



Agenda

INTERNAL OPERATIONS COMMITTEE

May 23, 2016
11:00 A.M.

651 Pine Street, Room 101, Martinez

Supervisor John Gioia, Chair
Supervisor Candace Andersen, Vice Chair

Agenda Items:

Items may be taken out of order based on the business of the day and preference of the Committee

1. Introductions
2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to three minutes).
3. RECEIVE and APPROVE the Record of Action for the April 25, 2016 IOC meeting. *(Julie DiMaggio Enea, IOC Staff)*
4. CONSIDER recommendation to reappoint Thomas Weber to the Board of Supervisors Appointee 1 seat on the Airport Land Use Commission. *(Jamar Stamps, Conservation and Development Department)*
5. CONSIDER appointing Bijal Patel to the Community #2 seat, and reappointing Lisa Caronna to the Community #3 seat and Tom Shepard to the County #3 seat on the Affordable Housing Finance Committee. *(Kara Douglas, Department of Conservation and Development)*
6. CONSIDER approving Hazardous Materials Commission nomination to appoint Charles Davidson to the Environmental Organization #3 Alternate seat, to complete the unexpired term ending on December 31, 2016 and to a new four-year term ending on December 31, 2020. *(Michael Kent, Executive Asst. to the Hazardous Materials Commission)*
7. CONSIDER comments by the Commission for Women regarding the pending recommendation to modify the membership configuration of the Commission.. *(Julie DiMaggio Enea, IOC Staff)*
8. RECEIVE status report on the implementation of Property Assessed Clean Energy financing in the County unincorporated area. *(Jason Crapo, Deputy Director, Conservation and Development Department)*
9. The next meeting is currently scheduled for June 27, 2016.

10. Adjourn

The Internal Operations Committee will provide reasonable accommodations for persons with disabilities planning to attend Internal Operations Committee meetings. Contact the staff person listed below at least 72 hours before the meeting.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Internal Operations Committee less than 96 hours prior to that meeting are available for public inspection at 651 Pine Street, 10th floor, during normal business hours. Staff reports related to items on the agenda are also accessible on line at www.co.contra-costa.ca.us.

Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact:

Julie DiMaggio Enea, Committee Staff
Phone (925) 335-1077, Fax (925) 646-1353
julie.enea@cao.cccounty.us



Contra Costa County Board of Supervisors

Subcommittee Report

INTERNAL OPERATIONS COMMITTEE

3.

Meeting Date: 05/23/2016

Subject: RECORD OF ACTION FOR THE APRIL 25, 2016 IOC MEETING

Submitted For: David Twa, County Administrator

Department: County Administrator

Referral No.: N/A

Referral Name: RECORD OF ACTION

Presenter: Julie DiMaggio Enea, IOC
Staff

Contact: Julie DiMaggio Enea (925)
335-1077

Referral History:

County Ordinance requires that each County body keep a record of its meetings. Though the record need not be verbatim, it must accurately reflect the agenda and the decisions made in the meeting.

Referral Update:

Attached is the Record of Action for the April 25, 2016 IOC meeting.

Recommendation(s)/Next Step(s):

RECEIVE and APPROVE the Record of Action for the April 25, 2016 IOC meeting.

Fiscal Impact (if any):

None.

Attachments

DRAFT Record of Action for 4-25-16 IOC Meeting

DRAFT



Supervisor John Gioia, Chair
Supervisor Candace Andersen, Vice Chair

Present: John Gioia, Chair
Candace Andersen, Vice Chair

Staff Present: Julie DiMaggio Enea, Staff

Attendees: Russell Watts, Treasurer-Tax Collector
Julian Metcalf
Maureen Toms, DCD
Maureen Parkes, DCD

1. Introductions

Chairman Gioia called the meeting to order at 11:05 a.m. and self introductions were made.

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

No members of the public asked to speak during the public comment period.

3. RECEIVE and APPROVE the Record of Action for the March 28, 2016 IOC meeting.

The Committee approved the Record of Actions for the March 28, 2016 IOC meeting as presented.

AYE: Chair John Gioia, Vice Chair Candace Andersen

Passed

4. INTERVIEW candidates for vacancies on the Treasury Oversight Committee: the Board of Supervisors Representative seat and the Public No. 3 seat, for four-year terms ending April 30, 2020, and determine recommendations for Board of Supervisors consideration.

The Committee interviewed Julian Metcalf and found him to be well-qualified, but did not find justification to remove either of the two incumbents, and so decided to reappoint Don Bouchet and Dan Heinrich to the Board of Supervisors Representative and Public Member #3 seats, respectively, to new four-year terms ending on April 30, 2020.

Supervisor Gioia offered to consult separately with Mr. Metcalf, who resides within District I, to explore other possible advisory body opportunities.

AYE: Chair John Gioia, Vice Chair Candace Andersen
Passed

5. APPROVE recommendations from the Fish & Wildlife Committee for the allocation of 2016 Fish and Wildlife Propagation Fund grant funds for six projects totaling \$22,450.

The Committee approved the proposed Fish & Wildlife Propagation Fund allocations as presented.

AYE: Chair John Gioia, Vice Chair Candace Andersen
Passed

6. REVIEW applications for the pending vacant seats on the Retirement Board, Planning Commission, and Contra Costa County Fire Protection District Advisory Fire Commission, and provide direction to staff regarding interviews tentatively scheduled for May 23.

The Committee reviewed the applications received for the Contra Costa County Employees' Retirement Association Board of Trustees, the County Planning Commission, and the Contra Costa County Fire Protection District Advisory Fire Commission. One application was received for each vacancy, and those were of the incumbents.

The Committee decided to not conduct interviews and to forward a recommendation to the Board to reappoint the incumbents.

AYE: Chair John Gioia, Vice Chair Candace Andersen
Passed

7. The next meeting is currently scheduled for May 23, 2016.

Chairman Gioia asked to have a status report on Property Assessed Clean Energy (PACE) added to the May 23 IOC agenda.

Due to a lack of quorum, the Committee decided to cancel the IOC meeting scheduled for December 26, 2016.

AYE: Chair John Gioia, Vice Chair Candace Andersen
Passed

8. Adjourn

The Chair adjourned the meeting at 11:25 a.m.

For Additional Information Contact:

Julie DiMaggio Enea, Committee Staff
Phone (925) 335-1077, Fax (925) 646-1353
julie.enea@cao.cccounty.us



Contra Costa County Board of Supervisors

Subcommittee Report

INTERNAL OPERATIONS COMMITTEE

4.

Meeting Date: 05/23/2016
Subject: CANDIDATE INTERVIEWS FOR AIRPORT LAND USE COMMISSION
Submitted For: John Kopchik, Director, Conservation & Development Department
Department: Conservation & Development
Referral No.: IOC 16/5
Referral Name: ADVISORY BODY RECRUITMENT
Presenter: Jamar Stamps **Contact:** Jamar Stamps (925) 674-7832

Referral History:

The Board of Supervisors created the Airport Land Use Commission (ALUC) in 1970 to promote the orderly development of compatible land uses around each public airport in the County, in order to safeguard both the interests of the general public and the welfare of inhabitants in the areas surrounding the airports. The California Public Utilities Code requires and specifies the composition of the ALUC, whose membership shall include:

- (1) Two representing the cities in the county, appointed by a city selection committee comprised of the mayors of all the cities within that county, except that if there are any cities contiguous or adjacent to the qualifying airport, at least one representative shall be appointed therefrom.
- (2) Two representing the county, appointed by the board of supervisors.
- (3) Two having expertise in aviation, appointed by a selection committee comprised of the managers of all of the public airports within that county.
- (4) One representing the general public, appointed by the other six members of the commission.

The Internal Operations Committee conducts interviews for the two County seats described in item 2, above, and makes recommendations to the Board of Supervisors for appointment. Seat terms are four years, expiring the first Monday in May.

Referral Update:

The term of the Appointee #1 seat expired on May 2, 2016 and incumbent Tom Weber continues to serve in that capacity until the Board appoints a successor, whose term will expire on May 4, 2020.

The Conservation and Development Department recruited for three weeks to fill the vacancy. Only one application, attached, was received, from incumbent Thomas Weber (Pleasant Hill). Also attached is the current Commission roster and recruitment announcement.

Recommendation(s)/Next Step(s):

RECOMMEND to the Board of Supervisors the reappointment of Thomas Weber to the BOS Appointee 1 seat on the Airport Land Use Commission for a new four-year term expiring on May 4, 2020.

Fiscal Impact (if any):

None.

Attachments

Candidate Application ALUC Tom Weber

ALUC Roster April 2016

ALUC Recruitment Announcement

THOMAS R WEBER

██████████
PLEASANT HILL, CALIFORNIA 94523-1059
██████████

April 21, 2016

Supervisor John Gioia, Chair of the Internal Operations Committee
Supervisor Candace Andersen, Vice Chair of the Internal Operations Committee
c/o Contra Costa County
Clerk of the Board
651 Pine Street, Rm. 106
Martinez, CA 94553-1292

I have submitted to the Clerk of the Board my application for re-appointment to the Contra Costa Airport Land Use Commission along with other supporting documents.

I regret that I am unable to attend the interview session that is scheduled for Monday, May 23rd at 11:00 a.m. I am flying out of San Francisco that morning heading to Canada and Alaska for about 2 weeks. I will be back on Wednesday, June 8th.

ALUC Staff, the ALUC Chair and the other ALUC Commissioners can vouch for my contribution to this Commission. I am sure that Supervisors Mitchoff and Piepho can also provide input. I have worked closely with Keith Freitas, Director of Airports and he can also provide input. Lastly my strong relationships with pilot clubs (like MDPA, Maurice Gunderson is the President) and with key businesses (like the Patriot Jet Team, Randy Howell) demonstrate my ability to work across organizations to achieve best results for the people of Contra Costa.

I am confident that you will make a good decision. If I am chose to serve another term, you can count on me to balance the concerns of all groups to drive for a successful outcome for the people of Contra Costa.

Sincerely,



Thomas R. Weber



Contra Costa County

For Office Use Only
Date Received:

For Reviewers Use Only:
Accepted Rejected

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:

Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
Martinez, California 94553-1292

PLEASE TYPE OR PRINT IN INK
(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

Contra Costa County Airport Land Use Comm.

Appointee of the Board of Supervisors

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name: Weber Thomas Roderick
(Last Name) (First Name) (Middle Name)

2. Address: [Redacted] Pleasant Hill CA 94523
(No.) (Street) (Apt.) (City) (State) (Zip Code)

3. Phones: [Redacted]
(Home No.) (Work No.) (Cell No.)

4. Email Address: [Redacted]

5. EDUCATION: Check appropriate box if you possess one of the following:

High School Diploma G.E.D. Certificate California High School Proficiency Certificate

Give Highest Grade or Educational Level Achieved Bachelor of Arts, Political Science/Public Administration

| Names of colleges / universities attended | Course of Study / Major | Degree Awarded | Units Completed | | Degree Type | Date Degree Awarded |
|--|---|---|--|---------|-------------|---------------------|
| | | | Semester | Quarter | | |
| A) California State University, Long Beach | Political Science/ Public Administration | Yes No <input checked="" type="checkbox"/> <input type="checkbox"/> | 124 | | B.A. | 1977 |
| B) | | Yes No <input type="checkbox"/> <input type="checkbox"/> | | | | |
| C) | | Yes No <input type="checkbox"/> <input type="checkbox"/> | | | | |
| D) Other schools / training completed: | Course Studied | Hours Completed | Certificate Awarded: Yes No <input type="checkbox"/> <input type="checkbox"/> | | | |

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

| | | |
|--|--|---|
| <p>A) Dates (Month, Day, Year) From <u> </u> To <u> </u> 2010 Present</p> <p>Total: Yrs. <u> </u> Mos. <u> </u></p> <p>Hrs. per week <u> </u> . Volunteer <input checked="" type="checkbox"/></p> | <p>Title Vice-Chair</p> <p>Employer's Name and Address Contra Costa County Airport Land Use Commission</p> | <p>Duties Performed I have served on the ALUC for 6 years and I have held the position of Vice Chair for the last 2 years</p> |
| <p>B) Dates (Month, Day, Year) From <u> </u> To <u> </u> 2006 Present</p> <p>Total: Yrs. <u> </u> Mos. <u> </u></p> <p>Hrs. per week <u> </u> . Volunteer <input checked="" type="checkbox"/></p> | <p>Title Appointee of District IV</p> <p>Employer's Name and Address Contra Costa County Aviation Advisory Committee</p> | <p>Duties Performed I have served as the Secretary (2 years), Chair (3 years) and Vice Chair (3 years)</p> |
| <p>C) Dates (Month, Day, Year) From <u> </u> To <u> </u> 1978 2005</p> <p>Total: Yrs. <u>27</u> Mos. <u> </u></p> <p>Hrs. per week <u>40+</u> . Volunteer <input type="checkbox"/></p> | <p>Title Vice President</p> <p>Employer's Name and Address AT&T 2600 Camino Ramon San Ramon, CA 94583</p> | <p>Duties Performed I started at AT&T in an entry level position in 1978 and worked my way up to the position of Vice President. I served at an executive level in several functional areas including Sales, Operations, Regulatory, Finance, Labor Relations and Customer Service.</p> |
| <p>D) Dates (Month, Day, Year) From <u> </u> To <u> </u></p> <p>Total: Yrs. <u> </u> Mos. <u> </u></p> <p>Hrs. per week <u> </u> . Volunteer <input type="checkbox"/></p> | <p>Title <u> </u></p> <p>Employer's Name and Address <u> </u></p> | <p>Duties Performed <u> </u></p> |

7. How did you learn about this vacancy?

CCC Homepage Walk-In Newspaper Advertisement District Supervisor Other

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No

If Yes, please identify the nature of the relationship:

9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

No Yes

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.

Sign Name: Date: 4/20/2016

Important Information

1. This application is a public document and is subject to the California Public Records Act (CA Gov. Code §6250-6270).
2. Send the completed paper application to the Office of the Clerk of the Board at: **651 Pine Street, Room 106, Martinez, CA 94553.**
3. A résumé or other relevant information may be submitted with this application.
4. All members are required to take the following training: 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training.
5. Members of boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
6. Advisory body meetings may be held in various locations and some locations may not be accessible by public transportation.
7. Meeting dates and times are subject to change and may occur up to two days per month.
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

**THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA and for
Special Districts, Agencies and Authorities Governed by the Board Adopted Resolution
no. 2011/55 on 2/08/2011 as follows:**

IN THE MATTER OF ADOPTING A POLICY MAKING FAMILY MEMBERS OF THE BOARD OF SUPERVISORS INELIGIBLE FOR APPOINTMENT TO BOARDS, COMMITTEES OR COMMISSIONS FOR WHICH THE BOARD OF SUPERVISORS IS THE APPOINTING AUTHORITY

WHEREAS the Board of Supervisors wishes to avoid the reality or appearance of improper influence or favoritism;

NOW, THEREFORE, BE IT RESOLVED THAT the following policy is hereby adopted:

I. SCOPE: This policy applies to appointments to any seats on boards, committees or commissions for which the Contra Costa County Board of Supervisors is the appointing authority.

II. POLICY: A person will not be eligible for appointment if he/she is related to a Board of Supervisors' Member in any of the following relationships:

1. Mother, father, son, and daughter;
2. Brother, sister, grandmother, grandfather, grandson, and granddaughter;
3. Great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, and great-granddaughter;
4. First cousin;
5. Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
6. Sister-in-law (brother's spouse or spouse's sister), brother-in-law (sister's spouse or spouse's brother), spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouse's grandson;
7. Registered domestic partner, pursuant to California Family Code section 297.
8. The relatives, as defined in 5 and 6 above, for a registered domestic partner.
9. Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.

Thomas R. Weber

[REDACTED]
Pleasant Hill, CA 94523
[REDACTED]

Goal

As a 34 year resident of Contra Costa County I would like to utilize over 27 years of executive level business experience to serve the community in which I live.

Employment History

08/2004 – 08/2005

General Manager, California/Nevada Call Centers, AT&T Consumer Markets Group

Responsible for operations of Customer Call Centers throughout California and Nevada. Areas of responsibility include revenue growth, expense management, new product introductions, call center restructuring, new technology implementation, customer satisfaction and retention, improved efficiencies and labor union relations.

11/2000 – 08/2004

General Manager, Sales Performance, SBC Consumer Markets Group

Responsible for developing and managing sales compensation plans for management and non-management employees. Also responsible for establishing and negotiating sales targets, tracking sales performance, and planning and executing all major departmental meetings and recognition events.

11/1999 – 11/2000

Vice President, Sales & Operations, SBC Public Communications

Responsible for sales and operations for Pacific Bell and Nevada Bell payphones. Currently exceeding gross revenue by \$11.2M (6.1%) and under-running operating expense by \$4.2M (11.5%). Met or exceeded all service commitments.

05/1999 - 11/1999

Vice President, Sales, SBC Public Communications

Responsible for sales for Pacific Bell, Nevada Bell, Southwestern Bell and SNET. Implemented new financial controls to improve profitability. Renewed all major contracts. Won all RFPs including Los Angeles Airport and San Francisco Airport.

07/1996 - 05/1999

Vice President, Regulatory, SBC Public Communications

Responsible for assessing and influencing legislative and regulatory mandates. Also responsible for implementation of regulatory requirements. Provided key leadership to influence FCC and CPUC orders. Implemented all requirements two weeks ahead of schedule. Efforts resulted in an incremental revenue stream in excess of \$100M.

08/1994 - 07/1996

Executive Director, Marketing/Business Development, Pacific Bell Public Communications

Responsible for identifying and developing new business opportunities. Launched Pacific Bell's re-entry into the paging business. Grew base by 67%. Completed business assessment resulting in approval to sell assets. Also served as interim Sales VP and as interim Finance VP during this time period.

12/1991 - 08/1994

Sales Director, Pacific Bell Public Communications

Responsible for \$300M annual revenue generated through payphones. Turned around six year trend of market loss. Instituted new retention strategies. Negotiated all major inmate contracts. Won back major accounts including Southland Corporation (7-Eleven).

08/1989 - 12/1991

Vice President and General Manager, PacTel Finance

Responsible for directing all functions (Sales, Credit/Collections, Customer Service, Finance and Accounting) for PacTel's direct finance lease portfolio. Consistently met all financial commitments. Created customized marketing programs to meet the needs and enhance the sales of affiliate companies. Negotiated the sale of the company and the transition of the assets.

01/1988 - 08/1989

Product Manager, Pacific Bell Consumer Marketing

Responsible for \$300M annual revenue from residence discount calling plans. Launched complete re-focus of marketing efforts and complete re-design of product offering. Turnaround plan resolved major risks with the California Public Utilities Commission and re-energized sales force.

11/1986 - 01/1988

Regional Sales Director, Pacific Bell Consumer Marketing

Responsible for sales, customer service, order processing and billing/collections for eight regional offices throughout the East Bay. Led the state in sales results. Turned around a demotivated sales and service group.

11/1985 - 11/1986

Project Manager, Pacific Bell New Product Development

Responsible for identification and assessment of new product opportunities. Worked with Bellcore, other RBOCs and strategic partners to develop product applications.

06/1983 - 11/1985

Group Leader, Pacific Bell Financial Management

Responsible for development, tracking and analysis of financial plans for Residence and Business Marketing.

04/1982 - 06/1983

Staff Manager, Pacific Telephone Residence Marketing Staff

Responsible for monthly results tracking and analysis for Residence Marketing.

08/1980 - 04/1982

Business Office Manager, Pacific Telephone Residence Marketing

Responsible for supervision of 15 Customer Service Representatives.

05/1978 - 08/1980

Service Representative, Pacific Telephone Residence Marketing

Responsible for sales, customer service and billing/collections for residential customers.

03/1977 - 05/1978

Income Tax Auditor, U.S. Treasury - Internal Revenue Service

Responsible for auditing individual income tax returns.

Education:

1977 - California State University, Long Beach, Long Beach, CA USA
Bachelor of Science, Political Science/Public Administration

Community Activities:

- Vice-Chair, Contra Costa County Airport Land Use Commission
- Vice-Chair, Contra Costa County Aviation Advisory Committee
- Board of Directors, Drug Use is Life Abuse, Orange County, CA
- Organizer, Walk to D'Feet ALS®, Greater Bay Area Chapter, ALS Association®
- Member, Ad Hoc Advisory Panel, Boundary Oak Golf Course, Walnut Creek
- Actively involved with Pleasant Hill Recreation & Parks District
- Actively involved with fundraising and support for VinSohn Orphanage
- Member, Northern California Golf Association, East Bay Golf eClub

Special Interests:

- Aviation
- Community Development
- Golf
- Dog Training
- Travel

Contra Costa County Roster

[Maddy Book Home](#)


Airport Land Use Commission

| | <u>Appointment Date</u> | <u>Term Expiration</u> | <u>Resignation Date</u> | <u>Status</u> |
|---|-------------------------|------------------------|-------------------------|---------------|
| <u>Seat Title</u> | | | | |
| Appointee 1 of the Board of Supervisors | | | | |
| <u>Representatives</u> | | | | |
| Weber Thomas | 04/21/2015 | 05/02/2016 | | |
| <u>Seat Title</u> | | | | |
| Appointee 2 of the Board of Supervisors | | | | |
| <u>Representatives</u> | | | | |
| Reagan Ronald | 04/21/2015 | 05/06/2019 | | |
| <u>Seat Title</u> | | | | |
| City Selection Committee (Contiguous) | | | | |
| <u>Representatives</u> | | | | |
| Durant David | 01/01/2013 | 05/01/2018 | | |
| <u>Seat Title</u> | | | | |
| City Selection Committee (Non-Contiguous) | | | | |
| <u>Representatives</u> | | | | |
| Taylor Mayor Robert ""Bob"" | 01/01/2013 | 05/02/2016 | | |
| <u>Seat Title</u> | | | | |
| Airport Managers Appointee 1 | | | | Vacant Seat |
| <u>Representatives</u> | | | | |
| | | 05/04/2019 | | |
| <u>Seat Title</u> | | | | |
| Airport Managers Appointee 2 | | | | |
| <u>Representatives</u> | | | | |
| Roe Russell | 06/01/2014 | 06/12/2018 | | |
| <u>Seat Title</u> | | | | |
| At-Large 1 | | | | |
| <u>Representatives</u> | | | | |
| Ernst Kevin | 01/01/2013 | 05/01/2018 | | |



**CONTRA COSTA COUNTY
DEPARTMENT OF CONSERVATION & DEVELOPMENT
30 Muir Road
Martinez, CA 94553
Telephone: 674-7832 Fax: 674-7258**

TO: Members, Board of Supervisors
Members, Municipal Advisory Council

FROM: John Kopchik, Director
By: Jamar Stamps, Senior Planner 

DATE: March 30, 2016

SUBJECT: **Vacancy on the Contra Costa County Airport Land Use Commission**

This is to inform you that the County Board of Supervisors Appointee #1 position of the Contra Costa County Airport Land Use Commission (“ALUC”) will be vacant effective May 2, 2016. The ALUC is comprised of 7 members: 2 appointed by the Contra Costa County Board of Supervisors; 2 appointed by the Contra Costa County Mayor’s Conference; 2 appointed by the Contra Costa County Director of Airports; and 1 At-Large member appointed by the balance of the ALUC. All ALUC members serve a four-year term in a volunteer capacity.

Relevant information on the function of the ALUC can be found on the ALUC website at <http://www.contracosta.ca.gov/4307/Airport-Land-Use-Commission-ALUC>.

A copy of the application is enclosed and can also be found here: <http://www.contracosta.ca.gov/DocumentCenter/View/6433>.

In addition, Contra Costa Television (“CCTV”) will forward a media release to various daily and weekly newspapers and publications for countywide public advertisement.

Applications will be accepted until Friday, April 22, 2016. Interested candidates can either apply online, or download the application and fax or mail the completed form to the Clerk of the Board of Supervisors, Room 106, County Administration Building, 651 Pine Street, Martinez, CA 94553 (postmarked by Friday, April 22, 2016). Should you have any questions please contact Jamar Stamps at (925) 674-7832, or via email at jamar.stamps@dcd.cccounty.us.

Enclosures

cc: Clerk of the Board
CAO
Better Government Ordinance file
J. Cunningham, DCD
A. Bhat, DCD



Contra Costa County Board of Supervisors

Subcommittee Report

INTERNAL OPERATIONS COMMITTEE

5.

Meeting Date: 05/23/2016

Subject: NOMINATION TO THE AFFORDABLE HOUSING FINANCE COMMITTEE

Submitted For: John Kopchik, Interim Director, Conservation & Development Department

Department: Conservation & Development

Referral No.: IOC 16/5

Referral Name: ADVISORY BODY RECRUITMENT

Presenter: Julie DiMaggio Enea **Contact:** Kara Douglas, DCD, (925) 674-7205

Referral History:

The IOC reviews nominations made by the Affordable Housing Finance Committee for appointments to all Committee seats except the City seats. Seat terms are three years ending on June 30.

On June 30, 2016, the term of office for the County #3 and Community #3 seats will expire. Also, the County #2 and Community #2 seats are currently vacant with term expirations of June 30, 2018.

Referral Update:

Attached is a letter transmitting the Affordable Housing Finance Committee's nominations to fill the Community #2 and #3, and County #3 seats. The County #2 seat remains vacant until a new recruitment can be conducted.

Recommendation(s)/Next Step(s):

CONSIDER approving nominations by the Affordable Housing Finance Committee to the following seats:

| Seat | Applicant | Term Expiration |
|--------------|--------------|-----------------|
| Community #2 | Bijal Patel | 6/30/18 |
| Community #3 | Lisa Caronna | 6/30/19 |
| County #3 | Tom Shephard | 6/30/19 |

Fiscal Impact (if any):

None.

Attachments

AHFC Transmittal Letter

Candidate Application Bijal Patel AHFC

Candidate Application Lisa Caronna AHFC

Candidate Application Tom Shephard AHFC

AHFC Roster April 2016



CONTRA COSTA COUNTY
Department of Conservation and Development
Community Development Division
30 Muir Road
Martinez, CA 94553
Telephone: 674-7205 Fax: 674-7257

DATE: May 23, 2016
TO: Internal Operations Committee
FROM: Kara Douglas, Assistant Deputy Director
SUBJECT: Recommended Appointment to the Affordable Housing Finance Committee

The purpose of this memorandum is to forward the following recommendation from the Affordable Housing Finance Committee (AHFC):

Appoint Bijal Patel to the Community Representative 2 seat with an expiration date of June 30, 2018. Ms Patel's experience in real estate and land development law will bring valuable knowledge to the committee.

Re-appoint Tom Shephard to the County Representative 3 seat with an expiration date of June 30, 2019. Mr. Shephard has served on the committee since 2011. His experience in residential real estate acquisition and management brings important experience to the committee.

Re-appoint Lisa Caronna to the Community Representative 3 seat with an expiration date of June 30, 2019. Ms Caronna has served on the committee since 2013. Her background in public administration and landscape architecture is an asset to the committee.

Background

The Affordable Housing Finance Committee advises the Board of Supervisors on the annual allocation of approximately \$1.5 million in HOME Investment Partnership Act (HOME) and \$1.8 million in Community Development Block Grant (CDBG) funds for affordable housing development in Contra Costa County. These funds are allocated to the County on an annual basis by formula through the U.S. Department of Housing and Urban Development.

The Committee consists of nine members, including:

- three city representatives (one each from East, Central and West County)
- three county representatives; and
- three community representatives.

The three city representatives are nominated by the cities in each subregion of the County and approved by the Board of Supervisors. Nominations for county and community representatives are solicited by the Department of Conservation and Development. All county and community representative appointments to the AHFC are reviewed by the Internal Operations Committee (IOC) and referred to the Board of Supervisors for approval. AHFC terms are for three years. A current AHFC roster is attached for your information (Attachment A).

Current Status of Appointments

With the appointment of the above candidates there will be one vacancy for a County representative.

Attachments

AHFC roster

Bijal Patel application



**Contra
Costa
County**

For Office Use Only

Date Received:

For Reviewers Use Only:

Accepted Rejected

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:

Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
Martinez, California 94553-1292

PLEASE TYPE OR PRINT IN INK
(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

Affordable Housing Finance Committee (AHFC)

PRINT EXACT SEAT NAME (if applicable)

1. **Name:** PATEL Bijal Mahendra
(Last Name) (First Name) (Middle Name)

2. **Address:** San Ramon CA 94582
(No.) (Street) (Apt.) (City) (State) (Zip Code)

3. **Phones:** [Redacted]
(Home No.) (Work No.) (Cell No.)

4. **Email Address:** [Redacted]

5. **EDUCATION:** Check appropriate box if you possess one of the following:

High School Diploma G.E.D. Certificate California High School Proficiency Certificate

Give Highest Grade or Educational Level Achieved: Juris Doctor - Attorney at Law (California State Bar # 191622)

| Names of colleges / universities attended | Course of Study / Major | Degree Awarded | Units Completed | | Degree Type | Date Degree Awarded |
|---|----------------------------|---|---|---------|-------------|---------------------|
| | | | Semester | Quarter | | |
| A) University of California at Berkeley, Boalt Hall | Law | Yes No <input checked="" type="checkbox"/> <input type="checkbox"/> | | | J.D. | 1997 |
| B) UC Berkeley, Dept. of City and Regional Planning | City and Regional Planning | Yes No <input checked="" type="checkbox"/> <input type="checkbox"/> | | | M.C.P. | 1997 |
| C) Houston Baptist University | | Yes No <input checked="" type="checkbox"/> <input type="checkbox"/> | | | B.A. | 1990 |
| D) Other schools / training completed: | Course Studied | Hours Completed | Certificate Awarded: Yes No <input checked="" type="checkbox"/> <input type="checkbox"/> | | | |
| Fulbright Scholar (Peru) 1995-96 | | | | | | |

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

| | | |
|--|--|--|
| <p>A) Dates (Month, Day, Year) From To Sept. 2015 Present Total: Yrs. Mos. 5 Hrs. per week 40+ . Volunteer <input type="checkbox"/></p> | <p>Title Of Counsel Attorney Employer's Name and Address Lubin Olson & Niewiadomski LLP Transamerica Pyramid 600 Montgomery Street, 14th Floor San Francisco, CA 94111</p> | <p>Duties Performed Real Estate and Land Use Practice Areas - Represent developers and investors in purchase/sale, financing, leasing and development of properties across market segments in California. Expertise in representing both sides of complex development projects, including projects involving public/private partnerships and affordable housing.</p> |
| <p>B) Dates (Month, Day, Year) From To Sept. 2008 Sept. 2015 Total: Yrs. Mos. 7 Hrs. per week 40+ . Volunteer <input type="checkbox"/></p> | <p>Title Deputy Director, Property Dev. & Mgmt. Employer's Name and Address Santa Clara Valley Transportation Authority (VTA) 3331 North First Street San Jose, CA 95134</p> | <p>Duties Performed Oversaw real estate group of Silicon Valley's primary transit agency with goal of optimizing revenue generation through aggressive development and leasing of existing assets. Responsible for acquisition of real property for Authority's diverse capital projects, within deadline and complex eminent domain and regulatory frameworks.</p> |
| <p>C) Dates (Month, Day, Year) From To April 2001 April 2007 Total: Yrs. Mos. 6 Hrs. per week 40+ . Volunteer <input type="checkbox"/></p> | <p>Title Deputy City Attorney, Port of SF Team Employer's Name and Address San Francisco City Attorney's Office 1390 Market Street San Francisco, CA 94102</p> | <p>Duties Performed Advanced the development of San Francisco waterfront properties as Port's lead real estate legal advisor for public-private development projects and for tenant matters and lease negotiations related to Port's portfolio of 500+ tenancies; procured Port Commission as well as land use and regulatory approvals.</p> |
| <p>D) Dates (Month, Day, Year) From To 1999 2001 Total: Yrs. Mos. 2 Hrs. per week . Volunteer <input type="checkbox"/></p> | <p>Title Associate, Real Estate Practice Employer's Name and Address Stein & Lubin, LLP San Francisco, CA [now known as Lubin Olson & Niewiadomski LLP - see 6A above]</p> | <p>Duties Performed Expanded land use expertise into real estate transactional practice; independently handled complex real estate matters for entrepreneurial, mid-size and institutional real estate clients.</p> |

7. How did you learn about this vacancy?

CCC Homepage Walk-In Newspaper Advertisement District Supervisor Other

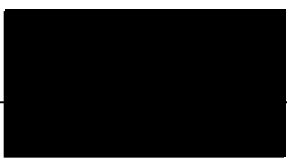
8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No Yes

If Yes, please identify the nature of the relationship:

9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations? No Yes

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.

Sign Name:  Date: 2/5/16

Important Information

1. This application is a public document and is subject to the California Public Records Act (CA Gov. Code §6250-6270).
2. Send the completed paper application to the Office of the Clerk of the Board at: **651 Pine Street, Room 106, Martinez, CA 94553.**
3. A résumé or other relevant information may be submitted with this application.
4. All members are required to take the following training: 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training.
5. Members of boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
6. Advisory body meetings may be held in various locations and some locations may not be accessible by public transportation.
7. Meeting dates and times are subject to change and may occur up to two days per month.
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.



Contra
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County

For Office Use Only
Date Received:

For Reviewers Use Only:
Accepted Rejected

*orig to Kara
2/22/16*

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:
Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
Martinez, California 94553-1292
PLEASE TYPE OR PRINT IN INK
(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

Affordable Housing Finance Committee
PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

City 1 or City 2
PRINT EXACT SEAT NAME (if applicable)

1. Name: Caronna, Lisa
(Last Name) (First Name) (Middle Name)

2. Address: Kensington, CA 94707
(No.) (Street) (Apt.) (City) (State) (Zip Code)

3. Phones: (Home No.) (Work No.) (Cell No.)

4. Email Address:

5. EDUCATION: Check appropriate box if you possess one of the following:

High School Diploma G.E.D. Certificate California High School Proficiency Certificate

Give Highest Grade or Educational Level Achieved Masters Degree

| Names of colleges / universities attended | Course of Study / Major | Degree Awarded | Units Completed | | Degree Type | Date Degree Awarded |
|---|-----------------------------------|---|--|---------|-------------|---------------------|
| | | | Semester | Quarter | | |
| A) University of California Berkeley | Landscape Architecture | Yes No <input checked="" type="checkbox"/> <input type="checkbox"/> | | | BA | 1974 |
| B) University of California Berkeley | Masters of Landscape Architecture | Yes No <input checked="" type="checkbox"/> <input type="checkbox"/> | | | MLA | 1982 |
| C) | | Yes No <input type="checkbox"/> <input type="checkbox"/> | | | | |
| D) Other schools / training completed: | Course Studied | Hours Completed | Certificate Awarded: Yes No <input type="checkbox"/> <input type="checkbox"/> | | | |
| | | | | | | |

THIS FORM IS A PUBLIC DOCUMENT

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

| | | |
|--|--|---|
| <p>A) Dates (Month, Day, Year) From <u> </u> To <u> </u> 2/2013 Present Total: Yrs. <u> </u> Mos. <u> </u> 3 Hrs. per week <u> </u>. Volunteer <input checked="" type="checkbox"/></p> | <p>Title Committee Member Employer's Name and Address Contra Costa County, Affordable Housing Finance Committee</p> | <p>Duties Performed Committee member of the Affordable Housing Finance Committee. Review staff reports and housing projects and make recommendations to the Board of Supervisors on affordable housing expenditures.</p> |
| <p>B) Dates (Month, Day, Year) From <u> </u> To <u> </u> June 2003 Mar 2010 Total: Yrs. <u> </u> Mos. <u> </u> 6 3 Hrs. per week <u>40+</u>. Volunteer <input type="checkbox"/></p> | <p>Title Deputy City Manager Employer's Name and Address City of Berkeley 2180 Milvia Street Berkeley, CA 94707</p> | <p>Duties Performed Primary support to the City Manager and second highest position in City Administration. Duties included oversight of departments, special City initiatives and project management.</p> |
| <p>C) Dates (Month, Day, Year) From <u> </u> To <u> </u> June 1997 Nov 2003 Total: Yrs. <u> </u> Mos. <u> </u> 6 5 Hrs. per week <u>40+</u>. Volunteer <input type="checkbox"/></p> | <p>Title Director of Parks, Rec and Waterfront Employer's Name and Address City of Berkeley</p> | <p>Duties Performed Department Director responsible for operations, planning, design and maintenance for 53 parks, 1,000 berth marina, city-wide forestry program, recreation programs at 4 centers, 4 swimming pools, and 2 summer camps.</p> |
| <p>D) Dates (Month, Day, Year) From <u> </u> To <u> </u> Total: Yrs. <u> </u> Mos. <u> </u> Hrs. per week <u> </u>. Volunteer <input type="checkbox"/></p> | <p>Title Employer's Name and Address</p> | <p>Duties Performed</p> |

THIS FORM IS A PUBLIC DOCUMENT

7. How did you learn about this vacancy?

CCC Homepage Walk-In Newspaper Advertisement District Supervisor Other

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No Yes

If Yes, please identify the nature of the relationship:

9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

No Yes

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.

Sign Name: Date: 2/22/16

Important Information

1. This application is a public document and is subject to the California Public Records Act (CA Gov. Code §6250-6270).
2. Send the completed paper application to the Office of the Clerk of the Board at: 651 Pine Street, Room 106, Martinez, CA 94553.
3. A résumé or other relevant information may be submitted with this application.
4. All members are required to take the following training: 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training.
5. Members of boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
6. Advisory body meetings may be held in various locations and some locations may not be accessible by public transportation.
7. Meeting dates and times are subject to change and may occur up to two days per month.
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

THIS FORM IS A PUBLIC DOCUMENT



Contra
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County

For Office Use Only
Date Received:

For Reviewers Use Only:
Accepted Rejected

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:
Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
Martinez, California 94553-1292
PLEASE TYPE OR PRINT IN INK
(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

Contra Costa Affordable Housing Finance Commi Member
PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION PRINT EXACT SEAT NAME (if applicable)

1. Name: Shephard, Tom, Joseph
(Last Name) (First Name) (Middle Name)

2. Address: [Redacted] Moraga, CA 94556
(No.) (Street) (Apt.) (City) (State) (Zip Code)

3. Phones: [Redacted]
(Home No.) (Work No.) (Cell No.)

4. Email Address: [Redacted]

5. EDUCATION: Check appropriate box if you possess one of the following:

High School Diploma G.E.D. Certificate California High School Proficiency Certificate

Give Highest Grade or Educational Level Achieved: BS Business Administration

| Names of colleges / universities attended | Course of Study / Major | Degree Awarded | Units Completed | | Degree Type | Date Degree Awarded |
|--|----------------------------------|---|---|---------|-------------|---------------------|
| | | | Semester | Quarter | | |
| A) St. Mary's College of California | Business | Yes No <input checked="" type="checkbox"/> <input type="checkbox"/> | | | BS | May 1988 |
| B) | | Yes No <input type="checkbox"/> <input type="checkbox"/> | | | | |
| C) | | Yes No <input type="checkbox"/> <input type="checkbox"/> | | | | |
| D) Other schools / training completed: | Course Studied | Hours Completed | Certificate Awarded: Yes No <input checked="" type="checkbox"/> <input type="checkbox"/> | | | |
| Institute of Real Estate Management (IREM) | Certified Property Manager (CPM) | | | | | |

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

| | | |
|---|--|--|
| <p>A) Dates (Month, Day, Year) From <u> </u> To <u> </u> 3/15/2011 current Total: Yrs. <u> </u> Mos. <u> </u> 2 2 Hrs. per week <u> </u>. Volunteer <input checked="" type="checkbox"/></p> | <p>Title Affordable Housing Finance Committee Employer's Name and Address Contra Costa County</p> | <p>Duties Performed</p> |
| <p>B) Dates (Month, Day, Year) From <u> </u> To <u> </u> 6/2014 current Total: Yrs. <u> </u> Mos. <u> </u> 1 10 Hrs. per week <u>FT</u>. Volunteer <input type="checkbox"/></p> | <p>Title Owner Employer's Name and Address Tom Shephard, LLC 1637 Del Monte Way Moraga, CA 94556</p> | <p>Duties Performed <input checked="" type="checkbox"/> Consultant responsible for sourcing and executing more than \$55MM in new apartment acquisitions in 2014-5 <input checked="" type="checkbox"/> Conduct extensive apartment market research in various regions of the United States <input checked="" type="checkbox"/> Oversee purchase and sale agreements, due diligence and underwriting <input checked="" type="checkbox"/> Provide ongoing asset management</p> |
| <p>C) Dates (Month, Day, Year) From <u> </u> To <u> </u> 7/2009 06/2014 Total: Yrs. <u> </u> Mos. <u> </u> 3 10 Hrs. per week <u>FT</u>. Volunteer <input type="checkbox"/></p> | <p>Title Vice President Employer's Name and Address TerraCorp Financial 1043 Stuart Street, Suite 220 Lafayette, CA 94549</p> | <p>Duties Performed <input checked="" type="checkbox"/> Oversee all operations of apartment management company including multi-family and commercial properties, staffing, technology and client relations. <input checked="" type="checkbox"/> Oversight of all affordable property compliance including HUD & Tax Credit.</p> |
| <p>D) Dates (Month, Day, Year) From <u> </u> To <u> </u> 12/2007 7/2009 Total: Yrs. <u> </u> Mos. <u> </u> 1 7 Hrs. per week <u>FT</u>. Volunteer <input type="checkbox"/></p> | <p>Title Asset Manager Employer's Name and Address Griffis Group of Companies 4699 S Syracuse, Suite 200 Denver, CO 80237</p> | <p>Duties Performed Oversee multifamily property portfolio consisting of approximately 1500 units</p> |

7. How did you learn about this vacancy?

CCC Homepage Walk-In Newspaper Advertisement District Supervisor Other


8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No Yes

If Yes, please identify the nature of the relationship:

9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations? No Yes

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board of Supervisors in Santa Clara County.

Sign Name 

Date: 3/18/16

Important Information

1. This application is a public document and is subject to the California Public Records Act (CA Gov. Code §6250-6270).
2. Send the completed paper application to the Office of the Clerk of the Board at: **651 Pine Street, Room 106, Martinez, CA 94553.**
3. A résumé or other relevant information may be submitted with this application.
4. All members are required to take the following training: 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training.
5. Members of boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
6. Advisory body meetings may be held in various locations and some locations may not be accessible by public transportation.
7. Meeting dates and times are subject to change and may occur up to two days per month.
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

Contra Costa County Roster

[Maddy Book Home](#)

Affordable Housing Finance Committee

| | <u>Appointment Date</u> | <u>Term Expiration</u> | <u>Resignation Date</u> | <u>Status</u> |
|--|-------------------------|------------------------|-------------------------|---------------|
| <u>Seat Title</u> City 1 (East County cities) | | | | |
| <u>Representatives</u> Brown Eric | 03/03/2015 | 06/30/2017 | | |
| <u>Seat Title</u> City 2 | | | | Vacant Seat |
| <u>Representatives</u> | | 06/30/2018 | | |
| <u>Seat Title</u> City 3 | | | | |
| <u>Representatives</u> Robie Calvin | 12/17/2013 | 06/30/2016 | | |
| <u>Seat Title</u> County 1 | | | | |
| <u>Representatives</u> Alonzo-Perez Irene | 03/03/2015 | 06/30/2017 | | |
| <u>Seat Title</u> County 2 | | | | Vacant Seat |
| <u>Representatives</u> | | 06/30/2018 | | |
| <u>Seat Title</u> County 3 | | | | |
| <u>Representatives</u> Shepard Tom | 12/17/2013 | 06/30/2016 | | |
| <u>Seat Title</u> Community 1 | | | | |
| <u>Representatives</u> Bundy Dan | 08/12/2014 | 06/30/2017 | | |
| <u>Seat Title</u> Community 2 | | | | Vacant Seat |
| <u>Representatives</u> | | 06/30/2018 | | |
| <u>Seat Title</u> Community 3 | | | | |
| <u>Representatives</u> Caronna Lisa | 12/17/2013 | 06/30/2016 | | |



Contra Costa County Board of Supervisors

Subcommittee Report

INTERNAL OPERATIONS COMMITTEE

6.

Meeting Date: 05/23/2016
Subject: NOMINATION TO THE HAZARDOUS MATERIALS COMMISSION
Submitted For: William Walker, M.D., Health Services Director
Department: Health Services
Referral No.: IOC 16/5
Referral Name: Advisory Body Recruitment
Presenter: Julie DiMaggio Enea **Contact:** Michael Kent (925) 313-6712

Referral History:

In 2013, IOC reviewed Board Resolution Nos. 2011/497 and 2011/498, which stipulate that applicants for At Large/Non Agency-Specific seats on specified bodies are to be interviewed by a Board Committee. The IOC made a determination that it would delegate the screening and nomination to fill At Large seats on the Hazardous Materials Commission to the Commission or a subcommittee thereof.

Referral Update:

The Environmental Organization #3 Alternate seat was vacated on March 8, 2016 when Ush Vedagiri was reassigned to the Environmental Organizations #2 seat. The Commission recruited and interviewed one candidate, and nominates Charles Davidson for appointment to the seat. Since there is only about seven months left on the current seat term, which expires on December 31, 2016, staff recommends that the IOC appoint Mr. Davidson to complete the current term and also to a new four-year term expiring on December 31, 2020.

A second application from Linus Eukel (Orinda) was received late and is also attached, along with the current Commission roster, for the Committee's information.

Recommendation(s)/Next Step(s):

APPROVE Hazardous Materials Commission nomination to appoint Charles Davidson (Hercules) to the Environmental Organization #3 Alternate seat to complete the unexpired term ending on December 31, 2016 and to a new four-year term ending on December 31, 2020.

Fiscal Impact (if any):

No fiscal impact.

Attachments

Letter of Transmittal HazMat Commission

Candidate Application HMC Charles Davidson

Charles Davidson Endorsement Letter

Candidate Application HMC Linus Eukel

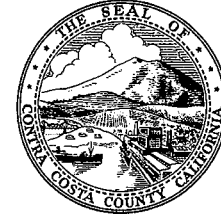
HazMat Commission Roster May 2016

Announcement Letter

Announcement Flyer

Media Release HazMat Commission Vacancy

CONTRA COSTA COUNTY HAZARDOUS MATERIALS COMMISSION



May 10, 2016

MEMO

To: Internal Operations Committee

From: Michael Kent, Executive Assistant to the Hazardous Materials Commission

MK

Re: Appointment Recommendation to the Hazardous Materials Commission

The Hazardous Materials Commission was established in 1986 to advise the Board, County Staff and the mayor's council members, and staffs of the cities within the County, on issues related to the development, approval and administration of the County Hazardous Waste Management Plan. Specifically, the Board charged the Commission with drafting a Hazardous Materials Storage and Transportation Plan and Ordinance, coordinating the implementation of the Hazardous Materials Release Response Plan and inventory program, and to analyze and develop recommendations regarding hazardous materials issues with consideration to broad public input, and report back to the Board on Board referrals.

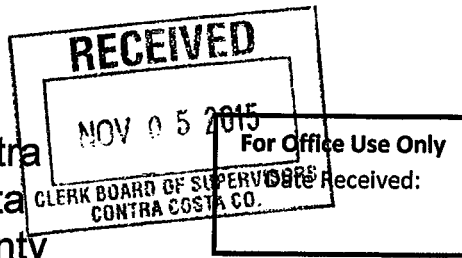
Environmental Seat #3 Alternate was declared vacated on March 8, 2016 and posted for 10 days by the Clerk of the Board. The bylaws of the Commission provide that Environmental Seat #3 Alternate be nominated by an environmental organization, but that no particular environmental organization will have an exclusive right to nominate an individual to this seat and therefore, which environmental organization is represented on the Hazardous Materials Commission rests with the Internal Operations Committee and ultimately the Board of Supervisors. This term for this seat expires on December 31, 2016. The Hazardous Materials Commission advertised for this open seat, interviewed one candidate, and on April 28, 2016 voted 7-3-2 to recommend that Charles Davidson be appointed to this seat. His application and letter of support are attached. The Commission received an additional application to serve on the Commission on May 6, 2016, which is also attached.

Members: George Smith, Chair, Rick Alcaraz, Don Bristol, Matthew Buell, Lara DeLaney, Frank Gordon, Fred Glueck, Steven Linsley, Jim Payne, Ralph Sattler, Leslie Stewart,

597 Center Ave., Suite 200 Martinez, CA 94553 (925) 313-6712



Contra
Costa
County



For Reviewers Use Only:
Accepted Rejected

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:
Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
Martinez, California 94553-1292
PLEASE TYPE OR PRINT IN INK
(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

Hazardous Materials Commission

Environmental

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name: Davidson Charles Jay
 (Last Name) (First Name) (Middle Name)

2. Address: [Redacted] Hercules CA 94547
 (No.) (Street) (Apt.) (City) (State) (Zip Code)

3. Phones: [Redacted]
 (Home No.) (Work No.) (Cell No.)

4. Email Address: [Redacted]

5. EDUCATION: Check appropriate box if you possess one of the following:

High School Diploma G.E.D. Certificate California High School Proficiency Certificate

Give Highest Grade or Educational Level Achieved 2-3 years graduate school plus a doctor of chiropractic degr

| Names of colleges / universities attended | Course of Study / Major | Degree Awarded | Units Completed | | Degree Type | Date Degree Awarded |
|--|---|--|--|---------|-------------|---------------------|
| | | | Semester | Quarter | | |
| A) Life Chiropractic College - Hayward CA | Chiropractic - doctorate | Yes No <input checked="" type="checkbox"/> <input type="checkbox"/> | | | Doctor | 2009 |
| B) Wayne State University - Detroit MI | graduate level radiation physics; cancer biology | Yes No <input type="checkbox"/> <input checked="" type="checkbox"/> | 12 - non-n | | | |
| C) University of Michigan | graduate level physics and an undergraduate degree | Yes No <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> | 8 - non-m | | BGS | 1984 |
| D) Other schools / training completed: University of California - Berkeley | Course Studied: grad. level Molecular Biology; Immunology | Hours Completed: ~16 hours - non-metriculated graduate | Certificate Awarded: Yes No <input type="checkbox"/> <input checked="" type="checkbox"/> | | | |

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

| | | |
|--|--|---|
| <p>A) Dates (Month, Day, Year) <u>From</u> <u>To</u> Aug 2013 Current Total: <u>Yrs.</u> <u>Mos.</u> Hrs. per week ____ . Volunteer <input checked="" type="checkbox"/></p> | <p>Title Volunteer - Technical Researcher Employer's Name and Address SunFlower Alliance sunflower-alliance.org (A,C-D)</p> | <p>Duties Performed Founding member of the SFA - a East Bay environmental justice organization that is allied with community-based environmental activist groups in multiple local pollution-impacted communities... The SFA advocates for a cleaner environment, for a just transition to a vastly expanded renewable... (cont. section C-D, below)</p> |
| <p>B) Dates (Month, Day, Year) <u>From</u> <u>To</u> 15 July 03 . Total: <u>Yrs.</u> <u>Mos.</u> Hrs. per week ____ . Volunteer <input type="checkbox"/></p> | <p>Title US Patent Publication Employer's Name and Address West Contra Cost County Sierra Club</p> | <p>Duties Performed USPTO - US 6594335 - X-ray phase-contrast medical micro-imaging methods (2003) WCCSC - Energy Pollicy Liason (2014-5). Regularly inform SC Board regarding refineries, pollution, transportation and energy, at monthly board meetings or within the interim.</p> |
| <p>C) Dates (Month, Day, Year) <u>From</u> <u>To</u> Aug 2013 Total: <u>Yrs.</u> <u>Mos.</u> Hrs. per week ____ . Volunteer <input type="checkbox"/></p> | <p>Title SFA - Volunteer (A) Employer's Name and Address SunFlower Alliance sunflower-alliance.org (cont. from section A)</p> | <p>Duties Performed energy portfolio and generally, for social, environmental and economic justice. Coordinating activities with allied organizations and individuals throughout greater Contra Costa County from Pittsburg and Benecia to Oakland and lobbying pubic agencies (such as BAAQMD, the Board of Supervisors and Cities)..</p> |
| <p>D) Dates (Month, Day, Year) <u>From</u> <u>To</u> Aug 2013 Total: <u>Yrs.</u> <u>Mos.</u> Hrs. per week ____ . Volunteer <input type="checkbox"/></p> | <p>Title SFA - Volunteer (A) Employer's Name and Address SunFlower Alliance sunflower-alliance.org (cont. from section C)</p> | <p>Duties Performed My work with the SFA includes analyzing and commenting on the Environmental Impact Reports (EIRs) of Bay Area refineries, allied refinery infrasturcture and the chemical constituents and processes involved in fossil fuel production.</p> |

7. How did you learn about this vacancy?

CCC Homepage Walk-In Newspaper Advertisement District Supervisor Other Dr. H. Clark / Maria Allegría

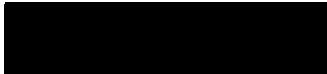
8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No Yes

If Yes, please identify the nature of the relationship: _____

9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations? No Yes

If Yes, please identify the nature of the relationship: _____

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.

Sign Name:  Date: 11-04-2015

Important Information

1. This application is a public document and is subject to the California Public Records Act (CA Gov. Code §6250-6270).
2. Send the completed paper application to the Office of the Clerk of the Board at: **651 Pine Street, Room 106, Martinez, CA 94553.**
3. A résumé or other relevant information may be submitted with this application.
4. All members are required to take the following training: 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training.
5. Members of boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
6. Advisory body meetings may be held in various locations and some locations may not be accessible by public transportation.
7. Meeting dates and times are subject to change and may occur up to two days per month.
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.



Resisting fossil fuels. Working for climate justice.

www.sunflower-alliance.org
action@sunflower-alliance.org

To: Michael Kent
Contra Costa Health Services
Hazardous Materials Ombudsman

Dear Mr. Kent,

I am writing this letter on behalf of the Sunflower Alliance, endorsing Charles Davidson to join the board of the Hazardous Materials Commission. I am a member of the organization's Coordinating Committee and its secretary.

Charles Davidson, from Hercules, was a founding member of the Sunflower Alliance, in 2012 and is a member of the Coordinating Committee. He comes with the highest recommendation from the Sunflower Alliance.

Charles has regularly lobbied the BAAQMD board members over refinery procedures and rule making and is familiar with the majority of their EIRs going back one decade.

He has done extensive research in order to understand the infrastructure trends required for crude slate changes, such as switching to higher sulfur feedstocks, and, when needed, to recommend improved pollution control technology.

He has also been active in lobbying the County Supervisors for a Community Choice Aggregation as a method of promoting renewable electricity buildout.

Charles is the Energy Policy Liaison of the West County Sierra Club and holds a US patent in advanced x-ray medical imaging, #6,594,335.

He has studied both graduate level physics and molecular biology.

Sunflower Alliance believes that, as a board member of the Hazardous Materials Commission, Charles' contributions will help to advance the quality of life for Contra Costa County citizens.

Sincerely,

Margaret Rossoff
Secretary



Contra
Costa
County

For Office Use Only
Date Received:

For Reviewers Use Only:
Accepted Rejected

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:
Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
Martinez, California 94553-1292
PLEASE TYPE OR PRINT IN INK
(Each Position Requires a Separate Application)



BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

Hazardous Materials Commission

Environmental

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. **Name:** Eukel, Linus Jon
 (Last Name) (First Name) (Middle Name)

2. **Address:** [Redacted] Orinda CA 94563
 (No.) (Street) (Apt) (State) (Zip Code)

3. **Phones:** [Redacted]
 (Home No.) (Work No.) (Cell No.)

4. **Email Address:** [Redacted]

5. **EDUCATION:** Check appropriate box if you possess one of the following:

High School Diploma G.E.D. Certificate California High School Proficiency Certificate

Give Highest Grade or Educational Level Achieved Masters Degree

| Names of colleges / universities attended | Course of Study / Major | Degree Awarded | Units Completed | | Degree Type | Date Degree Awarded |
|---|-------------------------|---|---|---------|-------------|---------------------|
| | | | Semester | Quarter | | |
| A) University of New York | Music | Yes No <input checked="" type="checkbox"/> <input type="checkbox"/> | | | MM | 1989 |
| B) UC Berkeley | Music | Yes No <input checked="" type="checkbox"/> <input type="checkbox"/> | | | AB | 1981 |
| C) | | Yes No <input type="checkbox"/> <input type="checkbox"/> | | | | |
| D) Other schools / training completed: | Course Studied | Hours Completed | Certificate Awarded: Yes No <input type="checkbox"/> <input type="checkbox"/> | | | |

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

| | | |
|--|--|---|
| <p>A) Dates (Month, Day, Year) <u>From</u> <u>To</u> 2004-2016</p> <p>Total: <u>Yrs.</u> <u>Mos.</u> 12 years -- full time exempt position</p> <p>Hrs. per week _____ . Volunteer <input type="checkbox"/></p> | <p>Title Executive Director</p> <hr/> <p>Employer's Name and Address John Muir Land Trust 924 Main Street Martinez, CA 94553</p> | <p>Duties Performed</p> <p>Strategic planning Land acquisition Land stewardship Environmental education Diverse stakeholder partnering Budget and finance Contributed income development</p> <p>http://www.jmlt.org/staff.html</p> |
| <p>B) Dates (Month, Day, Year) <u>From</u> <u>To</u></p> <p>Total: <u>Yrs.</u> <u>Mos.</u></p> <p>Hrs. per week _____ . Volunteer <input type="checkbox"/></p> | <p>Title</p> <hr/> <p>Employer's Name and Address</p> | <p>Duties Performed</p> |
| <p>C) Dates (Month, Day, Year) <u>From</u> <u>To</u></p> <p>Total: <u>Yrs.</u> <u>Mos.</u></p> <p>Hrs. per week _____ . Volunteer <input type="checkbox"/></p> | <p>Title</p> <hr/> <p>Employer's Name and Address</p> | <p>Duties Performed</p> |
| <p>D) Dates (Month, Day, Year) <u>From</u> <u>To</u></p> <p>Total: <u>Yrs.</u> <u>Mos.</u></p> <p>Hrs. per week _____ . Volunteer <input type="checkbox"/></p> | <p>Title</p> <hr/> <p>Employer's Name and Address</p> | <p>Duties Performed</p> |

7. How did you learn about this vacancy?

CCC Homepage Walk-In Newspaper Advertisement District Supervisor Other East Bay Leadership Council

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No Yes

If Yes, please identify the nature of the relationship: _____

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.

Sign Name: _____ Date: 5/6/2016

Important Information

1. This application is a public document and is subject to the California Public Records Act (CA Gov. Code §6250-6270).
2. Send the completed paper application to the Office of the Clerk of the Board at: **651 Pine Street, Room 106, Martinez, CA 94553.**
3. A résumé or other relevant information may be submitted with this application.
4. All members are required to take the following training: 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training.
5. Members of boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
6. Advisory body meetings may be held in various locations and some locations may not be accessible by public transportation.
7. Meeting dates and times are subject to change and may occur up to two days per month.
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

Contra Costa County Roster

[Maddy Book Home](#)

Hazardous Materials Commission

Appointment Date Term Expiration Resignation Date Status

| | | | | |
|--|--|------------|------------|-------------|
| <u>Seat Title</u> | | | | |
| Environmental Engineering Firms | | | | |
| <u>Representatives</u> | | | | |
| Smith George | | 02/11/2014 | 12/31/2017 | |
| <u>Seat Title</u> | | | | |
| Environmental Engineering Firms Alternate | | | | |
| <u>Representatives</u> | | | | |
| Chinn Ronald | | 06/17/2014 | 12/31/2017 | |
| <u>Seat Title</u> | | | | |
| General Public | | | | |
| <u>Representatives</u> | | | | |
| Gordon Frank | | 03/08/2016 | 12/31/2019 | |
| <u>Seat Title</u> | | | | |
| General Public Alternate | | | | |
| <u>Representatives</u> | | | | |
| Bancroft Tim | | 03/08/2016 | 12/31/2019 | |
| <u>Seat Title</u> | | | | |
| City Seat 1 | | | | Vacant Seat |
| <u>Representatives</u> | | | | |
| | | | 12/31/2018 | |
| <u>Seat Title</u> | | | | |
| City Seat 1 Alternate | | | | Vacant Seat |
| <u>Representatives</u> | | | | |
| | | | 12/31/2018 | |
| <u>Seat Title</u> | | | | |
| City Seat 2 | | | | |
| <u>Representatives</u> | | | | |
| Ross Mark | | 03/29/2016 | 12/31/2019 | |
| <u>Seat Title</u> | | | | |
| City Seat 2 Alternate | | | | |
| <u>Representatives</u> | | | | |
| Kinney Rich | | 03/29/2016 | 12/31/2019 | |
| <u>Seat Title</u> | | | | |
| Business Seat 1 - West Co. Council of Industries | | | | |
| <u>Representatives</u> | | | | |
| Glueck Fred | | 02/11/2014 | 12/31/2018 | |
| <u>Seat Title</u> | | | | |
| Business Seat 1 Alt. - West Co. Council of Ind. | | | | |
| <u>Representatives</u> | | | | |
| Winer Aaron | | 09/22/2015 | 12/31/2018 | |
| <u>Seat Title</u> | | | | |
| Business Seat 2 - Industrial Association | | | | |
| <u>Representatives</u> | | | | |
| Buell Matt | | 03/25/2014 | 12/31/2017 | |

| | | | |
|--|------------|------------|------------|
| <u>Seat Title</u> | | | |
| Business Seat 2 Alternate - Industrial Association | | | |
| <u>Representatives</u> | | | |
| Bean Jack | 12/02/2014 | 12/31/2017 | |
| <u>Seat Title</u> | | | |
| Business Seat 3 - Contra Costa Taxpayers Assoc. | | | |
| <u>Representatives</u> | | | |
| Bristol Don | 08/14/2013 | 12/31/2016 | |
| <u>Seat Title</u> | | | |
| Business Seat 3 Alt. - Co. Co. Taxpayers Assoc. | | | |
| <u>Representatives</u> | | | |
| Leeds Marjorie | 05/18/2010 | 12/31/2016 | |
| <u>Seat Title</u> | | | |
| Environmental Organizations Seat 1 | | | |
| <u>Representatives</u> | | | |
| Sattler Ralph | 02/11/2014 | 12/31/2017 | |
| <u>Seat Title</u> | | | |
| Environmental Organizations Seat 1 Alternate | | | |
| <u>Representatives</u> | | | |
| Morales Ed | 09/17/2013 | 12/31/2017 | |
| <u>Seat Title</u> | | | |
| Environmental Organizations Seat 2 | | | |
| <u>Representatives</u> | | | |
| Vedagiri Usha | 03/08/2016 | 12/31/2019 | |
| <u>Seat Title</u> | | | |
| Environmental Organizations Seat 2 Alternate | | | |
| <u>Representatives</u> | | | |
| Dragovich Peter | 04/21/2015 | 12/31/2019 | |
| <u>Seat Title</u> | | | |
| Environmental Organizations Seat 3 | | | |
| <u>Representatives</u> | | | |
| Linsley Stephen | 12/11/2012 | 12/31/2016 | |
| <u>Seat Title</u> | | | |
| Environmental Organizations Seat 3 Alternate | | | |
| <u>Representatives</u> | | | |
| Vedagiri Usha | 05/21/2013 | 12/31/2016 | 03/08/2016 |
| <u>Seat Title</u> | | | |
| League of Women Voters | | | |
| <u>Representatives</u> | | | |
| Stewart Leslie | 12/11/2012 | 12/31/2016 | |
| <u>Seat Title</u> | | | |
| League of Women Voters Alternate | | | |
| <u>Representatives</u> | | | |
| Albrecht Audrey | 09/10/2013 | 12/31/2016 | |
| <u>Seat Title</u> | | | |
| Labor Seat 1 - Central Labor Council | | | |
| <u>Representatives</u> | | | |
| Alcaraz Henry | 03/03/2015 | 12/31/2018 | |

Seat Title

Labor Seat 1 Alternate - Central Labor Council

Vacant Seat

Representatives

12/31/2018

Seat Title

Labor Seat 2 - Local 8-5, PACE

Representatives

Payne Jim

03/08/2016

12/31/2019

Seat Title

Labor Seat 2 Alternate - Local 8-5, PACE

Representatives

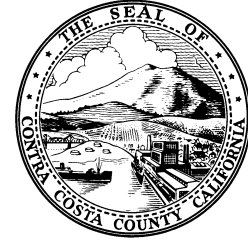
Scott Tracy

03/08/2016

12/31/2019



CONTRA COSTA COUNTY
HAZARDOUS MATERIALS COMMISSION



March 4, 2016

Dear Colleague:

The Contra Costa Hazardous Materials Commission is seeking applicants to fill an Environmental - Alternate seat. Applications must be postmarked by March 28, 2016.

Appointed by the Board of Supervisors to advise them on hazardous materials issues, including industrial safety, the 13-member Commission is comprised of representatives of industry, labor, environmental groups, civic groups, the public, engineers/industrial hygienists, and elected officials. Members serve four-year terms, and must live or work in Contra Costa County.

I hope your organization will take up this rare opportunity and nominate an applicant. The Commission offers a chance for direct participation in creating county policy on vital issues of great public concern.

Enclosed you will find leaflets for posting and or distribution.

The Commission would also like to extend an invitation to any interested party to attend Commission meetings which are generally held the 4th Thursday of every month at the County Connection, 2477 Arnold Industrial Way, in Concord.

To obtain an application form, or for further information, contact Michael Kent, Executive Assistant to the Commission, at (925) 313-6587. Applications may also be obtained from the Clerk of the Board located at 651 Pine Street, 1st Floor, Martinez CA 94553. You may also download an application from the County's website: www.co.contra-costa.ca.us/maddybook/

Interviews for qualified applicants will take place from 10:00 am – 12:00 pm on April 8, 2016 at the North Richmond Center for Health, 1501 3rd Street, Richmond.

Should you have further questions, please do not hesitate to call me. I can be reached directly at (925) 313-6587.

Sincerely,

Michael Kent
Executive Assistant to the Hazardous Materials Commission
Enclosure

Members: *Members: George Smith - Chair, Rick Alcaraz, Mark Ross, Usha Vedagiri, Lara DeLaney, Frank Gordon, Steven Linsley, Jim Payne, Fred Glueck, Ralph Sattler, Leslie Stewart, Don Bristol, Matthew Buell*

597 Center Avenue, Suite 200, Martinez CA 94553 (925) 313-6712 Fax (925) 313-6721

**** PLEASE POST or DISTRIBUTE ****

CONTRA COSTA COUNTY HAZARDOUS MATERIALS COMMISSION SEEKS APPLICANTS

DO HAZARDOUS MATERIALS POLICY ISSUES INTEREST YOU?

The Contra Costa County Hazardous Materials Commission is seeking applicants to fill an **Environmental – Alternate Seat**.

You may apply if you ...

- are nominated by an environmental organization; or firm
- live or work in Contra Costa County;
- have demonstrated knowledge of hazardous materials issues;
- can commit to regular attendance at monthly Commission meetings and a monthly Committee meeting, in the event the seat holder is unavailable;

The Commission is a voluntary body appointed by the Board of Supervisors, and makes policy recommendations to the Board and County staff on issues concerning hazardous materials and hazardous waste.

The Commission's 13 members and alternates serve four-year terms and include representatives of industry, labor, civic groups, environmental organizations, environmental engineers, the general public, and the Mayors Conference.

To obtain an application form, or for further information, contact Michael Kent, Executive Assistant to the Commission, at (925) 313-6587. Applications may also be obtained from the Clerk of the Board located at 651 Pine Street 1st Floor, Martinez CA 94553.

You may also download an application from the County's website:

<http://www.contracosta.ca.gov/DocumentView.aspx?DID=6433>

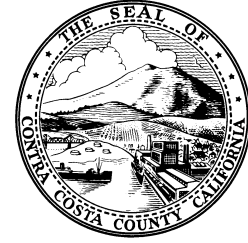
Filing Date: Applications must be postmarked by March 28, 2016 and mailed to the Clerk of the Board.

Interviews for qualified applicants will take place from 10:00 am – 12:00 pm on April 8, 2016 at the North Richmond Center for Health, 1501 3rd Street, Richmond.

Members: George Smith – Chair, Rick Alcaraz, Matthew Buell, Mark Ross, Usha Vedagiri, Lara DeLaney, Frank Gordon, Steven Linsley, Jim Payne, Fred Glueck, Ralph Sattler, Leslie Stewart, Don Bristol

597 Center Avenue, Suite 200, Martinez CA 94553 Phone (925) 313-6712 Fax (925) 313-6721

CONTRA COSTA COUNTY
HAZARDOUS MATERIALS COMMISSION



FOR IMMEDIATE RELEASE
March 9, 2016

CONTACT: Michael Kent
PHONE: (925) 313-6587

HAZARDOUS MATERIALS COMMISSION SEEKS APPLICANTS

The Contra Costa County Hazardous Materials Commission is seeking applicants to fill an Environmental seat – Alternate.

The Commission is a voluntary body appointed by the Board of Supervisors, and makes policy recommendations to the Board and County staff on issues concerning hazardous materials and hazardous waste.

The Commission's 13 members serve four-year terms and include representatives of industry, labor, civic groups, environmental organizations, environmental engineers, the general public, and the Mayors Conference.

Applicants for the **Environmental Seat – Alternate** must:

- ▶ be nominated by an environmental organization;
- ▶ have demonstrated knowledge of hazardous materials issues;
- ▶ live or work in Contra Costa County, and can commit to attending the monthly Commission and Committee meeting's;

To obtain an application form, or for further information, contact Michael Kent, Executive Assistant to the Commission, at (925) 313-6587. Applications may also be obtained from the Clerk of the Board located at 651 Pine St. 1st Fl., Martinez CA 94553. You may also download an application from the County's website:

<http://www.contracosta.ca.gov/DocumentView.aspx?DID=6433>

Filing Date: Applications must be postmarked by November 5, 2015 and mailed to the Clerk of the Board.

Interviews for qualified applicants will take place from 10:00 am – 12:00 pm on April 8, 2016 at the North Richmond Center for Health, 1501 3rd Street, Richmond.

Members: George Smith – Chair, Rick Alcaraz, Matthew Buell, Mark Ross, Usha Vedagiri, Lara DeLaney, Frank Gordon, Steven Linsley, Jim Payne, Fred Glueck, Ralph Sattler, Leslie Stewart, Don Bristol



Contra Costa County Board of Supervisors

Subcommittee Report

INTERNAL OPERATIONS COMMITTEE

7.

Meeting Date: 05/23/2016

Subject: Advisory Body Triennial Review Phase I Follow-up Item: Commission for Women

Submitted For: David Twa, County Administrator

Department: County Administrator

Referral No.: IOC 16/7

Referral Name: Advisory Body Triennial Review

Presenter: Julie DiMaggio Enea **Contact:** Julie DiMaggio Enea (925) 335-1077

Referral History:

At its March 28, 2016 meeting, in the context of the BOS Triennial Advisory Body Review, the Board's Internal Operations Committee (IOC) decided to propose to the Board of Supervisors that the seat configuration of the Commission for Women be modified from "5 District seats + 15 At Large seats and 1 Alternate" to "10 District seats + 10 At Large seats and 1 Alternate". The IOC's objective for this change is to achieve a more balanced geographical representation on the Commission. The IOC proposes that this change be achieved through attrition of current members so that current members would serve out their complete terms and would not be impacted by the change.

Here is a link to the [March 28, 2016 IOC report](#) on this matter.

Here is a link to the [meeting minutes on this matter \(Scroll down to Item 7\)](#).

The IOC asked staff to solicit comments from the Commission on this proposed change prior to making the recommendation to the Board of Supervisors. Staff solicited comments from the Commission via email on April 1.

Referral Update:

The Commission considered the IOC's recommendation at its regular meeting on May 17, and provides the **attached comments** from Commission Chair Phyllis Gordon and Commissioner Ms. Joey D. Smith.

Recommendation(s)/Next Step(s):

CONSIDER comments by the Commission for Women regarding the pending recommendation to modify the membership configuration of the Commission.

Fiscal Impact (if any):

No fiscal impact.

Attachments

Comments from Commission for Women Chair Phyllis Gordon

Comments from Joey D. Smith Commission for Women

Commission for Women Roster May 2016

Report to the I O Committee

The Contra Costa Women's Commission met on May 17 for their regularly scheduled meeting. We discussed the proposal that Supervisor Gioia has recommended in changing the membership of the Commission to two appointed members for each BOS (totaling ten) and ten at large members and one alternate.

It was a unanimous recommendation from the Commission that first of all we are thrilled that any of our BOS would like their District to have more representation! It was also noted that in the last year and a half we have made a concerted effort to hold Commission meetings in each District in order to garner more interest and recruit from certain Districts that have been challenging over the years. West County has always been the most challenging and for some time had no one represented from that area despite our efforts.

Not only have we had meetings in each District this past year but as Membership Chair I have attended on a monthly basis the Elected Women's Luncheons in East, Central and South parts of the County which also draws a few women from West County. Getting the word out whenever we can that we are looking for new Commissioners.

We also have had Seminars and Webinars and have a quarterly Newsletter, a Facebook page and a Website and the Hall of Fame which had 349 in attendance this past March and recently I was interviewed by KCBS and in the East County Times about our Women's Equality Day and Cookie Project. Last year we had a wonderful article written about the Commission in the Times and how we are looking for new Commissioners. The point we're trying to make is that we are definitely out there and have a significant presence in the County.

We would like our Commission configuration to remain as it is or if the BOS insists on increasing their representation then we would recommend that you consider bringing the total membership back up to 25. We would also like to meet with our Supervisors whose Districts are not as heavily represented and try to come up with some solutions for a more successful recruitment process. They know their constituents the best and we can only gain from their contacts.

Just as an update...we have a new Appointee from Supervisor Piepho's office and two potential at large members at our meeting last night (one from Lafayette and one from Brentwood) . If approved going forward that would put our numbers at full representation of appointees from the BOS and three more openings from the at large membership.

Respectfully,

Phyllis Petrillo Gordon

Membership Chair

Contra Costa Women's Commission

Julie Enea

From: FLASHFG@aol.com
Sent: Wednesday, May 18, 2016 11:50 AM
To: Julie Enea
Cc: tracylward@msn.com; irishtwong@gmail.com; ladysmith94801@gmail.com; flashfg@aol.com
Subject: Re: Pending Recommendation by the Internal Operations Committee Concerni...
Follow Up Flag: Follow up
Flag Status: Flagged

Hi Julie,
FYI.....please include with the Commission response I sent you earlier.

Thanks,
Phyllis Gordon

In a message dated 5/17/2016 12:32:28 A.M. Pacific Daylight Time, ladysmith94801@gmail.com writes:

Hello Phyllis,
Thank you for forwarding this information to me.

Please bear with my need for clarity on some points. I am curious what current "staff support" is being referenced for which there would be the "additional" that we requested. The closest incidents of staff support that I recall are the meetings in Martinez and El Cerrito, when we ask to have the Sups share Commission information via their usual mode of communication with each's constituents, and when we ask them to participate in honoring the HOF inductees. I sincerely ask if I missed some significant efforts required by the BOS for this Commission to function?

Regarding the number and configuration of the members of the Women's Commission, initially reducing the number of Commissioners by five in 2015 and now manipulating the the configuration from one appointee to two appointees per District does nothing to "achieve a more balanced geographical representation". Although, I am not opposed to increasing the appointees to two per District, I am wondering how the Sups who allow their one appointee slot to remain vacant for extended periods of time intend to solicit candidates. During the past year when the Women's Commission outreached to the women of the County in the style of a campaign or engagement "tour" we held a regular meeting in the each of the Districts. This provided much exposure to our Commission and piqued much interest in the Commission resulting in an increase of our membership. Our Commission has been working to achieve a level of visibility and recognition that can attract desirable candidates for active Commissioner positions and hopefully will create a waiting list.

If the BOS have specific concerns that they wish our Commission to review and "advise" we are certainly willing. In the meantime we have provided tangible evidence of our efforts and opportunities for the BOS to claim that they contribute to their respective constituents through our Commission's events; and we do this with a zero budget allotted from the County.

As much as I appreciate the BOS interest in a more balanced geographical representation, I'd really like the "under represented" District Supervisors to meet with our Commission to share ideas of how to successfully outreach to their respective constituents and be more organically involved in the growth and development of the Women's Commission instead of mandating proposals from a distance.

Earnestly,
Ms. Joey D. Smith, Commissioner
ONE LOVE

On May 16, 2016, at 8:03 PM, FLASHFG@aol.com wrote:

click on info below.

P.

From: Julie.Enea@cao.cccounty.us
To: flashfg@aol.com
Sent: 5/12/2016 2:00:23 P.M. Pacific Daylight Time
Subj: FW: Pending Recommendation by the Internal Operations Committee Concerning the Commission for Women

From: Julie Enea
Sent: Friday, April 01, 2016 1:47 PM
To: 'info@womenscommission.com'
Cc: Julie DiMaggio Enea
Subject: Pending Recommendation by the Internal Operations Committee Concerning the Commission for Women

At its March 28, 2016 meeting, in the context of the BOS Triennial Advisory Body Review, the Board's Internal Operations Committee (IOC) decided to propose to the Board of Supervisors that the seat configuration of the Commission for Women be modified from "5 District seats + 15 At Large seats and 1 Alternate" to "10 District seats + 10 At Large seats and 1 Alternate". The IOC's objective for this change is to achieve a more balanced geographical representation on the Commission. The IOC proposes that this change be achieved through attrition of current members so that current members would serve out their complete terms and would not be impacted by the change.

The IOC asked me to solicit comments from the Commission on this proposed change prior to making its recommendation to the Board of Supervisors. The Commission may submit comments to me, as staff to the IOC. Comments are requested by April 22. Please place this matter on the Commission's April 19 meeting agenda for consideration.

Here is a link to the March 28, 2016 IOC report on this matter: http://64.166.146.245/agenda_publish.cfm?id=&mt=ALL&get_month=3&get_year=2016&dsp=agm&seq=25132&rev=0&min=716&ln=37641#ReturnTo37641

Here is a link to the meeting minutes on this matter (Scroll down to Item 7): http://64.166.146.245/agenda_publish.cfm?id=&mt=ALL&get_month=3&get_year=2016&dsp=min&min=716&ln=37641#ReturnTo37641

Julie DiMaggio Enea

Senior Deputy County Administrator

Contra Costa County Administrator's Office

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Martinez, CA 94553

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=

Contra Costa County Roster

[Maddy Book Home](#)

Contra Costa Commission For Women

| <u>Seat Title</u> | <u>Appointment Date</u> | <u>Term Expiration</u> | <u>Resignation Date</u> | <u>Status</u> |
|--|-------------------------|------------------------|-------------------------|---------------|
| District I <u>Representatives</u> | | 02/28/2019 | | Vacant Seat |
| District II <u>Representatives</u> | | 02/28/2019 | | Vacant Seat |
| District III <u>Representatives</u> | | 02/28/2019 | | Vacant Seat |
| District IV <u>Representatives</u> Wong Iris Hui-Tung | 01/06/2015 | 02/28/2018 | | |
| District V <u>Representatives</u> Upshaw Kirsten | 04/22/2014 | 02/28/2017 | | |
| At-Large 1 <u>Representatives</u> Loboschefskey Rebecca | 03/10/2015 | 02/28/2017 | | |
| At-Large 2 <u>Representatives</u> Davila-Luevano Argentina | 03/25/2014 | 02/28/2017 | | |
| At-Large 3 <u>Representatives</u> | | 02/28/2019 | | Vacant Seat |
| At-Large 4 <u>Representatives</u> Ward Tracey | 03/10/2015 | 02/28/2017 | | |
| At-Large 5 <u>Representatives</u> McCreary Bonnie | 03/15/2016 | 02/28/2019 | | |
| At-Large 6 <u>Representatives</u> Ramirez Patricia | 03/15/2016 | 02/28/2018 | | |

Seat Title

At-Large 7

Representatives

Gordon Phyllis 03/25/2014 02/28/2017

Seat Title

At-Large 8

Representatives

Hynes Julianna 04/19/2016 02/28/2019

Seat Title

At-Large 9

Representatives

Gonzalez Liliana 04/19/2016 02/28/2019

Seat Title

At-Large 10

Representatives

Oleas Natalie 03/15/2016 02/28/2018

Seat Title

At-Large 11

Representatives

Vacant Seat
02/28/2018

Seat Title

At-Large 12

Representatives

Vacant Seat
02/28/2018

Seat Title

At-Large 13

Representatives

Vacant Seat
02/28/2017

Seat Title

At-Large 14

Representatives

Vacant Seat
02/28/2017

Seat Title

At-Large 15

Representatives

Vacant Seat
02/28/2017

Seat Title

At-Large Alternate

Representatives

Vacant Seat
02/28/2016





Contra Costa County Board of Supervisors

Subcommittee Report

INTERNAL OPERATIONS COMMITTEE

8.

Meeting Date: 05/23/2016
Subject: PACE Financing
Submitted For: John Kopchik, Director, Conservation & Development Department
Department: Conservation & Development
Referral No.: 16/12
Referral Name: PACE Financing
Presenter: Jason Crapo, Conservation & Development Department **Contact:**

Referral History:

The topic of PACE Financing is an ongoing referral to the Internal Operations Committee. This is a status report.

Referral Update:

General Background on PACE Financing

California law allows cities, counties, and other authorized public agencies to establish voluntary financing districts to facilitate energy and water efficiency improvements to existing residential and commercial properties. Such financing is commonly referred to as Property Assessed Clean Energy (PACE) financing. Once established, property owners within the boundaries of such a district can voluntarily choose to enter into a contractual assessment and borrow funds from the district to make energy efficiency improvements to private property. The assessment is then repaid in installments on the property tax bill. If the property owner were to default on their property taxes, the Treasurer-Tax Collector would have the authority to foreclose on the property to collect payment.

Over the past few years, several PACE financing providers have expressed interest in establishing PACE financing districts and offering PACE loans to property owners in Contra Costa County. Such financing districts would not be formed or operated by the County, but the establishment of such financing districts requires a resolution of approval by the Board of Supervisors. For most current PACE programs, the sponsoring public agency is a joint powers authority (JPA), which forms the financing district and is responsible for its administration. In such cases, the County would need to be a member of the JPA in order for the PACE program to operate within the County's jurisdiction.

Benefits and Risks of PACE

PACE financing has the potential to generate both environmental and economic benefits to County residents, and is consistent with County policy objectives to improve energy efficiency

and reduce greenhouse gas emissions. Improved energy efficiency on private property reduces greenhouse gas emissions and the associated negative impacts of climate change, consistent with the County's Climate Action Plan. Construction of energy and water efficiency improvements on private property also stimulates the local economy, expanding employment and increasing tax revenue for the County.

However, PACE financing also involves risks to property owners and the County. PACE financing is a complex financial product, similar in many ways to a mortgage or a home equity line of credit. The contractual terms of PACE loans are complicated, and can be difficult to understand. Therefore, as with mortgages and other complex financial products, there is a risk that consumers may not fully understand the products they are buying, potentially resulting in the purchase of a loan that is not in the best interest of the consumer.

The federal government has long recognized the risks associated with residential lending products and has regulated the mortgage industry for many years in an effort to protect consumers from such risks. Still, the complexities of mortgage lending have resulted in numerous law suits involving lenders, consumers, and public agencies. These factors contributed to the decision by Congress to enhance consumer protections for borrowers through the creation of the federal Consumer Protection Bureau, established by the Dodd-Frank Wall Street Reform and Consumer Protection Act of 2010 (Dodd-Frank).

Dodd-Frank and other federal regulations include provisions requiring mortgage lenders to provide various financial disclosures to potential borrowers and verify that borrowers have a reasonable ability to repay loans they are seeking. In practice, this means mortgage lenders verify borrowers' income and review borrowers' credit reports and tax returns. PACE lending has no such statutory or regulatory requirements. The lack of consumer protection regulation associated with PACE makes it easier for borrowers to obtain PACE financing compared to obtaining a mortgage, but it also increases the risk that consumers will enter into PACE loans they do not understand or do not have the ability to repay.

PACE not only shares the risks to consumers associated with other complex financial products, but also has additional risks to consumers resulting from regulatory intervention by the federal government to discourage the use of PACE financing. In 2010, the Federal Housing Financing Agency (FHFA), the federal agency that regulates the mortgage industry, took actions to prevent Fannie Mae and Freddie Mac from purchasing mortgages for properties with PACE liens. This negatively impacts consumers, resulting in circumstances where home owners have been forced to pay off their PACE loans in order to sell their home or refinance their existing mortgage.

The risks for consumers associated with PACE financing also result in risks for the County. Although the County does not directly operate PACE programs, the Board of Supervisors must authorize the operation of PACE programs within the County's jurisdiction. Therefore, the County is at risk of being named in law suits that may arise from the impacts PACE financing programs have on consumers.

To facilitate the environmental and economic benefits of PACE financing while also managing the risks such programs represent to home owners and the County, the County has established policies to that require PACE programs operating within the County's jurisdiction to implement measures that protect consumers and the County from the risks associated with PACE.

Prior Actions by the County

On June 16, 2015, the Board of Supervisors (the Board) approved the recommendation of the Internal Operations Committee to direct the Department of Conservation and Development (DCD) to establish an application process and accept applications from PACE providers to operate within the unincorporated area of the County. The Board also approved the form of an Operating Agreement the County would require PACE providers to enter into with the County as a condition of operations.

The purpose of the Operating Agreement is to enable PACE programs to operate within the County's jurisdiction while also establishing terms and conditions to protect the County and home owners from the risks associated with PACE programs. The Operating Agreement was prepared by County Counsel, with extensive input from the CAO, Treasurer-Tax Collector, Auditor Controller and DCD.

The Operating Agreement addresses the risks associated with PACE financing through three mechanisms:

1. Disclosure of risks and costs to consumers
2. Indemnification of the County from legal claims
3. Participation of PACE programs in the State's PACE Loss Reserve Program

Disclosure requirements in the County's PACE Operating Agreement are designed to help property owners understand the terms of PACE loans so they can act as informed consumers. Although the County's PACE disclosure requirements are much less rigorous than the disclosure requirements associated with mortgages, they assure that consumers receive basic financial information about the terms of PACE loans, and information about the potential impacts to consumers associated with FHFA's regulation of PACE. AB 2693 was introduced in February in response to growing concern about misinformed or uninformed PACE consumers. The legislation, as currently amended, would add consumer protections by placing limits on the amounts of PACE loans, and establishing uniform underwriting criteria and financial disclosures, much like what the County requires in its PACE Operating Agreement.

Indemnification is the primary means by which the Operating Agreement protects the County from risks associated with PACE financing. Although the County is not involved in the operation of PACE programs, some property owners and other interested parties may mistakenly perceive PACE to be a County program. This perception could result from the fact that the Board of Supervisors must give approval for PACE programs to operate within the County's jurisdiction. The perception that the County is partially responsible for the operation of PACE programs could expose the County to potential legal claims. Therefore, the Operating Agreement requires PACE providers to fully indemnify and defend the County from any and all claims resulting from PACE programs.

Participation of PACE programs in the State's PACE Loss Reserve Program, operated by a division of the State Treasurer's Office, is required in the County's Operating Agreement as a best practice designed to mitigate risks to mortgage lenders associated with PACE programs.

Current Status of PACE within the County's Jurisdiction

Following the Board's direction in June 2015 that County staff establish a PACE application process, DCD received applications from two PACE financing programs in July 2015: HERO and CaliforniaFirst. County staff proceeded to review the application materials submitted and negotiate Operating Agreements with both programs.

On November 17, 2015, the Board approval an Operating Agreement with the Western Riverside Council of Governments (WRCOG), the joint powers authority (JPA) responsible for the HERO program, and adopted a Resolution authorizing the HERO program to operate within the unincorporated area of the County. All legal documents associated with this action have been fully executed by the County and WRCOG. WRCOG has since initiated a court proceeding to legally validate the operation of the HERO program within the County. In April 2016, WRCOG informed County staff that the HERO program would become operational in the unincorporated area of the County within "a few weeks."

The County has not concluded an Operating Agreement with the California Statewide Communities Development Authority (CSCDA), the JPA responsible for the CaliforniaFirst program. Unlike WRCOG, CSCDA has not agreed to the indemnification and insurance provisions in the County's PACE Operating Agreement. The alternative provisions proposed by CSCDA would expose the County to unnecessary risk, and therefore staff has not recommended the Board approve an Operating Agreement with CSCDA.

Recommendation(s)/Next Step(s):

ACCEPT status report on the implementation of Property Assessed Clean Energy financing in the County unincorporated area.

Fiscal Impact (if any):

No fiscal impact associated with accepting this report.

Attachments

No file(s) attached.
