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REGULAR MEETING MINUTES  
DECEMBER 14, 2023

**1. CALL TO ORDER & ORDERS OF THE DAY**

**ROLL CALL**

**PRESENT:** Chair Karen Parsons, Vice Chair Ron Cabanayan, Commissioner Manish Bajpai, Commissioner David Hook, Commissioner Timothy Kenny and Commissioner Brett Williamson.

**ABSENT:** None.

**STAFF:** Board Secretary Regina Lizaola, Code Enforcement Inspectors Manuel Duarte, Code Enforcement Supervisors Amber Zenk, Acting Division Manager Joseph Hatfield, Chief Deputy City Attorney Rosa Tsongtaatarii and Deputy City Attorney Leanne Bolano

**CALL TO ORDER**

Chair Parsons convened the Appeals Hearing Board at 6:30 p.m. in the City Council Chambers of City Hall, 200 E. Santa Clara Street, San Jose, CA 95113.

**2. OPENING REMARKS AND APPROVAL OF MINUTES**

**APPROVAL OF MINUTES**

Documents Filed: Draft Meeting Minutes from Appeals Hearing Board Regular Meeting on November 9, 2023.

Action: Upon motion by Commissioner Kenny, seconded by Commissioner Williamson, and abstained by Commissioner Hook and Commissioner Bajpai the minutes for November 9, 2023 was approved. (4-0-2).

**3. REQUEST FOR DEFERRALS**

There was no request for deferrals.

**4. CONSENT CALENDAR**

- a. **980 BOYTON AVE (299-46-023) SUMMARY ABATEMENT**  
(Manuel Duarte, Inspector/ Dorothy M Escarcega, Property Owner)

Documents Filed: Summary Abatement Order and Notice of Public Hearing dated November 28, 2023

Action: Request was made by Commissioner Kenny to clarify and correct the date of the Inspection Notice to Property Owner in Exhibit E of the staff report with Code Inspector Duarte. Code Inspector Duarte confirmed the proper date of the Inspection Notice is 4/8/21.

Property Owner was present via zoom and choose not to present testimony.

Upon motion by Commissioner Kenny, seconded by Commissioner Hook and carried to approve the corrected date of the Inspection Notice and affirm the summary abatement actions as set forth in the Staff Report dated 11/28/23 (6-0-0)

b. **8820 SANTA TERESA BLVD (712-01-010) SUMMARY ABATEMENT**

(Manuel Duarte, Inspector/ Benson Group LLC C/O Donald Benson FFV Coyote LLC C/O Frank Clohan Emc7 LLC C/O William Foster & Gretchen Foster, Donn J Comte, Nancy Bonetti Comte, Glenn C Kral, Susan S Kral, and Jean Beu, Property Owner)

Documents Filed: Summary Abatement Order and Notice of Public Hearing dated November 28, 2023

Upon motion by Commissioner Kenny, seconded by Commissioner Hook and carried to affirm the summary abatement actions as set forth in the Staff Report dated 11/28/23 (6-0-0)

**5. DEFERRED AND/OR CONTINUED ITEMS**

There was no deferred and/or continued items.

**6. PUBLIC HEARINGS**

There was no public hearing items.

**7. REQUEST FOR EXCUSED ABSENCE**

There was no request for excused absence.

**8. OTHER BUSINESS**

The Board re-elected Chair Parsons as Chair of the Appeals Hearing Board and re-elected Vice Chair Cabanayan as Vice Chair.

**9. PUBLIC COMMENT**

Acknowledgement and appreciation by Board of service from Chief Deputy City Attorney Rosa Tsongtaatarii for her many years of service. Welcome our new Deputy City Attorney Leanne Bolano.

**10. ADJOURNMENT**

Upon a motion by Commissioner Kenny, seconded by Vice Chair Cabanayan, and carried unanimously, the Hearing was adjourned at 6:38 p.m.