



## REGULAR MEETING OF THE RENT BOARD OF THE CITY OF RICHMOND

CITY COUNCIL CHAMBERS, COMMUNITY SERVICES BUILDING  
440 Civic Center Plaza, Richmond, CA 94804

**Wednesday, November 20, 2019**

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### **Boardmembers**

Alana Grice Conner  
Virginia Finlay  
Emma Gerould  
Commieolla Duncan  
Lauren Maddock

***Link to Rent Board Meeting Agendas and Accompanying Materials:***

[www.ci.richmond.ca.us/3375/Rent-Board](http://www.ci.richmond.ca.us/3375/Rent-Board)

### **COMMUNICATION ACCESS INFORMATION**

This meeting is being held in a wheelchair accessible location. To request disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact Bruce Soublet, ADA Coordinator, at (510) 620-6509 at least three business days before the meeting date.

### **NOTICE TO PUBLIC**

The City of Richmond encourages community participation at public meetings and has established procedures that are intended to accommodate public input in a timely and time-sensitive way. As a courtesy to all members of the public who wish to participate in Rent Board meetings, please observe the following procedures:

**Public Comment on Agenda Items:** Persons wishing to speak on a particular item on the agenda shall file a speaker form with City staff PRIOR to the Rent Board's consideration of the item on the agenda. Once the clerk announces the item, only those persons who

have previously submitted speaker forms shall be permitted to speak on the item. Each speaker will be allowed up to two minutes to address the Rent Board.

Public Forum: Individuals who would like to address the Rent Board on matters not listed on the agenda or on items remaining on the consent calendar may do so under Public Forum. All speakers must complete and file a speaker's card with City staff prior to the commencement of Public Forum. The amount of time allotted to individual speakers shall be determined based on the number of persons requesting to speak during this item. The time allocation for each speaker will be as follows: 15 or fewer speakers, a maximum of 2 minutes; 16 to 24 speakers, a maximum of 1 and one-half minutes; and 25 or more speakers, a maximum of 1 minute.

Conduct at Meetings: Richmond Rent Board meetings are limited public forums during which the City strives to provide an open, safe atmosphere and promote robust public debate. Members of the public, however, must comply with state law, as well as the City's laws and procedures and may not actually disrupt the orderly conduct of these meetings. The public, for example, may not shout or use amplifying devices, must submit comment cards and speak during their allotted time in order to provide public comment, may not create a physical disturbance, may not speak on matters unrelated to issues within the jurisdiction of the Rent Board or the agenda item at hand, and may not cause immediate threats to public safety.

City Harassment Policy: The City invites public comment and critique about its operations, including comment about the performance of its public officials and employees, at the public meetings of the City Council and boards and commissions. However, discriminatory or harassing comments about or in the presence of City employees, even comments by third parties, may create a hostile work environment, if severe or pervasive. The City prohibits harassment against an applicant, employee, or contractor on the basis of race, religious creed, color, national origin, ancestry, physical disability, medical condition, mental disability, marital status, sex (including pregnancy, childbirth, and related medical conditions), sexual orientation, gender identity, age or veteran status, or any other characteristic protected by federal, state or local law. In order to acknowledge the public's right to comment on City operations at public meetings, which could include comments that violate the City's harassment policy if such comments do not cause an actual disruption under the Council Rules and Procedures, while taking reasonable steps to protect City employees from discrimination and harassment, City Boards and Commissions shall adhere to the following procedures. If any person makes a harassing remark at a public meeting that violates the above City policy prohibiting harassment, the presiding officer of the meeting may, at the conclusion of the speaker's remarks and allotted time: (a) remind the public that the City's Policy Regarding Harassment of its Employees is contained in the written posted agenda; and (b) state that comments in violation of City policy are not condoned by the City and will play no role in City decisions. If any person makes a harassing remark at a public meeting that violates the above City policy, any City employee in the room who is offended by remarks violating the City's policy is excused from attendance at the meeting. No City employee is compelled to remain in attendance

where it appears likely that speakers will make further harassing comments. If an employee leaves a City meeting for this reason, the presiding officer may send a designee to notify any offended employee who has left the meeting when those comments are likely concluded so that the employee may return to the meeting. The presiding officer may remind an employee or any council or board or commission member that he or she may leave the meeting if a remark violating the City's harassment policy is made.

**OPEN SESSION TO HEAR PUBLIC COMMENT BEFORE CLOSED  
SESSION**

**5:00 PM**

**A. ROLL CALL**

**B. PUBLIC COMMENT BEFORE CLOSED SESSION**

**C. ADJOURN TO CLOSED SESSION**

**CLOSED SESSION**

Shimada Room of the Community Services Building

PUBLIC EMPLOYEE EVALUATION (Government Code Section 54957):

Title: Executive Director

## REGULAR MEETING OF THE RICHMOND RENT BOARD

### AGENDA

5:30 PM

**A. PLEDGE TO THE FLAG**

**B. ROLL CALL**

**C. STATEMENT OF CONFLICT OF INTEREST**

**D. AGENDA REVIEW**

**E. PUBLIC FORUM**

**F. RENT BOARD CONSENT CALENDAR**

- F-1.** APPROVE the minutes of the October 16, 2019, Regular Meeting of the Richmond Rent Board. *Cynthia Shaw*
- F-2.** APPROVE the minutes of the October 29, 2019, Special Meeting of the Richmond Rent Board. *Cynthia Shaw*
- F-3.** RECEIVE letters from community members regarding the Fair Rent, Just Cause for Eviction, and Homeowner Protection Ordinance, RMC 11.100. *Cynthia Shaw*
- F-4.** RECEIVE the October 2019 Rent Program Monthly Report. *Paige Roosa*
- F-5.** RECEIVE the Rent Program FY 2019-20 Monthly Revenue and Expenditure Report through October 2019. *Paige Roosa*
- F-6.** RECEIVE a response letter to the constituent letter received by the Board at the June 19, 2019, Regular Meeting. *Nicolas Traylor*

**G. RENT BOARD AS A WHOLE**

- G-1.** RECEIVE a presentation from Rent Program staff members including a summary of termination of tenancy notices filed with the Rent Program by *Nicolas Traylor*  
*Paige Roosa*  
*Vickie Medina*

property type, proposed policy options regarding a proposed Owner Move-In eviction regulation, and an analysis of the anticipated fiscal impact of administering an Owner Move-In eviction regulation, and PROVIDE policy direction to staff.

- G-2.** RECEIVE AND APPROVE the 2018-19 Rent Program Annual Report and DIRECT staff to present the report to the City Council in November or December 2019. *Nicolas Traylor  
Paige Roosa  
Philip Verma*
- G-3.** APPROVE a letter addressed to the Director of Governmental Affairs for the Contra Costa Association of Realtors requesting the inclusion of additional language in both the Disclosures and Disclaimers Advisory and Purchase Agreement Addendum documents and DIRECT staff to transmit the letter and keep the Rent Board apprised of the response from the Contra Costa Association of Realtors. *Paige Roosa*
- G-4.** RECEIVE informational handout on AB 1482 for Richmond and a report from the Executive Director on Rent Program plans to conduct outreach, education, and counseling related to the passage of AB 1482. *Nicolas Traylor*

#### **H. ORAL UPDATES**

- H-1.** Oral Update regarding proposed Rent Board governance regulations. *Nicolas Traylor*

#### **I. REPORTS OF OFFICERS**

#### **J. ADJOURNMENT**

***Any documents produced by the City and distributed to a majority of the Rent Board regarding any item on this agenda will be made available at the Rent Program Office located on the second floor of 440 Civic Center Plaza and will be posted at [www.richmondrent.org](http://www.richmondrent.org).***