

**RENTAL HOUSING COMMITTEE  
DRAFT WORK PLAN CALENDAR YEAR 2024**

<b>Date</b>	<b>Description</b>	<b>Key Deliverables</b>
Jan. 29	<ol style="list-style-type: none"> <li>1. Appeals (as needed)</li> <li>2. Regulations (as needed)</li> <li>3. Annual Report 2022/23</li> <li>4. Annual Update of Outreach and Education Program</li> <li>5. Update Legislation/Case Law</li> <li>6. Workshops, Clinics, Office Hours</li> <li>7. Future agenda items</li> </ol>	<ol style="list-style-type: none"> <li>1. Review of Hearings by RHC</li> <li>2. Potential Policies</li> <li>3. Review Annual Report</li> <li>4. Receive Annual Update and Communications Plan</li> <li>5. Receive Update Legislation/Case Law</li> <li>6. Overview of Outreach</li> <li>7. Upcoming Topics</li> </ol>
Feb. 26	<ol style="list-style-type: none"> <li>1. Appeals (as needed)</li> <li>2. Study Session: Anti-Harassment Policy</li> <li>3. Quarterly Financials (Oct/Dec 2023)</li> <li>4. Quarterly Activity Report</li> <li>5. Annual Registration and Rental Housing Fee Update (2023 Billing Cycle)</li> <li>6. Workshops, Clinics, Office Hours</li> <li>7. Future agenda items</li> </ol>	<ol style="list-style-type: none"> <li>1. Review of Hearings by RHC</li> <li>2. Potential Policies</li> <li>3. Receive Report Expenditures</li> <li>4. Review Performance and Market Metrics</li> <li>5. Receive Annual Update</li> <li>6. Overview of Outreach</li> <li>7. Upcoming Topics</li> </ol>
March 18	<ol style="list-style-type: none"> <li>1. Appeals (as needed)</li> <li>2. Regulations Anti-Harassment Policy</li> <li>3. Annual Overview TRAO</li> <li>4. Workshops, Clinics, Office Hours</li> <li>5. Future agenda items</li> </ol>	<ol style="list-style-type: none"> <li>1. Review of Hearings by RHC</li> <li>2. Potential Policies</li> <li>3. Annual Update TRAO Cases</li> <li>4. Overview of Outreach</li> <li>5. Upcoming Topics</li> </ol>
April 15	<ol style="list-style-type: none"> <li>1. Appeals (as needed)</li> <li>2. Regulations: Valuation Schedule Habitability Petitions</li> <li>3. Annual Adjustment of Rent</li> <li>4. Annual Election of Chair/Vice-Chair</li> <li>5. Workshops, Clinics, Office Hours</li> <li>6. Future Agenda Items</li> </ol>	<ol style="list-style-type: none"> <li>1. Review of Hearings by RHC</li> <li>2. Potential Policies</li> <li>3. Determine AGA for FY24/25</li> <li>4. Elect Chair/Vice Chair for FY24/25</li> <li>5. Overview of Outreach</li> <li>6. Upcoming Topics</li> </ol>
May 13	<ol style="list-style-type: none"> <li>1. Appeals (as needed)</li> <li>2. Regulations (as needed)</li> <li>3. Quarterly Financials (Jan/March 2024)</li> <li>4. Quarterly Activity Report</li> <li>5. Draft Budgets (CSFRA/MHRSO)</li> <li>6. Workshops, Clinics, Office Hours</li> <li>7. Future Agenda items</li> </ol>	<ol style="list-style-type: none"> <li>1. Review of Hearings by RHC</li> <li>2. Potential Policies</li> <li>3. Receive Report Expenditures.</li> <li>4. Review Performance and Market Metrics</li> <li>5. Review and Provide Recommendations</li> <li>6. Overview of Outreach</li> <li>7. Upcoming Topics</li> </ol>
June 10	<ol style="list-style-type: none"> <li>1. Appeals (as needed)</li> <li>2. Regulations (as needed)</li> <li>3. Budgets and Fees (CSFRA/MHRSO)</li> <li>4. Contract Renewals</li> <li>5. Workshops, Clinics, Office Hours</li> <li>6. Future Agenda items</li> </ol>	<ol style="list-style-type: none"> <li>1. Review of Hearings by RHC</li> <li>2. Potential Policies</li> <li>3. Adopt Annual Budgets and Fees</li> <li>4. Approve 3<sup>rd</sup> Party Services.</li> <li>5. Overview of Outreach</li> <li>6. Upcoming Topics</li> </ol>
<b>JULY</b>	<b>NO MEETING</b>	

<b>Date</b>	<b>Description</b>	<b>Key Deliverables</b>
Aug. 19	<ol style="list-style-type: none"> <li>1. Appeals (as needed)</li> <li>2. Regulations (as needed)</li> <li>3. Quarterly Financials (April/June 2024)</li> <li>4. Quarterly Activity Report</li> <li>5. Update on Utilities Transition Process (RUBS)</li> <li>6. Annual Update on Petition Program</li> <li>7. Workshops, Clinics, Office Hours</li> <li>8. Future Agenda items</li> </ol>	<ol style="list-style-type: none"> <li>1. Review of Hearings by RHC</li> <li>2. Potential Policies</li> <li>3. Receive Report Expenditures.</li> <li>4. Review Performance and Market Metrics</li> <li>5. Overview of Process to Date</li> <li>6. Receive Annual Update FY 2023-24</li> <li>7. Overview of Outreach</li> <li>8. Upcoming Topics</li> </ol>
Sept. 16	<ol style="list-style-type: none"> <li>1. Appeals (as needed)</li> <li>2. Regulations (as needed)</li> <li>3. Study Session: Master-Tenant / Sub-Tenant</li> <li>4. CSFRA/MHRSO Funds Actual vs. Budget</li> <li>5. Workshops, Clinics, Office Hours</li> <li>6. Future Agenda items</li> </ol>	<ol style="list-style-type: none"> <li>1. Review of Hearings by RHC</li> <li>2. Potential Policies</li> <li>3. Potential Policies</li> <li>4. Review Annual Financials</li> <li>5. Overview of Outreach</li> <li>6. Upcoming Topics</li> </ol>
Oct. 14	<ol style="list-style-type: none"> <li>1. Appeals (as needed)</li> <li>2. Regulations (Master-Tenant / Sub-Tenant)</li> <li>3. RHC Meeting Schedule 2025</li> <li>4. RHC Work Plan 2025</li> <li>5. Workshops, Clinics, Office Hours</li> <li>6. Future Agenda items</li> </ol>	<ol style="list-style-type: none"> <li>1. Review of Hearings by RHC</li> <li>2. Potential Policies</li> <li>3. Adopt Meeting Schedule</li> <li>4. Plan Work Items for Next year</li> <li>5. Overview of Outreach</li> <li>6. Upcoming Topics</li> </ol>
Nov. 18	<ol style="list-style-type: none"> <li>1. Appeals (as needed)</li> <li>2. Regulations (as needed)</li> <li>3. Quarterly Financials (July/Sept 2024)</li> <li>4. Quarterly Activity Report</li> <li>5. Workshops, Clinics, Office Hours</li> <li>6. Future Agenda items</li> </ol>	<ol style="list-style-type: none"> <li>1. Review of Hearings by RHC</li> <li>2. Potential Policies</li> <li>3. Receive Report Expenditures.</li> <li>4. Review Performance and Market Metrics</li> <li>5. Overview of Outreach</li> <li>6. Upcoming Topics</li> </ol>
Dec. 16	<ol style="list-style-type: none"> <li>1. Appeals (as needed)</li> <li>2. Regulations (as needed)</li> <li>3. Workshops, Clinics, Office Hours</li> <li>4. Future Agenda items</li> </ol>	<ol style="list-style-type: none"> <li>1. Review of Hearings by RHC</li> <li>2. Potential Policies</li> <li>3. Overview of Outreach</li> <li>4. Upcoming Topics</li> </ol>