

File No. 171272

Committee Item No. 4

Board Item No. 27

### COMMITTEE/BOARD OF SUPERVISORS

#### AGENDA PACKET CONTENTS LIST

Committee: Rules Committee

Date December 6, 2017

Board of Supervisors Meeting

Date December 12, 2017

#### Cmte Board

- |                                     |                                     |  |
|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Motion                                       |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Resolution                                   |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Ordinance                                    |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Legislative Digest                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Budget and Legislative Analyst Report        |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Youth Commission Report                      |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Introduction Form                            |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Memorandum of Understanding (MOU)            |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Grant Information Form                       |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Grant Budget                                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Subcontract Budget                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Contract/Agreement                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Form 126 - Ethics Commission                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Award Letter                                 |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Application                                  |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Form 700                                     |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Vacancy Notice                               |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Information Sheet                            |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Public Correspondence                        |

OTHER (Use back side if additional space is needed)

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Completed by: Alisa Somera Date December 1, 2017  
Completed by: Alisa Somera Date December 8, 2017

1 [Appointments, Inclusionary Housing Technical Advisory Committee - John Elberling,  
2 Fernando Marti, Whitney Jones, and Shannon Way]

3 **Motion appointing John Elberling, Fernando Marti, Whitney Jones, and Shannon Way**  
4 **(residency requirement waived) to the Inclusionary Housing Technical Advisory**  
5 **Committee, for terms expiring three months after the date the City Controller produces**  
6 **the Economic Feasibility Analysis of the inclusionary affordable housing obligations**  
7 **required by Planning Code, Section 415.10.**

8  
9       MOVED, That the Board of Supervisors of the City and County of San Francisco does  
10 hereby appoint the hereinafter designated persons to serve as members of the Inclusionary  
11 Housing Technical Advisory Committee, pursuant to the provisions in Administrative Code,  
12 Article XXIX, Chapter 5, Sections 5.29-1 through 5.29-7, for the terms specified:

13       John Elberling, seat 1, new appointment, must have experience and expertise in the  
14 development finance, for a term expiring three months after the date the City Controller  
15 produces the Economic Feasibility Analysis of the inclusionary affordable housing obligations  
16 required by Planning Code, Section 415.10.

17       Fernando Marti, seat 2, new appointment, must have experience and expertise in the  
18 development finance, for a term expiring three months after the date the City Controller  
19 produces the Economic Feasibility Analysis of the inclusionary affordable housing obligations  
20 required by Planning Code, Section 415.10.

21       Whitney Jones, seat 3, new appointment, must have experience and expertise in the  
22 development finance, for a term expiring three months after the date the City Controller  
23 produces the Economic Feasibility Analysis of the inclusionary affordable housing obligations  
24 required by Planning Code, Section 415.10.

1 Shannon Way (residency requirement waived), seat 4, new appointment, must have  
2 experience and expertise in the development finance, for a term expiring three months after  
3 the date the City Controller produces the Economic Feasibility Analysis of the inclusionary  
4 affordable housing obligations required by Planning Code, Section 415.10.

5 FURTHER MOVED, That the Board of Supervisors makes the following findings:

6 1. The membership of the Inclusionary Housing Technical Advisory Committee has  
7 a goal to be representative of the diversity of the City and County of San Francisco.

8 2. Applicant Shannon Way, who is not a resident of San Francisco, is a person  
9 with experience that uniquely qualifies them to serve on the Local Homeless Coordinating  
10 Board.

11 3. The Inclusionary Housing Technical Advisory Committee has attempted to fill  
12 the position, for which Shannon Way was nominated, with individuals who are City residents  
13 and who have the specific experience, skills, and qualifications, but have been unable to do  
14 so at this time. The Rules Committee has certified that Shannon Way is qualified to serve on  
15 the Inclusionary Housing Technical Advisory Committee.

16 4. After exercising due diligence, the Board of Supervisors concludes that there are  
17 no other possible representatives, who are residents of San Francisco, and who have the  
18 specific experience, skills, or qualifications possessed by these applicants, and who are  
19 willing to serve on the Inclusionary Housing Technical Advisory Committee at this time; and,  
20 be it

21 FURTHER MOVED, That the Board of Supervisors waives the residency requirements  
22 for Shannon Way, as allowed in cases where no qualified City resident, willing to serve, can  
23 be found, pursuant to Charter, Section 4.101(a)(2), that requires person(s) appointed to  
24 boards, commissions, and advisory bodies established by legislative act of the Board of  
25 Supervisors to be resident(s) of the City and County of San Francisco.



**Board of Supervisors  
City and County of San Francisco  
1 Dr. Carlton B. Goodlett Place, Room 244  
(415) 554-5184 FAX (415) 554-5163**

**Application for Boards, Commissions, Committees, & Task Forces**

Name of Board, Commission, Committee, or Task Force: INCLUSIONARY HOUSING TECHNICAL ADVISORY COMMITTEE

Seat # or Category (If applicable): n/a District: n/a

Name: JOHN ELBERLING

Home Address: [REDACTED] Zip: 94107

Home Phone: [REDACTED] Occupation: PRESIDENT

Work Phone: 415-896-1882 Employer: TENANTS AND OWNERS DEVELOPMENT CORP.

Business Address: 230 FOURTH STREET SAN FRANCISCO CA Zip: 94103

Business E-Mail: JOHNE@TODCO.ORG Home E-Mail: [REDACTED]

Pursuant to Charter, Section 4.101(a)(2), Boards and Commissions established by the Charter must consist of electors (registered voters) of the City and County of San Francisco. For certain other bodies, the Board of Supervisors can waive the residency requirement.

Check All That Apply:

Resident of San Francisco: Yes  No  If No, place of residence: \_\_\_\_\_

Registered Voter in San Francisco: Yes  No  If No, where registered: \_\_\_\_\_

Pursuant to Charter, Section 4.101(a)(1), please state how your qualifications represent the communities of interest, neighborhoods, and the diversity in ethnicity, race, age, sex, sexual orientation, gender identity, types of disabilities, and any other relevant demographic qualities of the City and County of San Francisco:

40 Year South of Market Community Advocate

**Business and/or professional experience:**


40 Years as nonprofit affordable housing development professional.

**Civic Activities:**

Member of previous Inclusionary Housing TAC in 2016-17.

Have you attended any meetings of the Board/Commission to which you wish appointment?    Yes  No

Appointments confirmed by the Board of Supervisors require an appearance before the Rules Committee. Once your application is received, the Rules Committee Clerk will contact you when a hearing is scheduled. *(Please submit your application 10 days before the scheduled hearing.)*

Date: 11/2/17 Applicant's Signature: (required) 

(Manually sign or type your complete name.  
NOTE: By typing your complete name, you are hereby consenting to use of electronic signature.)

**Please Note:** Your application will be retained for one year. Once completed, this form, including all attachments, become public record.

FOR OFFICE USE ONLY:  
Appointed to Seat #: \_\_\_\_\_ Term Expires: \_\_\_\_\_ Date Seat was Vacated: \_\_\_\_\_



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City and County of San Francisco  
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**Application for Boards, Commissions, Committees, & Task Forces**

Name of Board, Commission, Committee, or Task Force: Inclusionary Housing Technical Advisory Committee

Seat # or Category (If applicable): \_\_\_\_\_ District: \_\_\_\_\_

Name: Whitney Jones

Home Address: [REDACTED] Zip: 94110

Home Phone: [REDACTED] Occupation: Housing Director

Work Phone: 415-929-0757 Employer: Chinatown Community Development Center

Business Address: 1525 Grant Avenue Zip: 94133

Business E-Mail: wjones@chinatowncdc.org Home E-Mail: [REDACTED]

**Pursuant to Charter, Section 4.101(a)(2), Boards and Commissions established by the Charter must consist of electors (registered voters) of the City and County of San Francisco. For certain other bodies, the Board of Supervisors can waive the residency requirement.**

Check All That Apply:

Resident of San Francisco: Yes  No  If No, place of residence: \_\_\_\_\_

Registered Voter in San Francisco: Yes  No  If No, where registered: \_\_\_\_\_

**Pursuant to Charter, Section 4.101(a)(1), please state how your qualifications represent the communities of interest, neighborhoods, and the diversity in ethnicity, race, age, sex, sexual orientation, gender identity, types of disabilities, and any other relevant demographic qualities of the City and County of San Francisco:**

I live in the Mission District and develop affordable housing that primarily houses low income people of color

**Business and/or professional experience:**

I have been in housing development, both at Chinatown CDC and in Washington, DC, for over 25 years.

**Civic Activities:**

Previous service on the TAC  
Board member of Mission Economic Development Agency  
Former Board member of Creativity Explored

Have you attended any meetings of the Board/Commission to which you wish appointment? Yes  No

Appointments confirmed by the Board of Supervisors require an appearance before the Rules Committee. Once your application is received, the Rules Committee Clerk will contact you when a hearing is scheduled. *(Please submit your application 10 days before the scheduled hearing.)*

Date: 11/15/2017 Applicant's Signature: (required) Whitney Jones

(Manually sign or type your complete name.  
NOTE: By typing your complete name, you are hereby consenting to use of electronic signature.)

**Please Note:** Your application will be retained for one year. Once completed, this form, including all attachments, become public record.

FOR OFFICE USE ONLY:  
Appointed to Seat #: \_\_\_\_\_ Term Expires: \_\_\_\_\_ Date Seat was Vacated: \_\_\_\_\_



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 City and County of San Francisco  
 1 Dr. Carlton B. Goodlett Place, Room 244  
 (415) 554-5184 FAX (415) 554-5163

**Application for Boards, Commissions, Committees, & Task Forces**

Name of Board, Commission, Committee, or Task Force: Inclusionary Housing Technical Advisory Committee

Seat # or Category (If applicable): 1-4 District: \_\_\_\_\_

Name: Fernando Martí

Home Address: [REDACTED] Zip: 94114

Home Phone: [REDACTED] Occupation: Housing Policy

Work Phone: 415-882-0901 Employer: Council of Community Housing Organizations

Business Address: 325 Clementina Street Zip: 94103

Business E-Mail: fernando@sfc-409.org Home E-Mail: [REDACTED]

Pursuant to Charter, Section 4.101(a)(2), Boards and Commissions established by the Charter must consist of electors (registered voters) of the City and County of San Francisco. For certain other bodies, the Board of Supervisors can waive the residency requirement.

Check All That Apply:

Resident of San Francisco: Yes  No  If No, place of residence: \_\_\_\_\_

Registered Voter in San Francisco: Yes  No  If No, where registered: \_\_\_\_\_

Pursuant to Charter, Section 4.101(a)(1), please state how your qualifications represent the communities of interest, neighborhoods, and the diversity in ethnicity, race, age, sex, sexual orientation, gender identity, types of disabilities, and any other relevant demographic qualities of the City and County of San Francisco:

Latino



**Business and/or professional experience:**

Joint Master Degree, M.Architecture and M.City Planning, UC Berkeley, 2000  
CA Licensed Architect  
Urban Designer, Urban Ecology, 2000-2003  
Housing Developer, Mission Housing Development Corporation, 2003-2004  
Architect, Asian Neighborhood Design, 2004-2011  
Co-Director, Council of Community Housing Organizations, 2011-present

**Civic Activities:**

Advisory Board Member, PODER, 2007-present  
Mission Anti-Displacement Coalition, volunteer, 2000-2008  
Eastern Neighborhoods Community Advisory Committee, 2009-present

Have you attended any meetings of the Board/Commission to which you wish appointment?      Yes  No

Appointments confirmed by the Board of Supervisors require an appearance before the Rules Committee. Once your application is received, the Rules Committee Clerk will contact you when a hearing is scheduled. *(Please submit your application 10 days before the scheduled hearing.)*

Date: 10-30-2017      Applicant's Signature: (required) Fernando Martí

(Manually sign or type your complete name.  
NOTE: By typing your complete name, you are hereby consenting to use of electronic signature.)

**Please Note:** Your application will be retained for one year. Once completed, this form, including all attachments, become public record.

**FOR OFFICE USE ONLY:**  
Appointed to Seat #: \_\_\_\_\_ Term Expires: \_\_\_\_\_ Date Seat was Vacated: \_\_\_\_\_



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City and County of San Francisco  
1 Dr. Carlton B. Goodlett Place, Room 244  
(415) 554-5184 FAX (415) 554-5163**

**Application for Boards, Commissions, Committees, & Task Forces**

Name of Board, Commission, Committee, or Task Force: Inclusionary Housing Technical Advisory Committee

Seat # or Category (If applicable): \_\_\_\_\_ District: n/a

Name: Shannon Way

Home Address: \_\_\_\_\_ Zip: 94608

Home Phone: \_\_\_\_\_ Occupation: Nonprofit Housing Services

Work Phone: 415-202-5463 Employer: Homeownership SF

Business Address: 275 Fifth Street Ste 314 Zip: 94103

Business E-Mail: shannon@homeownershipsf.org Home E-Mail: none

**Pursuant to Charter, Section 4.101(a)(2), Boards and Commissions established by the Charter must consist of electors (registered voters) of the City and County of San Francisco. For certain other bodies, the Board of Supervisors can waive the residency requirement.**

Check All That Apply:

Resident of San Francisco: Yes  No  If No, place of residence: Oakland

Registered Voter in San Francisco: Yes  No  If No, where registered: Oakland/ Alameda County

**Pursuant to Charter, Section 4.101(a)(1), please state how your qualifications represent the communities of interest, neighborhoods, and the diversity in ethnicity, race, age, sex, sexual orientation, gender identity, types of disabilities, and any other relevant demographic qualities of the City and County of San Francisco:**

I am a 3rd generation Bay Area resident and a proud lesbian. I have spent the past 15 years advocating for more equitable access to housing, particularly for communities historically excluded from homeownership based on race and/ or familial status.

**Business and/or professional experience:**

As Executive Director at Homeownership SF, I convene a diverse network of nonprofit housing counseling agencies serving many different populations and neighborhoods of San Francisco. My organization develops culturally appropriate resources and coordinates in-language services and accessibility accommodations to help underserved populations connect with affordable rental housing, to utilize City/ County first time homebuyer programs, and to avoid foreclosure. Prior to this role, I launched the housing services program at the San Francisco LGBT Community Center, which continues to grow and serve our most vulnerable LGBT community members.

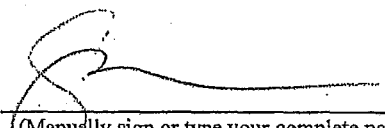
**Civic Activities:**

Homeownership SF Board of Directors, Secretary, 2011 to 2013 (prior to being hired by the organization) and community representative for the SF LGBT Community Center.  
Habitat for Humanity Greater San Francisco, Family Selection Committee, Vice Chair from 2013 to 2015.  
Council of Community Housing Organizations, Steering Committee, 2017

Have you attended any meetings of the Board/Commission to which you wish appointment? Yes  No

Appointments confirmed by the Board of Supervisors require an appearance before the Rules Committee. Once your application is received, the Rules Committee Clerk will contact you when a hearing is scheduled. *(Please submit your application 10 days before the scheduled hearing.)*

Date: 11/1/17 Applicant's Signature: (required)

  
(Manually sign or type your complete name.  
NOTE: By typing your complete name, you are hereby consenting to use of electronic signature.)

**Please Note:** Your application will be retained for one year. Once completed, this form, including all attachments, become public record.

**FOR OFFICE USE ONLY:**

Appointed to Seat #: \_\_\_\_\_ Term Expires: \_\_\_\_\_ Date Seat was Vacated: \_\_\_\_\_

BOARD of SUPERVISORS



City Hall  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco 94102-4689  
Tel. No. 554-5184  
Fax No. 554-5163  
TDD/TTY No. 554-5227

## VACANCY NOTICE

### INCLUSIONARY HOUSING TECHNICAL ADVISORY COMMITTEE

NOTICE IS HEREBY GIVEN of the following seat information and term expirations (in bold), appointed by the Board of Supervisors:

**Vacant Seat 1**, new appointment, must have experience and expertise in the development finance, for a term expiring three months after the date the City Controller produces the Economic Feasibility Analysis of the inclusionary affordable housing obligations required by Planning Code, Section 415.10.

**Vacant Seat 2**, new appointment, must have experience and expertise in the development finance, for a term expiring three months after the date the City Controller produces the Economic Feasibility Analysis of the inclusionary affordable housing obligations required by Planning Code, Section 415.10.

**Vacant Seat 3**, new appointment, must have experience and expertise in the development finance, for a term expiring three months after the date the City Controller produces the Economic Feasibility Analysis of the inclusionary affordable housing obligations required by Planning Code, Section 415.10.

**Vacant Seat 4**, new appointment, must have experience and expertise in the development finance, for a term expiring three months after the date the City Controller produces the Economic Feasibility Analysis of the inclusionary affordable housing obligations required by Planning Code, Section 415.10.

Reports: The Advisory Committee is not required to prepare written reports, but they will consult with the City Controller on the Economic Feasibility Analysis of the City's inclusionary affordable housing obligations set forth in Planning Code, Section 415 et seq.

Sunset Date: None.


Additional information relating to the Inclusionary Housing Technical Advisory Committee may be obtained by reviewing Administrative Code, Chapter 2B, available at <http://www.sfbos.org/sfmunicodes> or by visiting the Advisory Committee's website at <http://sfcontroller.org/inclusionary-housing-technical-advisory-committee>.

Interested persons may obtain an application from the Board of Supervisors' website at [http://www.sfbos.org/vacancy\\_application](http://www.sfbos.org/vacancy_application) or from the Rules Committee Clerk, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102-4689. Completed applications should be submitted to the Clerk of the Board. All applicants must be U.S. citizens, and, unless otherwise stated, residents of San Francisco.

**Next Steps:** Applicants who meet minimum qualifications will be contacted by the Rules Committee Clerk once the Rules Committee Chair determines the date of the hearing. Members of the Rules Committee will consider the appointment(s) at the meeting and applicant(s) may be asked to state their qualifications. The appointment(s) of the individual(s) who are recommended by the Rules Committee will be forwarded to the Board of Supervisors for final approval.

*Please Note: Depending upon the posting date, this vacancy may have already been filled. To determine if the vacancy for this Board is still available or if you require additional information, please call the Rules Committee Clerk at (415) 554-5184.*

*Further Note: Additional seats on this body may be available through other appointing authorities, including the Mayor's Office.*

  
Angela Calvillo  
Clerk of the Board

DATED/POSTED: October 25, 2017

San Francisco  
BOARD OF SUPERVISORS

Date Printed: March 24, 2017

Date Established:

June 12, 2016

Active

**INCLUSIONARY HOUSING TECHNICAL ADVISORY COMMITTEE**

**Contact and Address:**

Maura Lane c/o Controller  
Controller  
City Hall Room 316  
San Francisco, CA 94102

Phone: (415) 554-7500

Fax: (415) 554-7466

Email: Maura.Lane@sfgov.org

**Authority:**

Administrative Code, Article XXIX, Chapter 5, Sections 5.29-1 through 5.29-7 (File No. 160255; Ord. No. 76-16).

**Board Qualifications:**

With the support of independent consultants as deemed appropriate by the Controller and with advice on setting qualifications and criteria (or consultant selection from the Inclusionary Housing Technical Advisory Committee established in Administrative Code Chapter 5, Article XXIX, the Controller, in consultation with relevant City Departments and the Inclusionary Housing Technical Advisory Committee, shall conduct a feasibility study of the City's inclusionary affordable housing obligations set forth in Planning Code Section 415 et seq., including but not limited to the affordable housing fee and on-site and off-site alternatives, and shall submit a report to the Board of Supervisors by July 31, 2016 and by October 31 for subsequent years.

Thereafter, the Controller, in consultation with the Department and the Inclusionary Housing Technical Advisory Committee, shall repeat this process at least every 36 months, or more frequently as deemed necessary by the Controller in response to a significant shift in economic or market conditions.

Membership: The Advisory Committee shall consist of eight members. All members shall have experience and expertise in development finance. The Board of Supervisors shall appoint members to Seats 1 through 4, and the Mayor shall appoint members to Seats 5 through 8.

"R Board Description" (Screen Print)

San Francisco  
BOARD OF SUPERVISORS

Each member shall serve at the pleasure of the member's appointing authority. Each member appointed to the Advisory Committee in 2016 shall serve until three months after the date the Controller produces the first economic feasibility analysis required by Planning Code Section 415.10, at which point the member's term shall expire.

The Board of Supervisors and the Mayor shall appoint new members to the Advisory Committee in anticipation of each subsequent economic feasibility analysis by the Controller, and those members' terms shall similarly expire three months after the date the Controller produces the economic feasibility analysis required by Planning Code Section 415.10. Members shall not hold over after the expiration of their terms.

If a vacancy occurs in any seat on the Advisory Committee, the appointing authority for the vacated seat shall appoint a successor to that seat.

Members of the Advisory Committee shall receive no compensation from the City for serving on the Advisory Committee.

Any member who misses three regular meetings of the Advisory Committee without the express approval of the Advisory Committee at or before each missed meeting shall be deemed by operation of law to have resigned from the Advisory Committee ten days after the third unapproved absence. The Advisory Committee shall inform the appointing authority of the resignation.

The Controller's Office shall provide clerical and administrative support and staffing for the Advisory Committee.

Reports: The Advisory Committee shall provide input and advice to the Controller, the Mayor, the Planning Department and the Board of Supervisors regarding the content of the economic feasibility analysis required by Planning Code Section 415.10. The Advisory Committee shall hold technical workshops to evaluate the fiscal feasibility of various inclusionary housing fees and on-site and off-site alternatives, including evaluating a range of project types, inclusionary percentages, and resident income levels, and assessing whether fiscal feasibility varies within the City across different neighborhoods. The Advisory Committee may, but is not required to, prepare written reports.

Sunset: The Board of Supervisors and Mayor intend the Advisory Committee to last until the enactment of an ordinance removing this Article XXIX from the Administrative Code.

Notwithstanding Rule 2.21 of the Board of Supervisors Rules of Order, which provides that advisory bodies created by the Board should sunset within three years, the Board intends the Advisory Committee to exist for longer than three years.

"R Board Description" (Screen Print)

