

AGENDA ITEM REQUEST FORM

Department: Rent Program

Department Head: Bill Lindsay

Phone: 620-6512

Meeting Date: June 21, 2017

Final Decision Date Deadline: June 21, 2017

STATEMENT OF THE ISSUE: The minutes of the May 24, 2017, Special 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"/> Ordinance | <input type="checkbox"/> Other: <u>Training</u> |
| <input type="checkbox"/> Contract/Agreement | <input type="checkbox"/> Council 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 May 24, 2017, Special Meeting – Rent Program (Mariah Fairley/Brenda Ogutu 620-6576).

AGENDA ITEM NO:

G-1.

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RICHMOND, CALIFORNIA, May 24, 2017

The Open Session to Hear Public Comment before Closed Session was called to order at 4:07 PM.

ROLL CALL

Present: Vice Chair Gerould and Rent Board members Combs, Finlay, and Maddock.

Absent: Chair Gray.

PUBLIC COMMENT BEFORE CLOSED SESSION

Cordell Hindler gave comments on the importance of choosing an Executive Director and explained how his experience with Richmond neighborhoods can assist the Executive Director.

ADJOURN TO CLOSED SESSION

The Open Session to Hear Public Comment before Closed Session was adjourned at 4:09 PM.

CLOSED SESSION

The Special Meeting of the Richmond Rent Board was called to order at 4:33 PM.

PLEDGE TO THE FLAG

ROLL CALL

Present: Vice Chair Gerould and Rent Board members Combs, Finlay, and Maddock.

Chair Gray arrived at 4:51 PM.

STATEMENT OF CONFLICT OF INTEREST

None.

AGENDA REVIEW

None.

**REPORT FROM LEGAL COUNSEL OF
FINALS DECISIONS MADE DURING
CLOSED SESSION**

Interim Legal Counsel Michael Roush stated that the Rent Board met in closed session to discuss the Executive Director position. No final action was taken.

PUBLIC FORUM

Cordell Hindler invited the Rent Board to the City of Richmond's Crime Prevention event on June 21st at 7pm at the Recreation Complex. He also appreciated the City Attorney Office's Brown Act presentation at the last Board meeting.

Rick Stein asked about capital improvement compensation. Interim Legal Counsel, Michael Roush, addressed the comment and stated that this is a policy decision that will be brought back to the Board in June.

Lori A. Wickliff gave comments on relocation payment assistance and expressed confusion on this how assistance works. Interim Legal Counsel, Michael Roush, clarified when relocation assistance is required.

RENT BOARD CONSENT CALENDAR

G-1. The matter to approve the minutes of the April 5, 2017 and April 26, 2017 special meetings of the Richmond Rent Board was presented by Interim Staff Clerk Mariah Fairley. A motion made by Board member Finlay, seconded by Vice Chair Gerould, approved the minutes of the April 5, 2017 and April 26, 2017 special meetings of the Richmond Rent Board by unanimous vote, with Chair Gary absent.

PUBLIC HEARINGS

H-1. The matter to (1) receive and approve the Fiscal Year 2016-17 and Fiscal Year 2017-18 Residential Rental Housing Fee Study; (2) adopt

amended Fiscal Year 2016-17 and draft Fiscal Year 2017-18 Rent Program Budgets; and (3) direct staff to prepare a resolution, consistent with the Rent Board's approved Fee Study and adopted Fiscal Year 2016-17 and Fiscal Year 2017-18 budgets, recommending to the City Council approval of the Fiscal Year 2016-17 and Fiscal Year 2017-18 Residential Rental Housing Fees at the next regularly scheduled meeting was presented by City Manager Bill Lindsay and Management Partners. Discussion ensued.

A motion made by Vice Chair Gerould, seconded by Boardmember Maddock, moved to discuss Items H-1 and I-1 together. The motion passed unanimously.

I-1: The matter to adopt Administrative Regulation 17-01 exempting approximately 1,800 Housing Choice Vouchers (Project-Based and Tenant-Based Section 8) and units owned by the Richmond Housing Authority (Nystrom Village and Nevin Plaza) from the definition of Controlled Rental Units as described in RMC 11.100.030(d)(3) was presented by City Manager Bill Lindsay and Interim Rent Program legal counsel Michael Roush. The presentation included information on RHA Rent Subsidy and Payment Standard, Family Rent examples, and changes that impact Family Rent and Subsidy. Discussion ensued, including discussion of H-1.

The following individuals gave comments: Brian Fisher, Ilona Nesmith, Linda Newton, Melvin Willis, Genevieve Richardson, Charles Oshinuga, Oraneet Shikmah Orevi, Gloria Scoggins, and Vincent Brown.

A motion made by Boardmember Combs, seconded by Vice Chair Gerould, moved to close Public Hearing. The motion passed unanimously. Discussion ensued.

A motion made by Chair Gray, seconded by Boardmember Combs, moved to adopt the amended Fiscal Year 2016-17 and draft Fiscal Year 2017-18

Rent Program budgets and hold over discussion of the Fee Study, Fiscal Year 2016-17 and Fiscal Year 2017-18 Residential Rental Housing Fees, and Administrative Regulation 17-01 until the next Board meeting. The motion passed unanimously.

RENT BOARD AS A WHOLE

I-2: The matter to adopt Administrative Regulation 17-02 and direct staff to establish and implement interim guidelines for hearing Rent Adjustment Petitions and Excess Rent Complaints was presented by City Manager Bill Lindsay and Interim Rent Program legal counsel Michael Roush. Discussion ensued. A motion by Boardmember Maddock, seconded by Boardmember Combs, approved Administrative Regulation 17-02 with the following amendments:

Under Section 1. Petitions for Rent Adjustment, Subsection B, is amended to read: “Any person aggrieved by the decision of the hearing examiner may appeal the decision to the Board by filing an appeal, on a form provided by the Board, within 20 business days from the date the Board sends a notice of the decision to the parties.”

Under Section 2. Administrative Complaints for Excess Rent, subsection B is amended to read: “Any person aggrieved by the decision of the hearing examiner may appeal the decision to the Board by filing an appeal, on a form provided by the Board, within 15 business days from the date the Board sends a notice of the decision to the parties.”

The motion passed unanimously.

I-3: The matter to approve a contract with Michael Roush in the amount of \$30,000 for Legal Services was presented by City Manager Bill Lindsay. Discussion ensued. A motion by Chair Gray, seconded by Boardmember Combs, moved to approve a contract with Michael Roush in the amount of \$30,000 for Legal Services. The motion passed unanimously.

I-4: The matter to discuss the establishment of a regular meeting time of the Rent Board on the third Wednesday of every month and consider recording the meetings on KCRT was presented by City Manager Bill Lindsay. Discussion ensued. The IT Director, Sue Hartman, gave comments. A motion made by Chair Gray, seconded by Vice Chair Gerould, moved to establish the regular meetings of the Richmond Rent Board on the third Wednesday of each month at 4:00 PM, not to videotape Rent Board meetings on KCRT, and to have the Rent Board meeting audio recordings available for the public on the website. The motion passed unanimously.

ADJOURNMENT

There being no further business, the meeting adjourned at 7:59 PM.

Mariah Fairley, David Padilla
Staff Clerks

(SEAL)

Approved:

Rent Board Chair

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