



Memorandum

TO: TONI TABER
City Clerk

FROM: Kristen Clements

**SUBJECT: HOUSING AND COMMUNITY
DEVELOPMENT COMMISSION
APPLICANTS' EVALUATION**

DATE: August 11, 2021

Approved

Date

BACKGROUND

Council Policy 0-4, the Consolidated Policy Governing Boards and Commissions, allows the Department staff liaison for the Commission to submit a memo to the City Clerk with its evaluation of applicant(s) based on the powers and duties of the Commission, any special eligibility requirements, and experience, background and expertise of the applicant(s). For any incumbents eligible for reappointment, the memo should include a statement setting forth attendance, residency information, and compliance with City requirements (e.g., commission training, State-mandated training, Form 700 filing).

COMMISSION'S SPECIAL ELIGIBILITY REQUIREMENTS

San José Municipal Code Section 2.08.2820 describes the special eligibility requirements for the Housing and Community Development Commission (HCDC):

- A. One (1) member shall be a person recommended by an organization of owners of San José mobilehome parks.
- B. One (1) member shall be a person recommended by an organization of residents of San José mobilehome parks.
- C. One (1) member shall be an owner or manager of a residential rent stabilized property.
- D. One (1) member shall be a tenant of a residential rent stabilized rental unit.
- E. At least five (5) members shall represent low-income households, which for the purposes of this requirement means a person who meets one (1) or more of the following criteria:

1. The person is a member of a low- or moderate-income household as defined by HUD as at or below eighty percent of the area median income pursuant to 24 CFR 92.2.
 2. The person is an elected member of a neighborhood organization in a low- or moderate-income neighborhood (fifty-one percent of the neighborhood is at or below eighty percent of the area median income as defined by HUD).
 3. The person is a resident of a city council designated neighborhood targeted under the place-based neighborhoods initiative to receive federal funding.
 4. The person is employed by an organization which has as its primary purpose to serve the interests of low-income residents.
- F. The commission should also include members with experience related to [real estate] development, lending, community development, homeless services, and federal funding.

APPOINTMENT PRIORITIES

To comply with the San José Municipal Code requirements for this Commission, these are the requirements and recommendations to fill the vacant positions:

- **Required special eligibility positions:** There remains no seated Commissioner filling the Municipal Code requirement for at least one HCDC Commissioner to be an **Apartment Rent Ordinance (ARO) Tenant** per SJMC 2.08.2820 (D). This vacancy has been present since 2018. ***Therefore, one ARO Tenant shall be selected from this applicant pool.***
- **Low-income households:** Per SJMC 2.08.2820 (E), at least five commissioners must meet the low-income household definition, and currently only three seated commissioners do. ***Therefore, at least two commissioners that meet the low-income household definition (above) shall be selected from this applicant pool.***

Staff also analyzed the backgrounds of the current Commission and HCDC currently lacks someone with experience in **Federal Funding**. ***Therefore, it is recommended that at least one commissioner who has experience with federal funding sources be selected from this applicant pool. This is not a requirement.***

APPLICANT ASSESSMENTS

The purpose of the memo is to provide the City Clerk and City Council offices with a preliminary review of the applicants indicating interest in the Housing and Community Development Commission. Please see **Attachment A** for the candidates' experience summarized by category.

Candidates' summaries on Attachment A and below are sorted in descending order by the number of their self-identified qualifications. Applicants that tied on the number of qualifications they indicated are presented in Council District order within that ranking. Applicants with shaded names are incumbent commissioners applying for reappointment.

The applicant qualifying for the vacant, required position of ARO Tenant is listed first.

Summary of HCDC Candidates' Application Information

Name	Owner or Renter	Council District	Years in San José	Employer	Self-Identified Experience in Desirable Issue Areas
Jessica Matthew	Renter in ARO Bldg.	1	6+	N/A	• None Selected
Jaya Shingal	Did not indicate	3	6+	Wyndham Garden San José Airport & Wyndham Garden Silicon Valley	• Development • Lending • Community Development • Homeless services • Federal Funding
Victoria Partida	Renter	7	3-5	Community Health Partnership	• Development • Community Development • Federal Funding
David Eisbach	Owner	1	6+	Amber Realty	• Development • Lending • Community Development
Ruben Navarro	Owner	6	6+	Groundworks Campaigns	• Community development • Homeless services
Nhi Duong	Renter	2	6+	N/A	• Development • Community Development
Ellen Crockett	Owner	2	6+	N/A	• Homeless services
Barry Del Buono	Owner	3	6+	San Jose City College	• Development • Homeless services
Bertha Aguinaga	Renter	3	6+	Melanie Griswold	• Federal Funding
Dawn Reese	Renter	3	3-5	County of Santa Clara O'Connor Hospital	• Homeless services
Rosie Zepeda	Owner	9	6+	City College of San Francisco	• Community Development • Federal Funding
Tobreth Hansen	Owner	2	6+	MHUSD	• Lending
William Cord	Renter	3	6+	Traders Joe's	• None Selected

Name	Owner or Renter	Council District	Years in San José	Employer	Self-Identified Experience in Desirable Issue Areas
Ha Tran	Owner	4	6+	Retired	• Homeless services
Savina Johnson	Renter	7	6+	Independent Contractor	• None Selected
Donald Fugate	Owner	9	6+	Foxworthy Baptist Church	• Homeless services
John Sellarole	Owner	9	6+	Retired	• Homeless services
Robert Howell	Owner	1	6+	Exatron	• None Selected
Anthony Rossello	Renter	4	<1	King Digital (Activision-Blizzard)	• None selected
Veronica Sosa	Owner	9	6+	LinkedIn	• None Selected

Incumbent Assessments: All four of the incumbent commissioners have satisfactorily completed required trainings and Form 700 filings, and have satisfactory attendance records to merit reappointment.

CONCLUSION

All applicants meet the eligibility requirements for appointment to the Housing and Community Development Commission.

Required positions

- **Required special eligibility positions:** One ARO Tenant shall be selected from this applicant pool.
 - **Qualified applicant(s):** Jessica Matthew.
- **Five low-income positions:** At least two commissioners that meet the low-income commissioner definition (above) shall be selected from this applicant pool.
 - **Qualified applicant(s) (self-reported):**
 - Jaya Shingal
 - Victoria Partida
 - Ruben Navarro
 - Ellen Crockett
 - Bertha Aguinaga
 - Dawn Reese

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- William Cord
- Savina Johnson.

Desirable experience areas

- **Experience areas:** It is recommended, but not required, that **at least one commissioner** who has experience with **Federal Funding** sources be selected from this applicant pool.
 - **Qualified applicant(s) (self-reported):**
 - Jaya Shingal
 - Victoria Partida
 - Bertha Aguinaga
 - Rosie Zepeda.

Please feel free to contact me with any questions. I may be reached on my cell at 415-596-3161. Thank you.

/s/

KRISTEN CLEMENTS

Housing and Community Development
Commission Secretary

Attachments

Attachment A: Housing Department Analysis – HCDC Candidates Recruitment, August 2021