



Memorandum

TO: TONI TABER
City Clerk

FROM: Rachel VanderVeen

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

DATE: November 28, 2023

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 (Commission):

- 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. One (1) member shall be a person who is currently or was formerly homeless.
- F. 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.
- G. The commission should also include members with experience related to [real estate] development, lending, community development, homeless services, and federal funding.

ANALYSIS OF NEEDED REQUIRED ROLES AND DESIRED EXPERIENCE AREAS

The following assesses the need for required roles on the Commission:

- **Low-income commissioners:** Per Municipal Code section 2.08.2820 (F), at least five commissioners must meet the low-income household definition. Currently, eight seated commissioners have self-declared they meet this definition. *Therefore, this requirement is already met.*
- **ARO Owner:** Per Municipal Code section 2.08.2820 (C), at least one commissioner must be an owner or manager of a rent stabilized property. The current District 10 appointee fills this required role of Apartment Rent Ordinance building owner (ARO Owner). *This requirement is already met.*
- **ARO Tenant:** Per Municipal Code section 2.08.2820 (D), at least one commissioner must be an Apartment Rent Ordinance (ARO) tenant. The current commissioner in the Citywide seat meets this requirement. *Therefore, this requirement is already met.*

Regarding desired experience areas for the Commission, seated commissioners have self-declared that, collectively, they possess experience in all five areas named in Section 2.08.28 (G) above. *Therefore, these experience criteria are already met.*

APPOINTMENT PRIORITIES

There is currently a vacancy for the District 2 Commissioner seat. This role has been unfilled since June 2023. While not a designated seat, there is a vacancy for the Lived Experience Alternate seat. This seat was recently vacated and staff plans to do additional recruitment for this role.

APPLICANT ASSESSMENTS

The purpose of the memo is to provide the City Clerk and City Council offices with a preliminary review of the 8 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.

#	Name	Owner or Renter	Council District	Years in San José	Employer	Special Role Eligibility (if any)	Self-Identified Experience in Desirable Issue Areas
District 2 Seat Applicants							
1	Angelie Do	Owner	2	3-5	Viet Town Pharmacy	• MH Park Owner	• Lending
2	Alain Moward	Owner	2	6+	Talkdesk, Inc.	• None	• Community Development
3	Lynnard Barnes	Owner	2	6+	PG&E	• None	
General Seat Applicants							
4	Amelia Rios	Renter	4	1-2	New Jerusalem Way	• None	• Development • Lending • Community Development • Homeless Services
5	Todd Davidson	Owner	9	6+	Endgame LLC	• None	• Development • Community Development • Homeless Services

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#	Name	Owner or Renter	Council District	Years in San José	Employer	Special Role Eligibility (if any)	Self-Identified Experience in Desirable Issue Areas
6	Concepcion Galvin	Renter	10	6+	In-n-Out Burger	• ARO Resident	• Community Development
7	Elizabeth Agramont-Justiniano	Renter	3	6+	LifeMoves	• None	• Homeless Services
8	Sanela Metovic	Renter	6	6+	Self Employed	• None	• None

CONCLUSION

All 8 applicants meet the eligibility requirements for appointment to the Housing and Community Development Commission.

Seats

District 2 Commissioner Seat - Three applicants have indicated that they reside in District 2 and qualify for this seat. It should be noted that selecting Angelie Do will result in an imbalance between the Mobilehome Park Owners and Renters seats, which are currently filled by Ryan Jasinsky and Danial Finn, respectively. Angelie indicated that she is a Mobilehome Park Owner.

Desired experience areas

Attachment A to this memorandum orders the candidates by those applying for reappointment, and the rest according to the number of self-declared roles and experience areas they would fulfill.

According to their self-reported experience, the following new applicants self-rated as having the highest number of relevant categories and could add experience in **Lending**:

- Amelia Rios

Please feel free to contact me or my Housing Department colleague, Mindy Nguyen, with any questions. I may be reached at 408-535-8231, and Mindy Nguyen may be reached at 408-534-2961. Thank you.

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/s/

RACHEL VANDERVEEN

Housing and Community Development
Commission Acting Secretary

Attachment A: Housing Department Analysis – Housing and Community Development
Commission Candidates Recruitment, Winter 2023

Housing Department Analysis - Housing & Community Development Commission Candidates Recruitment, December 2023

					Special Eligibility Positions (each is required by Municipal Code)					Low-Income Members (5 required, 4 currently seated) (self-declared)				Desirable Experience (self-declared)				
#	Applicant's Name	Lives in CC Dist.	Renter or Owner	Ranked by Overall # Yes	MH Park Owner Rep	MH Park Resident Rep	ARO Owner	ARO Resident	Lived Experience with Homelessness	Low/Mod Defined by HUD (self- declared)	Elected Neighborhood Leader in LI Area	Live in Place- Based Neighborhood	Org serving low- income	Real Estate Development	Lending	Community Development	Homeless Services	Federal Funding*
Seated Commissioners' roles & experience:					1	1	1	1	1	1	2	0	2	3	2	5	5	2
1	Angelie Do	2	Owner	2	yes										yes			
2	Alain Moward	2	Owner	1												yes		
3	Lynnard Barnes	2	Owner	0														
4	Amelia Rios	4	Renter	4										yes	yes	yes	yes	
5	Todd Davidson	9	Owner	3										yes		yes	yes	
6	Concepcion Galvin	10	Renter	2				yes								yes		
7	Elizabeth Agramont Justiniano	3	Renter	1													yes	
8	Sanela Metovic	6	Renter	0														
9																		
10																		
11																		

Note: Applicants with shaded names are seeking reappointments to HCDC.
*Note: Starred categories with light yellow highlights will have no representation on HCDC as of 1/1/2023.
Note: Candidates self-declared as ARO Tenants must be validated by CAO
Note: The Muni Code requires 5 Low-income seats. Staff verifies candidates' declaration that they live in Place-Based Neighborhoods.