

AGENDA ITEM REQUEST FORM

Department: Rent Program

Department Head: Bill Lindsay

Phone: 620-6512

Meeting Date: July 19, 2017

Final Decision Date Deadline: July 19, 2017

STATEMENT OF THE ISSUE: The minutes of the June 21, 2017, 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 June 21, 2017 Regular Meeting – Rent Program (Paige Roosa/Brenda Ogutu 620-6576).

AGENDA ITEM NO:

F-1.

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RICHMOND, CALIFORNIA, June 21, 2017

The Open Session to Hear Public Comment before Closed Session was called to order at 3:03 PM.

ROLL CALL

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

Absent: None.

PUBLIC COMMENT BEFORE CLOSED SESSION

Cordell Hindler gave comments on the abundance of homeowners and renters in Richmond. He is willing to share his expertise with the Executive Director.

ADJOURN TO CLOSED SESSION

The Open Session to Hear Public Comment before Closed Session was adjourned at 3:04 PM.

CLOSED SESSION

The Special Meeting of the Richmond Rent Board was called to order at 5:11 PM.

PLEDGE TO THE FLAG

ROLL CALL

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

Absent: None.

STATEMENT OF CONFLICT OF INTEREST

None.

AGENDA REVIEW

None.

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

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 Contra Costa Civic Theatre's musical, "In the Heights" and appreciated the City Attorney Office's Brown Act presentation at a previous Board meeting.

Mike Parker thanked Rent Boardmembers for their service.

RENT BOARD CONSENT CALENDAR

On motion of Chair Gray, seconded by Vice Chair Gerould, the item(s) marked with an (*) were approved by the unanimous vote of the Rent Board:

*G-1. APPROVE the minutes of the May 24, 2017, Special Meeting of the Richmond Rent Board.

RENT BOARD AS A WHOLE

H-1: The matter to receive an amended Fiscal Year 2016-17 and Fiscal Year 2017-18 Residential Rental Housing Fee Study and recommend to the Richmond City Council a "flat fee" of \$47 for all rental units for Fiscal Year 2016-17 and either a "flat fee" of \$98 for all rental units for Fiscal Year 2017-18 or a "tiered fee" approach for non-controlled and Controlled Rental Units of \$50 and \$193, respectively, was presented by City Manager Bill Lindsay and Management Partners, David Jensen and Christine Butterfield. The presentation included information on a tiered fee

approach, a flat fee approach, and a fee study on how other jurisdictions charge program fees. Discussion ensued. The following individuals gave comments: Mike Parker, Brian Fisher, Grayling Harris, and Steve McElroy. A motion made by Chair Gray, seconded by Boardmember Finlay, moved to recommend to the Richmond City Council, adoption of a “flat fee” of \$47 for all rental units for Fiscal Year 2016-17; adoption of a “flat fee” of \$98 for all rental units for Fiscal Year 2017-18; consideration of late fee payments, similar to those assessed for delinquent Business License Taxes; and consideration of a 50% pass through of the fees. Discussion ensued. A substitute motion made by Vice Chair Gerould, seconded by Boardmember Combs, moved to recommend to the Richmond City Council, adoption of a “flat fee” of \$47 for all rental units for Fiscal Year 2016-17; adoption of a “flat fee” of \$98 for all rental units for Fiscal Year 2017-18; adoption of late fee payments, similar to those assessed for delinquent Business License Taxes; and consideration of lien procedures on delinquent Landlords. Discussion ensued. The substitute motion failed with Vice Chair Gerould and Boardmember Combs voting yes and Chair Gray and Boardmembers Finlay and Maddock voting no. The original motion passed with Chair Gray and Boardmembers Finlay and Maddock voting yes and Vice Chair Gerould and Boardmember Combs voting no.

H-2: The matter to receive a status update on research regarding the City of Richmond’s affordable housing developments and provide direction to staff was presented by Administrative Chief Shasa Curl, Management Analyst Paige Roosa, and Administrative Student Intern Brenda Ogutu. The presentation included information on Housing Choice Voucher Program (Section 8) units, Low Income Housing Tax Credit (LIHTC) units, Section 202 units, and Fair Market units. Discussion ensued. The following individuals gave comments: Diane Luther and Steve McElroy. Chair Gray directed staff to further research how other rent control programs track affordable housing units and how many tenants of affordable housing units have

contacted the Rent Program, in order to get a better sense of the quality of housing provided within these units. No action was taken.

H-3: The matter to direct staff to negotiate and execute legal services contracts for representation of Tenants and Landlords in a total contract amount not to exceed \$155,494 for Fiscal Year 2016-17 and Fiscal Year 2017-18 was made by Administrative Chief Shasa Curl and Management Analyst Paige Roosa. Discussion ensued. The following individual gave comments: Lori D. Wickliff. A motion by Boardmember Maddock, seconded by Boardmember Combs, to direct staff to negotiate and execute legal services contracts for representation of tenants and landlords in a total contract amount not to exceed \$155,494 for Fiscal Year 2016-17 and Fiscal Year 2017-18, ensuring that there is a referral service to make sure that landlord and tenants utilizing these services are covered under the Ordinance; that undocumented immigrants, residents, and citizens all receive the same level of service; that awarded contracts are used to hire additional staff and obtain more resources as opposed to funding current resources and staffing levels; and that staff report back to the Rent Board with updates. The motion passed unanimously with Vice Chair Gerould absent.

REGULATIONS

Time sensitivity caused the Board to hear Item I-3 prior to Item I-1.

I-3: The matter to adopt Regulation 17-05, establishing the 2017 Annual General Adjustment in the amount of 3.4% for tenancies commencing prior to September 1, 2016 was presented by City Manager Bill Lindsay. Discussion ensued. A motion by Boardmember Finlay, seconded by Chair Gray, moved to adopt Regulation 17-05. The motion passed unanimously. The Board directed that staff present at a future Board meeting options concerning if rent increases permitted by the Annual General Adjustment were not taken in full,

whether the increases could be “banked” and if so, for how long and to what amount.

A motion by Boardmember Finlay, seconded by Chair Gray, moved to continue Items I-1, 2, 4, and 6 until the next meeting on July 19th. The motion passed unanimously with Vice Chair Gerould absent.

ADJOURNMENT

There being no further business, the meeting adjourned at 7:21 PM.

Mariah Fairley, Brenda Ogutu
Staff Clerks

(SEAL)

Approved:

Rent Board Chair

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