

# AGENDA ITEM REQUEST FORM

Department: Rent Program

Department Head: Nicolas Traylor

Phone: 620-6564

Meeting Date: June 17, 2024

Final Decision Date Deadline: June 17, 2024

**STATEMENT OF THE ISSUE:** The minutes of the May 31, 2024, 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 May 31, 2024, Special Meeting of the Richmond Rent Board – Rent Program (Cynthia Shaw 620-5552).

AGENDA ITEM NO:

**G-3.**

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**RICHMOND, CALIFORNIA, May 31, 2024**

The Special Meeting of the Richmond Rent Board was called to order at 5:36 P.M.

**PLEDGE TO THE FLAG**

**ROLL CALL**

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

**Staff Present:** Executive Director Nicolas Traylor, Deputy Director Fred Tran, and Staff Attorney Palomar Sanchez.

**Absent:** General Counsel Charles Oshinuga.

**STATEMENT OF CONFLICT OF INTEREST**

None.

**AGENDA REVIEW**

None.

**PUBLIC FORUM**

None.

**BUDGET**

**F-1.** The matter to receive and review the revised Proposed Fiscal Year 2024-25 Rent Program Budget and corresponding fees and determine a date and time to hold a public hearing and publish an annual budget for Fiscal Year 2024-25 with corresponding fees for adoption consistent with Sections 11.100.060(n) and (l) of the Rent Ordinance was presented by Executive Director Nicolas Traylor. The presentation included a Statement of the issue, Fiscal Impact, Discussion regarding a draft of the Option 2 Budget proposal, Revisions to the Proposed Fiscal Year 2024-25 Budget, Charts for the Proposed Fiscal Year 2024-25 Rental Housing Fee, Conclusion, and Proposed Actions, and the Recommended Action. There were no public comments on this item. Discussion ensued. A motion by Board Member Hite and seconded

by Board Member Dockens. Board Members received and reviewed the revised Proposed Fiscal Year 2024-25 Rent Program Budget and corresponding fees and directed staff to hold a public hearing at the Regular Rent Board Meeting scheduled for Monday, June 17, 2024, at 5:30 P.M. and publish an annual budget for Fiscal Year 2024-25 with corresponding fees for adoption consistent with Sections 11.100.060(n) and (l) of the Rent Ordinance passed by the following vote: **Ayes:** Board Members Dockens, Espinoza, Hite, Vice Chair Guadalupe, Chair Cantor. **Noes:** None. **Abstentions:** None. **Absent:** None.

**REPORTS OF OFFICERS**

Board Member Dockens thanked staff for the excellent work and for the presentation.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:04 P.M.

Cynthia Shaw

Staff Clerk

(SEAL)

Approved:

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Rent Board Chair