



Meeting Minutes

CONTRA COSTA COUNTY Finance Committee

Supervisor Candace Andersen, Chair
Supervisor Diane Burgis, Vice Chair

Monday, November 3, 2025

9:30 AM

**309 Diablo Rd, Danville |
13361 Walnut Blvd, Ste 140, Brentwood**

Zoom Link:

<https://cccouny-us.zoom.us/j/87103964704>

Call In:

(888) 278-0254 Conference code: 894519

2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two (2) minutes).

There were no requests for public comment.

3. RECEIVE and APPROVE the Record of Action for the April 7, 2025 Finance Committee meeting. **[25-4529](#)**

Attachments: **[DRAFT Record of Action - 4.7.25](#)**

The Record of Action was approved as received.

4. RECEIVE the attached reports regarding the Countywide FY23-24 Single Audit and Measure X Audit for FY24-25. (David Bullock, Macias, Gini & O'Connell, LLP) **[25-4530](#)**

Attachments: **[FY23-24 Single Audit Report](#)**
[FY24-25 Measure X Audit Report](#)

The independent, external auditor, David Bullock from Macias, Gini & O'Connell, LLP (MGO), presented on the Countywide FY23-24 Single Audit and Measure X Audit for FY24-25. In the auditor's opinion, the County complied, in all materials respects, with the compliance requirements for the Single Audit that could have a direct and material effect on each of its major federal programs for FY23-24. The County also engaged MGO to perform an independent audit of the FY24-25 Measure X expenditures and revenues, with oversight from the Measure X Community Fiscal Oversight Committee. The audit period covers the most recent fiscal year from July 1, 2024 through June 30, 2025. The purpose of the audit was to confirm the accuracy of Measure X financial reporting and that allocations conformed to the stated intent of the ballot measure and the direction of the Board of Supervisors. In the auditor's opinion, the County complied, in all material respects, with the applicable requirements governing the receipt and expenditure of Measure X funds for the fiscal year. There were no requests for public comment.

5. CONSIDER the Measure X Needs Assessment and Program Evaluation **[25-4531](#)**

Request for Proposals (RFP) and provide direction to staff.

Attachments:

[Measure X Needs Assessment and Program Evaluation RFP Presentation](#)

[MX Needs Assessment and Program Evaluation RFP FINAL.pdf](#)

Jessica Shepard, Deputy County Administrator, presented a draft Request for Proposals (RFP) for a competitive bidding process among qualified vendors to conduct a Needs Assessment and Program Evaluation for Measure X-funded programs. The anticipated project duration is approximately nine months, from March to November 2026. The scope of work would include needs assessment, program evaluation and staff capacity building, and delivery of a final report and presentations. The committee members emphasized the importance of strong stakeholder engagement in the process and authorized the RFP to proceed as proposed. Public comment was received from two members of the public.

6. The next meeting is currently scheduled for December 1, 2025.

7. Adjourn

The meeting adjourned at 10:08 AM.