

Attachments: [Akbar, Waleed \(AHFC\) 03-06-34 Redacted](#)
[Elliot, Dallas \(AHFC\) 03-06-24 Redacted](#)
[Gallon, Keycha \(AHFC\) 02-23-24 Redacted](#)
[Lafrades, Janelle \(AHFC\) 03-05-24 Redacted](#)
[AHFC Applications](#)

Approved as recommended except that Dallas Elliott will be recommended for appointment to the Unincorporated (central sub-region) Representative seat on the Affordable Housing Finance Committee, to complete the current term that will expire on June 30, 2025.

Aye: Chair Burgis and Vice Chair Andersen

Result: Passed

- INTERVIEW applicants for the BOS Representative and Public 3 seats on the Treasury Oversight Committee for terms that will begin on May 1, 2024 and expire on April 30, 2028 and DETERMINE recommendations for Board of Supervisors consideration.

Attachments: [Attachment 1 Treasury Oversight Committee Applicant Summary 2024](#)
[Attachment 1 Albers, Michael \(TOC\) 03-11-24 Redacted](#)
[Attachment 1 Andrews, Floy \(TOC\) 03-15-24 Redacted](#)
[Attachment 1 Beraz, Mari \(TOC\) 03-27-24 Redacted](#)
[Attachment 1 Elliott, Dallas \(TOC\) 03-11-24 Redacted](#)
[Attachment 1 Hazarika, Gaurab \(TOC\) 03-11-24 Redacted](#)
[Attachment 1 Miller, Kenneth \(TOC\) 03-27-24 Redacted](#)
[Attachment 1 Quinly, Steven \(TOC\) 03-26-24 Redacted](#)
[Attachment 1 Reyes-Erazo Hector \(TOC\) 04-03-24](#)
[Attachment 2 Treasury Oversight Committee Roster 04.01.24 \(002](#)
[Attachment 3 TOC Bylaws](#)
[Attachment 4 Media Announcement TOC](#)
[Minutes Attachment Yow Bruce \(TOC\) 04-05-24 redacted](#)

The IOC approved the addition to the meeting packet of the application of Bruce Yow, which was received after the application deadline and not in time for the publication of the meeting packet.

At the conclusion of the interviews, the Committee decided to recommend for appointment Kenneth Miller to the Board of Supervisors Representative seat (thereby vacating the Alternate seat) and Steven Quinly to the Public 3 seat on the Treasury Oversight Committee. The IOC will consider applicants for the vacated Alternate seat at its next meeting.

Aye: Chair Burgis and Vice Chair Andersen

Result: Passed

- REVIEW policy questions and recommendations of staff and provide direction towards the drafting of a policy on establishing memorials and dedications on County property. (Julie Enea, County Administrator's Office; Carrie Ricci, Public Works Department)

Staff introduced the item, explaining that the development of a memorials/dedications policy was initiated at Supv Andersen's request. She introduced Carrie Ricci, who has been researching with Julie existing policies of other jurisdictions. In reviewing those policies and drafting such a policy for Contra Costa County, Julie and Carrie identified several policy issues and requested guidance from the IOC on those issues so that staff could return in a month with a more complete draft policy for the IOC to review.

Vice Chair Andersen is interested in a simple and streamlined policy that can be communicated effectively to the public and administered independently by the Public Works Department over the counter. She does not envision a significant number of requests for memorials but wants a policy in place for the requests the County does receive.

The Committee provided the following direction on each of the policy issues identified by staff:

What types of amenities/fixtures should be offered for dedications? The Committee directed that the first policy should focus on park benches and picnic tables. With time and experience, other amenities might be added to the inventory. It should be made clear that memorial benches and tables are for public enjoyment and would not be reserved for the exclusive use of donors.

The Committee considered adding trees to the inventory but opted to forego trees at this time because the County doesn't have a tree inventory and cannot predict or guarantee the life/health of a tree.

Should existing fixtures be made available for dedication or only newly installed fixtures? The Committee suggested that Public Works create an inventory of existing benches and picnic tables. New benches and tables can be considered by Public Works on a case-by-case basis according to criteria related to location and feasibility.

Should the County develop an inventory of eligible amenities at only pre-determined locations or consider any requests and determine feasibility on a case-by-case basis? The Committee suggested that Public Works could identify existing assets and develop an inventory of pre-determined locations for potential new assets. Pricing would have to be adjusted to reflect the additional costs associated with installing a new asset in a location not on the inventory.

Should original donors be offered a first option to renew a dedication at full replacement cost at the end of a donation period or should the opportunity be re-opened to all? The Committee decided that donors would be responsible for maintaining contact with the County if they want to renew an expiring memorial/dedication. If not renewed, the asset would be returned to the inventory available for dedication.

Should a waiting list be established, or should inventory be considered on a first come, first served basis whenever a new or existing asset becomes available? The Committee directed that inventory be considered on a first come, first served basis. There should be

only one dedication per asset, so not multiple dedication plaques on one bench or table, for example.

Eligibility? The criterion for who qualifies for a memorial would need to be loosely interpreted since it is such a subjective determination as to what qualifies someone to be memorialized. The Committee preferred to limit eligibility to only deceased individuals who had a strong tie to the Contra Costa County or a specific Contra Costa community. It is preferred that memorialized individuals be persons of good standing but do not have to be dignitaries. County residency is not a requirement if a significant relationship to the County can be demonstrated. The Committee does not want to extend this policy to memorialize events or organizations.

Vice Chair Andersen prefers that a “checklist” be developed to guide applicants through the information needed for the County to determine if a person should be memorialized, why the location is appropriate, why the type of memorial is appropriate, etc.

Approval process: The Committee directed that the Public Works Director or designee be assigned responsibility for administering the policy.

Donation period. The Committee concurred with the staff recommendation of 10 years or useful life of amenity, whichever is shorter. The Committee acknowledged that no guarantee on location or duration should be made. A bench or other amenity may need to be relocated or removed for safety or other reasons during the 10-year donation period.

Asset brand(s): The Committee prefers that Public Works identify a model/style of bench and picnic table to be used for all such memorials and develop a fee structure or general cost estimate that can be published with the policy. Costs should cover the asset, site preparation, installation and 10-year maintenance. The Committee preferred that the County cover the cost of remediating any donated asset damaged from vandalism.

With the guidance provided by the IOC on the above policy questions, staff intends to bring a first draft of the policy to the IOC at either the May or June meeting, following County Counsel review.

Aye: Chair Burgis and Vice Chair Andersen

Result: Passed

The next meeting is currently scheduled for May 13, 2024.

Adjourn

Chair Burgis adjourned the meeting at 12:00 p.m.

General Information

This meeting provides reasonable accommodations for persons with disabilities planning to attend a the 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 Committee less than 96 hours prior to that meeting are available for public inspection at 1025 Escobar St., 4th Floor, Martinez, during normal business hours. Staff reports related to items on the agenda are also accessible on line at www.co.contra-costa.ca.us.

HOW TO PROVIDE PUBLIC COMMENT:

Persons who wish to address the Committee during public comment on matters within the jurisdiction of the Committee that are not on the agenda, or who wish to comment with respect to an item on the agenda, may comment in person, via Zoom, or via call-in. Those participating in person should offer comments when invited by the Committee Chair. Those participating via Zoom should indicate they wish to speak by using the “raise your hand” feature in the Zoom app. Those calling in should indicate they wish to speak by pushing *9 on their phones.

Public comments generally will be limited to two (2) minutes per speaker. In the interest of facilitating the business of the Board Committee, the total amount of time that a member of the public may use in addressing the Board Committee on all agenda items is 10 minutes. Your patience is appreciated.

Public comments may also be submitted to Committee staff before the meeting by email or by voicemail. Comments submitted by email or voicemail will be included in the record of the meeting but will not be read or played aloud during the meeting.

For Additional Information Contact: