

AGENDA ITEM REQUEST FORM

Department: Rent Program

Department Head: Nicolas Traylor

Phone: 620-6564

Meeting Date: April 20, 2022

Final Decision Date Deadline: April 20, 2022

STATEMENT OF THE ISSUE: The minutes of the March 16, 2022, 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 March 16, 2022, Regular Meeting of the Richmond Rent Board – Rent Program (Cynthia Shaw 620-5552).

AGENDA ITEM NO:

F-1.

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RICHMOND, CALIFORNIA, March 16, 2022

The Regular Meeting of the Richmond Rent Board was called to order at 5:00 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/84987511130?pwd=Y3pEdTRLQ0N5aUFuWjYrUDVib09TQT09>

Password: rentboard

Or By Telephone:

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

Webinar ID: 849 8751 1130

International numbers available:

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

Community members who wished to make a public comment were required to submit their comments via email by 3:00 p.m. on Wednesday, March 16, 2022, 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

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

Staff Present: General Counsel Charles Oshinuga, Deputy Director Fred Tran, and Executive Director Nicolas Traylor.

Absent: None.

STATEMENT OF CONFLICT OF INTEREST

None.

AGENDA REVIEW

None.

PUBLIC FORUM

Cordell Hindler invited the Board to attend the Point Richmond Business Mixer at Little Louie’s Deli held on March 31st. He also expressed concerns about Item F-5 under Consent Calendar regarding City legislative bodies continuing to meet via videoconference and teleconference. He mentioned that he attended the City of Pinole Council meeting, and a few members of the public were allowed to attend the meeting in the chambers. He also said he hoped that within the next 30-days or so, the Board would consider holding Hybrid meetings. He also expressed that he misses the in-person interaction with Rent Board Members and staff in the Council Chambers.

RENT BOARD CONSENT CALENDAR

On motion of Board Member Johnson, seconded by Vice Chair Mishek, the item(s) marked with an (*) were approved unanimously:

*F-1. Approve the minutes of the February 16, 2022, Regular Meeting of the Richmond Rent Board.

*F-2. Receive the Fiscal Year 2021-22 Monthly Activity Report through February.

*F-3. Receive the Rent Program FY 2021-22 Monthly Revenue and Expenditure Report through February.

*F-4. Approve late fee waiver(s) for February 2022 pursuant for Regulation 425.

*F-5. ADOPT a resolution making the required findings pursuant to Government Code Section 54953(e)(3) and determining that as a result of the continued threat to public health and safety posed by the spread of COVID-19, City legislative

bodies shall continue to meet via videoconference and teleconference.

STUDY AND ACTION SESSION

G-1. The matter to receive an update of the budget and fee study process and, if necessary, reschedule April's Regular Board Meeting to allow time to resolve any issues with the City's Cost Pool allocation was presented by Deputy Director Fred Tran. The presentation included information about proposed budget options and corresponding estimated rental housing fee study from the February 16, 2022, Rent Board meeting. The presentation included, an update on the budget and fee process and the process delay with the new methodology, an update regarding Rent Program staff working with City to finalize cost pool amount to complete budget, a Revised Timeline of the FY 2022-23 Budget and Fee Study, and the recommended action. Discussion ensued.

General Counsel Charles Oshinuga gave a brief statement to the Board in response to Board Member Vasila's concern at the February 16, 2022, Rent Board meeting regarding the Reimbursement Agreement with the City of Richmond. He informed the Board that the Reimbursement Agreement is one of the issues being discussed with the city and that he is vigorously fighting for a position that he believes agrees with this Board.

There were no public comments on this item. The Board received the update on the budget and fee study process and agreed not to reschedule the April Regular Rent Board meeting. No formal action was taken on this item.

REPORTS OF OFFICERS

Executive Director Nicolas Traylor announced that we hired a new Administrative Aide, Julie Mendoza. He gave a brief introduction about Julie, mentioning that she is a Richmond resident. He also said that she started three days ago and is currently in training. Julie Mendoza joined the meeting to introduce herself to the Board. Chair Finlay acknowledged Julie and welcomed her to the program. Chair Finlay asked Mr. Traylor what Julie would be doing for the program. Mr. Traylor responded that she would be working with the Billing, Registration, and Enrollment Unit. He added that Julie would be assisting Billing and Registration staff with invoicing, ensuring that properties are enrolled and that tenancies are registered, clerical support for workshops, and additional clerical support in other units if needed.

ADJOURNMENT

There being no further business, the meeting adjourned at
5:27 P.M.

Cynthia Shaw
Staff Clerk

(SEAL)

Approved:

Virginia Finlay, Rent Board Chair