

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

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

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