

**HOUSING & COMMUNITY DEVELOPMENT COMMISSION**

**MEETING ACTION MINUTES**

**February 9, 2023**

**MEMBERS  
PRESENT:**

Daniel Finn	Commissioner (MR)
Ryan Jasinsky	Commissioner (ML)
Roma Dawson	Vice Chair (D1)
Alex Shoor	Chair (D2)
Barry Del Buono	Commissioner (D3)
Linh Vong	Commissioner (D4) <i>arrived at 6:06pm</i>
Ruben Navarro	Commissioner (D5)
Andrea Wheeler	Commissioner (D6)
Victoria Partida	Commissioner (D7)
Huy Tran	Commissioner (D8)
Don Jackson	Commissioner (D9)
Roberta Moore	Commissioner (D10)
Zenia Cardoza	Mayor (CW)
Sketch Oppie	Lived Experience (CW)

**MEMBERS  
ABSENT:**

<b>STAFF PRESENT:</b> Kristen Clements	Acting Secretary, Housing Department
Luisa Cantu	Assistant Secretary, Housing Department
Lucas Ramirez	Council Office Liaison, District 2
Ragan Henninger	Deputy Director, Housing Department
Emily Hislop	Division Manager, Housing Department
Stephanie Gutowski	Senior Development Officer, Housing Dept.

- (I) Call to Order & Orders of the Day**
  - A. Chair Shoor called the meeting to order at 5:45 p.m. and reviewed logistics for Zoom meetings**
- (II) Introductions – Commissioners and staff introduced themselves.**
- (III) Consent Calendar**
  - A. Approve the Minutes for the Regular Meeting of January 12, 2023**  
ACTION: Approve the January 12, 2023 action minutes.

**See motion below.**

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**B. Approve the Minutes for the Special Meeting of January 18, 2023**

ACTION: Approve the January 18, 2023 action minutes.

**Commissioner Jasinsky made the motion to approve both the Minutes for the Meetings of January 12, 2023 and January 18, 2023, with a second by Commissioner Dawson. The motion passed 13-0.**

Yes	Finn, Jasinsky, Dawson, Shoor, Del Buono, Navarro, Wheeler, Partida, Tran, Jackson, Moore, Cardoza, Oppie (13)
No	None (0)
Absent	Vong (1)

**(IV) Reports and Information Only**

- A. Chair:** Chair Shoor reviewed logistics and guidelines for participation. Chair Shoor reminded commissioners to check their emails regularly for upcoming in person March meeting information from staff.
- B. Director:** Ms. Kristen Clements thanked all the commissioners that attended the Special Meeting for new commissioners on February 18, 2023 and acknowledged those commissioners that are volunteering as buddies for new commissioners. Ms. Clements also reminded commissioners that staff will be sending out an income verification form later in the month, and that that the March Regular Meeting will be held in person at City Hall with hybrid/virtual access for the public.
- C. Council Liaison:** Mr. Lucas Ramirez from the Council District 2 office stated he will be acting as Commission liaison until further notice. In addition, Mr. Ramirez gave an update regarding the District 2 HomeKey project and gave updates on report-outs for Council transition committees. Ms. Ragan Henninger, Deputy Director of the Housing Department added that Council meeting dates for transition committee report-outs will be held on February 14 and 28, 2023.

**(V) Open Forum**

**(VI) Old Business**

**(VII) New Business**

- A. Sixth Substantial Amendment to the Fiscal Year 2019-2020 Annual Action Plan for the Reallocation of Coronavirus Aid Relief and Economic Security Act Funds Awarded by the United States Department of Housing and Urban Development for Eligible Uses (S. Gutowski, Housing Department)**

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**ACTION:** Conduct a Public Hearing on the Sixth Substantial Amendment to the Fiscal Year 2019-2020 Annual Action Plan (Action Plan) to reallocate \$6,770,616 in Community Development Block Grant CARES Act funds among eligible uses, take public comment as required by the U.S. Department of Housing and Urban Development (HUD), and recommend to the City Council it approve the Sixth Substantial Amendment.

**Commissioner Dawson made the motion to recommend to the City Council it approve the Sixth Substantial Amendment to the 2019-2020 Annual Action Plan, with a second by Commissioner Navarro.**

Yes	Finn, Jasinsky, Dawson, Shoor, Del Buono, Vong, Navarro, Wheeler , Partida, Tran, Jackson, Moore, Cardoza, Oppie (14)
No	None (0)
Absent	None (0)

**B. Rent Stabilization Program Strategic Plan Update  
(E. Hislop, Housing Department)**

**ACTION:** Review a progress update on the Strategic Plan for the Rent Stabilization Programs (Apartment Rent Ordinance, Mobilehome Rent Ordinance, Tenant Protection Ordinance, and Ellis Act Ordinance) and give feedback to staff on content.

**Commissioners asked clarifying questions and gave feedback to staff. No motions were made.**

**(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 Meeting for the Commission is scheduled to be held on **Thursday, March 9, 2023, at 5:45 p.m., room TBD, at San José City Hall, 200 E. Santa Clara St., San José, CA 95113.**

Items expected to be heard are (*updated*):

- Substantial Amendment to FY 22-23 Annual Action Plan for \$11.7M in HOME-ARP funds
- FY 2023-2024 Annual Action Plan Funding Priorities
- Rent Stabilization Program Fiscal Year 2022-2023 Quarter 2 Report for Apartments, Including the Apartment Rent Ordinance, Tenant Protection Ordinance, and Ellis Act

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Ordinance

- Rent Stabilization Program Fiscal Year 2022-2023 Quarter 2 Report for Mobilehomes, Including the Mobilehome Rent Ordinance
- Annual Homelessness Report

**(X) Adjournment**

**Chair Shoor adjourned the meeting at 9:07 p.m.**