



## Personnel and Public Employees Committee Report

915 I Street, 1<sup>st</sup> Floor, Sacramento, CA 95814

[www.cityofsacramento.org](http://www.cityofsacramento.org)

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**File ID:** 2019-00442

May 14, 2019

**Discussion Item 08**

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

**Location:** Citywide

**Recommendation:** 1) Conduct interviews of applicants to the Housing Code Advisory and Appeals Board for **Seat C:** 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.

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

**Presenter:** None

**Attachments:**

1-Description/Analysis

2-Board Details and Roster

3-Applications

**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 through 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 Employees Committee conducts interviews of the applicants and forwards nominations to the Mayor for appointment.

**Financial Considerations:** None.

**Local Business Enterprise (LBE):** None.

**Background:** There are five candidates applying to one position.

VACANCY INFORMATION

Seat Description	Term	Term Ending Date	Residency	Incumbent
<b>Seat C:</b> A member who is not an employee of the City of Sacramento	Full	12/31/2021	Not Required	Incumbent eligible, did not reapply

SUMMARY OF NEW APPLICANTS


Applicant Name	Eligible Seat(s)	District	Interview Status
Bob Rose	C	County	Attendance not confirmed.
Camille Dixon	C	7	Attendance not confirmed.


Embert Madison	C	4	Attendance not confirmed.
George Antablian	C	1	Attendance not confirmed.
Shane Diller	C	3	Attendance not confirmed.





# 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; and (2) Hear cases involving the repair or demolition of substandard buildings, and appeals of dangerous building cases.



### DETAILS

<b>MEMBERSHIP CATEGORIES</b>	Seat A - Member who is not an employee of the City of Sacramento Seat B - Member who is not an employee of the City of Sacramento Seat C - Member who is not an employee of the City of Sacramento Seat D - Member who is not an employee of the City of Sacramento Seat E - Member who is not an employee of the City of Sacramento
<b>MEETING INFORMATION</b>	2nd Floor Hearing Room - Historic City Hall; 915 I Street 2nd Floor Sacramento, CA 95814. Meetings are typically held the second Wednesday of the month at 5:30 pm.
<b>COMPENSATION (IF APPLICABLE)</b>	\$50.00 per meeting
<b>FORMATION INFORMATION</b>	Formed May 3, 1961 <a href="#">Sacramento City Code Section 8.100</a> Sacramento City Ordinance 2008-0013, 1995-0054, 1961-2266
<b>BOARD TYPE</b>	Advisory
<b>MANAGING AGENCY</b>	City of Sacramento/Community Development Department
<b>WEBSITE</b>	None
<b>STATEMENT OF ECONOMIC INTEREST (SEI)</b>	Required
<b>SEI CONTACT</b>	Sacramento City Clerk; (916) 808-7200; clerk@cityofsacramento.org
<b>ADDITIONAL DETAILS</b>	
<b>COMMENTS (INTERNAL)</b>	City Residency is not required.



# HOUSING CODE ADVISORY AND APPEALS BOARD

## BOARD ROSTER



**BARRY CHAMBERLAIN**

1st Term Mar 29, 2016 - Feb 28, 2021

**Appointing Authority** Nominated by P&PE/Appointed by the Mayor

**Seat** Seat E

**SEI Form 700 On file** Current

**Ethics Training** Next Due 07/24/2018

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



**MELISA GAUDREAU (HCAAB)**

2nd Term Jul 14, 2015 - Feb 28, 2020

**Appointing Authority** Nominated by P&PE/Appointed by the Mayor

**Seat** Seat A

**SEI Form 700 On file** Current

**Ethics Training** Next Due 10/06/2020

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



**VERNE GORE**

1st Term Jul 14, 2015 - Feb 28, 2020

**Appointing Authority** Nominated by P&PE/Appointed by the Mayor

**Seat** Seat B

**SEI Form 700 On file** Current

**Ethics Training** Next Due 01/27/2020

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



**IRINA KACHAGIN**

1st Term May 27, 2014 - Feb 28, 2019

**Appointing Authority** Nominated by P&PE/Appointed by the Mayor

**Seat** Seat C - Application Period Open Until Filled

**SEI Form 700 On file** Current

**Ethics Training** Next Due 05/06/2020

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



**KEVIN MCKINLEY**

2nd Term Mar 29, 2016 - Feb 28, 2021

**Appointing Authority** Nominated by P&PE/Appointed by the Mayor

**Seat** Seat D

**SEI Form 700 On file** Current

**Ethics Training** Next Due 05/21/2020

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

### Profile

Bob  
First Name

Rose  
Last Name

Indicate which council district you live or work in. \*

Other

[Redacted]  
Email Address

[Redacted]  
Primary Phone

### City Advisory Body Information

Which Boards would you like to apply for?

Housing Code Advisory and Appeals Board: Eligible

Question applies to Housing Code Advisory and Appeals Board

Please check EACH seat for which you are eligible to serve (pull down menu) \*

Seat C - Member who is not an employee of the City of Sacramento

### Applicant Interest Statement

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

As a retired Neighborhood Code Manager, I believe I can contribute effectively to this important function. My education and 30+ years of experience with the City of Sacramento's neighborhoods, businesses, and citizens would enable me to assist with reaching fair and equitable decisions related to code and housing appeal cases. This would also allow me to continue supporting important City-related functions and community involvement.

### Qualification Confirmation

**List all experience specific to the board or commission seat you are applying for.**

30+ years of researching, investigating, preparing, presenting and participating in the Neighborhood Code Enforcement appeal hearing processes.

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**Prior Service**

**List any current or prior service on a City of Sacramento Board or Commission**

None

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**Education**

01/90-05/00

Attended (mm/yy - mm/yy):

Bob Rose

Institution Name:

AA - Administration of Justice

Degree Earned & Area of Study:

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**Employment**

02/86-12/16

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

City of Sacramento 915 I St.  
Sacramento, CA 95814

Employer Name & Address:

**Job Duties**

Manager, Code Enforcement Division Led a specialized team of code enforcement officers Managed a 1.5 million dollar budget; operating within budget allocations Coordinated programs that balanced the needs of the City, local businesses, homeowners, and the surrounding communities Designed, implemented, and maintained multiple code enforcement programs including Business, Entertainment, Taxicab, Tobacco Retailer Licensing, Neighborhood Code Compliance, Vehicle Abatement, Mobile Food Vending, Illegal Outdoor Vending, Illegal Dumping, Recycling, Graffiti Abatement, and Medical Marijuana Dispensaries Presented to City Council, local business owners/groups, homeowners, and neighborhood associations Investigated violations, prepared cases, testified in court and at public hearings Prepared affidavits, obtained inspection warrants, conducted abatements Trained code enforcement officers; revised policies and procedures manual Wrote reports, researched codes, and explained regulations to the general public. Volunteer - Community Service City of Sacramento Neighborhood Cleanup/Beautification Projects St. Anna's Greek Orthodox Church Food Festival Fund Raisers

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**Business Ownership**

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**Acknowledgments**

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**Application Information Acknowledgment**

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You agree that all of the information you have provided on this application is true and correct.

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I Agree

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**Commissioner Training**

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You agree that if appointed a board or commission of the City of Sacramento you will complete all training required of commissioners.

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I Agree

Question applies to multiple boards

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**Statement of Economic Interest Filing**

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You agree that you will complete the initial Statement of Economic Interest Form 700 within 30 days of reappointment and annually thereafter. You understand that failure to complete this filing is cause for removal.

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I Agree

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**Referral**

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How did you hear about the opening? \*

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Employee Referral

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**Accommodation Information**

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**Demographics**

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**Ethnicity \***

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[REDACTED]

**Gender \***

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[REDACTED]

**Sexual Orientation \***

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[REDACTED]

[REDACTED]

Date of Birth

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## Profile

Camille

First Name

Dixon

Last Name

Indicate which council district you live or work in. \*

Council District 7

[Redacted]

Email Address

[Redacted]

Primary Phone

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## City Advisory Body Information

Which Boards would you like to apply for?

Housing Code Advisory and Appeals Board: Eligible

Question applies to Housing Code Advisory and Appeals Board

Please check EACH seat for which you are eligible to serve (pull down menu) \*

Seat C - Member who is not an employee of the City of Sacramento

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## Applicant Interest Statement

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

Serving on the Housing Code and Advisory Appeals board would enable me to have an impact at the local level. I am currently a Hearing Examiner for Code Enforcement and Cannabis, and I hear matters pertaining to housing and building codes and cannabis ordinances. Additionally, I work for the state where I oversee matters pertaining to insurance and make decisions on boards, committees, and represent the Department on various insurance-related matters. Prior to my time at the Department of Insurance I worked at a tax agency for the State of California where I made recommendations regarding complex tax appeals to the Chair of the Board. I've also worked in property management, for the criminal courts, and the City of Vallejo Public Works department. Working in various positions over the years has provided me with a skill set that includes interpreting the law, regulations, and ordinances, exercising patience and discretion during difficult proceedings, and working with various groups to come up with feasible solutions to difficult problems. In terms of my education I hold two law degrees: a J.D. and an LL.M. in taxation. I also have a Bachelor of Arts degree in Political Science and an Associate of Arts degree in Paralegal Studies. I would very much appreciate an opportunity to serve on the Housing Code Advisory and Appeals Board and apply my stated experiences to this appeals process.

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## **Qualification Confirmation**

**List all experience specific to the board or commission seat you are applying for.**

I have the following specific experiences: Interpreting ordinances and codes pertaining to building and housing matters. Advising on various matters pertaining to the Insurance Code, Tax Code, and other regulations and ordinances. Working with various levels of government. Drafting decisions. Communicating effectively and dealing with different types of personalities.

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## **Prior Service**

**List any current or prior service on a City of Sacramento Board or Commission**

I am currently a Hearing Examiner for Code Enforcement and Cannabis appeals.

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## **Education**

08/10-05/15

Attended (mm/yy - mm/yy):

Golden Gate University School of Law

Institution Name:

J.D. in law and LL.M in tax

Degree Earned & Area of Study:

09/06-06/08

Attended (mm/yy - mm/yy):

California State University East Bay

Institution Name:

B.A. - Political Science

Degree Earned & Area of Study:

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## Employment

03/16-current

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

- 300 Capitol Mall, Suite 16,  
Sacramento, CA 95814

Employer Name & Address:

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## Job Duties

Represent the Department on boards, working groups, and committees. Educate insurers about various insurance-related matters. Speak publicly at conferences, workshops, and other public venues. Analyze statutes, regulations, and other sources of law to make recommendations to various executive leaders. Draft budget proposals, legislative analyses, and make recommendations regarding program streamlining and efficiency.

10/12-03/16

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

California State Board of  
Equalization

Employer Name & Address:

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## Job Duties:

Prepared legal briefs and make recommendations regarding complex tax appeals. Represented the Chair at various events. Testified before the Legislature in support, or opposition, about various tax bills going before tax-related committees. Drafted various types of tax-related correspondence. Provided technical assistance to various legislative committees that the Chair supported.

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## Business Ownership

N/A

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

N/A

Business Name & Address:

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## Type of Business or Service Rendered:

N/A

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## Acknowledgments

## Application Information Acknowledgment

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You agree that all of the information you have provided on this application is true and correct.

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I Agree

## Commissioner Training

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You agree that if appointed a board or commission of the City of Sacramento you will complete all training required of commissioners.

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I Agree

Question applies to multiple boards

## Statement of Economic Interest Filing

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You agree that you will complete the initial Statement of Economic Interest Form 700 within 30 days of reappointment and annually thereafter. You understand that failure to complete this filing is cause for removal.

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I Agree

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## Referral

How did you hear about the opening? \*

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- Employee Referral  
 Other

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## Accommodation Information

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

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None.

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## Demographics

**Ethnicity \***

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[REDACTED]

**Gender \***

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[REDACTED]

**Sexual Orientation \***

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[REDACTED]

[REDACTED]

Date of Birth

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**Profile**

Embert

First Name

Madison

Last Name

**Indicate which council district you live or work in. \***

Council District 4

  
Email Address

  
Primary Phone

**City Advisory Body Information**

**Which Boards would you like to apply for?**

Housing Code Advisory and Appeals Board: Eligible

Question applies to Housing Code Advisory and Appeals Board

**Please check EACH seat for which you are eligible to serve (pull down menu) \***

Seat C - Member who is not an employee of the City of Sacramento

**Applicant Interest Statement**

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

I am looking for an opportunity to give back to my Sacramento community by providing thoughtful and reliable public service in an area that I have knowledge and experience. I am a practicing attorney and real estate broker with extensive local government experience. Prior to being self-employed I worked in the California Legislature and the Office of Legislative Counsel working on local government and real estate issues.

**Qualification Confirmation**

**List all experience specific to the board or commission seat you are applying for.**

Licensed attorney practicing in real estate; previously worked at a law firm that acted as city attorney for numerous cities in Northern California; strong legal background in local entitlements, zoning, and finance; previously worked at the Office of Legislative Counsel drafting law under the California housing and real estate laws.

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**Prior Service**

**List any current or prior service on a City of Sacramento Board or Commission**

None

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**Education**

08/2009-05/2013

Attended (mm/yy - mm/yy):

UC Davis

Institution Name:

J.D.

Degree Earned & Area of Study:

07/2003-05/2005

Attended (mm/yy - mm/yy):

UC Riverside

Institution Name:

English, B.A

Degree Earned & Area of Study:

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**Employment**

08/2018-Present

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

The Fashion Law Group

Employer Name & Address:

**Job Duties**

I am a local, practicing real estate and business attorney.

07/2016-08/2018

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



Churchwell White LLP

Employer Name & Address:

**Job Duties:**

Provide city attorney services to cities throughout Northern California.

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**Business Ownership**

05/2013-Present

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

Estate, 3257 Folsom Blvd,  
Sacramento, CA 95816

Business Name & Address:

**Type of Business or Service Rendered:**

I am a local real estate broker associated with Amen Real Estate.

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**Acknowledgments**

**Application Information Acknowledgment**

You agree that all of the information you have provided on this application is true and correct.

I Agree

**Commissioner Training**

You agree that if appointed a board or commission of the City of Sacramento you will complete all training required of commissioners.

I Agree

Question applies to multiple boards

**Statement of Economic Interest Filing**

You agree that you will complete the initial Statement of Economic Interest From 700 within 30 days of reappointment and annually thereafter. You understand that failure to complete this filing is cause for removal.

I Agree

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**Referral**

How did you hear about the opening? \*

City of Sacramento Website

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**Accommodation Information**

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

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None.

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**Demographics**

Ethnicity \*

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Gender \*

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Sexual Orientation \*

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Date of Birth

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### Profile

George

First Name

Antablian

Last Name

Indicate which council district you live or work in. \*

Council District 1

[Redacted]

Email Address

[Redacted]

Primary Phone

### City Advisory Body Information

Which Boards would you like to apply for?

Housing Code Advisory and Appeals Board: Eligible

Question applies to Housing Code Advisory and Appeals Board

Please check EACH seat for which you are eligible to serve (pull down menu) \*

Seat C - Member who is not an employee of the City of Sacramento

### Applicant Interest Statement

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

I have lived and made investments in the city of Sacramento now for over 10 years. I have worked to purchase properties in the past, fix them up and provide low income housing to the community. I would like to serve on the Board to assist to help keep the city safe and beautiful.

### Qualification Confirmation

List all experience specific to the board or commission seat you are applying for.

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I have been a landlord for over 10 years in the city. I work to bring properties up to current standards. I provide low income housing to residents of the city. I would love the opportunity to help address some of the issues that currently exist throughout the city.

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## Prior Service

List any current or prior service on a City of Sacramento Board or Commission

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None

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## Education

08/04 - 05/07

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Attended (mm/yy - mm/yy):

CSU Chico

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Institution Name:

Political Science Legal Studies

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Degree Earned & Area of Study:

05/08 - 06/09

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Attended (mm/yy - mm/yy):

CSU Sacramento

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Institution Name:

Crime and Intelligence Certificate

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Degree Earned & Area of Study:

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## Employment

01/08 - 08/14

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

Emergency Services - 3650 Schriever Ave  
Mather, CA

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Employer Name & Address:

## Job Duties

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• Coordinate with State, Local and Federal partners • Coordinate State efforts to address and combat Human Trafficking • Draft new State/Federal legislation to address multiple issues • Worked on international law enforcement issues with U.S. and Mexico • Sat on Nuclear State Task Force • Trained numerous staff in Emergency Management & Homeland Security • Worked jointly with other divisions on a multitude of projects • Analyze terrorism awareness issues and information sharing policies • Worked to amend federal grant guidance • Assisted with Human Trafficking investigations • Analyze numerous fiscal policy issues • Completed multiple Intelligence Analyst training programs • Public Assistance and Recovery specialist for State/Federal disasters • Analyzed the impacts of legislation on homeland security & emergency management policy • Successfully credential the State of California in Emergency Management through the Emergency Management Assessment Program (EMAP)

08/14 - Present

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

Corrections and Rehabilitation -  
9850 Twin Cities Road Galt, CA

Employer Name & Address:

## Job Duties:

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• Oversees the management responsibilities of five staff members • Testing all Basic Peace Officer Institute academy and transitional cadets • Ensures the cadet database information relating to the tactical and academic performance scores is timely and accurately updated and maintained for reporting and historical tracking purposes • Oversees and troubleshoots issues relating to the test bank exam and scoring software systems • Coordinate and consult with the Commission on Peace Officer Standards and Training (POST) • Administer POST's Testing Management Administration System (TMAS) • Responds to inquiries from executive management, other state agencies, field personnel, and academy records and POST training mandates.

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## Business Ownership

### Type of Business or Service Rendered:

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I own approximately 15 rental properties in the greater Sacramento area. While I don't own a business, all properties are listed under my name as an individual.

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## Acknowledgments

### Application Information Acknowledgment

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**You agree that all of the information you have provided on this application is true and correct.**

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I Agree

## Commissioner Training

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You agree that if appointed a board or commission of the City of Sacramento you will complete all training required of commissioners.

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I Agree

Question applies to multiple boards

## Statement of Economic Interest Filing

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I Agree

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## Referral

How did you hear about the opening? \*

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City of Sacramento Website

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## Accommodation Information

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## Demographics

Ethnicity \*

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Gender \*

---

Sexual Orientation \*

---

Date of Birth

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### Profile

Shane

First Name

Diller

Last Name

Indicate which council district you live or work in. \*

Council District 3

  
Email Address

  
Primary Phone

### City Advisory Body Information

Which Boards would you like to apply for?

Housing Code Advisory and Appeals Board: Eligible

Question applies to Housing Code Advisory and Appeals Board

Please check EACH seat for which you are eligible to serve (pull down menu) \*

Seat C - Member who is not an employee of the City of Sacramento

### Applicant Interest Statement

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

As a lifelong resident of the City of Sacramento I was pleased to see this opportunity to use my professional skill set to serve my hometown. With an education in public administration and a strong background in both the investigation/ enforcement of codes and in the defense of individuals accused of violations I feel I bring a unique perspective that will assist the City of Sacramento in maintaining a healthy and safe housing environment, while also helping to protect the rights of individuals noticed of code violations. I look forward to being considered for this opportunity to give back.

### Qualification Confirmation

**List all experience specific to the board or commission seat you are applying for.**

I have over 15 years of experience performing and supervising the inspection of code violations, including housing violations. Part of my professional responsibility has been interpreting codes, ensuring that due process has been provided and providing information and referrals for housing assistance. In 2017 and 2018 I sat on the California State Senate's Ghostship Fire working group, examining and recommending changes in state law that would provide for a safer housing environment, while addressing the state's housing crisis. Since 2016 I have served on the board of directors of the California Building Official's Association, currently as Vice President.

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**Prior Service**

**List any current or prior service on a City of Sacramento Board or Commission**

None

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**Education**

08/12-08/14

Attended (mm/yy - mm/yy):

Univeristy of San Francisco

Institution Name:

Masters in Public Administration

Degree Earned & Area of Study:

08/10-07/12

Attended (mm/yy - mm/yy):

University of Phoenix

Institution Name:

Bachelor in Criminal Justice

Degree Earned & Area of Study:

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**Employment**

08/06-02/19

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

City of Elk Grove 8401 Laguna  
Palms Way Elk Grove CA 95758

Employer Name & Address:

**Job Duties**

As Assistant Director of Development Services I oversee the city's Building Safety and Code Enforcement Divisions. I assist in the management of the City's housing and homeless outreach efforts, and zoning administration.



01/04-10/06

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

City of Isleton 101 2nd St. Isleton  
CA 95641

Employer Name & Address:

**Job Duties:**

As Chief of Police I oversaw the city's police department, fire marshal position, and code enforcement function. I also served as a battalion chief in the city's volunteer fire department. The last 8 months I was with Isleton I served as their City Manager and Police Chief jointly.

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**Business Ownership**

06/99-01/04

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

Diller Investigative Services 1120 J  
Street Ste B Sac CA 95814

Business Name & Address:

**Type of Business or Service Rendered:**

As owner and operated I provided criminal defense, civil tort, and personal injury investigative services to attorney's and businesses. I also provided security consulting and protection services to state agencies, schools, and businesses.

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**Acknowledgments**

**Application Information Acknowledgment**

**You agree that all of the information you have provided on this application is true and correct.**

I Agree

**Commissioner Training**

**You agree that if appointed a board or commission of the City of Sacramento you will complete all training required of commissioners.**

I Agree

Question applies to multiple boards

**Statement of Economic Interest Filing**

**You agree that you will complete the initial Statement of Economic Interest Form 700 within 30 days of reappointment and annually thereafter. You understand that failure to complete this filing is cause for removal.**

I Agree

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**Referral**

How did you hear about the opening? \*

- City of Sacramento Website
- Employee Referral

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**Accommodation Information**

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**Demographics**

Ethnicity \*

[REDACTED]

Gender \*

[REDACTED]

Sexual Orientation \*

[REDACTED]

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Date of Birth