

AGENDA ITEM REQUEST FORM

Department: Rent Program

Department Head: Nicolas Traylor

Phone: 620-6564

Meeting Date: August 16, 2023

Final Decision Date Deadline: August 16, 2023

STATEMENT OF THE ISSUE: The minutes of the June 12, 2023, 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"/> 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 12, 2023, Special Meeting of the Richmond Rent Board – Rent Program (Cynthia Shaw 620-5552).

AGENDA ITEM NO:

F-1.

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RICHMOND, CALIFORNIA, June 12, 2023

The Special Meeting of the Richmond Rent Board was called to order at 5:04 P.M.

PLEDGE TO THE FLAG

ROLL CALL

Board Members Present: Dockens, Espinoza, Hite, and Vice Chair Guadalupe.

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

Absent: Chair Cantor and Staff Attorney Palomar Sanchez.

STATEMENT OF CONFLICT OF INTEREST

None.

AGENDA REVIEW

None.

PUBLIC FORUM

None.

RENT BOARD AS A WHOLE

F-1. The matter to receive an agenda report on the Rent Program's outreach plan and provide direction related to potential revisions to the proposed Fiscal Year 2023-2024 Budget was presented by Executive Director Nicolas Traylor. The presentation included the statement of the issue, discussion, background, and the comprehensive plan, which included, information on successful outreach and education with securing accurate data on Richmond Landlords and Tenants, and the impact of the COVID-19 Pandemic on the Outreach Plan and Activities, Rent Program's outreach plan and priorities, outreach and education associated with property enrollment and payment of the rental housing fee, new owner outreach project, exemption verification mailings, bilingual education workshops and counseling, affordable housing outreach, online outreach and education, outreach and education at

community events, targeted outreach to community stakeholders, tenancy registration outreach and education, eviction noticing requirements, outreach and education through courtesy compliance letters, outreach and education related to “No-Fault” Just Cause Evictions, rent increases related outreach education, important updated postcards and fact sheets, program messaging outreach, which included annual reports, videos and infographic videos, newly proposed Rent Board Ambassador Program, newly proposed hybrid Board meetings, Fiscal Year 2023-2024 outreach and education budget priorities and budget options, addressing important questions, fiscal year 2023-24 outreach and education budget priorities and budget options, additional reasons to consider the alternative budget option and the recommended action.

A motion was made by Board Member Espinoza to recess for 10 minutes before continuing Item F-1, seconded by Board Member Hite. The motion to recess for 10 minutes passed with Chair Cantor absent. The meeting was adjourned for recess at 5:42 PM. The meeting was called back to order at 5:52 PM.

Discussion ensued. There were no public comments on this item. A motion made by Board Member Hite, seconded by Board Member Espinoza, to approve budget option B, adding monthly Rent Board Meetings and translating only the Agenda for public posting, while providing translation upon request, and to individual Board Members, passed by the following vote: **Ayes:** Board Members Dockens, Espinoza, Hite, and Vice Chair Guadalupe. **Noes:** None. **Abstentions:** None. **Absent:** Chair Cantor.

REPORTS OF OFFICERS/SCHEDULING

Executive Director Nicolas Traylor informed the Board that staff will be tabling at the Juneteenth event on June 17, 2023, at Nicholl Park. He also reported that the upcoming pre-recorded micro-workshop titled “Maintenance of Net Operating Income (MNOI) Petition” would be posted on the website on Friday, June 30, 2023. He mentioned that he would consult with staff about scheduling the next Board meeting to approve the budget before going to the City Council on June 27th.

General Counsel Charles Oshinuga recommended that the Board Clerk email Board Members with the meeting dates since we are on a deadline.

General Counsel Oshinuga also reminded staff and the Board Members, if they attend the Juneteenth event, not to hold any discussions related to Rent Control to avoid violating the Brown Act.

Rent Board Clerk informed Board Members that she would email the meeting dates for the Budget adoption and let them know if the June 21st meeting is canceled.

ADJOURNMENT

There being no further business, the meeting was adjourned at 6:42 P.M.

Cynthia Shaw

Staff Clerk

(SEAL)

Approved:

Rent Board Chair

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