

# AGENDA ITEM REQUEST FORM

Department: Rent Program

Department Head: Nicolas Traylor

Phone: 620-6564

Meeting Date: January 15, 2025

Final Decision Date Deadline: January 15, 2025

**STATEMENT OF THE ISSUE:** The minutes of the December 12, 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 December 12, 2024, Special Meeting of the Richmond Rent Board – Rent Program (Cynthia Shaw 620-5552).

AGENDA ITEM NO:

**F-2.**

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**RICHMOND, CALIFORNIA, December 12, 2024**

The Open Session to Hear Public Comments before Closed Session was called to order at 5:07 PM.

**ROLL CALL**

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

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

**Absent:** None.

**PUBLIC COMMENT BEFORE CLOSED SESSION**

None.

**ADJOURN TO CLOSED SESSION**

The Open Session to Hear Public Comments Before Closed Session adjourned at 5:08 PM.

**CLOSED SESSION – Shimada Room, City Council Chambers**

The Special Meeting of the Richmond Rent Board was called to order at 8:28 P.M.

**PLEDGE TO THE FLAG**

**ROLL CALL**

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

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

**Absent:** Board Member Dockens.

**STATEMENT OF CONFLICT OF INTEREST**

None.

**REPORT FROM LEGAL COUNSEL OF FINAL DECISIONS  
MADE IN CLOSED SESSION**

General Counsel Charles Oshinuga reported that the final decision, made in closed session after evaluating the Executive Director has

determined to increase or give a 4% merit-based increase per the MOU.

**PUBLIC FORUM**

None.

**REPORTS OF OFFICERS**

Executive Director Nicolas Traylor reported the appointment of the fifth Board Member on the agenda of the December 17<sup>th</sup> City Council Meeting.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:31 P.M.

Cynthia Shaw

Staff Clerk

(SEAL)

Approved:

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Rent Board Chair