

AGENDA ITEM REQUEST FORM

Department: Rent Program

Department Head: Nicolas Traylor

Phone: 620-6564

Meeting Date: August 18, 2021

Final Decision Date Deadline: August 18, 2021

STATEMENT OF THE ISSUE: The minutes of the July 21, 2021, Regular Meeting of the Richmond Rent Board require approval.

INDICATE APPROPRIATE BODY

- | | | | | |
|---|---|--|--|---|
| <input type="checkbox"/> City Council | <input type="checkbox"/> Redevelopment Agency | <input type="checkbox"/> Housing Authority | <input type="checkbox"/> Surplus Property Authority | <input type="checkbox"/> Joint Powers Financing Authority |
| <input type="checkbox"/> Finance Standing Committee | <input type="checkbox"/> Public Safety Public Services Standing Committee | <input type="checkbox"/> Local Reuse Authority | <input checked="" type="checkbox"/> Other: <u>Rent Board</u> | |

ITEM

- | | | |
|---|--|--|
| <input type="checkbox"/> Presentation/Proclamation/Commendation (3-Minute Time Limit) | | |
| <input type="checkbox"/> Public Hearing | <input type="checkbox"/> Regulation | <input checked="" type="checkbox"/> Other: <u>CONSENT CALENDAR</u> |
| <input type="checkbox"/> Contract/Agreement | <input type="checkbox"/> Rent Board As Whole | |
| <input type="checkbox"/> Grant Application/Acceptance | <input type="checkbox"/> Claims Filed Against City of Richmond | |
| <input type="checkbox"/> Resolution | <input type="checkbox"/> Video/PowerPoint Presentation (contact KCRT @ 620.6759) | |

RECOMMENDED ACTION: APPROVE the minutes of the July 21, 2021, Regular Meeting of the Richmond Rent Board – Rent Program (Cynthia Shaw 620-5552).

AGENDA ITEM NO:

F-1.

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RICHMOND, CALIFORNIA, July 21, 2021

The Regular Meeting of the Richmond Rent Board was called to order at 5:01 P.M.

Due to the coronavirus (Covid-19) pandemic, Contra Costa County and Governor Gavin Newsom have issued multiple orders requiring sheltering in place, social distancing, and reduction of person-to-person contact. Accordingly, Governor Gavin Newsom has issued executive orders that allow cities to hold public meetings via teleconferencing.

Public comments were confined to items appeared on the agenda and were limited to the methods provided below. DUE TO THE SHELTER IN PLACE ORDERS, and consistent with Executive Order N29-20, the meeting utilized video/teleconferencing only. The following provides information on how the public participated in this meeting.

The public was able to view the meeting using Zoom at the following link:

<https://us02web.zoom.us/j/89824405254?pwd=S1Jva1FZbElxVkJrNEIDMGhuNzFaQT09>

Password: rentboard

Or By Telephone:

US: +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799 or
+1 301 715 8592 or +1 312 626 6799 or +1 646 558 8656

Webinar ID: 898 2440 5254

International numbers available:

<https://us02web.zoom.us/j/kzdDCT9nA>

Community members who wished to make a public comment were required to submit their comments via email by 3:00 p.m. on Wednesday, July 21, 2021, to the Rent Board Clerk, Cynthia Shaw at cynthia_shaw@ci.richmond.ca.us, to be considered into the record.

PLEDGE TO THE FLAG

ROLL CALL

Boardmembers Present: Conner, Johnson, Vasilas, Vice Chair Mishek, and Chair Finlay.

Staff Present: Staff Attorney Charles Oshinuga, and Executive Director Nicolas Traylor.

Absent: None.

STATEMENT OF CONFLICT OF INTEREST

None.

AGENDA REVIEW

On a motion of Chair Finlay, seconded by Boardmember Conner to remove Item F-3 from Consent Calendar for discussion before Item G-1 under Rent Board As A Whole, passed by the following vote: **Ayes:** Boardmembers Conner, Johnson, Vasilas, Vice Chair Mishek and Chair Finlay. **Noes:** None. **Abstentions:** None.

Absent: None.

PUBLIC FORUM

None.

RENT BOARD CONSENT CALENDAR

On motion of Boardmember Conner, seconded by Boardmember Vasilas, the item(s) marked with an (*) were approved unanimously:

*F-1. Approve the minutes of the June 16, 2021, Regular Meeting of the Richmond Rent Board.

*F-2. Receive the Fiscal Year 2020-21 Monthly Activity Report through June 2021.

RENT BOARD AS A WHOLE

F-3. The matter to receive the Rent Program FY 2020-21 Monthly Revenue and Expenditure Report through June 2021 was presented by Chair Finlay. Chair Finlay requested this item be removed from the Consent Calendar because she wanted to discuss the apparent increases in expenditures pertaining to dental

insurance and UAL. Executive Director Nicolas Traylor responded that he would provide Boardmembers with further explanation after discussing this matter with the assigned Budget Analyst in the Finance Department. There were no public comments on this item. Discussion ensued. A motion by Vice Chair Mishek, seconded by Boardmember Johnson, passed by the following vote: **Ayes:** Boardmembers Conner, Johnson, Vasilas, Vice Chair Mishek, and Chair Finlay. **Noes:** None. **Abstentions:** None. **Absent:** None.

G-1. The matter to receive presentation on the activities of the Richmond Rent Board and Richmond Rent Program during the COVID-19 Pandemic (February 2020 through June 30, 2021), was presented by Executive Director Nicolas Traylor. The presentation included an overview of Adoption of Regulations and Resolutions During the Pandemic, Training and Informational Reports Received by the Richmond Rent Board, Landlord/Tenant Appeals Heard by the Richmond Rent Board, COVID-19 Pandemic Related Policies Adopted by the Richmond Rent Board, Rent Program Outreach and Education Activities, Hearings Unit Activities During the Pandemic, Legal Unit Activities, Billing & Collection Activities and Statistics During the Pandemic, Collaborations with the City of Richmond, and information on the Stabilizing of Rent Program Finances. There were no public comments on this item. Discussion ensued. The Board received the presentation and no formal action was taken on this item.

REPORTS OF OFFICERS

Executive Director Nicolas Traylor announced that there had been a selection made for the Deputy Director position and the scheduled start date is at the end of August 2021. He also announced the upcoming Spanish-only workshop, titled Navegando el Proceso de Desalojo en Richmond (Navigating the Eviction Process in Richmond), and held on Friday, July 23, 2021, from 4:00 to 6:00 PM.

ADJOURNMENT

There being no further business, the meeting adjourned at 6:22 P.M.

Cynthia Shaw and Sarah Schaff
Staff Clerks

(SEAL)

Approved:

Virginia Finlay, Rent Board Chair