Agreement shall be binding upon and inure to the benefit of CalRecycle, the grantee, and their respective successors and assigns.

Audit/Records Access

The grantee agrees that CalRecycle, the Department of Finance, the Bureau of State Audits, or their designated representative(s) shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. The grantee agrees to maintain such records for possible audit for a minimum of three (3) years after final payment date or grant term end date, whichever is later, unless a longer period of records retention is stipulated, or until completion of any action and resolution of all issues which may arise as a result of any litigation, dispute, or audit, whichever is later. The grantee agrees to allow the designated representative(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, the grantee agrees to include a similar right of the State to audit records and interview staff in any contract or subcontract related to performance of this Agreement.

[It may be helpful to share the Terms and Conditions (Exhibit A) and Procedures and Requirements (Exhibit B) with your finance department, contractors and subcontractors. Examples of audit documentation include, but are not limited to: expenditure ledger, payroll register entries and time sheets, personnel expenditure summary form, travel expense log, paid warrants, contracts, change orders, invoices, and/or cancelled checks.]

Authorized Representative

The grantee shall continuously maintain a representative vested with signature authority authorized to work with CalRecycle on all grant-related issues. The grantee shall, at all times, keep the Grant Manager informed as to the identity and contact information of the authorized representative.

Availability of Funds

CalRecycle's obligations under this Agreement are contingent upon and subject to the availability of funds appropriated for this grant.

Bankruptcy/Declaration of Fiscal Emergency Notification

If the grantee files for protection under Chapter 9 of the U.S. Bankruptcy Code (11 U.S.C. §901 et seq.) or declares a fiscal emergency at any time during the Grant Term, the grantee shall notify CalRecycle within 15 days of such filing or declaration, pursuant to the procedures set forth in the section entitled "Communications" herein.

Charter Cities

If the grantee is a charter city, a joint powers authority that includes one or more charter cities, or the regional lead for a regional program containing one or more charter cities, the grantee shall not receive any grant funding if such funding is prohibited by Labor Code section 1782. If it is determined that Labor Code section 1782 prohibits funding for the grant project, this Agreement will be terminated and any disbursed grant funds shall be returned to CalRecycle.

Child Support Compliance Act

For any agreement in excess of \$100,000, the grantee acknowledges that:

- (a) The grantee recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Family Code Section 5200 et seq.
- (b) The grantee, to the best of its knowledge, is fully complying with the earnings assignment orders of all employees, and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.

Communications

All communications from the grantee to CalRecycle shall be directed to the Grant Manager. All notices, including reports and payment requests, required by this Agreement shall be given in writing by email, letter, or fax to the Grant Manager as identified in the Procedures and Requirements (Exhibit B). If an original document is required, prepaid mail or personal delivery to the Grant Manager is required following the email or fax.

Compliance

The grantee shall comply fully with all applicable federal, state, and local laws, ordinances, regulations, and permits. The grantee shall provide evidence, upon request, that all local, state, and/or federal permits, licenses, registrations, and approvals have been secured for the purposes for which grant funds are to be expended. The grantee shall maintain compliance with such requirements throughout the Grant Term. The grantee shall ensure that the requirements of the California Environmental Quality Act are met for any approvals or other requirements necessary to carry out the terms of this Agreement. The grantee shall ensure that all of grantee's contractors and subcontractors have all local, state, and/or federal permits, licenses, registrations, certifications, and approvals required to perform the work for which they are hired. Any deviation from the requirements of this section shall result in non-payment of grant funds.

Conflict of Interest

The grantee needs to be aware of the following provisions regarding current or former state employees. If the grantee has any questions on the status of any person

rendering services or involved with this Agreement, CalRecycle must be contacted immediately for clarification.

Current State Employees (Pub. Contract Code, § 10410):

- (a) No officer or employee shall engage in any employment, activity, or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity, or enterprise is required as a condition of regular state employment.
- (b) No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code, § 10411):

- (a) For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.
- (b) For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the twelve month period prior to his or her leaving state service.

If the grantee violates any provisions of above paragraphs, such action by the grantee shall render this Agreement void. (Pub. Contract Code, § 10420).

Contractors/Subcontractors

The grantee will be entitled to make use of its own staff and such contractors and subcontractors as are mutually acceptable to the grantee and CalRecycle. Any change in contractors or subcontractors must be mutually acceptable to the parties. Immediately upon termination of any such contract or subcontract, the grantee shall notify the Grant Manager.

Nothing contained in this Agreement or otherwise, shall create any contractual relation between CalRecycle and any contractors or subcontractors of grantee, and no agreement with contractors or subcontractors shall relieve the grantee of its responsibilities and obligations hereunder. The grantee agrees to be as fully responsible to CalRecycle for the acts and omissions of its contractors and subcontractors and of persons either directly or indirectly employed by any of them as it is for the acts and omissions of persons directly employed by the grantee. The grantee's obligation to pay its contractors and subcontractors is an independent obligation from CalRecycle's obligation to make payments to the grantee. As a result, CalRecycle shall have no obligation to pay or to enforce the payment of any moneys to any contractor or subcontractor.

Copyrights

Grantee retains title to any copyrights or copyrightable material produced pursuant to this Agreement. grantee hereby grants to CalRecycle a royalty-free, nonexclusive,

transferable, world-wide license to reproduce, translate, and distribute copies of any and all copyrightable materials produced pursuant this Agreement, for nonprofit, non-commercial purposes, and to have or permit others to do so on CalRecycle's behalf. Grantee is responsible for obtaining any necessary licenses, permissions, releases or authorizations to use text, images, or other materials owned, copyrighted, or trademarked by third parties and for extending such licenses, permissions, releases, or authorizations to CalRecycle pursuant to this section.

Corporation Qualified to do Business in California

When work under this Agreement is to be performed in California by a corporation, the corporation shall be in good standing and currently qualified to do business in the State. "Doing business" is defined in Revenue and Taxation Code Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit.

Discharge of Grant Obligations

The grantee's obligations under this Agreement shall be deemed discharged only upon acceptance of the final report by CalRecycle. If the grantee is a non-profit entity, the grantee's Board of Directors shall accept and certify as accurate the final report prior to its submission to CalRecycle.

Disclaimer of Warranty

CalRecycle makes no warranties, express or implied, including without limitation, the implied warranties of merchantability and fitness for a particular purpose, regarding the materials, equipment, services or products purchased, used, obtained and/or produced with funds awarded under this Agreement, whether such materials, equipment, services or products are purchased, used, obtained and/or produced alone or in combination with other materials, equipment, services or products. No CalRecycle employees or agents have any right or authority to make any other representation, warranty or promise with respect to any materials, equipment, services or products, purchased, used, obtained, or produced with grant funds. In no event shall CalRecycle be liable for special, incidental or consequential damages arising from the use, sale or distribution of any materials, equipment, services or products purchased or produced with grant funds awarded under this Agreement.

Discretionary Termination

The Director shall have the right to terminate this Agreement at his or her sole discretion at any time upon 30 days written notice to the grantee. Within 45 days of receipt of written notice, grantee is required to:

- (a) Submit a final written report describing all work performed by the grantee.
- (b) Submit an accounting of all grant funds expended up to and including the date of termination.
- (c) Reimburse CalRecycle for any unspent funds.

Disputes

In the event of a dispute regarding performance under this Agreement or interpretation of requirements contained therein, the grantee may, in addition to any other remedies

that may be available, provide written notice of the particulars of such dispute to the Branch Chief of Financial Resources Management Branch, Department of Resources Recycling and Recovery, PO Box 4025, Sacramento, CA 95812-4025. Such written notice must contain the grant number.

Unless otherwise instructed by the Grant Manager, the grantee shall continue with its responsibilities under this Agreement during any dispute.

Drug-Free Workplace Certification

The person signing this Agreement on behalf of the grantee certifies under penalty of perjury under the laws of California, that the grantee will comply with the requirements of the Drug-Free Workplace Act of 1990 (Gov. Code, § 8350 et seq.) and will provide a drug-free workplace by taking the following actions:

- (a) Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions that will be taken against employees for violations.
- (b) Establish a drug-free awareness program to inform employees about all of the following:
 - (1) The dangers of drug abuse in the workplace.
 - (2) The grantee's policy of maintaining a drug-free workplace.
 - (3) Any available counseling, rehabilitation, and employee assistance programs.
 - (4) Penalties that may be imposed upon employees for drug abuse violations.
- (c) Require that each employee who works on the grant:
 - (1) Receive a copy of the drug-free policy statement of the grantee.
 - (2) Agrees to abide by the terms of such statement as a condition of employment on the grant.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and grantee may be ineligible for award of any future State agreements if CalRecycle determines that the grantee has made a false certification, or violated the certification by failing to carry out the requirements as noted above.

Effectiveness of Agreement

This Agreement is of no force or effect until signed by both parties.

Entire Agreement

This Agreement supersedes all prior agreements, oral or written, made with respect to the subject hereof and, together with all attachments hereto, contains the entire agreement of the parties.

Environmental Justice

In the performance of this Agreement, the grantee shall conduct its programs, policies, and activities that substantially affect human health or the environment in a manner that ensures the fair treatment of people of all races, cultures, and income levels, including minority populations and low-income populations of the state.

Failure to Perform as Required by this Agreement

CalRecycle will benefit from the grantee's full compliance with the terms of this Agreement only by the grantee's:

- (a) Investigation and/or application of technologies, processes, and devices which support reduction, reuse, and/or recycling of wastes.
- (b) Cleanup of the environment.
- (c) Enforcement of solid waste statutes and regulations, as applicable.

Therefore, the grantee shall be in compliance with this Agreement only if the work it performs results in:

- (a) Application of information, a process, usable data or a product which can be used to aid in reduction, reuse, and/or recycling of waste.
- (b) The cleanup of the environment.
- (c) The enforcement of solid waste statutes and regulations, as applicable.

If the Grant Manager determines that the grantee has not complied with the Grant Agreement, the grantee may forfeit the right to reimbursement of any grant funds not already paid by CalRecycle, including, but not limited to, the 10 percent withhold.

In addition to forfeiture of grant funds, failure to perform as required by this Agreement may impact Grantee's eligibility for future grants offered by CalRecycle.

Force Majeure

Neither CalRecycle nor the grantee, its contractors, vendors, or subcontractors, if any, shall be responsible hereunder for any delay, default, or nonperformance of this Agreement, to the extent that such delay, default, or nonperformance is caused by an act of God, weather, accident, labor strike, fire, explosion, riot, war, rebellion, sabotage, flood, or other contingencies unforeseen by CalRecycle or the grantee, its contractors, vendors, or subcontractors, and beyond the reasonable control of such party.

Forfeit of Grant Funds/Repayment of Funds Improperly Expended

If grant funds are not expended, or have not been expended, in accordance with this Agreement, or if real or personal property acquired with grant funds is not being used, or has not been used, for grant purposes in accordance with this Agreement, the Director, at his or her sole discretion, may take appropriate action under this Agreement, at law or in equity, including requiring the grantee to forfeit the unexpended portion of the grant funds, including, but not limited to, the 10 percent withhold, and/or to repay to CalRecycle any funds improperly expended.

Generally Accepted Accounting Principles

The grantee is required to use Generally Accepted Accounting Principles in documenting all grant expenditures.

Grant Manager

The Grant Manager's responsibilities include monitoring grant progress, and reviewing and approving Grant Payment Requests and other documents delivered to CalRecycle pursuant to this Agreement. The Grant Manager may monitor grantee performance to

ensure that the grantee expends grant funds appropriately and in a manner consistent with the terms and conditions contained herein. The Grant Manager does not have the authority to approve any deviation from or revision to the Terms and Conditions (Exhibit A) or the Procedures and Requirements (Exhibit B), unless such authority is expressly stated in the Procedures and Requirements (Exhibit B).

Grantee Accountability

The grantee is ultimately responsible and accountable for the manner in which the grant funds are utilized and accounted for and the way the grant is administered, even if the grantee has contracted with another organization, public or private, to administer or operate its grant program. In the event an audit should determine that grant funds are owed to CalRecycle, the grantee is responsible for repayment of the funds to CalRecycle.

Grantee's Indemnification and Defense of the State

The grantee agrees to indemnify, defend and save harmless the state and CalRecycle, and their officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by the grantee as a result of the performance of this Agreement.

Grantee's Name Change

A written amendment is required to change the grantee's name as listed on this Agreement. Upon receipt of legal documentation of the name change, CalRecycle will process the amendment. Payment of Payment Requests presented with a new name cannot be paid prior to approval of the amendment.

In Case of Emergency

In the event of an emergency, or where there is an imminent threat to public health and safety or the environment, the grantee may choose, at its own risk, to incur grant-eligible expenses not previously included in the approved Budget, subject to subsequent approval by the Grant Manager of both the Budget change and the need to implement the Budget change on an emergency basis. The grantee shall notify the Grant Manager of the emergency and the Budget change at the earliest possible opportunity. CalRecycle reserves the right to accept or reject the grantee's determination that the circumstances constituted an emergency or a threat to public health and safety or the environment. If the Grant Manager determines that the circumstances did not constitute an emergency or a threat to public health or safety, the Budget change will be disallowed.

Limited Waiver of Sovereign Immunity and Consent to Jurisdiction

The Grantee expressly and irrevocably waives sovereign immunity (and any defenses based thereon) in favor of CalRecycle, but not as to any other person or entity, as to any dispute which specifically arises under this Agreement and not as to any other action, matters or disputes.

The Grantee does not waive its sovereign immunity with respect to (i) actions by third parties, except for parties acting on behalf of, under authorization from the Grantee or CalRecycle, or (ii) disputes between the Grantee and CalRecycle which do not specifically arise under this Agreement. The Grantee further agrees that exhaustion of tribal administrative remedies, including before any tribal court, shall not be required prior to proceeding to filing a complaint in the appropriate court of law; and

The Grantee and CalRecycle agree that any monetary damages awarded or arising under this Agreement shall be exclusively limited to actual direct damages incurred based on obligations contained in this Agreement that have been demonstrated with substantial certainty and which do not, in any event, exceed the total amount of the award under this Agreement. The Grantee and CalRecycle agree not to assert any claim for damages, injunctive, or other relief which is not consistent with the provisions of this Agreement; and

The Grantee and CalRecycle may seek, and the Grantee may seek after it has exhausted any available remedy through the Government Claims Program and the Program so approves, judicial review for breach of contract in the State Superior Court for Sacramento County, including any appellate proceedings. The Grantee and CalRecycle expressly consent to the jurisdiction of such Court, provided that:

- (a) No person or entity other than the Grantee and CalRecycle is a party to the action, unless failure to join a third party would deprive the court of jurisdiction; provided, however, that nothing herein shall be construed to constitute a waiver of the sovereign immunity of the Grantee or CalRecycle in respect to any such third party.
- (b) The judgment so entered has the same force and effect as, and is subject to all the provisions of law relating to, a judgment in a civil action, and may be enforced like any other judgment of the court in which it is entered.

Nothing in this Agreement shall be construed to constitute a waiver of the sovereign immunity of the Grantee with respect to intervention by any additional party not deemed an indispensable party to the proceeding. Unless otherwise agreed by the Grantee and CalRecycle, any dispute resolution meetings or communications, or mediation, shall be in the context of a settlement discussion to potential litigation and remain confidential to the extent not prohibited by applicable law.

No Agency Relationship Created/Independent Capacity

The grantee and the agents and employees of grantee, in the performance of this Agreement, shall act in an independent capacity and not as officers or employees or agents of CalRecycle.

No Waiver of Rights

CalRecycle shall not be deemed to have waived any rights under this Agreement unless such waiver is given in writing and signed by CalRecycle. No delay or omission on the part of CalRecycle in exercising any rights shall operate as a waiver of such right or any other right. A waiver by CalRecycle of a provision of this Agreement shall not prejudice or constitute a waiver of CalRecycle's right otherwise to demand strict compliance with that provision or any other provision of this Agreement. No prior waiver by CalRecycle, nor any course of dealing between CalRecycle and grantee, shall constitute a waiver of any of CalRecycle's rights or of any of grantee's obligations as to any future transactions. Whenever the consent of CalRecycle is required under this Agreement, the granting of such consent by CalRecycle in any instance shall not constitute continuing consent to subsequent instances where such consent is required and in all cases such consent may be granted or withheld in the sole discretion of CalRecycle.

Non-Discrimination Clause

- (a) During the performance of this Agreement, grantee and its contractors shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment on the bases enumerated in Government Code Section 12900 et seq.
- (b) The person signing this Agreement on behalf of the grantee certifies under penalty of perjury under the laws of California that the grantee has, unless exempted, complied with the nondiscrimination program requirements (Gov. Code, § 12990, subd. (a-f) and California Code of Regulations, Title 2, Section 8103). (Not applicable to public entities.)

Order of Precedence

The performance of this grant shall be conducted in accordance with the Terms and Conditions (Exhibit A), Procedures and Requirements (Exhibit B), Project Summary/Statement of Use, Work Plan, and Budget of this Agreement, or other combination of Exhibits specified on the Grant Agreement Coversheet attached hereto (collectively referred to as "Terms"). Grantee's CalRecycle-approved Application (Grantee's Application) is hereby incorporated herein by this reference. In the event of conflict or inconsistency between the articles, exhibits, attachments, specifications or provisions that constitute this Agreement, the following order of precedence shall apply:

- (a) Grant Agreement Coversheet and any Amendments thereto
- (b) Terms and Conditions
- (c) Procedures and Requirements
- (d) Project Summary/Statement of Use
- (e) Budget
- (f) Work Plan
- (g) Grantee's Application
- (h) All other attachments hereto, including any that are incorporated by reference.

Ownership of Drawings, Plans and Specifications

The grantee shall, at the request of CalRecycle or as specifically directed in the Procedures and Requirements (Exhibit B), provide CalRecycle with copies of any data, drawings, design plans, specifications, photographs, negatives, audio and video productions, films, recordings, reports, findings, recommendations, and memoranda of every description or any part thereof, prepared under this Agreement. Grantee hereby grants to CalRecycle a royalty-free, nonexclusive, transferable, world-wide license to reproduce, translate, and distribute copies of any and all such materials produced pursuant to this Agreement, for nonprofit, non-commercial purposes, and to have or permit others to do so on CalRecycle's behalf.

Payment

- (a) The approved Budget, if applicable, is attached hereto and incorporated herein by this reference and states the maximum amount of allowable costs for each of the tasks identified in the Work Plan, if applicable, which is attached hereto and incorporated herein by this reference. CalRecycle shall reimburse the grantee for only the work and tasks specified in the Work Plan or the Grantee's Application at only those costs specified in the Budget and incurred in the term of the Agreement.
- (b) The grantee shall carry out the work described in the Work Plan or in the Grantee's Application in accordance with the approved Budget, and shall obtain the Grant Manager's written approval of any changes or modifications to the Work Plan, approved project as described in the Grantee's Application or the approved Budget prior to performing the changed work or incurring the changed cost. If the grantee fails to obtain such prior written approval, the Director, at his or her sole discretion, may refuse to provide funds to pay for such work or costs.
- (c) The grantee shall request reimbursement in accordance with the procedures described in the Procedures and Requirements (Exhibit B).
- (d) Ten percent will be withheld from each Payment Request and paid at the end of the grant term, when all reports and conditions stipulated in this Agreement have been satisfactorily completed. Failure by the grantee to satisfactorily complete all reports and conditions stipulated in this Agreement may result in forfeiture of any such funds withheld pursuant to CalRecycle's 10 percent) retention policy.
- (e) Lodgings, Meals and Incidentals: Grantee's Per Diem eligible costs are limited to the amounts authorized in the California State Administrative Manual (contact the Grant Manager for more information).
- (f) Payment will be made only to the grantee.
- (g) Reimbursable expenses shall not be incurred unless and until the grantee receives a Notice to Proceed as described in the Procedures and Requirements (Exhibit B).

Personnel Costs

If there are eligible costs pursuant to Exhibit B, Procedures and Requirements, any personnel expenditures to be reimbursed with grant funds must be computed based on actual time spent on grant-related activities and on the actual salary or equivalent hourly wage the employee is paid for his or her regular job duties, including a proportionate

share of any benefits to which the employee is entitled, unless otherwise specified in the Procedures and Requirements (Exhibit B).

Real and Personal Property Acquired with Grant Funds

- (a) All real and personal property, including equipment and supplies, acquired with grant funds shall be used by the grantee only for the purposes for which CalRecycle approved their acquisition for so long as such property is needed for such purposes, regardless of whether the grantee continues to receive grant funds from CalRecycle for such purposes. In no event shall the length of time during which such property, including equipment and supplies, acquired with grant funds, is used for the purpose for which CalRecycle approved its acquisition be less than five (5) years after the end of the grant term, during which time the property, including equipment and supplies, must remain in the State of California.
- (b) Subject to the obligations and conditions set forth in this section, title to all real and personal property acquired with grant funds, including all equipment and supplies, shall vest upon acquisition in the grantee. The grantee may be required to execute all documents required to provide CalRecycle with a security interest in any real or personal property, including equipment and supplies, and it shall be a condition of receiving this grant that CalRecycle shall be in first priority position with respect to the security interest on any such property acquired with the grant funds, unless pre-approved in writing by the Grant Manager that CalRecycle will accept a lower priority position with respect to the security interest on the property. Grantee shall inform any lender(s) from whom it is acquiring additional funding to complete the property purchase of this grant condition.
- (c) The grantee may not transfer Title to any real or personal property, including equipment and supplies, acquired with grant funds to any other entity without the express authorization of CalRecycle. Grantee's violation of this provision shall result in Grantee's reimbursement to CalRecycle of the amount of grant funds used to purchase said equipment and supplies.
- (d) CalRecycle will not reimburse the grantee for the acquisition of equipment that was previously purchased with CalRecycle grant funds, unless the acquisition of such equipment with grant funds is pre-approved in writing by the Grant Manager. In the event of a question concerning the eligibility of equipment for grant funding, the burden will be on the grantee to establish the pedigree of the equipment.

Reasonable Costs

A cost is reasonable if, in its nature or amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the cost. Consideration will be given to:

- (a) Whether the cost is of a type generally recognized as ordinary and necessary for the performance of the grant.
- (b) The restraints or requirements imposed by such factors as generally accepted sound business practices, arms-length bargaining, federal and state laws and regulations, and the terms and conditions of this Agreement.
- (c) Whether the individuals concerned acted with prudence in the circumstances, considering their responsibilities to the organization, its members, employees, clients, and the public at large.

- (d) Significant deviations from the established practices of the organization which may unjustifiably increase the grant costs.

Recycled-Content Paper

All documents submitted by the grantee must be printed double-sided on recycled-content paper containing 100 percent post-consumer fiber. Specific pages containing full color photographs or other ink-intensive graphics may be printed on photographic paper.

Reduction of Waste

In the performance of this Agreement, grantee shall take all reasonable steps to ensure that materials purchased or utilized in the course of the project are not wasted. Steps should include, but not be limited to: the use of used, reusable, or recyclable products; discretion in the amount of materials used; alternatives to disposal of materials consumed; and the practice of other waste reduction measures where feasible and appropriate.

Reduction of Waste Tires

Unless otherwise provided for in this Agreement, in the performance of this Agreement, for all purchases made with grant funds, including, but not limited to equipment and tire-derived feedstock, the grantee shall purchase and/or process only California waste tires and California waste tire-derived products. As a condition of final payment under this Agreement, the grantee must provide documentation substantiating the source of the tire materials used during the performance of this Agreement to the Grant Manager.

Reimbursement Limitations

Under no circumstances shall the grantee seek reimbursement pursuant to this Agreement for a cost or activity that has been or will be paid for through another funding source. The grantee shall not seek reimbursement for any costs used to meet cost sharing or matching requirements of any other CalRecycle funded program.

All costs charged against the Agreement shall be net of all applicable credits. The term “applicable credits” refers to those receipts or reductions of expenditures that operate to offset or reduce expense items that are reimbursable under this Agreement. Applicable credits may include, but are not necessarily limited to, rebates or allowances, discounts, credits toward subsequent purchases, and refunds. Grantee shall, where possible, deduct the amount of the credit from the amount billed as reimbursement for the cost, or shall deduct the amount of the credit from the total billed under a future invoice.

Reliable Contractor Declaration

Prior to authorizing any contractor or subcontractor to commence work under this Grant, the grantee shall submit to CalRecycle a Reliable Contractor Declaration (CalRecycle 168) from the contractor or subcontractor, signed under penalty of perjury, disclosing whether of any of the events listed in Section 17050 of Title 14, [California Code of Regulations, Natural Resources](https://www.calrecycle.ca.gov/laws/regulations/title14) (https://www.calrecycle.ca.gov/laws/regulations/title14), Division 7, has occurred with respect to the contractor or subcontractor within the

preceding three (3) years. If a contractor is placed on CalRecycle's Unreliable List after award of this Grant, the grantee may be required to terminate that contract.

Remedies

Unless otherwise expressly provided herein, the rights and remedies hereunder are in addition to, and not in limitation of, other rights and remedies under this Agreement, at law or in equity, and exercise of one right or remedy shall not be deemed a waiver of any other right or remedy.

Self-Dealing and Arm's Length Transactions

All expenditures for which reimbursement pursuant to this Agreement is sought shall be the result of arm's-length transactions and not the result of, or motivated by, self-dealing on the part of the grantee or any employee or agent of the grantee. For purposes of this provision, "arm's-length transactions" are those in which both parties are on equal footing and fair market forces are at play, such as when multiple vendors are invited to compete for an entity's business and the entity chooses the lowest of the resulting bids. "Self-dealing" is involved where an individual or entity is obligated to act as a trustee or fiduciary, as when handling public funds, and chooses to act in a manner that will benefit the individual or entity, directly or indirectly, to the detriment of, and in conflict with, the public purpose for which all grant monies are to be expended.

Severability

If any provisions of this Agreement are found to be unlawful or unenforceable, such provisions will be voided and severed from this Agreement without affecting any other provision of this Agreement. To the full extent, however, that the provisions of such applicable law may be waived, they are hereby waived to the end that this Agreement be deemed to be a valid and binding agreement enforceable in accordance with its terms.

Site Access

The grantee shall allow the state to access sites at which grant funds are expended and related work being performed at any time during the performance of the work and for ninety (90) days after completion of the work, or until all issues related to the grant project have been resolved.

Stop Work Notice

Immediately upon receipt of a written notice from the Grant Manager to stop work, the grantee shall cease all work under this Agreement.

Termination for Cause

CalRecycle may terminate this Agreement and be relieved of any payments should the grantee fail to perform the requirements of this Agreement at the time and in the manner herein provided. In the event of such termination, CalRecycle may proceed with the work in any manner deemed proper by CalRecycle. All costs to CalRecycle shall be deducted from any sum due the grantee under this Agreement. Termination pursuant to

this section may result in forfeiture by the grantee of any funds retained pursuant to CalRecycle's 10 percent retention policy.

Time is of the Essence

Time is of the essence to this Agreement.

Tolling of Statute of Limitations

The statute of limitations for bringing any action, administrative or civil, to enforce the terms of this Agreement or to recover any amounts determined to be owing to CalRecycle as the result of any audit of the grant covered by this Agreement shall be tolled during the period of any audit resolution, including any appeals by the grantee to the Director.

Union Organizing

By signing this Agreement, the grantee hereby acknowledges the applicability of Government Code Sections 16645, 16645.2, 16645.8, 16646, 16647, and 16648 to this Agreement and hereby certifies that:

- (a) No grant funds disbursed by this grant will be used to assist, promote, or deter union organizing by employees performing work under this Agreement.
- (B) If the grantee makes expenditures to assist, promote, or deter union organizing, the grantee will maintain records sufficient to show that no state funds were used for those expenditures, and that grantee shall provide those records to the Attorney General upon request.

Venue/Choice of Law

- (a) All proceedings concerning the validity and operation of this Agreement and the performance of the obligations imposed upon the parties hereunder shall be held in Sacramento County, California. The parties hereby waive any right to any other venue. The place where the Agreement is entered into and place where the obligation is incurred is Sacramento County, California.
- (b) The laws of the State of California shall govern all proceedings concerning the validity and operation of this Agreement and the performance of the obligations imposed upon the parties hereunder.

Waiver of Claims and Recourse against the State

The grantee agrees to waive all claims and recourse against the state, its officials, officers, agents, employees, and servants, including, but not limited to, the right to contribution for loss or damage to persons or property arising out of, resulting from, or in any way connected with or incident to this Agreement. This waiver extends to any loss incurred attributable to any activity undertaken or omitted pursuant to this Agreement or any product, structure, or condition created pursuant to, or as a result of, this Agreement.

Work Products

Grantee shall provide CalRecycle with copies of all final products identified in the Work Plan. Grantee shall also provide CalRecycle with copies of all public education and advertising material produced pursuant to this Agreement.

Workers' Compensation/Labor Code

The grantee is aware of Labor Code Section 3700, which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the Labor Code, and the grantee agrees to comply with such provisions before commencing the performance of the work of this Agreement.



September 2023

Department of Resources Recycling and Recovery

Exhibit B

Procedures and Requirements SB 1383

Local Assistance Grant Program

Fiscal Year 2022–23

Copies of these Procedures and Requirements must be shared with both the Finance Department and the staff responsible for implementing the grant activities.

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Introduction

The Department of Resources Recycling and Recovery (CalRecycle) administers the SB 1383 Local Assistance Grant Program. These Procedures and Requirements describe project and reporting requirements, report due dates, report contents, grant payment conditions, eligible and ineligible project costs, project completion and closeout procedures, and records and audit requirements.

In a Regional Grant, the term “grantee” used throughout this document refers to the Lead Participant (Lead). The Lead is designated to act on behalf of all Non-Lead Participant(s). The Lead manages the grant, is responsible for the performance of the grant and all required documentation and administers the grant funds to its Non-Lead Participants on its behalf.

This document is attached to, and incorporated by reference, into the Grant Agreement.

Milestones

Notice to Proceed Date: Grant Term Begins on the date that CalRecycle sends the award email.

October 1, 2024: Progress Report 1 Due

April 1, 2025: Progress Report 2 Due

October 1, 2025: Progress Report 3 Due

April 1, 2026: Final Report Due

April 1, 2026: Grant Term End

Grants Management System (GMS)

GMS is CalRecycle’s web-based grant application and Grants Management System. Access to GMS is secure; grantees must log in using a WebPass. WebPass accounts are tied to a specific email address. If an email address changes, or if it becomes inactive, the grantee must create a new WebPass account to continue accessing GMS. Establish or manage a WebPass at [CalRecycle's WebPass page](https://secure.calrecycle.ca.gov/WebPass/) (<https://secure.calrecycle.ca.gov/WebPass/>).

Accessing the Grant

Grantees must [log in to GMS](https://secure.calrecycle.ca.gov/Grants) (<https://secure.calrecycle.ca.gov/Grants>) using their web pass. After logging in, locate the grant in the **My Awarded/Open Grants** table and select the **Grant Management** link. The **Grant Management Module** includes the following sections:

- **Summary tab:** Shows approved budget, paid and remaining amounts. (This section is available to the grantee in read-only mode.)
- **Payment Request tab:** Grantee requests reimbursement.
- **Reports tab:** Grantee uploads required reports.

- **Documents tab:** Grantee uploads all other grant documents that are not supporting documents to a payment request or a report. This section also provides access to documents that were uploaded within other sections of GMS.

Follow the instructions in GMS to work in the system. The following sections describe the reports, transactions, and supporting documents CalRecycle requires.

Contact Updates

Access to the grant is limited to those listed in the **Contacts** tab of the **Application Module** with the “Allow Access” check box marked. A contact may be listed but not granted access by not checking the box. Please note, if a contact is granted access to a grant they will be able to edit contacts, submit payment requests, upload reports, and view all documents. Those with access may update contact information for all contact types except Signature Authority. Email the assigned Grant Manager regarding any changes to Signature Authority information.

Prior to Commencing Work

Prior to commencing work under this grant, the grantee's Grant Manager or primary contact and authorized grant Signature Authority should review the Terms and Conditions (Exhibit A) and the Procedures and Requirements (Exhibit B) to identify key grant administrative requirements. Evaluation of the grantee's compliance with these requirements is a major focus of grant audits.

Reliable Contractor Declaration

Prior to authorizing a contractor or subcontractor to commence work under this grant, the grantee shall submit to the Grant Manager a declaration from the contractor or subcontractor, signed under penalty of perjury, stating that within the preceding three (3) years, none of the events listed in [section 17050 of Title 14](https://www.calrecycle.ca.gov/Laws/Regulations/Title14/) (<https://www.calrecycle.ca.gov/Laws/Regulations/Title14/>), California Code of Regulations, Natural Resources, Division 7, has occurred with respect to the contractor or subcontractor. The grantee must submit this form for each contractor and subcontractor working under the grant.

If a contractor or subcontractor is placed on the [CalRecycle Unreliable Contractor List](https://www.calrecycle.ca.gov/Funding/Unreliability/) (<https://www.calrecycle.ca.gov/Funding/Unreliability/>) after award of this grant, the grantee may be required to terminate the contract. Obtain the Reliable Contractor Declaration form (CalRecycle 168) from [CalRecycle's Grant Forms web page](https://www.calrecycle.ca.gov/Funding/Forms/) (<https://www.calrecycle.ca.gov/Funding/Forms/>).

The grantee must upload a scanned copy of each signed Reliable Contractor Declaration form in GMS. To upload the form:

1. Go to the **Reports** tab.
2. Click on **Reliable Contractor Declaration** under **Report Type**.
3. Click the **Add Document** button.
4. Select Reliable Contractor Declaration in the **Document Type** drop down box, enter a document title, click the **Browse** button to search and upload the document, and then **Save**.
5. Click on the **Submit Report** button.

For further instructions regarding GMS, including login directions, see the "Grants Management System" section (above).

Grant Term

The Grant Term begins on the date CalRecycle sends the award email, which is the formal notification from CalRecycle authorizing the grantee to begin the grant project and ends on April 1, 2026. The grantee must make all grant-eligible program expenditures and incur all grant-eligible costs within this period. Expenditures made or costs incurred prior to the grant term start date or after the end date are not eligible for reimbursement.

The Final Report is due on April 1, 2026.

Eligible Costs

Grantees may incur eligible costs only during the Grant Term, which starts on the date CalRecycle sends the award email and ends on April 1, 2026. (All grant expenditures must be for activities, products, and costs specifically included in the approved Budget. Costs must be incurred after the term start date and before the end of the Grant Term. All services must be provided, and goods received during this period in order to be eligible costs. Invoices for goods and services must be paid by the grantee prior to the inclusion of those goods or services in the progress report.

Eligible costs are limited to the following:

- Personnel
 - Consultants
 - Safety Equipment
 - Vehicles/Trucks/Trailers
 - Vehicles/tractors/trailers, turf tires, forklifts or compost slingers
- Note:** The Grantee needs to own and control all items if they do not have a service agreement with a food recovery facility/hub, however the Grantee may allow a food recovery facility/hub to use the vehicle for grant implementation purposes.
- Mobile pantries
 - Education and Outreach materials
 - Print Media
 - Television, radio, video, and social media
 - Materials offered in other languages
 - Door-to-Door Outreach
 - Signage
 - Conferences and symposiums (requires Grant Manager pre-approval)
 - Recordkeeping or tracking software
 - Software to match donor with food bank
 - Recordkeeping/reporting software
 - Procurement tracking software
 - Apps for food recovery
 - Mobile app development
 - Inspections and Enforcement
 - Training
 - Mileage
 - Educational materials

- Tablet/Electronic Devices (seven inches or more measured diagonally) used for the purposed of organic tracking and Education and Outreach
 - Maximum price of \$500 (excluding sales tax) and limit to one (exceptions may be approved on a case-by-case basis)
 - Accessories used for security, protection, and charging
- Equipment
 - Food dehydrator
 - Personal protection equipment
 - Food distribution – including refrigeration, coolers, and packing materials.

Note: The Grantee needs to own and control all items if they do not have a service agreement with a food recovery facility/hub, however the Grantee may allow a food recovery facility/hub to use the vehicle for grant implementation purposes.
- Bins and lids
 - Includes, but is not limited to, curbside, small household food waste pail, labeling, and liners
- Procurement of recovered/recycled organic products
- Food safety certification
- Cameras to prevent contamination
- Edible Food Recovery projects
 - Grantees are encouraged to use a percentage of grant funds for Edible Food Recovery projects.
- Food Waste Prevention projects
 - Projects that prevent food waste from being generated and becoming waste that is normally destined for landfills. Examples of food waste prevention projects include, but are not limited to:
 - Modernizing production and handling practices to prevent and reduce food preparation waste.
 - Identifying and modifying ordering practices that result in measurable decreases in food waste.
 - Creating and expanding education and outreach programs that result in quantifiable reductions in food waste.

Ineligible Costs

Any costs not directly related to SB 1383 implementation are ineligible for reimbursement. The grantee should contact the Grant Manager if clarification is needed. Ineligible costs include, but are not limited to:

- Costs incurred prior to the Term Start Date
- Development, purchase, or distribution of strictly promotional give-away items [Stuff We All Get, \(SWAG\)](https://calrecycle.ca.gov/funding/acronyms/swag/) (https://calrecycle.ca.gov/funding/acronyms/swag/)
- Purchase or lease of land or buildings
- Equipment or services not directly related to grant implementation
- Food liquefiers
- Food recovery facility rent (without service agreement)
- Disposal costs
- Costs currently covered by or incurred under any other CalRecycle loan, grant, or contract
- Cell phones

- Purchase of data plans and/or mobile service plans/hotspots
- Costs related to website host and web page domain
- Audit expenses
- Sponsorship or licensing fees for events/programs
- Food or beverages (e.g., as part of meetings, workshops, or events)
- Travel costs exceeding the state-approved rates for mileage, per diem, lodging, etc.
 - Refer to the [Memorandum for travel policies](https://www.calhr.ca.gov/employees/Pages/travel-reimbursements.aspx) (https://www.calhr.ca.gov/employees/Pages/travel-reimbursements.aspx).
 - Reimbursement rates are subject to change at any time by the State of California without prior notification.
- Personnel costs not directly related to grant activities
- Fines or penalties due to violation of federal, state, or local laws, ordinances, or regulations
- Any costs for construction projects by charter cities prohibited by Labor Code section 1782.
- Any costs not consistent with local, state, or federal laws, guidelines, and regulations
- Costs deemed unreasonable or not related to the project by the Grant Manager
- The total amount of indirect costs charged to the grant shall not exceed 10 percent of the grant funds reimbursed. These costs are expenditures not capable of being assigned or not readily itemized to a particular project or activity but considered necessary for the operation of the organization and the performance of the program. The costs of operating and maintaining facilities, accounting services, and administrative salaries as well as contractor’s indirect costs in their contracts, are examples of indirect costs. All indirect costs charged to the grant must be associated with grant activities.

Modifications

The grantee must submit any proposed revision(s) to the Budget in writing to the Grant Manager. The grantee may not incur costs or make expenditures based on the revision without first receiving the Grant Manager’s written approval. Proposed revisions must be clearly marked in the Budget document and must be accompanied by a summary of proposed changes or modifications, including justification for the proposed changes. If approved, the Grant Manager will upload the revised Budget to GMS and notify the grantee. The grantee may submit proposed revisions in conjunction with a Progress Report, but they cannot be submitted as part of the Progress Report. The grantee should retain the approval document(s) for audit purposes. See the “Audit Record/Access” section of the Terms and Conditions (Exhibit A).

Acknowledgements

The grantee shall acknowledge CalRecycle’s support each time a project funded, in whole or in part, by this Agreement is publicized in any medium, including news media, brochures, or other types of promotional materials. The acknowledgement of CalRecycle’s support must incorporate the CalRecycle logo. Initials or abbreviations for CalRecycle shall not be used. The Grant Manager may approve deviation from this requirement on a case-by-case basis where such deviation is consistent with CalRecycle’s Communication Strategy and Outreach Plan. Please contact your Grant Manager for the CalRecycle logo.

The following items require acknowledgement of funding from CalRecycle and pre-approval from the CalRecycle Grant Manager prior to incurring the expense:

- All television, radio and video scripts
- Functional premiums, if the per unit price is greater than \$6.00
- Advertisements
- Audio and/or visual material
- Brochures
- Newspaper ads
- Pamphlets
- Other outreach

All publicity and education materials must include the following:

1. “Funded by a grant from CalRecycle.” Exception: The acknowledgement line is not required on small items where space constraints would not allow for this line or if it would interfere with the message.
 - There are two acceptable Spanish translations: “Financiado por una beca del CalRecycle” or “Patrocinado por fondos del CalRecycle.” For other languages, the Grantee must work with a certified translator or person fluent in reading and writing that language. All exceptions must be pre-approved in writing by the CalRecycle Grant Manager.
2. [CalRecycle logo](https://www.calrecycle.ca.gov/gallery/) (<https://www.calrecycle.ca.gov/gallery/>) as reflected on the CalRecycle website, can be obtained from the Office of Public Affairs at opa@calrecycle.ca.gov.
3. Press Releases – the only requirement is to place the name of “CalRecycle” as an acknowledgement in the body of the release.

Reporting Requirements

The Grant Agreement requires three Progress Reports and a Final Report; however, the Grant Manager may require additional Progress Reports at any time during the Grant Term. Failure to submit the Final Report with appropriate documentation by the due date may result in rejection of the report and/or forfeiture by the grantee of claims for costs incurred that might otherwise have been eligible for grant funding.

The grantee must upload all reports in GMS. For further instructions regarding GMS, including login directions, see the “Grants Management System” section (above).

To upload a report:

1. Go to the **Reports** tab.
2. Click on the appropriate Report Type.
3. Click on the **Add Document** button.
4. Choose the Document Type, enter a document title, click the **Browse** button to search and upload the document, and then **Save**.
 - Select the **Back** button to upload another document and continue the process until all required documents as listed below are uploaded.
 - The maximum allowable file size for each document is 35MB.
 - The maximum character limit is 60.
 - Do not include special characters in file names.
5. Click the **Submit Report** button to complete your report submittal. The **Submit Report** button will not be enabled until all required reporting documents are uploaded.

The reports must be current, include all required sections and documents, and must be approved by the Grant Manager before any Payment Request can be processed.

Failure to comply with the specified reporting requirements may be considered a breach of the Grant Agreement and may result in the termination of the Grant Agreement, rejection of the Payment Request, and/or forfeiture by the grantee of claims for costs incurred that might otherwise have been eligible for grant funding. The grantee must report any problems or delays immediately to the Grant Manager.

Electronic and Original Signatures

CalRecycle requires certified e-Signature on documents or forms that certify legally binding information.

Note: E-signatures must include the first and last name of the Signature Authority, be in the Adobe Digital ID format (or through another certified digital signature program) and cannot be the “Fill and Sign” function within Adobe. Any documents using the “Fill and Sign” method is considered incomplete and may be sent back to the grantee.

If you have questions, email grantassistance@calrecycle.ca.gov.

Progress Report

The grantee must submit a **Progress Report** by the due dates listed in the Milestones Section of this document. CalRecycle will provide the reporting template at a later date. These reports should cover grant activities that occurred within the specified reporting period.

Final Report

The Final Report is due **April 1, 2026**. The reporting template will be provided at a later date. This report should cover grant activities **from the Term Start Date** through **April 1, 2026**. The grantee must include the following items in the Final Report:

- The Grant Number, grantee’s name, and Grant Term.
- The following disclaimer statement on the cover page:
“The statements and conclusions of this report are those of the grantee and not necessarily those of the Department of Resources Recycling and Recovery (CalRecycle), its employees, or the State of California. The state makes no warranty, express or implied, and assumes no liability for the information contained in the succeeding text.”

Grant Payment Information

- CalRecycle will only make grant payments to the grantee. It is the grantee’s responsibility to pay all contractors and subcontractors for purchased goods and services. CalRecycle will make payments to the grantee as promptly as fiscal procedures permit.
- The grantee must provide a [Reliable Contractor Declaration \(CalRecycle 168\)](https://www.calrecycle.ca.gov/Funding/forms/) (<https://www.calrecycle.ca.gov/Funding/forms/>) signed under penalty of perjury by the grantee’s contractors and subcontractors in accordance with the “Reliable Contractor Declaration” section of the Terms and Conditions (Exhibit A). The declaration must be received and approved by the Grant Manager prior to

commencement of work. See the “Reliable Contractor Declaration” section in Terms and Conditions (Exhibit A) for more information.

Reporting and Documentation

The grantee must submit all expenditures in GMS. For further instructions regarding GMS, including login directions, see the “Grants Management System” section (above). Please refer to the “Milestones” section (above) for required due dates.

To submit Supporting Documentation:

1. Go to the **Payment Request** tab.
2. Click on the **Create a Payment Request** button.
 - a. Choose **Advance Reconcile** for the **Transaction Type** and enter the amount spent in each budget subcategory.
 - b. When the transaction is complete, click the **Save** button.
 - c. After the transaction is saved, the **Upload Supporting Documents** button will appear in the lower right corner.
3. Click the **Upload Supporting Documents** button.
 - a. Choose the **Document Type**, enter a **document title**, click the **Browse** button to search and upload the document, and then **Save**.
 - b. Select the **Back** button to upload another document and continue this process until all required supporting documents as listed below are uploaded.
 - c. The maximum allowable file size for each document is 35MB.
 - d. The maximum character limit is 60.
4. Do not include special characters in file names. Click the **Submit Transaction** button, located on the transaction page, to complete your payment request. The **Submit Transaction** button will not be enabled until all required supporting documents are uploaded.

Note: Once a transaction is saved, select the transaction number from the **Payment Request** tab to access it again. Please do not create multiple transactions for the same requested funds.

Supporting Documentation

- **Expenditure Itemization Summary (EIS)**
 - All expenditures must be itemized and arranged by the reporting and expenditure categories as contained in the grantee’s Budget tab.
 - Grantees are required to maintain supporting documentation pertaining to the EIS and may be required to provide them at the request of the Grant Manager at any time.
Note: CalRecycle will provide a template at a later date.
- **Certification Document**
 - The Signature Authority will need to certify under penalty of perjury that information provided in the EIS is correct.
Note: CalRecycle will provide a template at a later date.
- **Personnel Expenditure Summary (PES) (CalRecycle 165)**
 - A Personnel Expenditure Summary should be submitted if salaries are included. Salaries include government taxes and benefits.

- Document personnel expenditures based on actual time spent on grant activities and actual amounts paid to personnel.
- **Travel Expense Log (CalRecycle 246)**
 - A Travel Expense Log should be submitted if vehicle mileage is included for reimbursement in the payment request. Only travel expenses directly related to the implementation of the grant can be claimed. Mileage will be reimbursed at the State rate.
- **Cost and Payment Documentation**
 - Acceptable cost and payment documentation must include at least one of each of the following.
 - Invoices, receipts, or purchase orders must include the vendor’s name and telephone number, address, description of goods or services purchased, amount due, and date. The claimed expenses should be highlighted and identified with applicable task number on each invoice.
 - Proof of payment may include:
 - copy of cancelled check(s) that shows an endorsement from the banking institution
 - invoice(s) showing a zero balance, or stamped “paid” with a check number, date paid, and initials
 - accounting system report from local government if it contains the vendor name, date of invoice, invoice number, check number or internal ID, and date amount was paid
 - bank statement(s) along with a copy of the endorsed check or invoice showing the check number
 - copy of an electronic funds transfer confirmation
 - copy of a credit card statement(s)
 - The Grant Manager may require additional cost and payment documentation as necessary to verify eligible costs.

Most forms listed above are available on the [CalRecycle Grant Forms web page](https://www.calrecycle.ca.gov/Funding/Forms) (<https://www.calrecycle.ca.gov/Funding/Forms>).

Unspent Funds

Funds that are unspent at the end of the grant term must be returned by check to CalRecycle by April 1, 2026. Checks should be made payable to the Department of Resources Recycling and Recovery. Checks must contain the Grant Number (i.e., OWR4-22-xxxx), specify “SB 1383 Local Assistance Grant Unspent Funds,” and be mailed to:

CalRecycle Accounting
SB 1383 Local Assistance Grant Unspent Funds
PO Box 4025
Sacramento, CA 95812-4025

Unspent funds due to CalRecycle but left unpaid may result in ineligibility for future grant and payment program funding. If there are questions or other issues related to expenditures, work with your Grant Manager to resolve these issues.

Audit Considerations

The grantee agrees to maintain records and supporting documentation pertaining to the performance of this grant subject to possible audit for a minimum of three (3) years after final payment date or Grant Term end date, whichever is later. CalRecycle may stipulate a longer period of records retention in order to complete any action and/or resolution of all issues which may arise as a result of any litigation, dispute, or audit, whichever is later.

Examples of audit documentation include, but are not limited to, competitive bids, grant amendments if any relating to the Budget or Work Plan, copies of any agreements with contractors or subcontractors if utilized, expenditure ledger, payroll register entries, time sheets, personnel expenditure summary form, travel expense log, paid warrants, contracts and change orders, samples of items and materials developed with grant funds, invoices, and cancelled checks. Please refer to the Terms and Conditions (Exhibit A) for more information.

Narrative Proposal

SB 1383 Local Assistance Grant Program

Fiscal Year 2022–23

Instructions

The Narrative Proposal document describes the details of the proposed project. All responses must be provided within the greyed-out text box under each prompt in this document. Utilizing a document or form other than the official CalRecycle Narrative Proposal document, or tampering with the CalRecycle version, will subject the applicant to disqualification from the SB 1383 Local Assistance Grant Program.

Each section of this form must have a response. If a question does not apply to the proposed project use the response field to explain why it is not applicable. Ensure the narrative responses are concise, detailed, and address each portion of the question.

Information presented must be consistent with tasks line items included in the Budget, and any other supporting documentation submitted. Refer to the Application Guidelines and Instructions for further information.

After completing this document, save it, and upload it to the Documents Tab of your application in the Grants Management System (GMS).

Applicant Name: Contra Costa County

Project Description

1. Provide a clear and detailed description of the proposed grant project that will be implemented as a direct result of receiving grant funds, including a description of the edible food recovery activities, if applicable.

The County plans to fund a variety of programs. This may include, but is not limited to reviewing waivers, helping generators comply with organics collection programs, implementing edible food programs, developing waste characterization studies, food waste assessments, technical assistance for Edible Food Recovery Organizations and Services, capacity studies, outreach and education, tier 1 & 2 inspections, developing and implementing enforcement programs and reporting and recordkeeping.

Budget

1. Provide a clear and detailed explanation of the costs you have included in the Budget template. Explain why the included costs are necessary for implementing the proposed grant project.

The County is requesting \$303,968 for a variety of programs. The majority of the funding requested is for personnel costs associated with the work described in the project description section above. The County has also allocated funding towards the procurement of recovered organic waste materials to help achieve procurement goals.

SB 1383 is an unfunded mandate that requires jurisdictions to implement and enforce comprehensive organic and food waste programs. In order to implement and enforce these comprehensive organic and food waste requirements, the County requires additional funding to cover staff time and materials needed to help ensure the jurisdiction and other entities in the jurisdiction are in compliance with the regulations.

Jobs

1. Will the proposed grant project create **new** jobs? If yes, how many new positions will be created and how many hours per week will each position be working? List each **new** position and include job title, hourly wage, weekly hours to be worked, and a brief description of each position.

N/A

2. Will the proposed grant project supplement the current salary for one or more existing positions? If yes, list each **existing** position receiving grant funding and include job title, weekly hours to be worked, and a brief description of each position.

The proposed grant will supplement a portion of the following positions based on actual hours worked. The amount of hours to be worked will vary week to week. If additional information is needed, it can be provided upon request.

1. Planner II - Support staff for conservation programs
2. Planner III - Lead for conservation programs
3. Principal Planner - Conservation Programs Manager responsible for oversight

Note: Each position, funded in whole or in part by grant funds, must be included in the Budget.

Edible Food Recovery

1. Will funds be used for edible food recovery? If not, please explain why.
Some of the funds are expected to be used to assist with edible food recovery efforts and enforcement. Organizations to be assisted have yet to be determined.

Department of Resources Recycling and Recovery (CalRecycle)

2. Provide the name and address of all organizations associated with grant project activities involving edible food recovery. For example, if you are partnering with a local food bank to recover and distribute food, please list the address of the food bank here. If you are partnering with multiple organizations, please list all names and addresses.

Organizations to be assisted have yet to be determined based on needs.

Applicant Name: Contra Costa County	
<p>Directions: Before completing the Budget Template, please review the Read Me tab of this workbook which includes examples of costs for each category. Then, complete the Budget Template below by providing detailed information on costs requested for this grant for activities identified in the Narrative Proposal Itemize each item type intended for purchase separately and include pertinent information (year, make, and model for vehicles; relevant specifications for large equipment; capacity (cubic feet) for refrigeration). Add rows to the table below, as needed, ensuring that formatting carries over to new rows. Ensure that the Applicant's name is included at the top of this template.</p>	
Indirect Costs	
Expenditure Detail (Include specific details about costs)	Total Funds
Indirect Costs Subtotal:	\$ -
Indirect Costs Cap (10% of total grant amount)	\$30,396.80
Within Cap:	Yes
Capacity Planning/Program Evaluation/Gap Analysis	
Capacity Planning/Program Evaluation/Gap Analysis Subtotal:	\$ -
Edible Food Recovery	

Personnel	
<p>The County plans to allocate a portion of personnel funding to JPAs as consultants to assist with various implementation and monitoring activities.</p> <p>Personnel funding may also be used to pay county staff and/or other consultants to assist with SB 1383 related programs, which may include, but is not limited to reviewing waivers, helping generators comply with organics collection programs, implementing edible food programs, developing waste characterization studies, food waste assessments, technical assistance for Edible Food Recovery Organizations and Services, capacity studies, as well as designing outreach and education.</p> <p>Personnel costs may also include, but are not limited staff time for Code Enforcement and Environmental Health staff for training as well as conducting inspections, identifying violations, and developing/implementing enforcement programs, staff time for grant administration, monitoring compliance with programs, reporting and recordkeeping.</p> <p>Hourly Rates for key program staff in the Department of Conservation and Development as of November are listed below, however these rates are expected to change during the grant term due to negotiated salary increases and other factors. Planner II - \$96.56 Planner III - \$111.25 Principal Planner - \$152.44</p> <p>Consultant job titles and hourly rates to be determined. Based on current rate schedules, staff expects consultant costs to range from \$74-\$199 per hour. However, these amounts may change during the course of the grant term.</p>	\$ 238,968.00
Personnel Subtotal:	\$ 238,968.00

Procurement	
Funding for materials may include, but is not limited to recovered organic waste materials.	\$ 50,000.00
Procurement Subtotal:	\$ 50,000.00
Record Keeping	
Record Keeping Subtotal	\$ -
Upgrade/Expansion	
Upgrade/Expansion Subtotal	\$ -
Total Project Funds	\$ 303,968.00



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: ORD 2023-21
C.13.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Monica Nino, County Administrator

Report Title: ORDINANCE TO AMEND THE COUNTY'S LOCAL BID PREFERENCE PROGRAM

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

INTRODUCE Ordinance No. 2023-21 to amend the County's local bid preference program to give local vendors who submit a bid for supplies, materials and/or equipment that is within seven percent of the lowest responsive bid the option to submit a new bid that is less than or equal to the lowest responsive bid; WAIVE reading; and FIX December 12, 2023, as the date for adoption.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

On November 7, 2023, at the recommendation of the Advisory Council on Equal Employment Opportunity and the Board's Internal Operations Committee, the Board directed the County Counsel to draft an ordinance to amend the County's Local Bid Preference Program to give any responsive local vendor who submits a supplies, materials and/or equipment bid that is within 7% (the "trigger") of the lowest responsive bid the option of submitting a new bid that is less than or equal to the lowest responsive bid. The program currently gives any responsive local vendor who submits a bid that is within 5% of the lowest responsive bid the option of submitting a new bid that is less than or equal to the lowest responsive bid. Raising the "trigger" to the 7% maximum authorized under the Public Contract Code is anticipated to increase the number of purchasing awards made to local businesses, a longstanding goal of the County's purchasing policies.

The Local Bid Preference Program has not been updated since its inception in 2005, when it was adopted and codified in Ordinance Code section 1108-2.407.

CONSEQUENCE OF NEGATIVE ACTION:

Should the Board decide not to introduce the ordinance, the Local Bid Preference Program will remain in its current form.

ORDINANCE NO. 2023-21

LOCAL BID PREFERENCE PROGRAM

The Contra Costa County Board of Supervisors ordains as follows (omitting the parenthetical footnotes from the official text of the enacted or amended provisions of the County Ordinance Code):

SECTION 1. This ordinance amends the County’s local bid preference program to give local vendors who submit a bid for supplies, materials and/or equipment that is within seven percent of the lowest responsive bid the option to submit a new bid that is less than or equal to the lowest responsive bid.

SECTION 2. Section 1108-2.407 of the County Ordinance Code is amended to read:

1108-2.407 Procedure – Local bid preference.

- (a) Except as otherwise provided in this section, whenever the purchasing agent purchases supplies, materials and/or equipment in an amount in excess of \$25,000 for the County through the use of competitive bids, the purchasing agent in evaluating the bid or price for these supplies, materials and/or equipment will determine if the lowest responsible vendor is a local vendor as defined in this section and, if so, the contract will be awarded to the local vendor. If the low bid is not a local vendor, any responsive local vendor who submitted a bid that was within seven percent (7%) of the lowest responsive bid as determined by the purchasing agent will have the option of submitting a new bid within 48 hours (not including weekends or holidays) of the County’s delivery of notification. Any new bids must be in an amount less than or equal to the lowest responsive bid as determined by the purchasing agent. If the purchasing agent receives any new bids from local vendors, the purchasing agent will award the contract to the local vendor submitting the lowest responsible bid. If no new bids are received, the contract will be awarded to the original low bidder as announced by the purchasing agent.
- (b) For purposes of this procedure, a “local vendor” means any person or business that:
 - (1) Has its principal place of business located in Contra Costa County for at least six months immediately before the purchasing agent issues the request for competitive bids; and
 - (2) Has a business license, if required, issued by Contra Costa County or a jurisdiction located in Contra Costa County.
- (c) Any vendor claiming to be a local vendor, as defined above, must submit with its bid a statement containing relevant information that demonstrates its status as a local vendor. This statement must be on a form available from the County purchasing agent and must be signed under penalty of perjury. The purchasing agent is not required to verify the accuracy of these statements, and has sole discretion to determine if a vendor meets the definition of a local vendor.

- (d) Any person or business falsely claiming to be a local vendor under this section will be ineligible to conduct business with Contra Costa County for a period of not less than three months and not more than 24 months as determined in the sole discretion of the purchasing agent. The purchasing agent also has the right to terminate all or part of any contract entered into with any of these persons or businesses.
- (e) This section does not apply to contracts required by state or federal statutes or regulations to be awarded to the lowest responsible bidder, contracts funded in whole or part by the federal government, or contracts otherwise exempted from local preference. (Ords. 2023-21 §2, 2005-29 § 2.)

SECTION 3. EFFECTIVE DATE. This ordinance becomes effective 30 days after passage, and within 15 days after passage shall be published once with the names of supervisors voting for or against it in the East Bay Times, a newspaper published in this County.

PASSED on _____, by the following vote:

AYES:
 NOES:
 ABSENT:
 ABSTAIN:

ATTEST:	MONICA NINO, Clerk of the Board of Supervisors and County Administrator	_____ Board Chair
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By:	_____ Deputy	[SEAL]
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CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1039
C.14.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Thomas Geiger, County Counsel

Report Title: Purchase Order with R_Computer to renew Adobe Acrobat Pro Licenses

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the County Counsel, a purchase order with R_Computer in the amount not to exceed \$6,162 for the period from December 20, 2023, through December 19, 2024, and Adobe End User License Agreement for the period from December 20, 2023, through December 19, 2024, for Adobe Cloud Acrobat Pro License.

FISCAL IMPACT:

Approval of this action will result in expenditures of up to \$6,162 and will be funded by the General Fund and the Tort Liability Trust Fund.

BACKGROUND:

The County Counsel's Office uses Adobe Acrobat as a tool to create, redact and convert PDF documents while representing and advising other County departments. Approval of this funding will allow the County Counsel's Office to continue use of this software.

This action is a renewal of the Adobe Acrobat Pro licenses through a reseller, R_Computer. R_Computer, an SBE, is an authorized reseller of Adobe Acrobat Pro software. The subscription being purchased is governed by the Adobe Software License Agreement. The Software License Agreement limits Adobe's liability under the agreement to the amount paid for the software. The Software License Agreement obligates the County to indemnify Adobe for claims arising out of County's failure to perform its obligations under the Software License Agreement.

CONSEQUENCE OF NEGATIVE ACTION:

Without renewing the licenses from Adobe Acrobat, the Office cannot continue to provide the same level of support to County departments, especially when representing the County in litigation and in response to Public Record Act requests.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1041
C.15.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Thomas Geiger, County Counsel

Report Title: Rescission of the Environmental Impact Report and Land Use Approvals for the Tassajara Parks Project and Adoption of Ordinances.

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

1. ADOPT a resolution vacating, rescinding, and setting aside the Board of Supervisors' July 13, 2021 certification of the environmental impact report (State Clearinghouse No. 2014052089) and land use approvals for the Tassajara Parks Project in the Tassajara Valley area.
2. ADOPT Ordinance No. 2023-22, rescinding an ordinance that approved a development agreement for the Tassajara Parks Project.
3. ADOPT Ordinance No. 2023-23, rescinding an ordinance that rezoned land in the Tassajara Valley area for the Tassajara Parks Project.
4. AUTHORIZE County Counsel, or designee, to file initial returns to the peremptory writs of mandate issued in *East Bay Municipal Utility District v. Contra Costa County, et al.* (Contra Costa County Superior Court Case No. N21-1274), *Sierra Club, et al. v. Contra Costa County* (Case No. N21-1509), and *Town of Danville v. Contra Costa County, et al.* (Case No. N21-1525).

FISCAL IMPACT:

None to rescind and set aside the environmental impact report certification and land use approvals.

BACKGROUND:

On July 13, 2021, the Board of Supervisors approved the Tassajara Parks Project and certified a final environmental impact report under CEQA for the project (State Clearinghouse No. 2014052089). The Tassajara Parks Project is a 125-unit single-family residential development in the Tassajara Valley area. The

Board approvals included: a 30-acre modification to the Urban Limit Line (“ULL”); General Plan land use designation changes; adoption of an ordinance (Ordinance No. 2021-24) that rezoned land from A-80 (agricultural) to P-1 (planned unit); adoption of an ordinance (Ordinance No. 2021-23) that approved a development agreement; a vesting tentative map; and a development plan for the project. The Board also approved a preservation agreement between the County, the City of San Ramon, and the East Bay Regional Park District providing for the dedication of 727 acres of land outside the ULL from the developer to the park district.

Following the Board’s approval of the project and certification of the EIR, the East Bay Municipal Utility District, Sierra Club, and the Town of Danville each filed a lawsuit challenging the approvals (Contra Costa County Superior Court Case Nos. N21-1274, N21-1509, and N21-1525). The cases were consolidated for litigation purposes.

On August 16, 2023 and August 22, 2023, the Superior Court entered judgments in the consolidated cases. The Court granted each petitioner’s petition for writ of mandate, in part, and concluded that the EIR provided inadequate information and analysis regarding the project’s water supply, EBMUD’s annexation policies, and the feasibility of proposed offsite conservation measures on which the availability of the project’s water supply will depend. The Court also held that the EIR should have been recirculated after EBMUD’s Board of Directors adopted a resolution on June 8, 2021, declaring that EBMUD did not have adequate water supplies to serve the project. The Court issued peremptory writs of mandate ordering the County to void the certification of the project EIR and to vacate and set aside all project-related approvals, except for the 30-acre modification to the ULL and the preservation agreement. The Court found that the 30-acre modification to the ULL and the preservation agreement were severable from the remainder of the project and that leaving those approvals in place would not prevent the County from complying with CEQA.

The recommended actions will result in the County’s compliance with the writs. The County Counsel or his designee will file an initial return in Case Nos. N21-1274, N21-1509, and N21-1525) stating that the County has complied with the writ.

CONSEQUENCE OF NEGATIVE ACTION:

The County would not be in compliance with three Superior Court writs.

ORDINANCE NO. 2023-22
(uncodified)

RESCINDING ORDINANCE NO. 2021-23

The Contra Costa County Board of Supervisors ordains as follows:

SECTION I. Background.

- A. On July 13, 2021, the Board of Supervisors approved the Tassajara Parks Project, a 125-unit single-family residential development in the Tassajara Valley area (the “Project”) and certified an environmental impact report (“EIR”) prepared for the Project under the California Environmental Quality Act (“CEQA”). The Project approvals included: a 30-acre modification to the Urban Limit Line (“ULL”); General Plan land use designation changes; adoption of Ordinance No. 2021-23 approving a development agreement; adoption of Ordinance No. 2021-24 rezoning land from A-80 (agricultural) to P-1 (planned unit); a vesting tentative map; and a development plan. The Board also approved a related preservation agreement between the County, the City of San Ramon, and the East Bay Regional Park District.
- B. The County’s approval of the Project and certification of the Project EIR was challenged in Superior Court, resulting in limited rulings in favor of the petitioners, concluding that the EIR provided inadequate information and analysis regarding the project’s water supply, petitioner East Bay Municipal Utility District’s (“EBMUD”) annexation policies, and the feasibility of proposed offsite conservation measures on which the availability of the project’s water supply will depend. The Court also held that the EIR should have been recirculated after EBMUD’s Board of Directors adopted a resolution on June 8, 2021, declaring that EBMUD did not have adequate water supplies to serve the project.
- C. The Superior Court entered its judgments and issued peremptory writs of mandate ordering the County to void the certification of the Project EIR and to vacate and set aside all Project-related approvals, except for the 30-acre modification to the ULL and the preservation agreement. The Court found that the 30-acre modification to the ULL and the preservation agreement were severable from the remainder of the Project and that leaving those approvals in place would not prevent the County from complying with CEQA.
- D. By this ordinance, the Board of Supervisors intends to comply with the judgments and peremptory writs of mandate by rescinding Ordinance No. 2021-23. By separate ordinance, the Board of Supervisors will rescind Ordinance No. 2021-24. By separate resolution, the Board of Supervisors will vacate and set aside the other Project approvals to comply with the judgments and peremptory writs of mandate.

ORDINANCE NO. 2023-22

SECTION II. Rescission. Ordinance No. 2021-23 is rescinded.

SECTION III. Effective Date. This ordinance becomes effective 30 days after passage, and within 15 days after passage shall be published once with the names of supervisors voting for or against it in the East Bay Times, a newspaper published in this County.

PASSED on _____, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST: MONICA NINO,
Clerk of the Board of Supervisors
and County Administrator

Board Chair

By: _____
Deputy

[SEAL]

KCK:

ORDINANCE NO. 2023-23
(uncodified)

RESCINDING REZONING ORDINANCE NO. 2021-24

The Contra Costa County Board of Supervisors ordains as follows:

SECTION I. Background.

- A. On July 13, 2021, the Board of Supervisors approved the Tassajara Parks Project, a 125-unit single-family residential development in the Tassajara Valley area (the “Project”) and certified an environmental impact report (“EIR”) prepared for the Project under the California Environmental Quality Act (“CEQA”). The Project approvals included: a 30-acre modification to the Urban Limit Line (“ULL”); General Plan land use designation changes; adoption of Ordinance No. 2021-23 approving a development agreement; adoption of Ordinance No. 2021-24 rezoning land from A-80 (agricultural) to P-1 (planned unit); a vesting tentative map; and a development plan. The Board also approved a related preservation agreement between the County, the City of San Ramon, and the East Bay Regional Park District.
- B. The County’s approval of the Project and certification of the Project EIR was challenged in Superior Court, resulting in limited rulings in favor of the petitioners, concluding that the EIR provided inadequate information and analysis regarding the project’s water supply, petitioner East Bay Municipal Utility District’s (“EBMUD”) annexation policies, and the feasibility of proposed offsite conservation measures on which the availability of the project’s water supply will depend. The Court also held that the EIR should have been recirculated after EBMUD’s Board of Directors adopted a resolution on June 8, 2021, declaring that EBMUD did not have adequate water supplies to serve the project.
- C. The Superior Court entered its judgments and issued peremptory writs of mandate ordering the County to void the certification of the Project EIR and to vacate and set aside all Project-related approvals, except for the 30-acre modification to the ULL and the preservation agreement. The Court found that the 30-acre modification to the ULL and the preservation agreement were severable from the remainder of the Project and that leaving those approvals in place would not prevent the County from complying with CEQA.
- D. By this ordinance, the Board of Supervisors intends to comply with the judgments and peremptory writs of mandate by rescinding Ordinance No. 2021-24. By separate ordinance, the Board of Supervisors will rescind Ordinance No. 2021-23. By separate resolution, the Board of Supervisors will vacate and set aside the other Project approvals to comply with the judgments and peremptory writs of mandate.

ORDINANCE NO. 2023-23

SECTION II. Rescission. Rezoning Ordinance No. 2021-24 is rescinded.

SECTION III. Effective Date. This ordinance becomes effective 30 days after passage, and within 15 days after passage shall be published once with the names of supervisors voting for or against it in the East Bay Times, a newspaper published in this County.

PASSED on _____, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST: MONICA NINO,
Clerk of the Board of Supervisors
and County Administrator

Board Chair

By: _____
Deputy

[SEAL]

KCK:

RESOLUTION NO. 23-

A RESOLUTION VACATING, SETTING ASIDE, AND RESCINDING CERTIFICATION OF ENVIRONMENTAL IMPACT REPORT AND LAND USE APPROVALS FOR THE TASSAJARA PARKS PROJECT

Recitals

- A. On July 13, 2021, the Board of Supervisors approved the Tassajara Parks Project, a 125-unit single-family residential development in the Tassajara Valley area (the “Project”) and certified an environmental impact report (“EIR”) prepared for the Project under the California Environmental Quality Act (“CEQA”). The Project approvals included: a 30-acre modification to the Urban Limit Line (“ULL”); General Plan land use designation changes; adoption of Ordinance No. 2021-23 approving a development agreement; adoption of Ordinance No. 2021-24 rezoning land from A-80 (agricultural) to P-1 (planned unit); a vesting tentative map; and a development plan. The Board also approved a related preservation agreement between the County, the City of San Ramon, and the East Bay Regional Park District.
- B. The County’s approval of the Project and certification of the Project EIR was challenged in Superior Court, resulting in limited rulings in favor of the petitioners, concluding that the EIR provided inadequate information and analysis regarding the project’s water supply, petitioner East Bay Municipal Utility District’s (“EBMUD”) annexation policies, and the feasibility of proposed offsite conservation measures on which the availability of the project’s water supply will depend. The Court also held that the EIR should have been recirculated after EBMUD’s Board of Directors adopted a resolution on June 8, 2021, declaring that EBMUD did not have adequate water supplies to serve the project.
- C. The Superior Court entered its judgments and issued peremptory writs of mandate ordering the County to void the certification of the Project EIR and to vacate and set aside all Project-related approvals, except for the 30-acre modification to the ULL and the preservation agreement. The Court found that the 30-acre modification to the ULL and the preservation agreement were severable from the remainder of the Project and that leaving those approvals in place would not prevent the County from complying with CEQA.
- D. By this resolution, the Board of Supervisors intends to comply with the judgments and peremptory writs of mandate by vacating and setting aside the Project approvals adopted by the Board. By separate ordinances, the Board of Supervisors will rescind Ordinance Nos. 2021-23 and 2021-24.

NOW, THEREFORE, the Contra Costa County Board of Supervisors resolves as follows:

RESOLUTION NO. 23-

1. The foregoing recitals are true and correct and are incorporated by reference.
2. The Board of Supervisors' July 13, 2021 certification of the EIR prepared for the Project, adoption of the mitigation monitoring and reporting program for the Project, and adoption of CEQA findings and a statement of overriding considerations for the Project are hereby vacated, set aside, and rescinded.
3. The Board of Supervisors' July 13, 2021 reclassification of the Project site from a General Plan land use designation of Agricultural Lands (AL) to General Plan land use designations of Single-Family Residential, High Density (SH), Parks and Recreations (PR), or Public/Semi-Public (PS), is hereby vacated, set aside, and rescinded.
4. The Board of Supervisors' July 13, 2021 approval of the vesting tentative subdivision map for the Project is hereby vacated, set aside, and rescinded.
5. The Board of Supervisors' July 13, 2021 approval of the preliminary and final development plan for the Project and the associated tree permit and exception requests is hereby vacated, set aside, and rescinded.
6. Ordinance Nos. 2021-23 and 2021-24 each shall be rescinded by separate ordinances.
7. The Board of Supervisors' July 13, 2021 approval of the Tassajara Parks Project is hereby vacated, set aside, and rescinded.

PASSED AND ADOPTED on _____, by the following vote:

AYES:
 NOES:
 ABSENT:
 ABSTAIN:

ATTEST: MONICA NINO,
 Clerk of the Board of Supervisors _____
 and County Administrator Board Chair

By: _____ [SEAL]
 Deputy

KCK:



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1040
C.16.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: Apply for and accept allocations from California Department of Housing and Community Development

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

ADOPT a resolution to approve and authorize the Employment and Human Services Director, or designee, to apply for and accept allocations from the California Department of Housing and Community Development in the amounts not to exceed \$626,040 for the Transitional Housing Program Round 5, \$14,594 for the Housing Supplemental Round 3, and \$228,461 for the Housing Navigation and Maintenance Program Round 2 to be expended by June 30, 2026 upon execution of a fully executed agreement, subject to County Counsel approval as to form.

FISCAL IMPACT:

County to receive \$626,040 for THP Round 5, \$14,594 for THP+ SUPP Round 3 and \$228,461 for HNMP Round 2, funding is 100% State with no County match required.

FY23-24 expenditure appropriations and revenue adjustments for the allocations will be included as part of the mid-year budget adjustment. FY24-25 revenue adjustments will be incorporated into the FY24-25 and FY25-26 budgets.

BACKGROUND:

The State of California, Department of Housing and Community Development (HCD) issued an Allocation Acceptance Notification, dated October 19, 2023, under Round 5 of the Transitional Housing Program (THP), authorized by item 2240-102-0001 of Section 2.00 of the Budget Act of 2023 (Chapter 12 of the Statutes of 2023) and Chapter 11.7 (commencing with Section 50807) of Part 2 of Division 31 of the Health and Safety Code; under Round 3 of the THP Plus Housing Supplemental (THP+ Supp), authorized by item 2240-102-001 of Section 2.00 of the Budget Act of 2023 (Chapter 12 of the Statutes of 2023) and Chapter 11.0 (commencing with HSC 50820) of Part 2 of Division 31 of the Health and Safety Code; and under Round 2 of the Housing Navigation and Maintenance Program (HNMP), authorized by item 2240-103-0001 of Section 2.00 of the Budget Act of 2023 (Chapter 12 of the Statutes of 2023) and Chapter 11.8 (commencing with Section 50811) of Part 2 of Division 31 of the Health and Safety Code. The Allocation Acceptance forms relate to the availability of THP Round 5, THP+ SUPP Round 3 and HNMP Round 2 Allocation funds; and the Employment and Human Services Department (EHSD) was identified as a recipient on the Allocation Acceptance forms dated

October 19, 2023.

Allocated funds are to be used by counties to provide housing stability supports and services to help young adults ages 18 to 24 years, secure and maintain housing with the priority given to young adults formerly in the foster care systems. Funds are available to be expended by June 30, 2026 upon execution of a fully executed HCD Standard Agreement between HCD and County on behalf of EHSD.

The THP and THP+ SUPP funds will be used to support and expand existing THP+ programs and contracts with housing assistance programs in the county to provide eligible young adults housing while obtaining skills and supportive services to become self-sufficient, including educational and employment services, counseling and crisis intervention, as well as assistance with securing permanent housing. EHSD will coordinate with the Contra Costa Health Services, Health Housing and Homeless Services Department (H3) as the local Continuum of Care to foster communication and collaboration.

The HNMP funds will be used to provide housing navigation program and direct assistance services to help eligible young adults secure and maintain housing, through a contract with H3.

Past board actions regarding this funding are as follows: Accept THP Round 1 funds, 3/31/20 (C.52); Accept THP Round 2 funds, 2/2/21 (C.50); Accept THP Round 3 funds, 11/2/21 (C.32); Accept THP Round 4 funds and HNMP Round 1 funds, 11/29/22 (C.45).

CONSEQUENCE OF NEGATIVE ACTION:

Without funding, the County will continue to face an increasing number of homeless and former foster transitional-aged young adults without access to housing and preventive services.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

IN THE MATTER OF Round 5 Transitional Housing Program, Round 3 Transitional Housing Program Plus Supplemental and Round 2 Housing Navigation and Maintenance Program Allocation Acceptance.

WHEREAS, the State of California, Department of Housing and Community Development (Department) issued an allocation acceptance form, dated October 19, 2023 under Round 5 of the Transitional Housing Program (THP), authorized by item 2240-102-0001 of Section 2.00 of the Budget Act of 2023 (Chapter 12 of the Statutes of 2023) and Chapter 11.7 (commencing with Section 50807) of Part 2 of Division 31 of the Health and Safety Code (the "THP Allocation Acceptance Form");

WHEREAS, the Department issued an allocation acceptance form, dated October 19, 2023 under Round 3 of the THP Plus Supplemental (THP+ SUPP), authorized by item 2240-102-001 of Section 2.00 of the Budget Act of 2023 (Chapter 12 of the Statutes of 2023) and Chapter 11.0 (commencing with HSC 50820) of Part 2 of Division 31 of the Health and Safety Code (the "THP+ SUPP Allocation Acceptance Form");

WHEREAS, the Department issued an Allocation Acceptance form, dated October 19, 2023 under Round 2 of the Housing Navigation and Maintenance Program (HNMP) authorized by item 2240-103-0001 of Section 2.00 of the Budget Act of 2023 (Chapter 12 of the Statutes of 2023) and Chapter 11.8 (commencing with Section 50811) of Part 2 of Division 31 of the Health and Safety Code (the "HNMP Allocation Acceptance Form");

WHEREAS, the THP Allocation Acceptance Form, the THP+ SUPP Allocation Acceptance Form and the HNMP Allocation Acceptance Form are collectively referred to as the "Allocation Acceptance Forms";

WHEREAS, the Allocation Acceptance Forms relate to the availability of the funds under the THP, THP+ SUPP and HNMP Programs;

WHEREAS, Contra Costa County (County) was listed as an eligible applicant in the THP, THP+ SUPP and HNMP Allocation Acceptance Forms, dated October 19, 2023;

WHEREAS, County is hereby authorized and directed to apply for and accept County's allocation award, as detailed in the Allocation Acceptance Forms, up to the amounts authorized in the Allocation Acceptance Forms and applicable state law at the time this Resolution is executed and authorized;

WHEREAS, if funds remain available for allocation after the deadline for submitting signed Allocation Acceptance Forms, and if the Department advises County that County is eligible for additional allocations from the remaining funds, County is hereby authorized and directed to accept these additional allocations of THP, THP+ SUPP and/or HNMP funds ("Additional THP Allocation", "Additional THP+ SUPP", or "Additional HNMP Allocation") up to the amount authorized by Department;

WHEREAS, the Employment and Human Services Director, or designee, is hereby authorized and directed to act on behalf of County in connection with the THP Allocation Award and any Additional THP Allocation, and to enter into, execute, and deliver any and all documents required or deemed necessary or appropriate to

participate in the Program, including but not limited to a Standard Agreement, subject to County Counsel approval as to form, and be awarded the THP Allocation Award, and any Additional THP Allocation, and any amendments to such documents (collectively, the "THP Allocation Award Documents");

WHEREAS, the Employment and Human Services Director, or designee, is hereby authorized and directed to act on behalf of County in connection with the THP+ SUPP Allocation Award and any Additional THP+ SUPP Allocation, and to enter into, execute, and deliver any and all documents required or deemed necessary or appropriate to participate in the Program, including but not limited to a Standard Agreement, subject to County Counsel approval as to form, and be awarded the THP+ SUPP Allocation Award, and any Additional THP+ SUPP Allocation, and any amendments to such documents (collectively, the "THP+ SUPP Allocation Award Documents");

WHEREAS, the Employment and Human Services Director, or designee, is hereby authorized and directed to act on behalf of County in connection with the HNMP Allocation Award and any Additional HNMP Allocation, and to enter into, execute, and deliver any and all documents required or deemed necessary or appropriate to participate in the Program, including but not limited to a Standard Agreement, subject to County Counsel approval as to form, and be awarded the HNMP Allocation Award, and any Additional HNMP Allocation, and any amendments to such documents (collectively, the "HNMP Allocation Award Documents");

WHEREAS, County shall be subject to the terms and conditions that are specified in the Allocation Acceptance Forms, and that County will use the allocated award funds and any Additional Allocation funds in accordance with the Allocation Acceptance Forms, the Allocation Award Documents, and any and all other allocation funding requirements, and other applicable laws; and

WHEREAS, County has the discretion to accept the THP, THP+ SUPP and HNMP funds as detailed herein but in the event circumstances arise, the County affirms that County is authorized to accept the Allocation Awards independent of each other, as the Department and County Counsel may deem appropriate.

NOW, THEREFORE, BE IT RESOLVED The Contra Costa County Board of Supervisors approve and authorize the Employment and Human Services Director, or designee, to accept the allocated awards designated in the Allocation Acceptance Forms and applicable state law in the amount of \$626,040 for Round 5 of the THP, \$14,594 for Round 3 of THP+ SUPP and \$228,461 for Round 2 of the HNMP from the California Department of Housing and Community Development to be expended by June 30, 2026 upon execution of a fully executed HCD Standard Agreement(s) subject to County Counsel approval as to form.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1042
C.17.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Department of Health Care Services Guaranty Required for Contra Costa Health Plan to serve as the Single Local Plan for Medi-Cal Managed Care Enrollees

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Health Services Director or designee to execute a written Guaranty required by the state Department of Health Care Services to allow Contra Costa Health Plan to serve as the single local plan for Medi-Cal managed care enrollees in the County.

FISCAL IMPACT:

Conversion from a two-plan model to a County Organized Health System will increase the Contra Costa Health Plan's Medi-Cal membership from 200,000 enrollees to approximately 238,000. The net income impact is expected to be positive and in the 2% to 4% of gross revenue.

BACKGROUND:

The State Department of Health Care Services (DHCS) provided counties with the option to change its local plan model. The Contra Costa Health Plan (CCHP) has operated a two-plan model. Converting CCHP to a single plan model, known as a County Organized Health System (COHS), will provide numerous benefits for the County's Medi-Cal population. As the CCHP governing body, the County Board of Supervisors authorized CCHP's CEO to sign a non-binding letter of intent to the State of California and in September, 2021, the Board adopted Ordinance No. 2021-31 authorizing the Contra Costa Health Plan to serve as the single local plan for Medi-Cal managed care enrollees in the County commencing on January 1, 2024.

Conversion from a two plan to a single plan model requires State Department of Health Care Services (DHCS) approval. Contract No. 22-20199 between the DHCS and CCHP regards operational readiness, implementation and operation of the County Organized Health System. As one of the final steps in the approval process, DHCS requires CCHP to provide a written Guaranty, wherein the County pledges responsibility for CCHP's debts and obligations. Per DHCS's instruction, the Guaranty shall recite certain terms, as follows:

Guarantor (Contra Costa County) stipulates that if the contract is ultimately awarded to Contractor, DHCS will so award in reliance on the Guaranty.

Guarantor accepts unconditional responsibility for all performance and financial requirements and obligations of the contract between DHCS and CCHP.

Guarantor warrants that the official executing the Guaranty is authorized to legally bind the Guarantor.

Guarantor agrees that DHCS need not take any action against CCHP or the Guarantor, or resort to any securities held by same before proceeding against Guarantor.

Guarantor waives notices and demands which may otherwise be required by statute or rule of law and agrees that its liability will not be affected, diminished or released by extension of time, forbearance, or waiver, which may be granted to CCHP.

The Guaranty will extend to and include all future amendments, modifications, and extensions of the Contract and any future supplemental or other agreements with respect to matters covered by the Contract that DHCS and Contractor may enter into regarding the requested conversion.

Guarantor agrees that the guaranty will continue in full force and effect despite any change in CCHP's legal status.

CONSEQUENCE OF NEGATIVE ACTION:

If the Board of Supervisors does not authorize the Health Services Director's execution of the Guaranty, the Department of Health Care Services may not provide approval for CCHP conversion from a two-plan model to a County Organized Health System, a single plan model.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-761
C.18.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Add 12 Primary Care Provider - Exempt (VPT5) in the Contra Costa Health Department.

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

Add 12 Primary Care Provider - Exempt (VPT5) positions in salary plan and grade 1PX 1000 (\$19,001 - \$21,669) in the Contra Costa Health Department (represented)

FISCAL IMPACT:

The additional provider staff will incur a cost of \$5,011,335 including \$1,175,759 in retirement costs. This action will be 100% funded by revenue generated from patient billings within the Hospital Enterprise Fund I.

BACKGROUND:

The Contra Costa Health Department values the use of improvement science to create better outcomes in health and health care. The department has identified a critical need to improve primary care accesses. Modeled after the measures of the Institute for Healthcare Improvement (IHI), the department utilized the concept of the third next available appointment as a measurement of the true appointment availability.

The goal of the assessment model is to:

- 1) Decrease number of days to third next available appointment to zero days (same day) for Primary Care.
- 2) Decrease number of days to third next available appointment to two days for Specialty Care.

Currently patients wait approximately 28 or more days to see a primary care provider by appointment. As the department works towards a primary care access structure that can provide third next available appointments at zero to two days, the department's minimum expectation is to be able to offer patients a third next available appointment within 14 days of date of patient contact for service. More ideally, the department's goal is to be able to offer patients third next available appointment less than seven (7) days from patient contact for service.

Based on current demands, to reduce the next available appointment availability from 28+ days to less than 14 days, the department needs to minimally add 12 more provider positions.

CONSEQUENCE OF NEGATIVE ACTION:

If this is not approved, the Contra Costa Regional Medical Center and Health Centers will lack the correct provider staffing to meet State regulated patient access requirements.

POSITION ADJUSTMENT REQUEST

NO. 26249
DATE 11/21/2023

Department Health Services Department No./
Budget Unit No. 0540 Org No. 6544 Agency No. A18
Action Requested: Add 12 Primary Care Provider – Exempt (VPT5) in salary plan and grade 1PX 1000 (\$19,001 - \$21,669) in the Health Services Department

Proposed Effective Date: 11/29/2023

Classification Questionnaire attached: Yes No / Cost is within Department's budget: Yes No

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$5,011,335.93 Net County Cost \$0.00
Total this FY \$2,923,279.29 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Enterprise Fund 1

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Mary Jane De Jesus-Saepharn

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Sarah Kennard for

11/21/2023

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE _____

Exempt from Human Resources review under delegated authority

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: Day following Board Action.

_____(Date)

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE _____

- Approve Recommendation of Director of Human Resources
- Disapprove Recommendation of Director of Human Resources
- Other: _____

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED DISAPPROVED

Monica Nino, Clerk of the Board of Supervisors
and County Administrator

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date _____

No. _____

1. Project Positions Requested:

2. Explain Specific Duties of Position(s)

3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)

4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.

5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____

6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications

7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.

8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted

9. How will the project position(s) be filled?
 - a. Competitive examination(s)
 - b. Existing employment list(s) Which one(s)? _____
 - c. Direct appointment of:
 1. Merit System employee who will be placed on leave from current job
 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1043
C.19.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Add eight (8) positions in various classifications for the Behavioral Health Division's Alcohol and Other Drugs Services in the Contra Costa Health Department

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

ADOPT Position Adjustment Resolution No. 26247 to add six (6) full-time following positions:

- Six (6) Substance Abuse Counselors (VHVC) at salary plan and grade TC5-1436 (\$6,192 - \$7,526)
- Two (2) Public Health Program Specialists I (VBSD) at salary plan and grade ZA5-1602 (\$7,298 - \$8,871)

in the Behavioral Health Division's Alcohol and Other Drugs Services in the Contra Costa Health Department. (Represented)

Alcohol and Other Drugs Services (0466): APPROVE Budget Adjustment No. BDA-23-00301 authorizing FY 23-24 Miscellaneous Non-Taxable Revenue (9975) appropriations in the amount of \$1,041,211.60, State Aid Drug AB Short-Doyle (9308) appropriations in the amount of \$170,953.71 for salaries, benefits, and expenses in the Alcohol and Other Drugs Services Division.

FISCAL IMPACT:

The Position Adjustment action has an annual salary and benefit cost of approximately \$1,212,165.31. There is no Net County Cost as these positions will be fully funded through Opioid Settlement Funds and Proposition 64 Elevate Youth funding.

The Appropriation Adjustment action will result in increasing the appropriations to Miscellaneous Non-Taxable Revenue code 9975 and State Aid Drug AB Short-Doyle code 9308 in the amount of \$1,212,165.31: Permanent Salaries (1011) by \$754,772.92, F.I.C.A (1042) \$58,757.74, Retirement Expense (1044) by \$177,093.28, Employee Group Insurance (1060) by \$168,318.01, Retiree Health Insurance (1061) by \$40,724.84, Unemployment Insurance (1063) by \$1,536.16, and Workers Compensation Insurance (1070) by \$10,962.36, in the Alcohol and Other Drugs Services Division.

BACKGROUND:

The Contra Costa Health Department is requesting these actions to support operational needs for the Behavioral Health Division's Alcohol and Other Drugs Services. The six Substance Abuse Counselors and one Public Health Program Specialist I positions are needed to fulfill the requirements of the Opioid Settlement program. The Opiate Settlement marks the culmination of over 3,000 opioid-related lawsuits from state and local governments across the country. California and its cities and counties stand to receive up to \$1.8 billion for

substance abuse prevention, harm reduction, treatment, and recovery. The settlement provided substantial funding for the abatement of the Opioid Crisis in California. The new positions will carry out activities outlined in proposals submitted to the Department of Health Care Services (DHCS) to remediate the impact of the opioid epidemic across High Impact Areas in Contra Costa County and to implement Core Strategies established by the DHCS to assist in reversing, preventing, and treating the harm caused by the opioid epidemic, including preventing overdoses from fentanyl and carfentanyl. The Substance Abuse Counselors will be dedicated to providing support and care management to unhoused individuals transitioning from jail with an Opioid Use Disorder (OUD). Three of the Substance Abuse Counselors will be flagged bilingual for Spanish to ensure Spanish speakers or Hispanic clients with an OUD have equal access to substance use disorder treatment. One Substance Abuse Counselor position will support women with an OUD who fit priority definitions of perinatal/postpartum use disorders. One Public Health Program Specialist I position will oversee the countywide response to the Opioid Crisis. The remaining one Public Health Program Specialist I position is needed to oversee program activities geared towards preventing harm associated with marijuana use as part of the Elevate Youth California (EYC) program, which focuses on expanding youth and young adult substance use prevention through policy, systems, and environmental change. The EYC program is funded through Proposition 64, which introduced a tax in 2016 for adults aged 21 years or older for the possession and use of marijuana for recreational purposes. All added positions will be under the responsibility of the Behavioral Health Division's Alcohol and Other Drugs Services umbrella.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Alcohol and Other Drug Services Department will continue to have insufficient staff to implement their prevention efforts to combat the Opioid Crisis and substance use disorders associated with marijuana use. Unhoused individuals transitioning from jail with Opioid Use Disorders would not receive support or care management from staff and would risk relapsing into abusing opioids. Youth and young adults would not receive the support, education, and outreach to prevent future harm connected to marijuana use.

POSITION ADJUSTMENT REQUEST

NO. 26247
DATE 11/7/2023

Department Health Services Department No./ Budget Unit No. 0466 Org No. 5920 Agency No. A18
Action Requested: Add eight (8) positions in various classifications in the Health Services Department. (Represented)

Proposed Effective Date: 12/1/2023

Classification Questionnaire attached: Yes No / Cost is within Department's budget: Yes No

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$1,212,165.31 Net County Cost _____

Total this FY \$707,096.43 N.C.C. this FY _____

SOURCE OF FUNDING TO OFFSET ADJUSTMENT: (Opioid Settlement Funds, 86%; Proposition 64 Elevate Youth funding 14%)

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Norman Tsang

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Sarah Kennard for

11/21/23

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE _____

Exempt from Human Resources review under Delegated Authority

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: Day following Board Action.

12/1/2023

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE _____

Approve Recommendation of Director of Human Resources

Disapprove Recommendation of Director of Human Resources

Other: _____

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED DISAPPROVED

Monica Nino, Clerk of the Board of Supervisors
and County Administrator

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date _____

No. xxxxx

1. Project Positions Requested:

2. Explain Specific Duties of Position(s)

3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)

4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.

5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____

6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications

7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.

8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted

9. How will the project position(s) be filled?
 - a. Competitive examination(s)
 - b. Existing employment list(s) Which one(s)? _____
 - c. Direct appointment of:
 1. Merit System employee who will be placed on leave from current job
 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY

P-300

Add eight (8) positions in various classifications for the Behavioral Health Division's Alcohol and Other Drug Services in the Health Services Department

ATTACHMENT A

- Add six (6) Substance Abuse Counselor (VHVC) positions at salary plan and grade TC5-1436 (\$6,192 - \$7,526) in department 0466, org 5920 (Alcohol and Other Drugs Administration Unit) (Funding is 100% available through Opioid Settlement Funds)
- Add one (1) Public Health Program Specialist I position at salary plan and grade ZA5-1602 (\$7,298 - \$8,871) in department 0466, org 5920 (Alcohol and Other Drugs Administration Unit) (Funding is 100% available through Opioid Settlement Funds)
- Add one (1) Public Health Program Specialist I position at salary plan and grade ZA5-1602 (\$7,298 - \$8,871) in department 0466, org 5920 (Alcohol and Other Drugs Administration Unit) (Funding is 100% available through Proposition 64 Elevate Youth funding)



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1044
C.20.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Reassign one (1) vacant full-time Mental Health Clinical Specialist (VQSB) position from Division #0466 to #0467 in the Contra Costa Health Department.

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

ADOPT Position Adjustment Resolution No. 26250 to reassign one (1) vacant full-time Mental Health Clinical Specialist (VQSB) (represented) position #17281 at salary plan and grade TC2-1384 (\$6,059 - \$8,994) from Department #0466 (Alcohol and Other Drugs Services) Org #5903 (Quality Assurance/Utilization Review) to Department #0467 (Behavioral Health) Org #5977 (Wraparound Program) in the Contra Costa Health Department.

Behavioral Health (0467): APPROVE Budget Amendment No. BDA-23-00313 authorizing FY 2023-24 Reimbursement Government/Government (9951) appropriations in the amount of \$173,342 for salaries, benefits, and expenses in the Behavioral Health Department.

FISCAL IMPACT:

The Position Adjustment action has an annual salary and benefit cost of approximately \$173,341.77 and will be fully funded through Mental Health Realignment funds.

The Budget Amendment will result in increasing the appropriations to Reimbursement Government/Government (9951) appropriations in the amount of \$173,342: Permanent Salaries (1011) by \$107,934, F.I.C.A (1042) \$5,004, Retirement Expense (1044) by \$24,469, Employee Group Insurance (1060) by \$21,094, Retiree Health Insurance (1061) by \$13,389, Unemployment Insurance (1063) by \$131, and Workers Compensation Insurance (1070) by \$1,321 in the Behavioral Health Division.

BACKGROUND:

The Contra Costa Health Department is requesting this action to support operational needs in the Wraparound Program. The program is a family-centered, strength-based program serving seriously emotionally disturbed children and youth and their families who are confronted with complex issues that are chronic and systemic and need additional support from a team of dedicated providers. With increasing numbers of mental health clients requiring Wraparound services, another Mental Health Clinical Specialist position is needed to support this program. The Mental Health Clinical Specialist will oversee the clinical needs of Wraparound clients and will work collaboratively with the Wraparound team to develop and implement comprehensive plans of care

designed to support individuals with mental health and/or behavioral support needs in the home, their school and community. The Mental Health Clinical Specialist position in the Quality Assurance/Utilization Review team, which has been vacant since July 18, 2022, has been determined to no longer be needed at this time.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, this position will not be properly allocated to the Wraparound Program and will negatively affect departmental accounting activities. In addition, the program would not have enough staff to provide comprehensive Wraparound services to mental health clients.

POSITION ADJUSTMENT REQUEST

NO. 26250
DATE 11/20/2023

Department Health Services
Department No./ Budget Unit No. 0467 Org No. 5977 Agency No. A18
Action Requested: Reassign one (1) vacant full-time Mental Health Clinical Specialist (VQSB) position #17281 from Department #0466 (Alcohol and Other Drugs Services) Org #5903 (Quality Assurance/Utilization Review) to Department #0467 (Behavioral Health) Org #5977 (Wraparound Program) in the Health Services Department. (Represented)

Proposed Effective Date: 12/1/2023

Classification Questionnaire attached: Yes [] No [x] / Cost is within Department's budget: Yes [x] No []

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$173,933.85 Net County Cost
Total this FY \$101,116.03 N.C.C. this FY

SOURCE OF FUNDING TO OFFSET ADJUSTMENT: (Mental Health Realignment funds, 100%)

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Norman Tsang

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Sarah Kennard for

11/27/2023

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE

Exempt from Human Resources review under Delegated Authority

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: [] Day following Board Action.

[x] (Date)

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

- [] Approve Recommendation of Director of Human Resources
[] Disapprove Recommendation of Director of Human Resources
[] Other:

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED [] DISAPPROVED []

Monica Nino, Clerk of the Board of Supervisors and County Administrator

DATE

BY

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date _____

No. xxxxx

1. Project Positions Requested:

2. Explain Specific Duties of Position(s)

3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)

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(services, supplies, equipment, etc.)
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6. Briefly explain the consequences of not filling the project position(s) in terms of:
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 - c. financial implications
 - d. political implications
 - e. organizational implications

7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.

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 - b. Existing employment list(s) Which one(s)? _____
 - c. Direct appointment of:
 1. Merit System employee who will be placed on leave from current job
 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: RES 23-635
C.21.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Deferred Implementation of Senate Bill 43

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

ADOPT Resolution No. to defer, until January 1, 2026, implementation of changes made by Senate Bill 43 to the Lanterman-Petris-Short Act.

FISCAL IMPACT:

Deferring implementation of the changes made by Senate Bill 43 has no fiscal impact.

BACKGROUND:

Senate Bill 43 (SB 43) amends the Lanterman-Petris-Short Act (LPS Act) by expanding the definition of “gravely disabled” for purposes of placing a person on an involuntary psychiatric hold or an LPS conservatorship. Commencing January 1, 2024, the expanded definition of “gravely disabled” will include individuals with a severe substance use disorder (or a co-occurring mental health disorder and a severe substance use disorder) who, due to their mental health or severe substance use disorder, are unable to provide for their personal safety or necessary medical care. SB 43 authorizes a county, by adoption of a resolution of its board of supervisors, to defer implementation of these changes until January 1, 2026, thereby postponing implementation of the new definition of “grave disability.”

Expanding the definition of grave disability to include persons believed to have a severe substance use disorder (SUD) is projected to increase the portion of the county’s population subject to involuntary treatment. Peace officers and county-designated professionals will have the ability to place a broader group of individuals on an involuntary hold and transport them to an LPS-designated facility for assessment, evaluation, and treatment. As a result, implementation of SB 43 is expected to result in a significant increase in the utilization of county health facilities, sub-acute treatment facilities, and treatment programs.

For SB 43 to be effective, the County’s behavioral health system will need the infrastructure and resources to address the increased utilization of existing facilities and programs and to develop new treatment programs and facilities for the influx of individuals who will now meet criteria for grave disability and may be subject to involuntary treatment and conservatorship. A full evaluation needs to be conducted; however, the Behavioral Health Services Division (CC-BHS) has made a preliminary determination that the following areas must be addressed before the County can provide the newly-mandated treatment and services in compliance with SB 43:

- Expand existing treatment facilities and programs and establish new treatment programs and facilities for the involuntary treatment of individuals who are gravely disabled as a result of severe SUD. This will entail the identification of private sector treatment facilities for the SUD population deemed gravely disabled as a result a severe SUD.
- Recruit, hire and train qualified mental health professionals, including professionals specializing in the treatment of severe SUD.
- Develop policies, procedures and protocols for the assessment and treatment of individuals who are gravely disabled as a result of a severe SUD. No policies, procedures or protocols currently exist.
- Develop assessment criteria for grave disability due to a severe SUD. (No such criteria presently exists.)
- Train Psychiatric Emergency Services (PES) staff, emergency department staff for all hospitals situated in Contra Costa County, and hospital psychiatric inpatient staff in the assessment and treatment of severe SUD for individuals detained pursuant to the expanded involuntary treatment criteria.
- Train law enforcement, who initiate the majority of involuntary LPS holds.
- Develop criteria for determining whether an individual is gravely disabled on the basis of the risks of non-treatment of a physical health condition.
- Obtain state agency clarification regarding the involuntary treatment of medical conditions for individuals in behavioral health treatment programs.
- Identify funding source(s) to support SB 43 implementation, including the financing necessary to support the expansion of treatment facilities, the increased staffing needs, the recruitment, hiring and training of a specialized workforce, and expansion and development of treatment programs. In addition, the County is responsible for the costs of the Public Guardian/Public Conservatorship Program, which will experience an increase in the number of mandated investigations and petitions for conservatorship for individuals rendered gravely disabled as a result of a severe SUD. The County is also responsible for all costs for treatment of conservatees in sub-acute facilities, which are subject to the IMD Exclusion Rule, which prohibits the use of Medi-Cal funds for care.

In conclusion, delaying the implementation of SB 43 will provide the County with the additional time necessary to work with local hospitals, law enforcement, and other stakeholders to develop necessary policies and procedures. It will also provide the time necessary to increase the behavioral health workforce, provide the necessary training, and increase treatment capacity. In addition, the California Department of Health Care Services has not yet developed standards for programs and facilities providing involuntary substance use treatment, as well as licensing and certification of these programs.

CONSEQUENCE OF NEGATIVE ACTION:

If implementation of the changes made by SB 43 is not deferred, beginning January 1, 2024, the County will be unable to provide mandated services for the assessment and treatment of individuals who are gravely disabled pursuant to the amended Welfare & Institutions Code § 5008.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

IN THE MATTER OF DEFERRING IMPLEMENTATION OF THE CHANGES MADE TO THE
LANTERMAN-PETRIS-SHORT ACT BY SENATE BILL 43

WHEREAS, the Lanterman-Petris-Short (LPS) Act (Welfare and Institutions Code section 5100, et seq.) provides for the evaluation and treatment of a person who is gravely disabled, which is defined to mean a condition in which a person, as a result of a mental health disorder, is unable to provide for his or her basic personal needs for food, clothing, or shelter; and

WHEREAS, Senate Bill 43 (2023-2024 Reg. Session), Statutes 2023, Chapter 637 (SB 43), signed by the Governor on October 10, 2023, expands the definition of gravely disabled to include a person who, as a result of a mental health disorder, a severe substance use disorder, or a co-occurring mental health disorder and a severe substance use disorder, or as a result of impairment by chronic alcoholism, is unable to provide for their basic personal needs for food, clothing, shelter, personal safety, or necessary medical care; and

WHEREAS, this expanded definition of gravely disabled becomes effective on January 1, 2024; and

WHEREAS, the responsibility for administering the LPS system falls largely with counties; and

WHEREAS, SB 43's expansion of the definition of grave disability will require a significant effort in building and expanding the treatment, workforce, delivery networks, housing capacity and models for locked treatment settings or models of care for involuntary substance use disorder treatment to successfully meet the needs of the population; and

WHEREAS, the breadth of that effort requires more time than SB 43's effective date allows; and

WHEREAS, in recognition of this need for more time, Welfare and Institutions Code section 5008, subdivision (h)(4), as enacted by SB 43, provides that a county, by adoption of a resolution of its governing body, may elect to defer implementation of the changes made to this section by SB 43 until January 1, 2026, thereby postponing implementation of the new definition of grave disability.

NOW, THEREFORE, BE IT RESOLVED by the Contra Costa County Board of Supervisors as follows:

1. Pursuant to Welfare and Institutions Code section 5008, subdivision (h)(4), as enacted by SB 43, Contra Costa County hereby elects to defer, until January 1, 2026, implementation of the changes made by SB 43 to Welfare and Institutions Code section 5008.
2. This resolution goes into effect on January 1, 2024.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1045
C.23.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Contract #27-777-8 with Nazak Mozaffarieh, O.D., Inc. (dba Eyes & Smiles Optometry)

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the county Contract #27-777-8 with Nazak Mozaffarieh, O.D., Inc. (dba Eyes & Smiles Optometry), a corporation, in an amount not to exceed \$900,000, to provide optometry services for Contra Costa Health Plan (CCHP) members for the period December 31, 2023 through December 31, 2026.

FISCAL IMPACT:

Approval of this contract will result in contractual service expenditures of up to \$900,000 over a three-year period and will be funded 100% by CCHP Enterprise Fund II. (No rate increase)

BACKGROUND:

CCHP has an obligation to provide certain specialized optometry services, for its members under the terms of their Individual and Group Health Plan membership contracts with the county. This contractor has been a CCHP Network Provider since April 1, 2009. This contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Health and Safety Code § 1451. Health Services Personnel approved this contract to ensure no conflicts with labor relations. This contractor currently cooperates with and participates in CCHP's Quality Management Program which consists of quality improvement activities to improve the quality of care and services and member experience. Cooperation includes collection and evaluation of performance measurement data and participation in the organization's clinical and service measure Quality Improvement Programs.

The nature of the optometry services needed is complex and requires seamless coordination, integration and collaboration with existing programs and systems. There are a total of 28 providers in CCHP's service area. CCHP is currently contracted with 22 optometry providers. This contract renewal will maintain comprehensive area coverage for the entire CCHP membership and meet the Knox-Keene Act, time and distance mandate required by the State of California Department of Managed Health Care (DMHC) services. This contractor has been approved by the Public Works Department's Purchasing Division on November 16, 2023.

On December 15, 2020 the Board of Supervisors approved contract #27-777-7 with Nazak Mozaffarieh, O.D., Inc. (dba Eyes & Smiles Optometry) in an amount not to exceed \$300,000 for the provision of optometry services for CCHP members for the period January 1, 2021 through December 30 2023.

Approval of Contract #27-777-8 will allow the contractor to continue to provide optometry services for CCHP members for the period December 31, 2023 through December 31, 2026.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved certain optometry services for CCHP members under the terms of their Individual and Group Health Plan membership contracts with the county will not be provided by this contractor and may cause a delay in services to CCHP members.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1046
C.24.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Contract #77-639 with Health Management Associates, Inc.

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #77-639 with Health Management Associates, Inc., a corporation, in an amount not to exceed \$768,784, to provide two (2) consultants who will assist the Contra Costa Health Plan (CCHP) by acting as interim Chief Operating Officer (COO), for the period from October 23, 2023 through October 22, 2024.

FISCAL IMPACT:

Approval of this contract will result in annual expenditures of up to \$768,784 and will be funded 100% by CCHP Enterprise Fund II. (No rate increase)

BACKGROUND:

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000. Health Services Personnel approved this Contract to ensure no conflicts with labor relations.

Approval of this new Contract #77-639 will allow the contractor to provide an interim CCHP COO to act as the appointed Compliance, Fraud, Waste & Abuse Officer, oversee of the daily health plan operation to including clinical and non-clinical departments, ensure new benefits of CalAIM are integrated into CCHP's operations, and address and respond to California Department of Healthcare Services (DHCS) and California Department of Managed Health Care (DMHC) Corrective Action Plans.

All Medi-Cal Managed Care Plans, which includes CCHP, are required to have a COO. CCHP begin its search for the COO in August 2023 in which Health Management Associates, Inc. had the most qualified, experienced, trained candidate as outlined in the Medi-Cal Managed Care contract with DHCS. This contractor was approved by the Public Works Department Purchasing Agent on October 4, 2023.

The nature of the consulting and technical services needed is complex and requires seamless coordination, integration and collaboration with existing programs and systems. This ontract allows CCHP to meet the mandate required by DHCS for the COO services, through October 22, 2024. This contractor will assist with the redesign of the Compliance Unit which includes policy and workflow for All Plan Letters Management, publishing the regulatory calendar, compliance with operational audits, memorandum of understandings, HIPAA, and discrimination. The contractor will provide monthly reports to the Health Services Department

Director regarding compliance adherence including deliverables to the DHCS and DMHC.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the CCHP will not be in compliance with DHCS requirements.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1047
C.25.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Amendment Agreement #27-950-6 with Brighter Beginnings

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #27-950-6 with Brighter Beginnings, a non-profit corporation, effective December 1, 2023, to amend Contract #27-950-5, to increase the payment limit by \$100,000, from \$1,200,000 to a new payment limit of \$1,300,000, with no change in the original term of October 1, 2023 through September 30, 2026.

FISCAL IMPACT:

Approval of this amendment will result in additional expenditures of up to \$100,000 and will be funded 100% by Contra Costa Health Plan (CCHP) Enterprise Fund II revenues. (Additional rates)

BACKGROUND:

CCHP has an obligation to provide certain Primary Care Physician (PCP) services including but not limited to: family medicine for its members under the terms of their Individual and Group Health Plan membership contracts with the county. This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Health and Safety Code § 1451. Health Services Personnel approved this contract to ensure no conflicts with labor relations in October 2023. This contractor has been a part of the CCHP Provider Network providing PCP services and fostering a deep understanding of the CCHP organizations mission, values, and long-term objectives since October 1, 2014.

On September 19, 2023, the Board of Supervisors approved Contract #27-950-5 with Brighter Beginnings, in an amount not to exceed \$1,200,000, for the provision of PCP services for CCHP members and county recipients, for the period October 1, 2023 through September 30, 2026.

These additional funds are for CalAIM Transition Services which includes but is not limited to outreach and Enhanced Care Management (ECM) expansion. Services will be provided to people with restricted scope Medi-Cal in Contra Costa County who will transition to Full-Scope Medi-Cal beginning January 2024. Led by the California Department of Health Care Services (DHCS), the goal of CalAIM is to improve outcomes for people covered by Medi-Cal, including the most vulnerable residents, such as homelessness, behavioral health care access, children with complex medical conditions, the growing number of justice-involved populations who have significant clinical needs, and the growing aging population. This will be a one-time funding from CCHP Medi-Cal Incentive Fund-New Investment.

Approval of Contract Amendment Agreement #27-950-6 will allow the contractor to provide additional CalAIM outreach services for CCHP members and county recipients through September 30, 2026.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, the contract will not have sufficient funds to pay the contractor and CCHP members will not have access to the contractor's additional PCP services under the terms of their Individual and Group Health Plan memberships.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1048
C.26.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Transportation and Food Vouchers for Clients of the HIV/AIDS and STD Program

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE AND AUTHORIZE the Purchasing Agent, or designee, to purchase, on behalf of the Health Services Director, transportation and food vouchers totaling an amount not to exceed \$25,000 from the following: 199 Arco gas vouchers each with a \$50 value totaling \$9,950 plus \$50 shipping; 50 Target grocery vouchers each with a \$100 value totaling \$5,000; 50 WinCo grocery vouchers each with a \$100 value totaling \$5,000; and 50 Safeway grocery vouchers each with a \$100 value totaling \$5,000 for low-income clients served by the HIV/AIDS and STD Program in Fiscal Year 2023-24.

FISCAL IMPACT:

This \$25,000 expenditure will be funded by the Housing Opportunities for Persons with AIDS (HOPWA) grant for fiscal year 2023-2024. There is no impact to the County General Fund.

BACKGROUND:

The HIV/AIDS and STD Program within Contra Costa Public Health, holds a Housing Opportunities for Persons with AIDS (HOPWA) grant from the Department of Housing and Urban Development, administered by the City of Oakland. These funds are intended for low-income clients receiving Medical Case Management for the provision of food and non-emergency transportation. All vouchers are distributed based on need and eligibility as outlined by the grant.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, low-income HIV/AIDS and STD Program clients may experience food scarcity and unable to travel to vital medical appointments and support services.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1049
C.27.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Contract #27-249-9 with Armen Serebrakian, M.D.

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #27-249-9 with Armen Serebrakian, M.D., in an amount not to exceed \$600,000, to provide otolaryngology services for Contra Costa Health Plan (CCHP) members for the period January 1, 2024 through December 31, 2026.

FISCAL IMPACT:

Approval of this contract will result in contractual service expenditures of up to \$600,000 over a three-year period and is funded 100% by CCHP Enterprise Fund II. (No rate increase)

BACKGROUND:

CCHP has an obligation to provide certain otolaryngology services for CCHP Members. This contractor has been a CCHP Network Provider providing these services and fostering a deep understanding of CCHP's mission, values, and long-term objectives since February 1, 1997.

This contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Health and Safety Code § 1451. Health Services Personnel approved this Contract to ensure no conflicts with labor relations. Contractor currently cooperates with and participates in CCHP's Quality Management Program which consists of quality improvement activities to improve the quality of care and services and member experience. Cooperation includes collection and evaluation of performance measurement data and participation in the organization's clinical and service measure Quality Improvement Programs. Per Administrative Bulletin 600.3 CCHP Physician Services are exempt from solicitation requirements.

On December 8, 2020, the Board of Supervisors approved Contract #27-249-8 with Armen Serebrakian, M.D., in the amount not to exceed \$525,000 to provide otolaryngology services for CCHP members, for the period January 1, 2021 through December 31, 2023.

Approval of Contract #27-249-9 will allow the contractor to continue providing otolaryngology services for CCHP members, through December 31, 2026.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, certain specialized otolaryngology services will not be provided, and may increase wait time for CCHP members to receive services.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1050
C.28.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Contract #27-569-10 with William W. Chen, M.D., Medical Corporation

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #27-569-10 with William W. Chen, M.D., Medical Corporation, in an amount not to exceed \$900,000, to provide primary care services for Contra Costa Health Plan (CCHP) members for the period January 1, 2024 through December 31, 2026.

FISCAL IMPACT:

Approval of this contract will result in contractual service expenditures of up to \$900,000 over a three-year period and is funded 100% by CCHP Enterprise Fund II. (No rate increase)

BACKGROUND:

CCHP has an obligation to provide primary care physician services for CCHP Members. The contractor has been a CCHP Network Provider providing these services and fostering a deep understanding of the CCHP organizations mission, values, and long-term objectives since January 1, 2004.

This contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Health and Safety Code § 1451. Health Services Personnel approved this contract to ensure no conflicts with labor relations. This contractor currently cooperates with and participates in CCHP's Quality Management Program which consists of quality improvement activities to improve the quality of care and services and member experience. Cooperation includes collection and evaluation of performance measurement data and participation in the organization's clinical and service measure Quality Improvement Programs. Per Administrative Bulletin 600.3 CCHP Physician Services are exempt from solicitation requirements.

On December 8, 2020, the County Administrator approved, and Purchasing Services Manager executed Contract #27-569-9 with William W. Chen, M.D., Inc., Medical Corporation, in an amount not to exceed \$300,000 to provide primary care physician services for CCHP members, for the period January 1, 2021 through December 31, 2023.

Approval of Contract #27-569-10 will allow contractor to continue providing primary care physician services for CCHP members, through December 31, 2026.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, certain specialized primary care physician services will not be provided and may increase wait time for CCHP members to receive services.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1051
C.29.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Contract #26-616-10 with InfoImage of California, Inc.

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County contract #26-616-10 with InfoImage of California, Inc., a corporation, in an amount not to exceed \$350,000, to provide patient billing services at Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers, for the period from January 1, 2024 through December 31, 2025.

FISCAL IMPACT:

Approval of this contract will result in budgeted expenditures of up to \$350,000 over a 2-year period and will be funded 100% by Hospital Enterprise Fund I revenues. (No rate increase)

BACKGROUND:

This contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000, and was approved by Health Services Personnel to ensure there is no conflict with labor relations. The county has been contracting with InfoImage of California, Inc., since January 2008 to provide patient billing services at CCRMC and Contra Costa Health Centers. This contractor was chosen over others because they are compliant with recently implemented assembly bill 1020 as well as their seamless integration with the County's third-party debt collector. CCRMC's Quality Management, Utilization Management and Contract Monitor Staff meet on a regular basis to ensure monitoring and performance measures in the contract are upheld. This contract was approved by the Public Works Department's Purchasing Division on October 24, 2023.

On January 18, 2022, the Board of Supervisors approved contract #26-616-9 with InfoImage of California, Inc., in an amount not to exceed \$330,000, to provide patient billing services at CCRMC and Contra Costa Health Centers for the period from January 1, 2022 through December 31, 2023.

Approval of contract #26-616-10 will allow the contractor to continue providing patient billing services through December 31, 2025.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, county will not have access to the contractor's patient billing services.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1052
C.30.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Contract #24-681-94(9) with PH Senior Care, LLC (dba Pleasant Hill Oasis)

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #24-681-94(9) with PH Senior Care, LLC (dba Pleasant Hill Oasis), a limited liability company, in an amount not to exceed \$1,285,824, to provide augmented board and care services for the period from December 1, 2023 through November 30, 2024.

FISCAL IMPACT:

Approval of this contract will result in contractual service expenditures of up to \$1,285,824 and will be funded by 73% Mental Health Realignment funds (\$942,420), 24% Mental Health Services Act funds (\$309,984), and 3% County General Fund (\$33,420).

BACKGROUND:

Due to the limited number of specialty providers available within the community, the Behavioral Health Services Division (BHSD) relies on contractors to provide necessary specialty health services to its clients. BHSD has contracted with PH Senior Care, LLC (dba Pleasant Hill Oasis) for augmented board and care services since November 2017.

This contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227; California Code of Regulations, Title 9, Section 523 et seq.; California Welfare and Institutions Code Section (5600 et. seq., known as The Bronzan-McCorquodale Act). This provider was selected in collaboration with community stakeholder advisory bodies and was approved as part of the comprehensive Mental Health Services Act Three-Year Plan as required by State regulation. Providers interested in providing specialized services were invited proactively to participate in program development and offered the opportunity to submit interest at dozens of publicly noticed meetings. The services and vendors were identified in the formal Three-Year plan which was approved on the following schedule that was noticed to the public and approved by the Board on August 1, 2023. The Three-Year plan was posed for public comment from June 5, 2023 through July 5, 2023, there was a Public Hearing at the Mental Health Commission meeting on July 5, 2023, and it was approved by the Board of Supervisors on August 1, 2023. BHSD's Quality Management, Utilization Management and Contract Monitor staff meet on a regular basis to ensure monitoring and performance measures in the contract are upheld. This contract was approved by Health Services Personnel to ensure there is no conflict with labor relations.

On November 29, 2022, the Board of Supervisors approved Contract #24-681-94(7) with PH Senior Care, LLC (dba Pleasant Hill Manor), in an amount not to exceed \$1,069,440, to provide augmented board and care services for mentally ill older adults, for the period from December 1, 2022 through November 30, 2023.

On August 8, 2023, the Board of Supervisors approved Contract Amendment Agreement #24-681-94(8) with PH Senior Care, LLC (dba Pleasant Hill Manor), effective August 1, 2023, to increase the payment limit by \$55,700 to a new total payment limit of \$1,125,140, with no change in the term December 1, 2022 through November 30, 2023.

Approval of Contract #24-681-94(9) will allow the contractor to continue providing augmented board and care services to mentally ill adults through November 30, 2024.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, county's mentally ill adults needing augmented board and care will not have access to the contractor's services which could result in increased wait times for services.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1053
C.31.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Contract #23-518-5 with the Reach Air Medical Services, LLC

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #23-518-5 with Reach Air Medical Services, LLC, a limited liability company, to provide air ambulance patient transport services for the period from January 1, 2024 through December 31, 2025.

FISCAL IMPACT:

This is a non-financial agreement. The contractor agrees to pay the required initial and the renewal authorization fees as specified in the Contra Costa Emergency Medical Services (EMS) Agency Fee Policy for each year of this agreement.

BACKGROUND:

This contractor provides air ambulance patient transport services within the jurisdiction of Contra Costa County without interruption, twenty-four (24) hours per day, seven (7) days per week, and fifty-two (52) weeks per year. This contractor is recognized as a multi-jurisdictional air provider, whose jurisdiction of origin is headquartered out of Sacramento County with a base of operations in Concord, Vacaville, and Sacramento. The contractor will work cooperatively with the EMS Agency, allowing the County's EMS Division, to utilize air ambulance patient transport services. This contractor has been providing these services to the county since January 1, 2013.

On January 11, 2022, the Board of Supervisors approved Contract #23-518-4, with Reach Air Medical Services, LLC for the provision of air ambulance patient transport services, through December 31, 2023.

Approval of Contract #23-518-5 will allow the contractor to continue to provide ambulance patient transport services through December 31, 2025.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the County EMS Division will not be able to utilize the vendor's service and the County will have to find other means of patient transport services within the jurisdiction of Contra Costa County.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1054
C.32.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Contract #23-493-4 with John Muir Health (dba John Muir Medical Center - Walnut Creek Campus)

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #23-493-4 with John Muir Health Inc. (dba John Muir Medical Center - Walnut Creek Campus), a non-profit corporation, including mutual indemnification, to act as a designated Primary Stroke Center (PSC) to assist patients who have been assessed by ambulance personnel as suffering from a suspected stroke, for the period from January 1, 2024 through December 31, 2026.

FISCAL IMPACT:

No General Fund impact. Emergency Medical Services (EMS) staff costs to be covered under County Service Area EM-1 and charges to participating hospitals.

BACKGROUND:

In collaboration with hospitals, fire first-responders and emergency ambulance services, Contra Costa Emergency Medical Care Committee, Contra Costa Stroke Advisory Committee, and Contra Costa EMS has been working towards implementation of a program that will provide quicker access to definitive care for patients with symptoms of acute stroke. Strokes occur when blood flow to the brain has been disrupted due to a blockage in a vessel (ischemic stroke) or bleeding in the brain (hemorrhagic stroke). Research has shown significant reduction in mortality and morbidity when stroke patients are identified in the field and transported, with advance notification, to a hospital staffed and equipped to provide rapid stroke care. A nationally-recognized goal is to provide PSC intervention within three to four and one half hours of onset of symptoms. Identification of a suspected stroke patient begins in the field and requires rapid identification and subsequent triage to a PSC. All ambulance and fire first responder paramedics in the county have been trained in the rapid recognition of stroke patients using the Cincinnati Stroke Scale.

On January 19, 2021, the Board of Supervisors approved Contract #23-493-3 with John Muir Health (dba John Muir Medical Center-Walnut Creek Campus), to act as a PSC to assist patients who have been assessed by ambulance personnel with a suspected stroke, for the period from January 1, 2021 through December 31, 2023.

Approval of Contract #23-493-4 will allow John Muir Health (dba John Muir Medical Center - Walnut Creek Campus) to continue as a designated PSC through December 31, 2026. This Contract includes mutual indemnification to hold harmless both parties for any claims arising out of the performance of this contract.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, designation of this facility as a PSC will impede the implementation of a coordinated stroke system in Contra Costa County.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1055
C.33.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Contract #23-494-4 with John Muir Health (dba John Muir Medical Center - Concord Campus)

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #23-494-4 with John Muir Health (dba John Muir Medical Center - Concord Campus), a non-profit corporation, including mutual indemnification, to act as a designated Primary Stroke Center (PSC) to assist patients who have been assessed by ambulance personnel as suffering from a suspected stroke, for the period from January 1, 2024 through December 31, 2026.

FISCAL IMPACT:

No General Fund impact. Emergency Medical Services (EMS) staff costs to be covered under County Service Area EM-1 and charges to participating hospitals.

BACKGROUND:

In collaboration with hospitals, fire first-responders and emergency ambulance services, Contra Costa Emergency Medical Care Committee, Contra Costa Stroke Advisory Committee, and Contra Costa EMS has been working towards implementation of a program that will provide quicker access to definitive care for patients with symptoms of acute stroke. Strokes occur when blood flow to the brain has been disrupted due to a blockage in a vessel (ischemic stroke) or bleeding in the brain (hemorrhagic stroke). Research has shown significant reduction in mortality and morbidity when stroke patients are identified in the field and transported, with advance notification, to a hospital staffed and equipped to provide rapid stroke care. A nationally-recognized goal is to provide PSC intervention within three to four and one half hours of onset of symptoms. Identification of a suspected stroke patient begins in the field and requires rapid identification and subsequent triage to a PSC. All ambulance and fire first responder paramedics in the county have been trained in the rapid recognition of stroke patients using the Cincinnati Stroke Scale.

On January 19, 2021, the Board of Supervisors approved Contract #23-494-3 with John Muir Health (dba John Muir Medical Center-Concord Campus), to act as a designated PSC to assist patients who have been assessed by ambulance personnel with a suspected stroke, for the period from January 1, 2021 through December 31, 2023.

Approval of Contract #23-494-4 will allow John Muir Medical Center - Concord Campus to continue as a designated PSC through December 31, 2026. This contract includes mutual indemnification to hold harmless both parties for any claims arising out of the performance of this contract.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, designation of this facility as a PSC will impede the implementation of a coordinated stroke system in Contra Costa County.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1056
C.34.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Novation Contract #24-385-53 with Bay Area Community Services, Inc.

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Novation Contract #24-385-53 with Bay Area Community Services, Inc., a non-profit corporation, in an amount not to exceed \$1,149,424, to provide mental health outreach and support services for homeless and disabled adults with mental illness at the Don Brown Shelter in East Contra Costa County, for the period from July 1, 2023 through June 30, 2024.

FISCAL IMPACT:

Approval of this contract will result in budgeted expenditures of up to \$1,149,424 and will be funded by 62% Substance Abuse and Mental Health Services Administration (\$712,643), 25% Mental Health Services Act (\$287,356), and 13% Project for Assistance in Transition from Homelessness (PATH) Grant revenues (\$149,425). (No Rate increase)

BACKGROUND:

The County has been contracting with Bay Area Community Services, Inc., since June 2019 to provide mental health outreach and support services for homeless and disabled adults with mental illness at the Don Brown Shelter in East Contra Costa County. This contract meets the social needs of county's population by providing ongoing operational funding for a mental health homeless shelter in East Contra Costa County and is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000. The Behavioral Health's Quality Management, Utilization Management and Contract Monitor Staff meet on a regular basis to ensure monitoring and performance measures in the contract are upheld. This contract was approved by Health Services Personnel to ensure there is no conflict with labor relations.

This provider was selected in collaboration with community stakeholder advisory bodies and was approved as part of the comprehensive Mental Health Services Act Three-Year Plan as required by State regulation. Providers interested in providing specialized services were invited proactively to participate in program development and offered the opportunity to submit interest at dozens of publicly noticed meetings. The services and vendors were identified in the formal Three-Year plan was approved on the following schedule that was noticed to the public and approved by the Board on August 1, 2023. The Three-Year Plan was posted for public comment from June 5, 2023 through July 5, 2023, there was a Public Hearing at the Mental Health Commission meeting on July 5, 2023, and it was approved by the Board of Supervisors on August 1, 2023.

On October 4, 2022, the Board of Supervisors approved Novation Contract #24-385-52 with Bay Area Community Services, Inc., in an amount not to exceed \$1,136,206 for the provision mental health outreach and supportive services at the Don Brown Shelter for homeless and disabled mentally ill adults in East Contra Costa County, for the period from July 1, 2022 through June 30, 2023, which included a six-month automatic extension through December 31, 2023, in an amount not to exceed \$568,103.

Approval of Novation Contract #24-385-53 replaces the automatic extension under the prior contract and allows the contractor to continue providing services through June 30, 2024.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, county's homeless adults with mental illness will experience reduced access to core survival and support services at the Don Brown Shelter in East Contra Costa County.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1057
C.35.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Extension #28-904-1 with UCSF-Division of Pediatric Rehabilitation Medicine

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Extension Agreement #28-904-1 containing mutual indemnification with UCSF-Division of Pediatric Rehabilitation Medicine, an educational institution, to extend the term date from December 31, 2023 to December 31, 2025, for physical therapy and medically related services to physically disabled children in County facilities throughout Contra Costa County.

FISCAL IMPACT:

This is a non-financial agreement.

BACKGROUND:

This contract meets the social needs of county's population by providing physical therapy and medically related services to physically disabled children who are eligible for California Children's Services (CCS) services. These services will be provided at the Turner Medical Therapy Unit (MTU) in Antioch, Shadelands MTU in Concord, Mauzy MTU in Alamo and West County MTU in San Pablo.

On January 1, 2020, the Board of Supervisors approved Interagency Agreement #28-904 with UCSF-Division of Pediatric Rehabilitation Medicine, to provide physical therapy and medically related services to physically disabled children in County facilities throughout Contra Costa County for the period January 1, 2020 through December 31, 2023.

Approval of Contract Extension Agreement #28-904-1 will allow the contractor to continue providing physical therapy and medically related services through December 31, 2025.

CONSEQUENCE OF NEGATIVE ACTION:

If this extension is not approved, contractor will not continue to provide physical therapy and medically related services.

CHILDREN'S IMPACT STATEMENT:

This program supports the following Board of Supervisors' community outcomes: "Children Ready For and Succeeding in School" and "Communities that are Safe and Provide a High Quality of Life for Children and Families". Expected program outcomes include an increase in the number of healthy children within the

File #: 23-1057
C.35.

Agenda Date: 12/5/2023

Agenda #:

district.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1058
C.36.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Contract #23-495-4 with Kaiser Foundation Hospitals (dba Kaiser Permanente - Walnut Creek)

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #23-495-4 with Kaiser Foundation Hospitals, (dba Kaiser Permanente -Walnut Creek), a non-profit corporation, including mutual indemnification, to act as a designated primary stroke center (PSC) to assist patients who have been assessed by ambulance personnel as suffering with a suspected stroke, for the period from January 1, 2024 through December 31, 2026.

FISCAL IMPACT:

No General Fund impact. Emergency Medical Service (EMS) staff costs to be covered under County Service Area EM-1 and charges to participating hospitals.

BACKGROUND:

In collaboration with hospitals, fire first-responders and emergency ambulance services, Contra Costa Emergency Medical Care Committee, Contra Costa Stroke Advisory Committee, and Contra Costa EMS has been working towards implementation of a program that will provide quicker access to definitive care for patients with symptoms of acute stroke. Strokes occur when blood flow to the brain has been disrupted due to a blockage in a vessel (ischemic stroke) or bleeding in the brain (hemorrhagic stroke). Research has shown significant reduction in mortality and morbidity when stroke patients are identified in the field and transported, with advance notification, to a hospital staffed and equipped to provide rapid stroke care. A nationally-recognized goal is to provide PSC intervention within three to four and one half hours of onset of symptoms. Identification of a suspected stroke patient begins in the field and requires rapid identification and subsequent triage to a PSC. All ambulance and fire first responder paramedics in the county have been trained in the rapid recognition of stroke patients using the Cincinnati Stroke Scale.

On January 19, 2021, the Board of Supervisors approved Contract #23-495-3 with Kaiser Foundation Hospitals, (dba Kaiser Permanente -Walnut Creek) to act as a PSC to assist patients who have been assessed by ambulance personnel with a suspected stroke, for the period from January 1, 2021 through December 31, 2023.

Approval of Contract #23-495-4 will allow Kaiser Permanente - Walnut Creek to continue to act as a PSC through December 31, 2026. This contract includes mutual indemnification to hold harmless both parties for any claims arising out of the performance of this contract.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, designation of this facility as a PSC will impede the implementation of a coordinated stroke system in Contra Costa County.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1059
C.37.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Contract #23-496-4 with Kaiser Foundation Hospitals (dba Kaiser Permanente - Antioch)

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #23-496-4 with Kaiser Foundation Hospitals (dba Kaiser Permanente - Antioch), a non-profit corporation, including mutual indemnification, to act as a designated primary stroke center (PSC) to assist patients who have been assessed by ambulance personnel as suffering with a suspected stroke, for the period from January, 1 2024 through December 31, 2026.

FISCAL IMPACT:

No general fund impact. Emergency Medical Service (EMS) staff costs to be covered under County Service Area EM-1 and charges to participating hospitals.

BACKGROUND:

In collaboration with hospitals, fire first-responders and emergency ambulance services, Contra Costa Emergency Medical Care Committee, Contra Costa Stroke Advisory Committee, and Contra Costa EMS has been working towards implementation of a program that will provide quicker access to definitive care for patients with symptoms of acute stroke. Strokes occur when blood flow to the brain has been disrupted due to a blockage in a vessel (ischemic stroke) or bleeding in the brain (hemorrhagic stroke). Research has shown significant reduction in mortality and morbidity when stroke patients are identified in the field and transported, with advance notification, to a hospital staffed and equipped to provide rapid stroke care. A nationally-recognized goal is to provide PSC intervention within three to four and one half hours of onset of symptoms. Identification of a suspected stroke patient begins in the field and requires rapid identification and subsequent triage to a PSC. All ambulance and fire first responder paramedics in the county have been trained in the rapid recognition of stroke patients using the Cincinnati Stroke Scale.

On January 19, 2019, the Board of Supervisors approved Contract #23-496-3 with Kaiser Foundation Hospitals (dba Kaiser Permanente-Antioch), to act as a PSC to assist patients who have been assessed by ambulance personnel with a suspected stroke, for the period from January 1, 2021 through December 31, 2023.

Approval of Contract #23-496-4 will allow Kaiser Permanente - Antioch to continue to act as a PSC through December 31, 2026. This contract includes mutual indemnification to hold harmless both parties for any claims arising out of the performance of this contract.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, designation of this facility as a PSC will impede the implementation of a coordinated stroke system in Contra Costa County.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1060
C.38.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Contract #23-497-5 with Kaiser Foundation Hospitals (dba Kaiser Permanente - Richmond)

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #23-497-5 with Kaiser Foundation Hospitals, (dba Kaiser Permanente - Richmond), a non-profit corporation, including mutual indemnification, to act as a designated primary stroke center (PSC) to assist patients who have been assessed by ambulance personnel as suffering from a suspected stroke, for the period from January 1, 2024 through December 31, 2026.

FISCAL IMPACT:

No General Fund impact. Emergency Medical Service (EMS) staff costs to be covered under County Service Area EM-1 and charges to participating hospitals.

BACKGROUND:

In collaboration with hospitals, fire first-responders and emergency ambulance services, Contra Costa Emergency Medical Care Committee, Contra Costa Stroke Advisory Committee, and Contra Costa EMS has been working towards implementation of a program that will provide quicker access to definitive care for patients with symptoms of acute stroke. Strokes occur when blood flow to the brain has been disrupted due to a blockage in a vessel (ischemic stroke) or bleeding in the brain (hemorrhagic stroke). Research has shown significant reduction in mortality and morbidity when stroke patients are identified in the field and transported, with advance notification, to a hospital staffed and equipped to provide rapid stroke care. A nationally-recognized goal is to provide PSC intervention within three to four and one half hours of onset of symptoms. Identification of a suspected stroke patient begins in the field and requires rapid identification and subsequent triage to a PSC. All ambulance and fire first responder paramedics in the county have been trained in the rapid recognition of stroke patients using the Cincinnati Stroke Scale.

On January 19, 2019, the Board of Supervisors approved Contract #23-497-4 with Kaiser Foundation Hospitals (dba Kaiser Permanente-Richmond), to act as a PSC to assist patients who have been assessed by ambulance personnel with a suspected stroke, for the period from January 1, 2021 through December 31, 2023.

Approval of Contract #23-496-5 will allow Kaiser Permanente - Richmond to continue to act as a PSC through December 31, 2026. This contract includes mutual indemnification to hold harmless both parties for any claims arising out of the performance of this contract.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, designation of this facility as a PSC will impede the implementation of a coordinated stroke system in Contra Costa County.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1061
C.39.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Approval of Contract #23-516-4 with San Ramon Regional Medical Center, LLC

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #23-516-4 with San Ramon Regional Medical Center, LLC, a Limited Liability Company, including mutual indemnification, to act as a designated primary stroke center (PSC) to assist patients who have been assessed by ambulance personnel as suffering from a suspected stroke, for the period from January 1, 2024 through December 31, 2026.

FISCAL IMPACT:

No general fund impact. Emergency Medical Services (EMS) staff costs to be covered under County Service Area EM-1 and charges to participating hospitals.

BACKGROUND:

In collaboration with hospitals, fire first-responders and emergency ambulance services, Contra Costa Emergency Medical Care Committee, Contra Costa Stroke Advisory Committee, and Contra Costa EMS has been working towards implementation of a program that will provide quicker access to definitive care for patients with symptoms of acute stroke. Strokes occur when blood flow to the brain has been disrupted due to a blockage in a vessel (ischemic stroke) or bleeding in the brain (hemorrhagic stroke). Research has shown significant reduction in mortality and morbidity when stroke patients are identified in the field and transported, with advance notification, to a hospital staffed and equipped to provide rapid stroke care. A nationally-recognized goal is to provide PSC intervention within three to four and one half hours of onset of symptoms. Identification of a suspected stroke patient begins in the field and requires rapid identification and subsequent triage to a PSC. All ambulance and fire first responder paramedics in the county have been trained in the rapid recognition of stroke patients using the Cincinnati Stroke Scale.

On January 19, 2021, the Board of Supervisors approved Contract #23-516-3 with San Ramon Regional Medical Center, LLC to act as a PSC to assist patients who have been assessed by ambulance personnel with a suspected stroke, for the period from January 1, 2021 through December 31, 2023.

Approval of Contract #23-516-4 will designate San Ramon Regional Medical Center, LLC as a PSC through December 31, 2026. This contract includes mutual indemnification to hold harmless both parties for any claims arising out of the performance of this contract.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, designation of this facility as a PSC will impede the implementation of a coordinated stroke system in Contra Costa County.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1062
C.40.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Contract #27-827-6 with Thomas J. Mampalam, M.D., A Professional Corporation

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #27-827-6 with Thomas J. Mampalam, M.D., A Professional Corporation, in an amount not to exceed \$300,000, to provide neurosurgery services for Contra Costa Health Plan (CCHP) members for the period January 1, 2024 through December 31, 2026.

FISCAL IMPACT:

Approval of this contract will result in contractual service expenditures of up to \$300,000 over a three-year period and will be funded 100% by CCHP Enterprise Fund II revenues. (No rate increase)

BACKGROUND:

CCHP has an obligation to provide certain medical specialist services for its members under the terms of their individual and group health plan membership contracts with the county. This contractor has been part of the CCHP Provider Network providing neurosurgery services and fostering a deep understanding of the CCHP organizations mission, values, and long-term objectives since January 1, 2011.

This contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Health and Safety Code § 1451. Health Services Personnel approved this Contract to ensure no conflicts with labor relations in October 2023. Per Administrative Bulletin 600.3 CCHP Physician Services are exempt from solicitation requirements.

On January 5, 2021, the Board of Supervisors approved Contract #27-827-5 with Thomas J. Mampalam, M.D., A Professional Corporation, in the amount of \$200,000, for the provision of neurosurgery services for CCHP members, for the period January 1, 2021 through December 31, 2023.

Approval of Contract #27-827-6 will allow the contractor to continue providing neurosurgery services for CCHP members, through December 31, 2026.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, certain specialized neurosurgery services will not be provided, and may increase wait time for CCHP members to receive services.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1063
C.41.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Contract #77-519-1 with West Coast Kidney Institute

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #77-519-1 with West Coast Kidney Institute, a general partnership, in an amount not to exceed \$4,000,000, to provide nephrology services for Contra Costa Health Plan (CCHP) members for the period January 1, 2024 through December 31, 2025.

FISCAL IMPACT:

Approval of this contract will result in contractual service expenditures of up to \$4,000,000 over a two-year period and is funded 100% by CCHP Enterprise Fund II. (No rate increase)

BACKGROUND:

CCHP has an obligation to provide certain nephrology services for CCHP Members. Provider has been a CCHP Network Provider providing these services and fostering a deep understanding of CCHP's mission, values, and long-term objectives since January 1, 2023. This contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Health and Safety Code § 1451. Health Services Personnel approved this Contract to ensure no conflicts with labor relations.

This contractor currently cooperates with and participates in CCHP's Quality Management Program which consists of quality improvement activities to improve the quality of care and services and member experience. Cooperation includes collection and evaluation of performance measurement data and participation in the organization's clinical and service measure Quality Improvement Programs. Per Administrative Bulletin 600.3 CCHP Physician Services are exempt from solicitation requirements.

On December 6, 2022, the Board of Supervisors approved Contract #77-519 with West Coast Kidney Institute, in an amount not to exceed \$2,000,000, to provide nephrology services for CCHP members, for the period January 1, 2023 through December 31, 2023.

Approval of Contract #77-519-1 will allow the contractor to continue providing nephrology services for CCHP members, through December 31, 2025.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, certain specialized nephrology services will not be provided, and may increase

wait time for CCHP members to receive services.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1064
C.42.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Amendment Agreement #78-025-1 with Blue Cross of California Partnership Plan, Inc. (dba Anthem Blue Cross)

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Health Services Director or designee, to execute on behalf of County Amendment Agreement #78-025-1 with Blue Cross of California Partnership Plan, Inc. (dba Anthem Blue Cross), to amend Agreement 78-025, effective August 31, 2023, to increase the amount payable by \$343,000, from \$650,000 to a new amount not to exceed \$993,000 for the Housing and Homelessness Incentive Program (HHIP) to support homeless services for the period December 1, 2022 through December 31, 2023.

FISCAL IMPACT:

Approval of this amendment will result in an additional amount not to exceed \$343,000 payable to the County. No County match is required.

BACKGROUND:

The HHIP is a two-year incentive program from the Department of Health Care Services (DHCS) that allows community organizations to build partnerships with Medi-Cal Managed Care Plans (MCP's) to address housing and homelessness. As part of HHIP, grantor and county will address identified gaps and needs and meet HHIP metrics. With this collaboration Health, Housing and Homeless Services Division (H3) is minimizing the duplication of housing resources and strengthening collaboration between the Health Services Department and private healthcare providers. H3 will utilize funds to increase Coordinated Entry System (CES) services, including racial equity trainings and compensation for people with lived experience to participate in Continuum of Care (CoC) activities, homeless outreach services, and homeless diversion and prevention services.

On March 7, 2023, the Board of Supervisors approved Agreement 78-025 in an amount not to exceed \$650,000 payable to the County for the Housing and Homelessness Incentive Program (HHIP) to support homeless services, for the period December 1, 2022 through December 31, 2023. This agreement included mutual indemnification.

Approval of Amendment Agreement #78-025-1 will allow county to receive additional funds through December 1, 2023. This agreement was delayed due to late notice of additional funding available to the County by the State.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, the county will not receive additional HHIP funding from grantor to support homeless services.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1065
C.43.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Agreement #28-372-5 with the City of Richmond

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Agreement #28-372-5 with the City of Richmond, a government agency, including mutual indemnification, to pay the County an amount not to exceed \$1,430,639 for the Coordinated Outreach, Referral and Engagement (CORE) Program to provide homeless outreach services, for the period from July 1, 2023 through June 30, 2026.

FISCAL IMPACT:

Approval of this agreement will allow the County to receive an amount not to exceed \$1,430,639 from the City of Richmond over a three-year period to provide homeless outreach services. No County match is required.

BACKGROUND:

The CORE Program locates and engages homeless clients throughout Contra Costa County. CORE teams serve as an entry point into the County's coordinated entry system for unsheltered persons and work to locate, engage, stabilize and house chronically homeless individuals and families. County has been providing CORE services to the City of Richmond since May 2018.

On June 27, 2023, the Board of Supervisors approved Agreement #28-372-4 with City of to pay County an amount not to exceed \$144,333 to operate the CORE Program and provide services to the City of Richmond for its Police Department for the period July 1, 2022 through June 30, 2023.

Approval of Agreement #28-372-5 will allow County to receive funds to continue providing CORE services to City of Richmond through June 30, 2026. This contract includes mutual indemnification to hold harmless both parties for any claims arising out of the performance of this Contract. This agreement is delayed due to the City not furnishing the agreement to County until October 30, 2023.

CONSEQUENCE OF NEGATIVE ACTION:

If this agreement is not approved, county will not receive funding and without such funding, the CORE program may have to operate at a reduced capacity.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1066
C.44.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Agreement #29-604-8 with the City of Walnut Creek

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Agreement #29-604-7 with the City of Walnut Creek, which includes agreeing to indemnify the city, to pay the county an amount not to exceed \$15,000 for the operation of the Coordinated Outreach, Referral and Engagement (CORE) Program to provide homeless outreach services, for the period from July 1, 2023 through June 30, 2024.

FISCAL IMPACT:

Approval of this agreement will allow the county to receive funds in an amount not to exceed \$15,000 (\$10,000 from City of Walnut Creek's Community Development Block Grant (CDBG) and \$5,000 from the City of Walnut Creek's Homeless Services Fund (HSF) for Fiscal Year 2023-2024 from the City of Walnut Creek. No County match is required.

BACKGROUND:

The CORE Program will serve as an entry point into the Coordinated Entry System and identify, engage, stabilize and house chronically homeless individuals and families. Core teams will contact a minimum of 1000 homeless individuals to provide basic needs supplies, counseling, benefits assistance, linkages to healthcare, shelter placement, and referrals and transportation to C.A.R.E. Centers. The county has been receiving funds from City of Walnut Creek for the CORE program since January 2017.

On October 18, 2022, the Board of Supervisors approved Grant Agreement #29-604-7 with the City of Walnut Creek to receive CDBG and HSF funds in an amount not to exceed \$15,000 for the operations of the CORE Program to provide homeless outreach services from July 1, 2022 through June 30, 2023.

Approval of Agreement #29-604-8 will allow County to continue to receive CDBG and HSF funds to provide outreach services through June 30, 2024. This agreement includes County agreeing to indemnify and hold harmless the city for claims arising out of County's performance under this agreement. There was a delay in requesting approval of this contract due to county not receiving the agreement from the City of Walnut Creek until August 2023 and continued negotiations through October 2023.

CONSEQUENCE OF NEGATIVE ACTION:

If this agreement is not approved, county will not receive funding and the CORE program will have to operate

at a reduced capacity.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1067
C.45.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Contract # 27-917-4 with La Cheim School, Inc. (dba La Cheim Behavioral Health Services)

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract #27-917-4 with La Cheim School, Inc. (dba La Cheim Behavioral Health Services), a non-profit corporation, in an amount not to exceed \$7,500,000, to provide behavioral health services for Partial Hospitalization Programs (PHP) and Intensive Outpatient Programs (IOP) for Contra Costa Health Plan (CCHP) members, for the period October 1, 2023 through September 30, 2026.

FISCAL IMPACT:

Approval of this contract will result in contractual service expenditures of up to \$7,500,000 over a 3-year period and will be funded 100% by Hospital Enterprise Fund III revenues. (No rate increase)

BACKGROUND:

CCHP has an obligation to provide certain medical specialized services for its members under the terms of their Individual and Group Health Plan membership contracts with the county. This contractor has been a part of the CCHP Provider Network providing PHP and IOP behavioral services and fostering a deep understanding of the CCHP organizations mission, values, and long-term objectives since October 1, 2013.

This contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Health and Safety Code § 1451. Health Services Personnel approved this contract to ensure no conflicts with labor relations in June 2023. Contractor currently cooperates with and participates in CCHP's Quality Management Program which consists of quality improvement activities to improve the quality of care and services and member experience. Cooperation includes collection and evaluation of performance measurement data and participation in the organization's clinical and service measure Quality Improvement Programs. Medicare and Medicaid programs have stringent accreditation and compliance standards that healthcare providers must meet. La Cheim School, Inc. (dba La Cheim Behavioral Health Services), has a demonstrated history of maintaining the required accreditations and compliance with these federal regulations.

The nature of the PHP and IOP services needed is complex and requires seamless coordination, integration and collaboration with existing programs and systems. There are a total of 3 PHP/IOP providers in CCHP's service area and CCHP is currently contracted with all 3 providers. This contract renewal will maintain comprehensive area coverage for the entire CCHP membership and meet the Knox-Keene Act, time and distance mandate required by the State of California Department of Managed Health Care (DMHC) services. This contractor has

been approved by the Public Works Department's Purchasing Division on August 23, 2023.

In September 2020, the County Administrator approved and the Purchasing Services Manager executed Contract #27-917-3 with La Cheim School, Inc. (dba La Cheim Behavioral Health Services), in an amount not to exceed \$30,000, for the provision of behavioral health services for CCHP members, for the period October 1, 2020 through September 30, 2023.

Approval of Contract #27-917-4 will allow the contractor to continue providing behavioral health PHP and IOP services to CCHP members through September 30, 2026. The delay of this contract was due to prolonged service negotiations between contractor and division.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, certain specialized PHP and IOP behavioral health services for CCHP members under the terms of their Individual and Group Health Plan membership contract with the county will not be provided and services may be delayed.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1068
C.46.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Amendment Agreement #77-315-1 with Integrated Pain Management Medical Group, Inc.

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #77-315-1 with Integrated Pain Management Medical Group, Inc., a corporation, effective October 1, 2023, to amend Contract #77-315, to increase the payment limit by \$500,000, from \$1,222,800 to a new payment limit of \$1,722,800, with no change in the original term of December 1, 2022 through November 30, 2024.

FISCAL IMPACT:

Approval of this amendment will result in additional expenditures of up to \$500,000 and will be funded 100% by Contra Costa Health Plan (CCHP) Enterprise Fund II revenues. (No rate increase)

BACKGROUND:

CCHP has an obligation to provide certain specialized health care services for chronic pain management including chronic opioid treatment services and educational services to reduce the use of chronic pain medication for CCHP members under the terms of their Individual and Group Health Plan membership contracts with the county. This contractor has been a part of the CCHP Provider Network for several years, formerly under a memorandum of understanding (MOU) with CCHP and was required to convert to a county contract as of December 1, 2022. This contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Health and Safety Code § 1451. Health Services Personnel approved this contract to ensure no conflicts with labor relations in August 2023.

On December 13, 2022, the Board of Supervisors approved Contract #77-315 with Integrated Pain Management Medical Group, Inc., in an amount not to exceed \$1,222,800 for the provision of chronic pain and opioid treatment services for Contra Costa Health Plan (CCHP) members and County recipients for the period December 1, 2022 through November 30, 2024.

Approval of Contract Amendment Agreement #77-315-1 will allow the contractor to provide additional chronic pain and opioid treatment services with the addition of neurology and orthopedic surgery services through November 30, 2024. The delay of this amendment was due to prolonged negotiations between contractor and division.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, the contract will not have sufficient funds to pay the contractor, and CCHP members will not have access to contractor's additional services under the terms of their Individual and Group Health Plan memberships.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1069
C.47.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Contract Amendment Agreement #76-507-21 with Lee A. Shratter, M.D.

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #76-507-21 with Lee A. Shratter, M.D., an individual, effective December 1, 2023, to amend Contract #76-507-19 (as amended by Amendment Agreement # 76-507-20), to increase the payment limit by \$420,000, from \$1,980,000 to a new payment limit of \$2,400,000, with no change in the original term of January 1, 2023 through December 31, 2025.

FISCAL IMPACT:

Approval of this amendment will result in additional expenditures of up to \$420,000 and will be funded 100% by Hospital Enterprise Fund I revenues. (No rate increase)

BACKGROUND:

CCRMC has been contracting with Lee A. Shratter, M.D., since April 2003, to provide radiology services including, but not limited to: clinic coverage, consultation, training, medical and/or surgical procedures, and on-call coverage at Contra Costa Regional Medical Center (CCRMC) and Health Centers.

On February 7, 2023, the Board of Supervisors approved Contract #76-507-19 with Lee A. Shratter, M.D., in an amount not to exceed \$1,860,000, for the provision of radiology services at Contra Costa Regional Medical Center and Health Centers, for the period January 1, 2023 through December 31, 2025.

On October 17, 2023, the Board of Supervisors approved Amendment Agreement #76-507-20, effective October 1, 2023, to increase the contract payment limit by \$120,000 from \$1,860,000 to a new payment limit of \$1,980,000, with no change in the original term of January 1, 2023 through December 31, 2025 to provide additional radiology services.

Approval of Contract Amendment Agreement #76-507-21 will allow the contractor to provide additional radiology services, through December 31, 2025.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, CCRMC and Contra Costa Health Centers will not have sufficient funding to reimburse the contractor, and patients will not have access to contractor's additional radiology services provided.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1070
C.48.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Anna Roth, Health Services Director

Report Title: Contract #76-844 with Olympus America Inc.

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #76-844 with Olympus America Inc., a corporation, in an amount not to exceed \$386,976, to provide preventative maintenance and repair services for endoscopic equipment at Contra Costa Regional Medical (CCRMC) and Contra Costa Health Centers, for the period September 21, 2023 through September 20, 2026.

FISCAL IMPACT:

Approval of this contract will result in budgeted expenditures of up to \$386,976 and is funded 100% by Hospital Enterprise Fund I.

BACKGROUND:

Under this contract, Olympus America Inc. will provide preventative maintenance and repair of endoscopic equipment and be responsible for the quality, technical accuracy, completeness, and coordination of such services at CCRMC and Contra Costa Health Centers. This contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000. Health Services Personnel approved this contract to ensure no conflicts with labor relations. This contractor is a member of the Vizient Group Purchasing Organization (GPO) and per Administrative Bulletin 600.3, GPO members are exempt from solicitation requirements.

Approval of new Contract #76-844 will allow the contractor to provide preventative maintenance and repair services, through September 20, 2026. This contract is late due to prolonged negotiations between the contractor and CCRMC.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, preventative maintenance and repair services required for endoscopic equipment needed for patient care will not be available or will create increased wait times for patients.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1071
C.49.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Gus Kramer, County Assessor

Report Title: Add one Principal Appraiser position and cancel one Supervising Appraiser position in the Assessor's Office

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

ADOPT Position Adjustment Resolution No. 26246 to add one (1) Principal Appraiser (DADC) (represented) position at Salary Plan and Grade ZA2 1926 (\$11,153-\$14,276) and cancel one (1) Supervising Appraiser (DAHC) (represented) vacant position No. 10132 at Salary Plan and Grade ZA2 1715 (\$8,829-\$11,302) in the Assessor's Office.

FISCAL IMPACT:

The salary and benefits increase will be approximately \$13,934 annually and \$8,128 this fiscal year. The increase will be absorbed in the current budget (100% General Fund).

BACKGROUND:

The Assessor's Office is requesting to add one Principal Appraiser position and cancel one vacant Supervising Appraiser position. Currently, the duties of the Principal Appraiser position in the Commercial and Industrial Division are being managed by an Assistant County Assessor.

The Commercial and Industrial Division is responsible for the valuation and assessment of all commercial and light industrial real property in the County, including a variety of special use properties. The division receives a large number of assessment appeals, which are often highly complex and very time-consuming.

While an Assistant County Assessor is managing the duties of overseeing the complicated and complex Commercial and Industrial Division, the time commitment required to manage the operations and workload has become cumbersome. Adding a Principal Appraiser position is necessary to ensure the Department meets the State's requirement to deliver the assessment roll by July 1st each year.

CONSEQUENCE OF NEGATIVE ACTION:

If the action is not approved, the duties of the Principal Appraiser position in the Commercial and Industrial Division will have to continue to be performed by an Assistant County Assessor.

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:

Monica Nino, County Administrator and Clerk of the
Board of Supervisors

By:

POSITION ADJUSTMENT REQUEST

NO. 26246
DATE 11/14/2023

Department Assessor's Office Department No./
Budget Unit No. 1600 Org No. 1610 Agency No. 16
Action Requested: Add one (1) Principal Appraiser (DADC) (represented) position and cancel (1) vacant Supervising Appraiser (DAHC) (represented) position (Pos. No.10132) in the Assessor's Office

Proposed Effective Date: 11/28/2023

Classification Questionnaire attached: Yes No / Cost is within Department's budget: Yes No

Total One-Time Costs (non-salary) associated with request: _____

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$13,934.16 Net County Cost \$13,934.16
Total this FY \$8,128.28 N.C.C. this FY \$8,128.28

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% General Fund

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Gus Kramer

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

L.Strobel

11/17/2023

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 11/17/2023

ADOPT Position Adjustment Resolution No. 26246 to add one (1) Principal Appraiser (DADC) (represented) position at Salary Plan and Grade ZA2 1926 (\$11,153-\$14,276) and cancel one (1) Supervising Appraiser (DAHC) (represented) vacant position No. 10132 at Salary Plan and Grade ZA2 1715 (\$8,829-\$11,302) in the Assessor's Office.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: Day following Board Action.

_____(Date)

Alycia Leach

11/17/2023

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

11/29/2023

Approve Recommendation of Director of Human Resources

Disapprove Recommendation of Director of Human Resources

Other: _____

Laura Strobel

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED DISAPPROVED

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

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date 11/29/2023

No. _____

1. Project Positions Requested:

2. Explain Specific Duties of Position(s)

3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)

4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.

5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____

6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications

7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.

8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted

9. How will the project position(s) be filled?
 - a. Competitive examination(s)
 - b. Existing employment list(s) Which one(s)? _____
 - c. Direct appointment of:
 1. Merit System employee who will be placed on leave from current job
 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1072
C.50.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Alison McKee, County Librarian

Report Title: Correct Board Order Item #C.77 / Closure of Prewett Library

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE clarification of Board action of November 7, 2023, (C.77) to correct the closure date in the title from Tuesday, November 21st to Friday, November 24th (stated correctly in the body of the board order but shown incorrectly in the item's title).

FISCAL IMPACT:

None

BACKGROUND:

The Antioch Community Center, where the Prewett Library is located, will be closed Friday November 24, Thursday December 21, Friday December 22, and Saturday December 23, 2023 so the City of Antioch can perform a number of annual maintenance projects. The County Librarian is requesting approval to close the Prewett Library on these days. Permanent staff will be given the option to work elsewhere in the Library system or to use paid leave accruals during the closure.

CONSEQUENCE OF NEGATIVE ACTION:

Library will not be closed and maintenance tasks will not be completed



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1073
C.51.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Esa Ehmen-Krause, County Probation Officer

Report Title: 2023 Advisory Body Annual Report for the Juvenile Justice Coordinating Council

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

ACCEPT the 2023 Advisory Body Annual Report for the Juvenile Justice Coordinating Council.

FISCAL IMPACT:

There is no fiscal impact.

BACKGROUND:

On January 7, 2020, the Board of Supervisors adopted Resolution No. 2020/1, which requires that each advisory board, commission, or committee report annually to the Board on its activities, accomplishments, membership attendance, required training/certification, and proposed work plan or objectives for the following year. The attached report fulfills this requirement for the Juvenile Justice Coordinating Council.

In the attached report the Council advises the Board of Supervisors on the development and implementation of the multi-agency juvenile justice plan composed of several critical parts, including, but not limited to an assessment of existing law enforcement, probation, education, mental health, health, social services, drug and alcohol and youth resources. It specifically targets at-risk juveniles, juvenile offenders, and their families and prioritizes the neighborhoods, schools, and other areas in the community that face a significant public safety risk from juvenile crime. The Council also coordinates the work of those governmental and non-governmental organizations engaged in activities designed to reduce the incidence of juvenile crime and delinquency in the greater community, develop information and intelligence-sharing systems to ensure that county actions are fully coordinated, and provide data and appropriate outcome measures.

CONSEQUENCE OF NEGATIVE ACTION:

In unapproved, the 2023 Annual Report for the Juvenile Justice Coordinating Council would not be formally accepted.



ADVISORY BODY ANNUAL REPORT

Advisory Body Name: _____
Advisory Body Meeting Time/Location: _____
Chair (during the reporting period): _____
Staff Person (during the reporting period): _____
Reporting Period: _____

I. Activities

(estimated response length: 1/2 page)

Describe the activities for the past year including areas of study, work, special events, collaborations, etc.

II. Accomplishments

(estimated response length: 1/2 page)

Describe the accomplishments for the past year, particularly in reference to your work plan and objectives.

III. Attendance/Representation

(estimated response length: 1/4 page)

Describe your membership in terms of seat vacancies, diversity, level of participation, and frequency of achieving a quorum at meetings.

IV. Training/Certification

(estimated response length: 1/4 page)

Describe any training that was provided or conducted, and any certifications received, either as a requirement or done on an elective basis by members. NOTE: Please forward copies of any training certifications to the Clerk of the Board.

V. Proposed Work Plan/Objectives for Next Year

(estimated response length: 1/2 page)

Describe the advisory body's workplan, including specific objectives to be achieved in the upcoming year.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1074
C.52.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Esa Ehmen-Krause, County Probation Officer

Report Title: Sysco Food Service, Inc. PO

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute a purchase order in the amount of \$1,500,000 with Sysco Food Service, Inc., for the purchase of food and food service-related items for youth at Juvenile Hall for the period of January 1, 2024, through December 31, 2026.

FISCAL IMPACT:

This will be 100% funded by the department's General Fund allocation.

BACKGROUND:

The Probation Department is mandated to provide youth at the John A. Davis Juvenile Hall with three meals per day. These meals must conform to the guidelines of Title 15. In addition to the state mandated guidelines, breakfast and lunch must meet the requirements of the Hunger Free Kids Act of 2010 (HFKA) to qualify for reimbursement through the National School Meals Program. The department published two public bids to procure food (bids 2305-653 and 2310-694) but unfortunately received no bids for service in the categories of packaged frozen/fresh bulk food and fresh bread. The purpose of this board order is to establish a Blanket Purchase Order with Sysco Food Service, Inc., to continue food delivery service to the John A. Davis juvenile hall.

CONSEQUENCE OF NEGATIVE ACTION:

If unapproved, the Probation Department would not be able to continue to purchase the necessary bulk food items, and feed youth at Juvenile Hall.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1075
C.53.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Esa Ehmen-Krause, County Probation Officer

Report Title: Contract Extension with Resource Development Associates, Inc.

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the County Probation Officer, or designee, to execute a contract extension with the RDA Consulting to extend the termination date from December 31, 2023, to June 30, 2024, with no change in the payment limit of \$468,981.

FISCAL IMPACT:

This contract is 100% funded by Juvenile Justice Crime Prevention Act (JJCPA) Revenue.

BACKGROUND:

Since 2018, the Probation Department has worked with RDA Consulting to lead the development of its Juvenile Probation Consolidated Annual Plan -a cohesive, targeted plan consisting of two different funding streams, the Juvenile Justice Crime Prevention Act (JJCPA) and the Youthful Offender Block Grant (YOBG), each with their own priorities and requirements. The goal of the consolidated plan is to improve services for youth who are involved in, or at risk of involvement in the juvenile justice system. RDA Consulting will continue to assist the Probation Department with updating the JJCPA-YOBG Consolidated Annual Plan, providing project management and communication, data planning, and engaging non-governmental organizations in a capacity building process.

Additionally, RDA Consulting will also provide Juvenile Justice Coordinating Council (JJCC) meeting support, continuous project management and communication support, and travel to Probation for in person work sessions.

CONSEQUENCE OF NEGATIVE ACTION:

If unapproved, the Juvenile Justice Coordinating Council (JJCC) will not have the proper guidance and support for their work.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1076
C.54.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Esa Ehmen-Krause, County Probation Officer

Report Title: Gift Cards to support Probation clients

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute a purchase order with The Save Mart Companies, on behalf of the Probation Department for five hundred (500) \$50 Save Mart Companies gift cards for a grand total of \$25,000 to provide support for Probation clients.

FISCAL IMPACT:

These gift cards will be 100% funded by California Community Corrections Performance Incentives Act (SB678) Evidence Based Practices allocations.

BACKGROUND:

The Probation Department has implemented Evidence Based Practices (EBP). These practices focus on training Deputy Probation Officers to utilize effective communication and rehabilitative interventions with individuals on probation to effect positive behavioral change. The Department uses a behavioral management system that offers incentives responsive to the individual risk and needs of the client. Incentives, that may include gift cards, have been proven to be a positive motivator for sustained behavioral change and a necessary component to a successful behavior management system. In addition to implementing Evidence Based Practices, the Probation Department's goal is to reduce negative contact in the justice system with its clients. Resources such as incentives and stabilization support are essential to removing barriers for children and families as they engage with Probation.

CONSEQUENCE OF NEGATIVE ACTION:

If unapproved, the Probation Department will not be able to provide behavioral management incentives, or support stabilization and barrier removal for children and families working with Probation, which could negatively impact prevention and intervention efforts.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1077
C.55.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Brian M. Balbas, Public Works Director/Chief Engineer

Report Title: Consultant Services Agreement for On-Call Architectural Services with The Ratcliff Architects

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Public Works director, or designee, to execute a contract amendment with The Ratcliff Architects, effective December 5, 2023 to increase the payment limit by \$1,000,000 to a new payment limit of \$1,750,000 for on-call architectural services with no change to the term, Countywide.

FISCAL IMPACT:

100% Various Funds. Projects will be assigned to the on-call architect when there is an approved project and funding.

BACKGROUND:

On April 18, 2023, the Board of Supervisors approved an on-call Consulting Services Agreement with The Ratcliff Architects in the amount of \$750,000.

The contract payment limit has been nearly reached. The Ratcliff Architects is currently engaged to provide services on multiple County projects. Due to their demonstrated expertise and responsiveness, they have developed into the County's preferred option to provide architectural services for most acute care medical projects and for electric vehicle charging station projects. Some of the County projects that The Ratcliff Architects is currently engaged on include eight (8) distinct electric vehicle charging station projects and four (4) projects at the Contra Costa Regional Medical Center (CCRMC).

The projects noted have nearly exhausted the fee limit available under the current Agreement between The Ratcliff Architects and the County. Meanwhile, new projects with immediate needs are presenting themselves, and some of these, such as the State-mandated seismic evaluations project for the CCRMC, preliminary planning for the East County Service Center, and new electric vehicle charging station projects, are projects for which The Ratcliff Architects is particularly well-suited.

To accommodate these projects and to prepare for future projects that will arise over the course of the Agreement with The Ratcliff Architects, Public Works needs to execute a contract amendment increasing the fee limit of the Agreement.

CONSEQUENCE OF NEGATIVE ACTION:

If the amendment is not approved, the County will not be able to use its on-call Consulting Services Agreement with The Ratcliff Architects for any new projects. Consequently, the County will need to select other options for retention of architectural services for projects that The Ratcliff Architects is particularly well-suited to provide. The timeline for completing certain important projects will increase, possibly eading to missed deadlines with the State, and Public Works would expect a decrease in the level of professional service rendered on these certain projects.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1078
C.56.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Brian M. Balbas, Public Works Director/Chief Engineer

Report Title: Correct Staff Report # 23-733 with Beam Global

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE clarification of Board action of October 24, 2023, (23-733) with Beam Global, a corporation to correct the funding sources, with no change in the payment limit of \$900,000 for the procurement of Electric Vehicle Autonomous Renewal Chargers for the period of November 1, 2023 through October 31, 2026.

FISCAL IMPACT:

Product cost paid by County Departments and Measure X Funds.

- \$515,000 allocated from Measure X Funds
- \$385,000 allocated from County Departments - User Fees

BACKGROUND:

The transition of the County fleet to electric vehicles (EV) requires charging equipment that is readily available where vehicles are housed at various county departments. The Beam Global Electric Vehicle Autonomous Renewal Chargers (EV ARC) are fully self-contained, transportable solar powered EV charging stations which will allow quicker replacement of internal combustion engine vehicles at building locations where existing electrical panels do not have adequate capacity to support electric vehicle charging stations. The State of California Department of General Services has a statewide contract with Beam Global (Contract Number 1-22-61-16) which allows local government agencies usage of the contracted pricing in the State's contract.

On October 24, 2023, the Board of Supervisors approved this staff report # 23-733 with Beam Global, in an amount not to exceed \$900,000 however, the Measure X funding component was not mentioned therefore, this new staff report is to include the appropriate funding sources.

The purpose of this staff report is to clarify the error from the previous staff report where all the appropriate funding sources were not appropriately listed.

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, the transition to electric vehicles at some county locations will be delayed.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: TMP-1765

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Brian M. Balbas, Public Works Director/Chief Engineer

Report Title: Blanket Purchase Order with Beam Global

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Public Works Director, or designee, a direct purchase order with Beam Global in an amount of \$900,000 for the procurement of Electric Vehicle Autonomous Renewal Chargers for the period of November 1, 2023 through October 31, 2026.

FISCAL IMPACT:

Product cost paid by County Departments and Measure X Funds.

- \$515,000 allocated from Measure X Funds
- \$385,000 allocated from user Departments

BACKGROUND:

The transition of the County fleet to electric vehicles (EV) requires charging equipment that is readily available where vehicles are housed at various county departments. The Beam Global Electric Vehicle Autonomous Renewal Chargers (EV ARC) are fully self-contained, transportable solar powered EV charging stations which will allow quicker replacement of internal combustion engine vehicles at building locations where existing electrical panels do not have adequate capacity to support electric vehicle charging stations.

On October 24, 2023, the Board of Supervisors approved this staff report # 23-733 however, the Measure X funding component was not mentioned therefore, this new staff report is to include the appropriate funding sources.

The State of California Department of General Services has a statewide contract with Beam Global (Contract Number 1-22-61-16) which allows local government agencies usage of the contracted pricing in the State's contract.

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, the transition to electric vehicles at some county locations will be delayed.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: RES 23-636
C.57.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Brian M. Balbas, Public Works Director/Chief Engineer

Report Title: Accepting for recording purposes only an Offer of Dedication for Roadway Purposes (Canal Road), for development plan permit DP20-03011, Bay Point area.

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

ADOPT Resolution accepting for recording purposes only an Offer of Dedication for Road Purposes (Canal Road), for development plan permit DP20-03011, for a project being developed by Alves Lane, L.P., as recommended by the Public Works Director, Bay Point area. (District V)

FISCAL IMPACT:

No fiscal impact

BACKGROUND:

The Offer of Dedication for Roadway Purposes is required per Condition of Approval No. 77.

CONSEQUENCE OF NEGATIVE ACTION:

The offer of Dedication for Roadway Purposes will not be recorded.

C: Larry Gossett-Engineering Services, Kellen O'Connor-Engineering Services, Marke Smith-Engineering Services, Renee Hutchins-Records, Karen Piona-Records, Randy Sanders-Design/Construction, Kimberly Rodriguez-Design/Construction, Chris Lau-Maintenance, Syd Sotoodeh-DCD, Alves Lanes L.P.

Recorded at the request of: Clerk of the Board
Return To: Public Works Dept

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on _____ by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:

Resolution No.

IN THE MATTER OF accepting for recording purposes only an Offer of Dedication for Road Purposes (Canal Road), for development plan permit DP20-03011, for a project being developed by Alves Lane, L.P., as recommended by the Public Works Director, Bay Point area. (District V)

NOW, THEREFORE, BE IT RESOLVED that the following instrument is hereby ACCEPTED FOR RECORDING ONLY:

INSTRUMENT: Offer of Dedication for Roadway Purposes

REFERENCE: APN 093-100-059, 093-100-060

GRANTOR: Alves Lane, L.P.,

AREA: Bay Point

DISTRICT: V

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:

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

Contact: Kellen O'Connor
(925) 313-2278

Recorded at the request of:

Contra Costa County
Board of Supervisors

Return to:

Public Works Department
Engineering Services Division
Records Section

Area: Bay Point

Road: Canal Road

Co. Road No.: 5384B

Development No.: Permit DP20-3011

APN: 093-100-059 & 060

OFFER OF DEDICATION - ROAD PURPOSES

Alves Lane, L.P., the undersigned, being the present title owner of record of the herein described parcel of land, do hereby make an irrevocable offer of dedication to **Contra Costa County**, a political subdivision of the State of California and its successors or assigns, for street, highway landscaping and other public purposes, including maintenance thereof, the fee title to real property situated in the County of Contra Costa, State of California, as described in Exhibit "A" (written description) and as shown on Exhibit "B" (plat map) attached hereto.

It is understood and agreed that **Contra Costa County** and its successors or assigns shall incur no liability with respect to such offer of dedication, and shall not assume any responsibility for the offered parcel of land or any improvements thereon or therein, until such offer has been accepted by appropriate action of the Board of Supervisors, or of the local governing bodies of its successors or assigns.

The provisions hereof shall inure to the benefit of **Contra Costa County** and its successors or assigns and will be binding upon the title owner of record and that owner's heirs, successors or assigns.

For more information, see attached resolution that was approved by the BOS for this offer of dedication.

The undersigned executed this instrument on March 6, 2023
(Date)

Alves Lane, L.P.

(Name of owner as shown in title report)

(Signature)
(Print Name & Title) Tim Saxe, vice president

(Signature)
(Print Name & Title)

Attachments: Notary
Exhibit A & B
Resolution

JD:lrd:rm
G:\GrpData\EngSvc\Forms\OF WORD\OF-6.doc
Rev. May 1, 2003
Approved by County Counsel - 4/29/03

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles

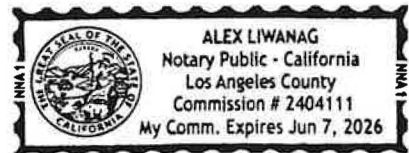
On March 6th, 2023 before me, Alex Liwanag, Notary Public
(insert name and title of the officer)

personally appeared Tim Soule
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature  (Seal)



RIGHT-OF-WAY DEDICATION

SAID PARCEL IS LOCATED

IN AN UNINCORPORATED AREA OF THE COUNTY OF CONTRA COSTA,

STATE OF CALIFORNIA

BEING A PORTION OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 14, TOWNSHIP 2 NORTH, RANGE 1 WEST, MOUNT DIABLO BASE AND MERIDIAN, DESCRIBED AS FOLLOWS:

FIRST SEGMENT:

COMMENCING ON THE SOUTH LINE OF THE PARCEL OF LAND DESCRIBED AS PARCEL 7, IN THE JUDGMENT OF DECLARATION OF TAKING, RECORDED DECEMBER 29, 1938, IN BOOK 487 OF OFFICIAL RECORDS OF CONTRA COSTA COUNTY, PAGE 214, ALSO AT THE EAST LINE OF THE PARCEL OF LAND DESCRIBED IN THE DEED TO UNITED PENTECOSTAL CHURCH OF PITTSBURG, INC., RECORDED AUGUST 10, 1961, IN BOOK 3928 OF OFFICIAL RECORDS OF CONTRA COSTA COUNTY, PAGE 443, THENCE FROM SAID POINT OF COMMENCEMENT, ALONG SAID EAST LINE, SOUTH 23°11'39" WEST A DISTANCE OF 166.59 FEET TO THE TRUE POINT OF BEGINNING, THENCE FROM SAID TRUE POINT OF BEGINNING, TO A NON-TANGENT CURVE, CONCAVE SOUTHWESTERLY WITH A RADIAL BEARING OF NORTH 29°40'23" EAST, A RADIUS OF 319.00 FEET, AND A CENTRAL ANGLE OF 2°56'03", THENCE ALONG THE ARC A DISTANCE OF 16.34 FEET, THENCE NORTH 76°24'20" EAST A DISTANCE OF 5.86 FEET, THENCE SOUTH 13°44'32" EAST A DISTANCE OF 6.30 FEET TO A NON-TANGENT CURVE, CONCAVE SOUTHERLY WITH A RADIAL BEARING OF NORTH 34°09'15" EAST, A RADIUS OF 319.00 FEET, AND A CENTRAL ANGLE OF 5°14'00", THENCE ALONG THE ARC A DISTANCE OF 29.14 FEET, THENCE NORTH 87°10'00" EAST A DISTANCE OF 6.41 FEET, THENCE SOUTH 02°50'00" EAST A DISTANCE OF 5.98 FEET TO A NON-TANGENT CURVE, CONCAVE SOUTHWESTERLY WITH A RADIAL BEARING OF NORTH 40°57'43" EAST, A RADIUS OF 319.00 FEET, AND A CENTRAL ANGLE OF 10°26'12", THENCE ALONG THE ARC A DISTANCE OF 58.11 FEET, THENCE SOUTH 38° 36' 05" EAST A DISTANCE OF 53.77 FEET TO A POINT ALONG THE NORTHERLY RIGHT OF WAY OF ALVES LANE SAID POINT HEREINAFTER REFERRED TO AS POINT 'A', THENCE ALONG SAID RIGHT OF WAY NORTH 52°59'43" WEST A DISTANCE OF 29.11 FEET TO A NON-TANGENT CURVE, CONCAVE SOUTHWESTERLY WITH A RADIAL BEARING OF NORTH 57°42'41" EAST, A RADIUS OF 297.90 FEET, AND A CENTRAL ANGLE OF 27°47'11", THENCE ALONG THE ARC A DISTANCE OF 144.47 FEET TO THE EAST LINE OF SAID UNITED PENTECOSTAL CHURCH OF PITTSBURG, INC. PARCEL, THENCE ALONG SAID EAST LINE NORTH 23°11'39" EAST A DISTANCE OF 3.91 FEET TO THE TRUE POINT OF BEGINNING.

FIRST SEGMENT CONTAINING 836 SQUARE FEET, MORE OR LESS.

CONTINUE ON NEXT PAGE...



2250 Douglas Blvd., Suite 200
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EXHIBIT "A"

RIGHT-OF-WAY LEGAL DESCRIPTION
UNINCORPORATED COUNTY OF CONTRA COSTA / CALIFORNIA

DATE:	09/29/2023
DRAWN BY:	TAS
PROJECT NO.	1003-2000-023
SHEET:	1 OF 4

SECOND SEGMENT:

COMMENCING AT THE AFOREMENTIONED POINT 'A', ALONG SAID RIGHT OF WAY, THENCE SOUTH 52°59'43" EAST A DISTANCE OF 150.53 FEET TO THE TRUE POINT OF BEGINNING, THENCE FROM SAID TRUE POINT OF BEGINNING, A NON-TANGENT CURVE, CONCAVE EASTERLY WITH A RADIAL BEARING OF SOUTH 20°38'20" WEST, A RADIUS OF 266.00 FEET, AND A CENTRAL ANGLE OF 1°50'18", THENCE ALONG THE ARC A DISTANCE OF 8.53 FEET, TO THE BEGINNING OF A TANGENT CURVE, CONCAVE EASTERLY, WITH A RADIUS OF 5,589.00 FEET, AND A CENTRAL ANGLE OF 1°40'00", THENCE ALONG THE ARC A DISTANCE OF 162.57 FEET TO A POINT ALONG SAID NORTHERLY RIGHT OF WAY, SAID POINT HEREINAFTER REFERRED TO AS POINT 'B', THENCE ALONG SAID RIGHT OF WAY NORTH 73°42'05" WEST A DISTANCE OF 157.14 FEET, THENCE NORTH 52°59'43" WEST A DISTANCE OF 14.83 FEET TO THE TRUE POINT OF BEGINNING.

THIRD SEGMENT:

COMMENCING AT THE AFOREMENTIONED POINT 'B', ALONG SAID RIGHT OF WAY, THENCE SOUTH 73°42'05" EAST A DISTANCE OF 163.58 FEET TO THE TRUE POINT OF BEGINNING, THENCE FROM SAID TRUE POINT OF BEGINNING, A NON-TANGENT CURVE, CONCAVE NORTHERLY WITH A RADIAL BEARING OF SOUTH 15°31'25" WEST, A RADIUS OF 539.00 FEET, AND A CENTRAL ANGLE OF 6°55'56", THENCE ALONG THE ARC A DISTANCE OF 65.21 FEET, THENCE NORTH 53°40'35" EAST A DISTANCE OF 5.59 FEET, THENCE SOUTH 35°45'19" EAST A DISTANCE OF 5.44 FEET TO A NON-TANGENT CURVE, CONCAVE NORTHERLY WITH A RADIAL BEARING OF SOUTH 07°45'58" WEST, A RADIUS OF 539.00 FEET, AND A CENTRAL ANGLE OF 3°29'54", THENCE ALONG THE ARC A DISTANCE OF 32.91 FEET, THENCE NORTH 47°33'25" EAST A DISTANCE OF 4.74 FEET, THENCE SOUTH 42°26'35" EAST A DISTANCE OF 4.97 FEET TO A NON-TANGENT CURVE, CONCAVE NORTHERLY WITH A RADIAL BEARING OF SOUTH 03°32'18" WEST, A RADIUS OF 539.00 FEET, AND A CENTRAL ANGLE OF 1°24'44", THENCE ALONG THE ARC A DISTANCE OF 13.29 FEET TO A POINT ALONG SAID NORTHERLY RIGHT OF WAY, THENCE ALONG SAID RIGHT OF WAY NORTH 89°23'24" WEST A DISTANCE OF 60.49 FEET, THENCE NORTH 73°42'04" WEST A DISTANCE OF 66.44 FEET TO THE TRUE POINT OF BEGINNING.

SECOND SEGMENT CONTAINING 326 SQUARE FEET, MORE OR LESS

THIRD SEGMENT CONTAINING 262 SQUARE FEET MORE OR LESS

ALL THREE SEGMENTS CONTAINING 1,424.37 SQUARE FEET OR 0.033 ACRES, MORE OR LESS.

EXHIBIT "B", A PLAT, IS ATTACHED HERETO AND BY REFERENCE MADE A PART HEREOF.



ERIC S GILBERTSEN, PLS NO. 7545

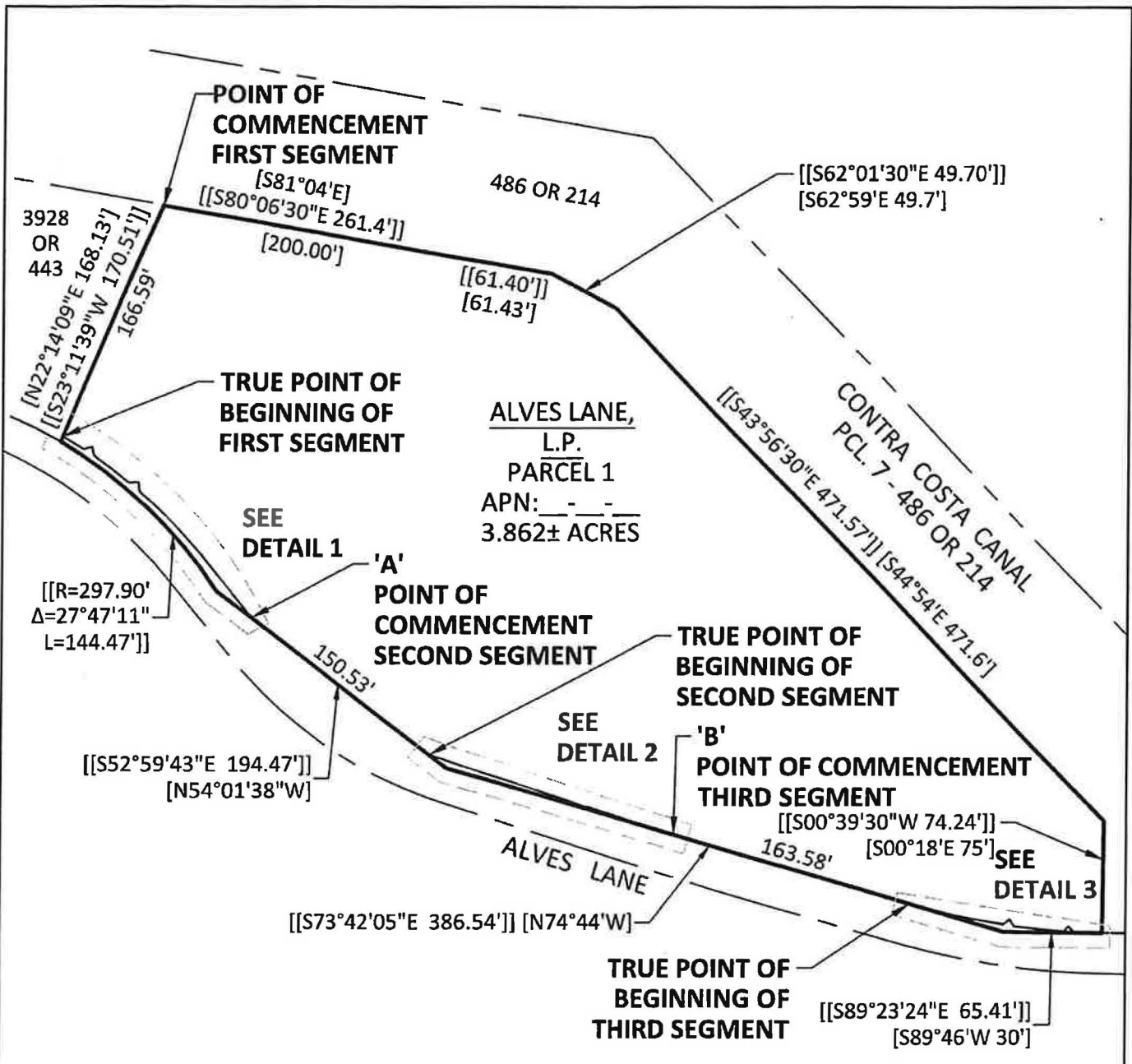
26 OCT 2023

DATE








2250 Douglas Blvd., Suite 200
Roseville, CA 95661
O: 916.772.7688
F: 916.772.7699
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EXHIBIT "A" RIGHT-OF-WAY LEGAL DESCRIPTION UNINCORPORATED COUNTY OF CONTRA COSTA / CALIFORNIA	DATE: 09/29/2023
	DRAWN BY: TAS
	PROJECT NO. 1003-2000-023
	SHEET: 2 OF 4



LEGEND:

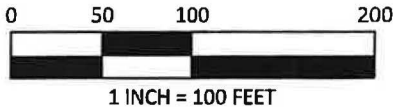
-  PROPERTY LINE
-  ADJACENT PROPERTY
-  EASEMENT
-  CENTER LINE
-  RIGHT-OF-WAY LINE

REFERENCES:

- [] DOC. 2021-0265188
- [[]] 164 LSM 2 (2022-0030814)



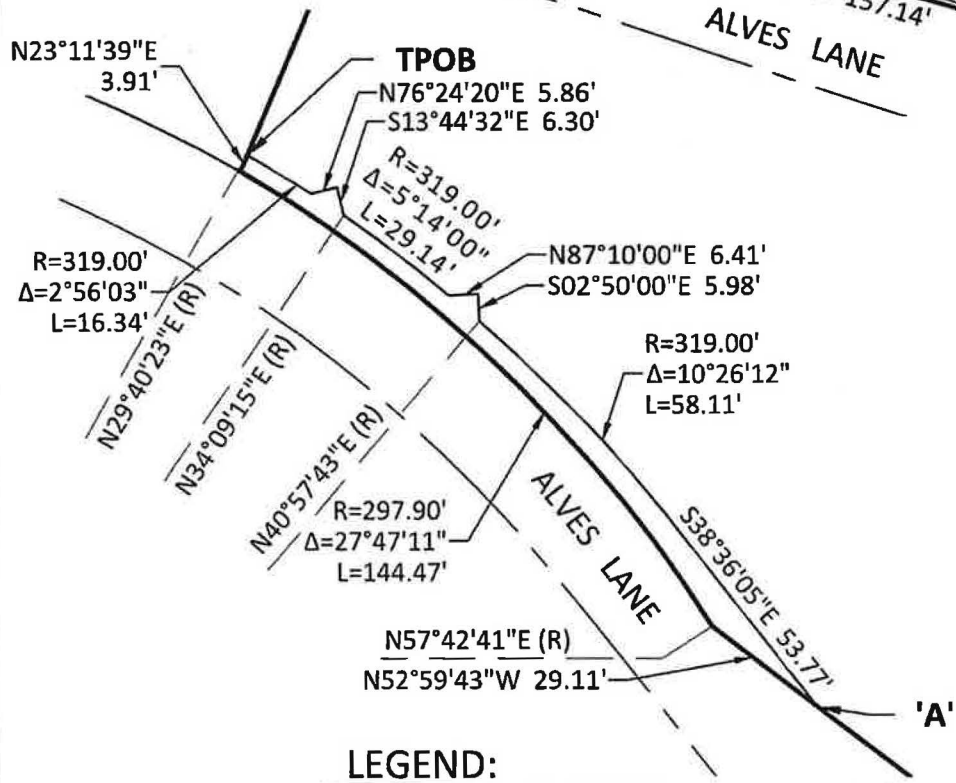
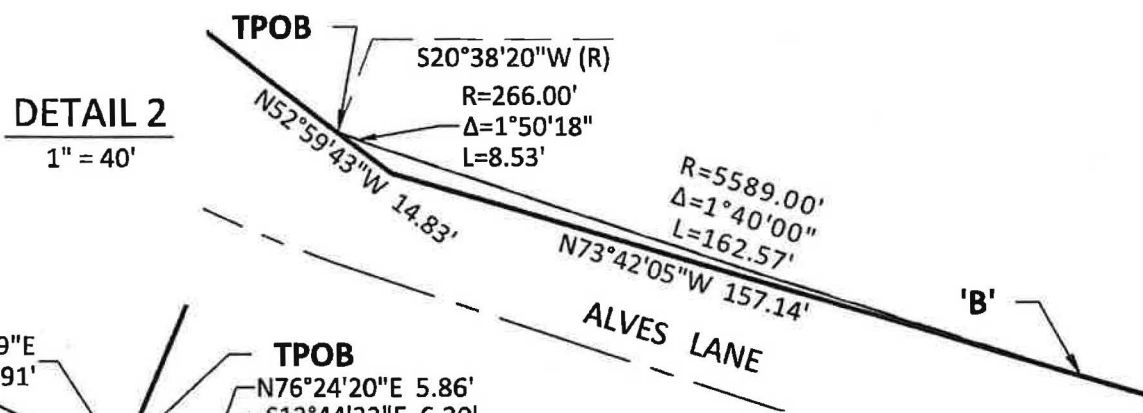
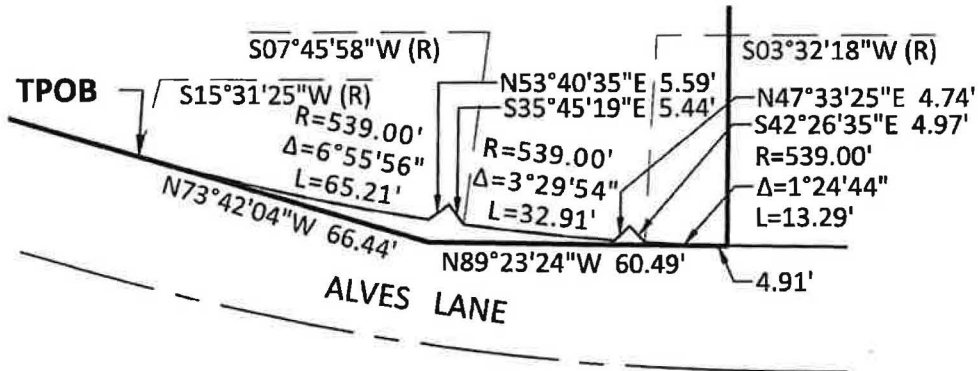
SCALE



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EXHIBIT "B"
 RIGHT-OF-WAY PLAT MAP
 UNINCORPORATED COUNTY OF CONTRA COSTA / CALIFORNIA

DATE:	09/29/2023
DRAWN BY:	TAS
PROJECT NO.	1003-2000-023
SHEET:	3 OF 4

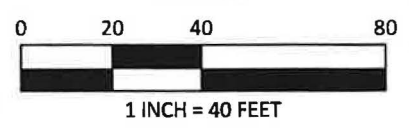


LEGEND:

- PROPERTY LINE
- ADJACENT PROPERTY
- EASEMENT
- CENTER LINE
- RIGHT-OF-WAY LINE
- TPOB
- TRUE POINT OF BEGINNING



SCALE



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EXHIBIT "B"		DATE: 09/29/2023
RIGHT-OF-WAY PLAT MAP		DRAWN BY: TAS
UNINCORPORATED COUNTY OF CONTRA COSTA / CALIFORNIA		PROJECT NO. 1003-2000-023
		SHEET: 4 OF 4



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: RES 23-637
C.58.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Brian M. Balbas, Public Works Director/Chief Engineer

Report Title: Accepting a Relinquishment of Abutter's Rights (Canal Road), for development plan permit DP20-03011, Bay Point area.

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

ADOPT Resolution accepting a Relinquishment of Abutter's Rights (Canal Road), for development plan permit DP20-03011, for a project being developed by Alves Lane, L.P., as recommended by the Public Works Director, Bay Point area. (District V)

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

The Relinquishment of Abutter's Rights is required per Condition of Approval No. 74

CONSEQUENCE OF NEGATIVE ACTION:

The Relinquishment of Abutter's Rights will not be recorded.

©: Larry Gossett-Engineering Services, Kellen O'Connor-Engineering Services, Marke Smith-Engineering Services, Renee Hutchins-Records, Karen Piona-Records, Randy Sanders-Design/Construction, Kimberly Rodriguez-Design/Construction, Chris Lau-Maintenance, Syd Sotoodeh-DCD, Alves Lanes L.P.

Recorded at the request of: Clerk of the Board
Return To: Public Works Dept

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on _____ by the following vote:

AYE:
NO:
ABSENT:
ABSTAIN:
RECUSE:

Resolution No.

IN THE MATTER OF accepting a Relinquishment of Abutter's Rights (Canal Road), for development plan permit DP20-03011, for a project being developed by Alves Lane, L.P., as recommended by the Public Works Director, Bay Point area. (District V)

NOW, THEREFORE, BE IT RESOLVED that the following instrument is hereby ACCEPTED.

INSTRUMENT: Relinquishment of Abutter's Rights
REFERENCE: APN 093-100-059, 093-100-060
GRANTOR: Alves Lane, L.P.
AREA: Bay Point
DISTRICT: V

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.

Contact: Kellen O'Connor
(925) 313-2278

ATTESTED:
Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

Recorded at the request of:

Contra Costa County
Public Works Department

Return to:

Contra Costa County
Public Works Department
Records Section

Area: Bay Point

Road: Canal Road

Co. Road No.: 5384B

Development No.: Permit DP20-3011

APN: 093-100-059 & 060

RELINQUISHMENT OF ABUTTER'S RIGHTS

Alves Lane, L.P.

_____, the undersigned, being the present title owner of record of the herein described parcel of land, do hereby relinquish abutter's rights of access along Canal Road, to **Contra Costa County**, a political subdivision of the State of California and its successors or assigns, along the real property situated in the **County of Contra Costa**, State of California, described in Exhibit "A" (written description) and shown on Exhibit "B" (plat map) attached hereto.

It is understood and agreed that **Contra Costa County** and its successors or assigns shall incur no liability with respect to such relinquishment of abutter's rights.

The provisions hereof shall inure to the benefit of and be binding upon heirs, successors, assigns, and personal representatives of the respective parties hereto.

The undersigned executed this instrument on March 6, 2023 (Date).

(Signature) _____
(Name/Title) Jim Soule, Vice President

(Signature) _____
(Name/Title)

(See attached notary)

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On March 6th, 2023 before me, Alex Liwanag, Notary Public
(insert name and title of the officer)

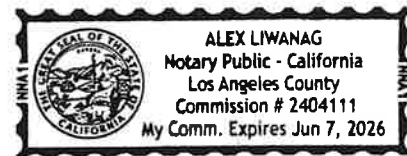
personally appeared Tim Soule,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature 

(Seal)



RELINQUISHMENT OF ABUTTER'S RIGHTS

SAID PARCEL IS LOCATED
IN AN UNINCORPORATED AREA OF THE COUNTY OF CONTRA COSTA,
STATE OF CALIFORNIA

BEING A PORTION OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 14, TOWNSHIP 2 NORTH, RANGE 1 WEST, MOUNT DIABLO BASE AND MERIDIAN, THE THREE AREAS OF RELINQUISHMENT ALONG ALVES LANE ARE MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING ON THE SOUTH LINE OF THE PARCEL OF LAND DESCRIBED AS PARCEL 7, IN THE JUDGMENT OF DECLARATION OF TAKING, RECORDED DECEMBER 29, 1938, IN BOOK 487 OF OFFICIAL RECORDS OF CONTRA COSTA COUNTY, PAGE 214, AT THE EAST LINE OF THE PARCEL OF LAND DESCRIBED IN THE DEED TO UNITED PENTECOSTAL CHURCH OF PITTSBURG, INC., RECORDED AUGUST 10, 1961, IN BOOK 3928 OF OFFICIAL RECORDS OF CONTRA COSTA COUNTY, PAGE 443, THENCE ALONG SAID EAST LINE, SOUTH 23°11'39" WEST A DISTANCE OF 170.51 FEET TO THE NORTHERLY RIGHT OF WAY LINE OF ALVES LANE, THENCE ALONG SAID NORTHERLY RIGHT OF WAY LINE ALONG A NON-TANGENT CURVE, CONCAVE SOUTHWESTERLY, WITH A RADIAL BEARING OF SOUTH 29°55'22" WEST, A RADIUS OF 297.90, AND A CENTRAL ANGLE OF 12° 55' 36", AN ARC DISTANCE OF 67.21 FEET TO THE **TRUE POINT OF BEGINNING** OF THE FIRST SEGMENT OF RELINQUISHMENT, THENCE CONTINUING ALONG SAID NORTHERLY RIGHT OF WAY ALONG SAID CURVE THROUGH A DELTA OF 14°51'35" AND AN ARC LENGTH OF 77.26 FEET, THENCE CONTINUING ALONG SAID RIGHT OF WAY SOUTH 52° 59' 43" EAST A DISTANCE OF 194.47 FEET, THENCE CONTINUING ALONG SAID RIGHT OF WAY SOUTH 73° 42' 05" EAST A DISTANCE OF 376.53 FEET TO THE TERMINUS OF THE FIRST SEGMENT OF RELINQUISHMENT AND A POINT ON SAID NORTHERLY RIGHT OF WAY LINE OF ALVES LANE. THENCE CONTINUING ALONG SAID RIGHT OF WAY THENCE SOUTH 73° 42' 05" EAST A DISTANCE OF 10.00 FEET TO AN ANGLE POINT ON THE NORTHERLY RIGHT OF WAY LINE OF ALVES LANE, THENCE SOUTH 89° 23' 24" EAST A DISTANCE OF 47.40 TO THE BEGINNING OF THE SECOND AND FINAL SEGMENT OF RELINQUISHMENT, THENCE SOUTH 89°23' 24" EAST A DISTANCE OF 18.00 FEET TO THE POINT OF TERMINUS OF THE SECOND AND FINAL SEGMENT OF RELINQUISHMENT.

EXHIBIT "B", A PLAT, IS ATTACHED HERETO AND BY REFERENCE MADE A PART HEREOF.

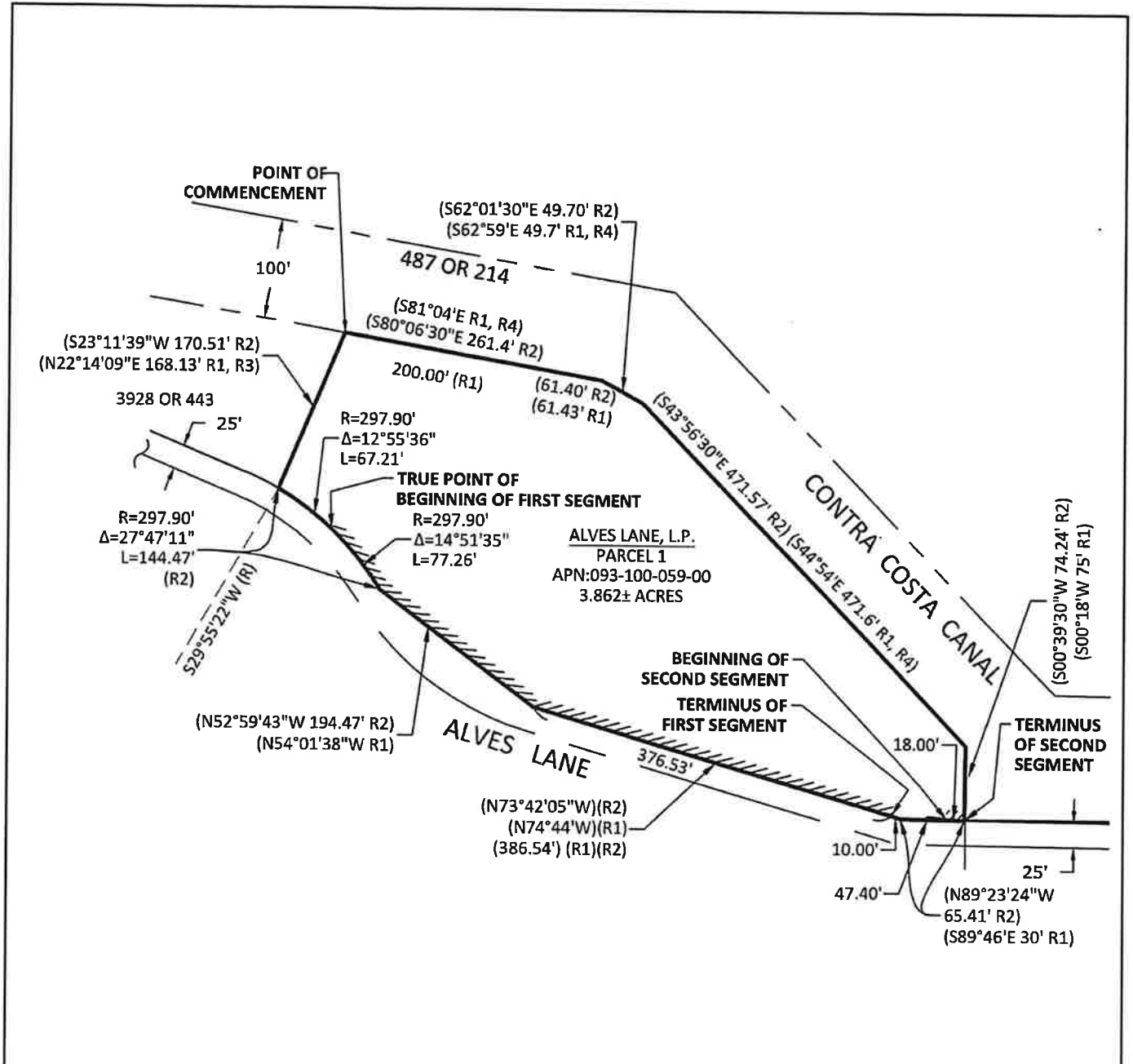

ERIC S GILBERTSEN, PLS NO. 7545

29 SEPT 2023
DATE









1101 Creekside Ridge Dr.,
Suite 150
Roseville, CA 95678
O: 916.772.7688
F: 916.772.7699
www.kpff.com

EXHIBIT "A" RELINQUISHMENT OF ABUTTER'S RIGHTS DESCRIPTION UNINCORPORATED COUNTY OF CONTRA COSTA / CALIFORNIA	DATE:	09/29/2023
	DRAWN BY:	TAS
	PROJECT NO.	1003-2000-023
	SHEET:	1 OF 2



LEGEND:

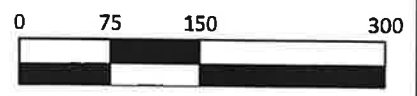
-  PROPERTY LINE
-  ADJACENT PROPERTY
-  EASEMENT
-  CENTER LINE
-  RIGHT-OF-WAY LINE
-  ABUTTERS RELINQUISHMENT

REFERENCES:

- R1 DOC. 2021-0265188
- R2 164 LSM 2 (2022-0030814)
- R3 3928 OR 443
- R4 487 OR 214



SCALE



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EXHIBIT "B"

PLAT MAP

UNINCORPORATED COUNTY OF CONTRA COSTA / CALIFORNIA

DATE:	09/29/2023
DRAWN BY:	TAS
PROJECT NO.	1003-2000-023
SHEET:	2 OF 2



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1079
C.59.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Brian M. Balbas, Public Works Director/Chief Engineer

Report Title: Prohibit stopping, standing, or parking at all times on portions of Center Avenue (Road No. 3471), Pacheco area.

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

ADOPT Traffic Resolution No. 2023/4535 to prohibit stopping, standing, or parking at all times on the north side of Center Avenue (Road No. 3471), beginning at the east curb line prolongation of Yasemin Court (Private) and extending easterly a distance of 32 feet;

THENCE, prohibit stopping, standing, or parking at all times on the south side of Center Avenue (Road No. 3471), beginning 15 feet west of the west curb line prolongation of Deodar Drive (Road No. 3975G) and extending westerly a distance of 95 feet, as recommended by the Public Works Director, Pacheco area. (District V)

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Traffic Engineering staff observed vehicles parking next to the crosswalk on Center Avenue obstructing sight lines for both motorists and pedestrians. Therefore, Transportation Engineering staff recommends the implementation of prohibited parking on the north and south side of Center Avenue, to improve stopping distance/sight lines for both vehicles traveling eastbound/westbound and for pedestrians entering the crosswalk.

CONSEQUENCE OF NEGATIVE ACTION:

Parking will remain unrestricted at these locations.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

Adopted this Traffic Resolution on December 5, 2023 by the following vote:

AYES:

NOES:

ABSENT:

TRAFFIC RESOLUTION NO. 2023/4535

ABSTAIN:

Supervisorial District V

SUBJECT: Prohibit stopping, standing, or parking at all times on portions of Center Avenue (Road No. 3471), Pacheco area.

The Contra Costa County Board of Supervisors RESOLVES that:

Based on recommendations by the County Public Works Department's Transportation Engineering Division, and pursuant to County Ordinance Code Sections 46-2.002 - 46-2.012, the following traffic regulation is established:

Pursuant to Section 22507 of the California Vehicle Code, stopping, standing, or parking is hereby declared to be prohibited at all times on the north side of Center Avenue (Road No. 3471), beginning at the east curb line prolongation of Yasemin Court (Private) and extending easterly a distance of 32 feet;

THENCE, prohibit stopping, standing, or parking at all times on the south side of Center Avenue (Road No. 3471), beginning 15 feet west of the west curb line prolongation of Deodar Drive (Road No. 3975G) and extending westerly a distance of 95 feet, Pacheco area.

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: _____
Monica Nino, Clerk of the Board of Supervisors and County Administrator

By _____, Deputy

MS:sr

Orig. Dept: Public Works (Traffic)
Contact: Monish Sen, 313-2187

cc: California Highway Patrol
Sheriff Department



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1080
C.60.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Karen Caoile, Director of Risk Management

Report Title: Contract Amendment with Contra Costa County Schools Insurance Group

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Director of Risk Management, or designee, to execute a contract amendment with Contra Costa County Schools Insurance Group to increase the payment limit by \$220,000 to a new payment limit of \$430,410 and extend the term through December 31, 2024, to continue performing medical billing reviews.

FISCAL IMPACT:

100% funded by the Workers' Compensation Internal Service Fund.

BACKGROUND:

Contra Costa County Schools Insurance Group (CCCSIG) and Contra Costa County Risk Management created a joint partnership public entity in 2003 so that CCCSIG could provide workers' compensation medical billing reviews for the Workers' Compensation Unit at a lower annual cost than other providers. This contract extension allows the County to continue receiving the same services while the new solicitation process can be completed.

CONSEQUENCE OF NEGATIVE ACTION:

The County would not be able to maintain compliance with the California Department of Industrial Relations.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 23-1081
C.61.

Agenda Date: 12/5/2023

Agenda #:

To: Board of Supervisors

From: Monica Nino, County Administrator

Report Title: Claims

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

DENY claims filed by Olivia Alvarez and Wendy Joyce Hall.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Olivia Alvarez: Employment claim for retaliation, discrimination, and harassment in an amount exceeding \$25,000.

Wendy Joyce Hall: Personal injury claim related to police pursuit in an amount to be determined.

CONSEQUENCE OF NEGATIVE ACTION:

Not acting on the claims could extend the claimants' time limits to file actions against the County.