



MEMORANDUM

CSFRA, Community Development Department

DATE: March 4, 2019

TO: Members of the Rental Housing Committee

FROM: Anky van Deursen, Program Manager

SUBJECT: Work Plan for Calendar Year 2019

RECOMMENDATION

To review the draft Work Plan for the Rental Housing Committee for calendar year 2019 and provide feedback to staff, both in terms of content and timeline.

BACKGROUND

The CSFRA Rental Housing Committee is charged with a number of tasks including but not limited to establishing rules and regulations for the enforcement of the CSFRA, determining the Annual General Adjustment of rents, approve the annual budget and rental housing fees and hearing appeals in the petition process.

ANALYSIS

Staff proposes a draft Work Plan which outlines a list of tasks, overviews and issues staff intends to bring forward in the coming months to the Rental Housing Committee for discussion, review, consideration and possible adoption in order to further implement and administer the Community Stabilization and Fair Rent Act. The intent of the draft Work Plan is to provide a blueprint to guide the work of the RHC. If necessary or desired this Work Plan may be adjusted accordingly.

FISCAL IMPACT - None

PUBLIC NOTICING – Agenda posting.

Attachment 1: Draft Work Plan for Calendar Year 2019