

# AGENDA ITEM REQUEST FORM

Department: Rent Program

Department Head: Nicolas Traylor

Phone: 620-6564

Meeting Date: April 15, 2020

Final Decision Date Deadline: April 15, 2020

**STATEMENT OF THE ISSUE:** The minutes of the February 19, 2020, 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 February 19, 2020, Regular Meeting of the Richmond Rent Board – Rent Program (Cynthia Shaw 620-5552).

AGENDA ITEM NO:

**F-1.**

**RICHMOND, CALIFORNIA, February 19, 2020**

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

**PLEDGE TO THE FLAG**

**ROLL CALL**

**Present:** Boardmembers Conner, Duncan, Finlay, and Chair Maddock.

**Absent:** Vice Chair Gerould.

*(Vice Chair Gerould present as of 5:12 P.M.)*

**STATEMENT OF CONFLICT OF INTEREST**

None.

**AGENDA REVIEW**

None.

**PUBLIC FORUM**

Cordell Hindler invited the Board to attend the Council of Industries monthly luncheon held at Hotel Mac in the month of March. He also invited the Board to attend the Contra Costa Mayors Conference, hosted in the town of Danville, held at the California Theatre also in the month of March. He also invited the Board to attend a play held at the Contra Costa Civic Theatre, also held in the month of March.

Elsa Monroe, a resident of Richmond, expressed gratitude to the Board for being in Richmond and for their support of Tenants. She expressed concerns about Landlords who evict Tenants claiming that their parents are moving in just to increase the rents. She also mentioned that she has been subjected to this type of behavior as well as other residents in the Richmond Annex, which is discussed on the Nextdoor App. She also expressed that Tenants have been able to learn their rights from the Rent Program and that she is grateful that she has been able to exercise her rights as a Tenant. She also mentioned that she feels very confident that she will stay a resident of Richmond.

**RENT BOARD CONSENT CALENDAR**

On motion of Boardmember Finlay, seconded by Boardmember Duncan, the item(s) marked with an (\*) were approved with Vice Chair Gerould absent:

\*F-1. Approve the minutes of the January 15, 2020, Regular Meeting of the Richmond Rent Board.

\*F-2. Approve the minutes of the January 30, 2020, Special Meeting of the Richmond Rent Board.

\*F-3. Receive the January 2020 Rent Program Monthly Report.

\*F-4. Receive the Rent Program FY 2019-20 Monthly Revenue and Expenditure Report through January 2020.

**RENT BOARD AS A WHOLE**

G-1. The matter to receive a presentation from Rent Program staff members including a summary of termination of tenancy notices filed with the Rent Program by 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, which includes a revised Policy Option Matrix, provided in attachment 3, was presented by Staff Attorney Charles Oshinuga. The presentation included the background and purpose, policy considerations for Policy Question two, next steps, and the recommended action. Chair Maddock called to hear public comments before discussing this item. The following individual gave comments: Marilyn Langlois. The Board continued discussions on this item from the January 15, 2020, Regular Meeting.

A motion was made by Boardmember Duncan, seconded by Boardmember Conner, to combine Policy Question #2, Options #2 and #3, to specify that an owner of a property that is held in a Revocable Living Trust may conduct an Owner Move-In eviction, but only if the owner is both the trustor and trustee with the exclusion of Real Estate Investment Trusts, LLCs with a Corporate Members, Corporations, or Land Trusts. Boardmember Finlay made a friendly amendment to the original motion to include a clarify that in all cases, the owner must hold at least 50% interest in the property, in accordance with section 11.100.050(a)(6)(A) of

the Rent Ordinance. The friendly amendment to the motion was accepted by Boardmember Duncan, seconded by Boardmember Conner, and passed by the following vote: **Ayes:** Boardmembers Conner, Duncan, Finlay, Vice Chair Gerould and Chair Maddock. **Noes:** None. **Abstentions:** None. **Absent:** None.

G-2. The matter to receive draft Rent Board governance regulations and provide direction to staff was presented by Executive Director Nicolas Traylor. The presentation included the statement of the issue, background, proposed regulations, proposed foundational governance regulations, a summary of proposed meeting procedure regulations, proposed conflict of interest regulations, regulations to clarify the procedural requirements for the adoption, amendment and repeal of Rent Board Regulations, a timeline and next steps, and the recommended action. Discussion ensued. The following individual gave comments on this item: Cordell Hindler.

A motion by Boardmember Duncan, seconded by Boardmember Conner, to receive draft Rent Board governance regulations and direct staff to modify the proposed Regulation 324 regarding adjournment, limiting Rent Board meetings to three hours, with the Boards ability to extend the time if necessary, passed by the following vote: **Ayes:** Boardmembers Conner, Duncan, Finlay, Vice Chair Gerould and Chair Maddock. **Noes:** None. **Abstentions:** None. **Absent:** None.

### **REPORTS OF OFFICERS**

Executive Director Nicolas Traylor provided a brief update on the community workshop titled “Rights and Responsibilities for Richmond Tenants” held on February 1, 2020.

Chair Maddock commended staff for providing the monthly financial reports to the Board and mentioned that she looks forward to the upcoming budget presentation. She also mentioned that as of the period ending in January 2020, the expenditures are 1.4 million, with revenue collections of 2.4 million, with approximately 1 million dollars to cover future expenses for the rest of the year. Deputy Director Paige Roosa added that as part of the budget presentation in March, staff anticipate presenting the Board with long range projections of the Program’s expenditures and revenues to provide the Board with additional information about the Rent Program’s anticipated long-term financial future.

**ADJOURNMENT**

There being no further business, the meeting adjourned at  
6:17 P.M.

Cynthia Shaw and Mónica Bejarano  
Staff Clerks

(SEAL)

Approved:

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Lauren Maddock, Chair