



**DATE:** October 27, 2020

**CATEGORY:** Items Initiated by Council

**DEPT.:** City Council

**TITLE:** **Initiate Recruitment Process for Upcoming Rental Housing Committee Openings and Vacant Alternate Seat**

### **RECOMMENDATION**

1. Direct staff to initiate the recruiting process in November 2020 to fill Rental Housing Committee terms expiring April 17, 2021 and the currently vacant alternate seat, with applicant interviews and appointments by the City Council on or before December 8, 2020.
2. Direct staff to return to Council with steps to align the Rental Housing Committee recruitment and appointments timeline with the City's other advisory bodies.

### **BACKGROUND**

The Rental Housing Committee (RHC) is responsible for the implementation, administration, and enforcement of the Community Stabilization and Fair Rent Act (CSFRA). Section 1709(a) of the CSFRA tasks the City Council with appointing five members and one alternate member to the Rental Housing Committee. The alternate member may attend all RHC meetings and participate, but is not authorized to vote unless a regular member is absent or is recused from voting on an agenda item. No more than two members may own or manage any rental property, or be real estate agents or developers.

Section 1709(d) of the CSFRA sets forth the primary powers and duties of the RHC:

- Setting rents at fair and equitable levels to achieve the purposes of the CSFRA;
- Establishing rules and regulations for administration and enforcement;
- Determining the Annual General Adjustment of rents;
- Appointing Hearing Officers to conduct hearings on Petitions for Rent Adjustments;

- Adjudicating petitions for individual rent adjustments;
- Holding public appeal hearings;
- Establishing a budget for the reasonable and necessary implementation of the CSFRA;
- Establishing a Rental Housing Fee;
- Administering the withdrawal process for removal of rental housing units from the market;
- Publicizing the rights and responsibilities of landlords and tenants;
- Establishing a schedule of penalties for noncompliance; and
- Pursuing civil remedies/intervening in litigation, subject to approval of the City Council.

### **ANALYSIS**

There are three upcoming openings and one current vacancy to be filled. The following is a list of RHC members whose terms expire April 17, 2021 and a current vacancy that expires April 17, 2023:

- Matthew Grunewald;
- Emily Ramos;
- Nicole Haines-Livesay; and
- Alternate Seat – Vacant. Term expires April 17, 2023.

Attachment 1 to this Council Report contains the current roster listing for the HRC.

### **FISCAL IMPACT**

There is no fiscal impact to the appointment of RHC members, other than staff time and minimal advertising costs.

**ALTERNATIVES**

1. Take no action.
2. Other action as directed by Council.

**PUBLIC NOTICING**

Agenda posting and a copy of the report was sent to Rental Housing Committee members.

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Attachment: 1. Current Rental Housing Committee Roster