

**HOUSING & COMMUNITY DEVELOPMENT COMMISSION
MEETING ACTION MINUTES**

October 14, 2021

MEMBERS PRESENT:	Martha O’Connell	Chair (MR)
	Ryan Jasinsky	Vice Chair (ML)
	Roma Dawson	Commissioner (D1)
	Alex Shoor	Commissioner (D2)
	Barry Del Buono	Commissioner (D3)
	Linh Vong	Commissioner (D4) <i>Arrived at 5:50 pm</i>
	Ruben Navarro	Commissioner (D5)
	Andrea Wheeler	Commissioner (D6)
	Victoria Partida	Commissioner (D7)
	Huy Tran	Commissioner (D8)
	John Sellarole	Commissioner (D9)
MEMBERS ABSENT:	Roberta Moore	Commissioner (D10)
STAFF PRESENT:	Kristen Clements	HCDC Secretary, Housing Department
	Luisa Galdamez	HCDC Assistant Secretary, Housing Department

(I) Call to Order & Orders of the Day

A. Review logistics for Zoom meetings

Chair O’Connell called the meeting to order at 5:45 p.m.

(II) Introductions – Commissioners and staff introduced themselves.

(III) Consent Calendar

A. Minutes for the Meeting of August 12, 2021

ACTION: Approve the August 12, 2021 action minutes.

Commissioner Dawson made the motion to approve the minutes for the meeting of August 12, 2021, with a second by Commissioner Navarro. The motion passed 10-0.

Yes: O’Connell, Jasinsky, Dawson, Shoor, Del Buono, Navarro, Wheeler, Partida, Tran, Sellarole (10)

No: None (0)

Absent: Moore, Vong (2)

B. Minutes for the Meeting of September 09, 2021

ACTION: Approve the September 09, 2021 action minutes.

Commissioner Del Buono made the motion to approve the minutes for the meeting of September 09, 2021, with a second by Commissioner Tran. The motion passed 10-0.

Yes: O’Connell, Jasinsky, Dawson, Shoor, Del Buono, Navarro, Wheeler, Partida, Tran, Sellarole (10)
No: None (0)
Absent: Moore, Vong (2)

C. Minutes for the Meeting of September 21, 2021
ACTION: Approve the September 21, 2021 action minutes.

Chair O’Connell made the motion to approve the minutes for the meeting of September 21, 2021, with a second by Commissioner Dawson. The motion passed 10-0.

Yes: O’Connell, Jasinsky, Dawson, Shoor, Del Buono, Navarro, Wheeler, Partida, Tran, Sellarole (10)
No: None (0)
Absent: Moore, Vong (2)

D. Minutes for the Meeting of September 22, 2021
ACTION: Approve the September 22, 2021 action minutes.

Commissioner Tran made the motion to approve the minutes for the meeting of September 22, 2021, with a second by Chair O’Connell. The motion passed 11-0.

Yes: O’Connell, Jasinsky, Dawson, Shoor, Del Buono, Navarro, Wheeler, Partida, Tran, Sellarole, Vong (11)
No: None (0)
Absent: Moore (1)

(IV) Reports and Information Only

A. Chair: No Report

B. Director: Ms. Kristen Clements mentioned future items to be heard by the City Council. She also noted that on November 16, 2021, the City Council is expected to hear housing-related issues from the City’s General Plan Four-Year Review Task Force after the referral from Planning Commission at the end of October.

C. Council Liaison: No Report

(V) Open Forum

(VI) Old Business

(VII) New Business

**A. Commendation for former Commissioner Duong
(K. Clements, Housing Department)**

ACTION: None. (No memo)

Ms. Clements presented Nhi Duong with a commendation for her four years of service on the Commission.

**B. Letter of Appreciation for Former Housing Staff Fred Tran
(Chair O’Connell)**

ACTION: Authorize Chair O’Connell to draft and send a letter of appreciation on behalf of the Commission to former Housing Department staff Fred Tran for his capable service to the Commission and the community. (No memo)

Commissioner Shoor made a motion to authorize Chair O’Connell to draft and send a letter of appreciation on behalf of the Commission to former Housing Department staff Fred Tran for his capable service to the Commission and the community, with a second by Vice Chair Jasinsky. The motion passed (11-0).

Yes: O’Connell, Jasinsky, Dawson, Shoor, Del Buono, Vong, Navarro, Wheeler, Partida, Tran, Sellarole (11)

No: (0)

Absent: Moore (1)

**C. Adopt Commission’s Accomplishments for FY 2020-21
(K. Clements, Housing Department)**

ACTION: Review, discuss, and adopt the Housing and Community Development Commission’s FY 2020-21 Accomplishments for submission to the City Council’s Community and Economic Development Committee at its October 25, 2021, meeting.

Commissioner Tran made a motion to adopt the Housing and Community Development Commission’s FY 2020-21 Accomplishments for submission to the City Council’s Community and Economic Development Committee at its October 25, 2021 meeting, with a second by Commissioner Dawson. The motion passed (11-0).

Yes: O’Connell, Jasinsky, Dawson, Shoor, Del Buono, Vong, Navarro, Wheeler, Partida, Tran, Sellarole (11)

No: (0)

Absent: Moore (1)

**D. Adopt Commission’s Workplan for FY 2021-22
(K. Clements, Housing Department)**

ACTION: Review, discuss, and adopt the Housing and Community Development Commission’s FY 2021-22 Workplan, for consideration by the City Council’s Community and Economic Development Committee at its October 25, 2021, meeting.

Vice Chair Jasinsky made the motion to adopt the Housing and Community Development Commission’s FY 2021-22 Workplan for consideration by the City Council’s Community and Economic Development Committee at its October 25, 2021 meeting, with a second by Commissioner Dawson. The motion passed (11-0).

Yes: O’Connell, Jasinsky, Dawson, Shoor, Del Buono, Vong, Navarro, Wheeler, Partida, Tran, Sellarole (11)

No: None (0)

Absent: Moore (1)

(VIII) Open Forum

Members of the Public are invited to speak on any item that does not appear on today’s Agenda and that is within the subject matter jurisdiction of the Commission. Meeting attendees are usually given two (2) minutes to speak on any discussion item and/or during open forum; the time limit is in the discretion of the Chair of the meeting and may be limited when appropriate. Speakers using a translator will be given twice the time allotted to ensure non-English speakers receive the same opportunity to directly address the Commission.

(IX) Meeting Schedule

The next regular Commission meeting is scheduled to be held on **November 18, 2021, at 5:45pm** online.

(X) Adjournment

Chair O’Connell adjourned the meeting at 6:54 p.m.