

Meeting Date: 3/8/2016

Report Type: Staff/Discussion

Report ID: 2016-00258



Personnel and
Public Employees
Report

915 I Street, 1st Floor

www.CityofSacramento.org

Title: Conduct Interviews for the Housing Code Advisory and Appeals Board

Location: Citywide

Recommendation: 1) Conduct interviews of applicant(s) to the Housing Code Advisory and Appeals Board for Seats D and E: A member who is not an employee of the City of Sacramento; and 2) continue the item to the next meeting for discussion and nomination(s).

Contact: Wendy Klock-Johnson, Assistant City Clerk, (916) 808-7509, Office of the City Clerk;
Laurie Ward, Customer Service Specialist, (916) 808-1335, Community Development Department

Presenter: None

Department: City Clerk

Division: City Clerk

Dept ID: 04001011

Attachments:

1-Description/Analysis

2-Background

3-Board Details and Roster

4-Applications

City Attorney Review

Approved as to Form

Gary Lindsey

2/26/2016 2:48:12 PM

Approvals/Acknowledgements

Department Director or Designee: Wendy Klock-Johnson - 2/23/2016 3:51:50 PM

Description/Analysis

Issue Detail: Prior to forwarding nominations to the Mayor for appointment, the Personnel and Public Employees Committee conducts interviews of applicants for open board and commission positions.

Policy Considerations: None.

Economic Impacts: None.

Environmental Considerations: None.

Sustainability: None.

Commission/Committee Action: None.

Rationale for Recommendation: When a position on a City board or commission becomes available thru term expiration or resignation, the Office of the City Clerk conducts a recruitment for interested parties. When the application period has closed, the Personnel and Public Employee Committee conducts interviews of the applicants and forwards nominations to the Mayor for appointment.

Financial Considerations: None.

Local Business Enterprise (LBE): None.

Attachment 02 – Background

Housing Code Advisory and Appeals Board (Interviews)

BACKGROUND: There are two candidates applying to fill two vacant positions **Seat D and E:** A member who is not an employee of the City of Sacramento on the Housing Code Advisory and Appeals Board. The following is a brief history of compliance requirements for incumbents on this board.

VACANCY INFORMATION

Seat Description	Term	Residency	Incumbent
Seat D: A member who is not an employee of the City of Sacramento.	Full	Not Required	Kevin McKinley (Re-Applied)
Seat E: A member who is not an employee of the City of Sacramento.	Partial	Not Required	Barry Chamberlain (Re-Applied)

INCUMBENT INFORMATION

Kevin McKinley is the incumbent for Seat D. He was appointed to a full term on 7/12/2011 and completed his first term on 2/28/2016, making his seat available for appointment to a full term. He is eligible to serve another term and has re-applied.

Requirement	Status	Comments
Ethic Training:	Current	Past Due
Conflict of Interest:	Required	Current
Attendance:	58 Meetings Held	10 excused absences

Barry Chamberlain is the incumbent for Seat E. He was appointed to a full term on 7/14/2015 and completed a partial term on 2/28/2016, making his seat available for appointment to a full term. He is eligible to serve another term and has re-applied.

Requirement	Status	Comments
Ethic Training:	Current	Current
Conflict of Interest:	Required	Current
Attendance:	6 Meetings Held	Attended all meetings.

SUMMARY OF APPLICANTS

Applicant Name	Seat	District	Interview Status
Kevin McKinley*	D	5	Attendance confirmed.
Barry Chamberlain*	E	Unincorporated	Not attending.

*Incumbent



City of Sacramento

HOUSING CODE ADVISORY AND APPEALS BOARD

BOARD DETAILS



OVERVIEW

-  **SIZE** 5 Seats
-  **TERM LENGTH** 5 Years
-  **TERM LIMIT** 2 Term

The board shall: (1) Provide for final interpretation of the provisions of the City's housing code (2) Hear cases involving the repair or demolition of substandard buildings, and appeals of dangerous building cases.



CONTACT

-  Laurie Ward
-  (916) 808-1335
-  lward@cityofsacramento.org



DETAILS

BOARD TYPE	City Advisory
MEMBERSHIP CATEGORIES	Seat A - Member w ho is not an employee of the City of Sacramento Seat B - Member w ho is not an employee of the City of Sacramento Seat C - Member w ho is not an employee of the City of Sacramento Seat D - Member w ho is not an employee of the City of Sacramento Seat E - Member w ho is not an employee of the City of Sacramento
WEBSITE	None
MANAGING AGENCY	City of Sacramento/Community Development Department
MEETING LOCATION	915 I Street 2nd Floor Hearing Room - HCH Sacramento, CA 95814
MEETING TIME	5:30pm
MEETING FREQUENCY	Monthly
STATEMENT OF ECONOMIC INTEREST (SEI)	Required
SEI CONTACT NAME	Sacramento City Clerk

SEI CONTACT EMAIL

clerk@cityofsacramento.org

SEI CONTACT NUMBER

(916) 808-7200

FORMATION INFORMATIONSacramento City Ordinance 2008-0013, 1995-0054, 1961-2266 ([City Code section 8.100 Article II](#))**FORMATION DATE**

5/3/1961

ADDITIONAL DETAILS

NA

COMMENTS (INTERNAL)

City Residency is not required.



City of Sacramento

HOUSING CODE ADVISORY AND APPEALS BOARD

BOARD ROSTER



BARRY CHAMBERLAIN

1 Term Jul 14, 2015 - Feb 28, 2016

Position Member who is not an employee of the City of Sacramento

Category Seat E-Application Closing Period: 2/5/2016

Appointed by Nominated by P&PE/Appointed by the Mayor



MELISSA GAUDREAU (HCAAB)

2 Term Jul 14, 2015 - Feb 28, 2020

Position Member who is not an employee of the City of Sacramento

Category Seat A

Appointed by Nominated by P&PE/Appointed by the Mayor



VERNE GORE

1 Term Jul 14, 2015 - Feb 28, 2020

Position Member who is not an employee of the City of Sacramento

Category Seat B

Appointed by Nominated by P&PE/Appointed by the Mayor



IRINA KACHAGIN

1 Term May 27, 2014 - Feb 28, 2019

Position Member who is not an employee of the City of Sacramento

Category Seat C

Appointed by Nominated by P&PE/Appointed by the Mayor



KEVIN MCKINLEY

1 Term Jul 12, 2011 - Feb 28, 2016

Position Member who is not an employee of the City of Sacramento

Category Seat D-Application Closing Period 2/5/2016

Appointed by Nominated by P&PE/Appointed by the Mayor

City Advisory Body Information

Which Boards would you like to apply for?

Housing Code Advisory and Appeals Board

Seat # and Description (please indicate all Seats in which you are qualified for):

Seat E. I believe I would qualify for any open seat

Name of Company/Organization being Represented
(if Applicable):

Profile

Barry

First Name

Chamberlain

Last Name


Email Address


Street Address

Suite or Apt

Rancho Cordova

City

CA

State

95742

Postal Code

Business Council District


Primary Phone

Are you currently, or have you in the past, served on a city advisory body?

Yes No

If Yes, provide the name of the meeting body and how that service supports your application:

Serving on The Housing Code and Appeals Board presently. I completed the term of another member who quit or resigned.

Do you, or any immediate family member, have any relationship (professional, financial or otherwise) that may present a potential conflict of interest for the meeting body applied for?

Yes No

If Yes, please explain:

Applicant Interest Statement

Please state the reason(s) you would like to be a member of this city advisory body and share any additional experience, community activities, or other qualifications that would be helpful in evaluating your application.

I was part of the team that developed the Rental Housing Program for Sacramento County. I have been a supervisor for that program and housing for 6 years. I am currently the Interim Program Manager for Sacramento County Code Enforcement. I am very interested in improving the housing stock for the Sacramento Area. Providing healthy and safe housing is very important to me. I have served on this board over the last 6 months

Education

California State University,
Sacramento

Institution Name:

Criminal Justice

Area of Study:

Sept.1976 to Jan. 1985

Attended (mm/yy - mm/yy):

BA in Criminal Justice

Degree Earned:

Institution Name:

Area of Study:

Attended (mm/yy - mm/yy):

Degree Earned:

Institution Name:

Area of Study:

Attended (mm/yy - mm/yy):

Degree Earned

Employment

April 9, 2015 to present

From (mm/yy) - To (mm/yy):

**Sacramento County Code
Enforcement.**

Employer:

**9700 Goethe Road Suite A
Sacramento, Ca. 95827**

Address:

Job Duties

Program Manager Sacramento County Code Enforcement-Overseeing the day to day operations of the zoning team for Sacramento County Code Enforcement. Addressing Board complaints. Assisting with budget. Community outreach. Setting new policy and procedures. Overseeing difficult cases. Presenting Board appeals. Staff reports. Expert witness in court cases. Constituent fee disputes. Oversee disciplinary issues and the hiring of new staff.

11/13 to 04/13

From (mm/yy) - To (mm/yy):

Sacramento County Code Enforcement.

Employer:

**9700 Goethe Road Suite A
Sacramento, Ca. 95827**

Address:

Job Duties:

Supervisor Housing and Rental Housing Team Sacramento County Code Enforcement.- Supervising staff of 11.. Overseeing the scheduling and operation of the Rental Housing inspections, Audit inspections, Neighborhood Clean-ups, And registration enforcement. Keeping track of performance metrics to maintain productivity. Involved in the creation and continuing Development of the Rental Housing Inspection Program.

4/08 to 11/13

From (mm/yy) - To (mm/yy):

Sacramento County Code Enforcement.

Employer:

**9700 Goethe Road Suite A
Sacramento, Ca. 95827**

Address:

Job Duties:

Acting Supervisor and Senior for the Housing and Rental Housing Team Sacramento County Code Enforcement-To supervise the scheduling, inspecting, data entry, and noticing for the rental housing inspection program. It is an ongoing part of my job to establish, monitor, and update the policies and procedures for the program. I also oversee the continuing outreach and education to the public, external and internal customers related to rental housing. The development of all the inspection forms, warning letters, and outreach for the program. Working to re-define our policy in dealing with vacant, open, and accessible homes.

Business Enterprises

03/86 to 10-03

From (mm/yy) - To (mm/yy):

Plaza Foods Supermarket

Business Name:

7248 Murieta Drive Rancho Murieta
Ca. 95683

Address:

Store Manager- Grocery Store

Type of Business or Service Rendered:

Felony Convictions

Have you ever been convicted of a felony?

Yes No

If yes, please provide the date of conviction, location of court conviction, and specific description of the offense for each offense resulting in conviction.

Civil Actions

None

List each civil action, if any, in which punitive or exemplary damages have been assessed against you, provide the trial date, the court judgement, and location of the court for each instance.

List each civil action, if any, in which punitive or exemplary damages have been assessed against you, provide the trial date, the court judgement, and location of the court for each instance.

Accommodation Information

Please identify any special accommodations (if any) needed for equal participation

None

Demographics



Please select one:



Please select the appropriate racial/ethnic category:

How did you hear about the opening?

Employee Referral

If Other, please describe.

City Advisory Body Information

Which Boards would you like to apply for?

Housing Code Advisory and Appeals Board

Seat # and Description (please indicate all Seats in which you are qualified for):

Seat D

Name of Company/Organization being Represented
(if Applicable):

Profile

Kevin

First Name

Mckinley

Last Name

Email Address

Street Address

Suite or Apt

Sacramento

City

CA

State

95831

Postal Code

Council District 5

Business Council District

Primary Phone

Are you currently, or have you in the past, served on a city advisory body?

Yes No

If Yes, provide the name of the meeting body and how that service supports your application:

I am currently the chair of this board and I wish to continue serving on the board.

Do you, or any immediate family member, have any relationship (professional, financial or otherwise) that may present a potential conflict of interest for the meeting body applied for?

Yes No

If Yes, please explain:

Applicant Interest Statement

Please state the reason(s) you would like to be a member of this city advisory body and share any additional experience, community activities, or other qualifications that would be helpful in evaluating your application.

I have had the pleasure of contributing to this board for two terms. I look forward to continuing my part in public service.

Education

University of the Pacific, McGeorge
School of Law

Institution Name:

Law

Area of Study:

8/2007-5/2010

Attended (mm/yy - mm/yy):

Juris Doctor

Degree Earned:

National University

Institution Name:

Business

Area of Study:

2007

Attended (mm/yy - mm/yy):

Bachelor of Business Administration

Degree Earned:

Institution Name:

Area of Study:

Attended (mm/yy - mm/yy):

Degree Earned

Employment

8/2013-Present

From (mm/yy) - To (mm/yy):

Law Office of John E. Virga

Employer:

721 11th Street, Sacramento, CA
95814

Address:

Job Duties

Litigation attorney.

2/2011-8/2013

From (mm/yy) - To (mm/yy):

Downey Brand, LLP

Employer:

**621 Capitol Mall, 18th Floor,
Sacramento, CA 95814**

Address:

Job Duties:

Associate attorney.

From (mm/yy) - To (mm/yy):

Employer:

Address:

Job Duties:

Business Enterprises

From (mm/yy) - To (mm/yy):

Business Name:

Address:

Type of Business or Service Rendered:

Felony Convictions

Have you ever been convicted of a felony?

Yes No

If yes, please provide the date of conviction, location of court conviction, and specific description of the offense for each offense resulting in conviction.

Civil Actions

List each civil action, if any, in which punitive or exemplary damages have been assessed against you, provide the trial date, the court judgement, and location of the court for each instance.

List each civil action, if any, in which punitive or exemplary damages have been assessed against you, provide the trial date, the court judgement, and location of the court for each instance.

Accommodation Information

Please identify any special accommodations (if any) needed for equal participation

Demographics

[REDACTED]

Please select one:

[REDACTED]

Please select the appropriate racial/ethnic category:

How did you hear about the opening?

- City of Sacramento Website
- Community Center Bulletin Board
- Channel 14
- Library Bulletin Board
- Social Media
- Employee Referral
- Other

If Other, please describe.
