



City of Mountain View

CITY HALL
500 CASTRO STREET

Minutes

Rental Housing Committee

Committee Members Grunewald, Means, Ramos and Pardo de Zela (alternate), Vice Chair Ortiz, and Chair Honey

Monday, January 22, 2018

7:00 PM

Council Chambers - 500 Castro

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m.

2. ROLL CALL

Present: 6 - Vice Chair Ortiz, Chairperson Honey, Committee Member Grunewald, Committee Member Ramos, Committee Member Means, and Pardo de Zela (alternate)

3. MINUTES APPROVAL

That the Rental Housing Committee approve the minutes for December 4, 2017 RHC Meeting

MOTION: M/S - Honey/Means - To approve the minutes for December 4, 2017 RHC meeting.

Yes: 5 - Vice Chair Ortiz, Chairperson Honey, Committee Member Grunewald, Committee Member Ramos, and Committee Member Means

4. ORAL COMMUNICATIONS FROM THE PUBLIC

Curtis Conroy proposes a change in the regulations so that the allocation of rent increases through the petition process should be at the discretion of the Landlord.

Joe Maydak stated that requiring rent increases through the petition process to be allocated equally among all Rental Units prevents him from achieving a Vega Adjustment on certain low rent units.

Steven Goldstein explained that the Vega adjustment was meant to compute the NOI for the total building and not designed to target specific units.

Barbara Goodwin pointed out that no action has been taken to remove Committee Member Means from the RHC.

5. PUBLIC HEARING

6. UNFINISHED BUSINESS

7. NEW BUSINESS

7.1 Administration of the Rental Housing Committee Budget

Finance and Administrative Services Director Kong presented an oral presentation and responded to questions.

SPEAKING FROM THE FLOOR WITH COMMENTS:

Curtis Conroy

Joe Maydak

David Avney

MOTION: M/S - Means/Honey - To adopt a resolution of the Rental Housing Committee of Mountain View to follow City Policies and Administrative Instructions in connection with administration of the CSFRA/RHC Budget, with amendments such that the RHC replaces the City Council where the policies require authorization by the City Council, and modified general contract authorization procedures with the RHC being the authorizing body instead of the City Council.

Specific requirements for expenditures, purchase orders, and professional and specialized services contracts, are as follows:

Process for expenditures and purchase orders for goods and certain services:

- **Program Manager is required to sign anything over \$10,000.**
- **Administrative Analyst is authorized to sign up to \$10,000.**
- **Office Assistant is authorized to sign up to \$1,000.**

Process for professional and specialized services contracts:

- **Program Manager is authorized to sign Contracts up to and including \$50,000.**
- **Contracts in excess of \$50,000 require Rental Housing Committee approval.**

Yes: 4 - Chairperson Honey, Committee Member Grunewald, Committee Member Ramos, and Committee Member Means

No: 1 - Vice Chair Ortiz

7.2 Overview of the CSFRA Budget as of December 31, 2107

Finance and Administrative Services Director Kong presented an oral presentation and responded to questions.

SPEAKING FROM THE FLOOR WITH COMMENTS:

Joe Maydak

The RHC reviewed the Quarterly Financial report of the CSFRA/RHC Budget and actual expenditures for FY 2017-18 through December 31, 2017.

7.3 Adopt a Resolution to Adhere to the City Council Code of Conduct**Adopt a Resolution to Adhere to the City Council Code of Conduct.**

Associate Planner van Deursen presented an oral presentation and responded to questions.

SPEAKING FROM THE FLOOR WITH COMMENTS:

Steven Golstein

Edie Keating

MOTION: M/S - Ortiz/Honey - To adopt a resolution to adhere to the City Council Code of Conduct, and require each RHC member to sign the Rental Housing Committee Personal Code of Conduct during each term as a committee member.

Yes: 5 - Vice Chair Ortiz, Chairperson Honey, Committee Member Grunewald, Committee Member Ramos, and Committee Member Means

7.4 Draft Mobile Home Parks Regulations

Karen Tiedemann, Special Council, Goldfarb and Lipman, presented an oral presentation and responded to questions.

SPEAKING FROM THE FLOOR WITH COMMENTS:

Mike Kasperzak

Alex Brom

Bee Hanson

Trey Bormann

Tim Larson

Patrick Smith

Joan MacDonald

Edie Keating

Frank Kalcic

Craig Oku

Fred Kiani

MOTION: M/S - Ortiz/Ramos - To adopt a resolution establishing regulations applying the CSFRA to Mobile Home Parks.

Yes: 2 - Vice Chair Ortiz, and Committee Member Ramos

No: 3 - Chairperson Honey, Committee Member Grunewald, and Committee Member Means

7.5 CSFRA Monthly Status Report December 2017

Review the CSFRA Monthly Status Report and provide input for the annual status report for the 2017-2018 fiscal year.

Administrative Analyst Black presented an oral presentation and responded to questions.

SPEAKING FROM THE FLOOR WITH COMMENTS:

Joe Maydak

Curtis Conroy

The RHC reviewed the CSFRA Monthly Status Report and provided staff with input regarding the annual status report for the 2017-2018 fiscal year.

8. COMMISSION/STAFF ANNOUNCEMENTS, UPDATES, REQUESTS, AND COMMITTEE REPORTS

Member Means suggests reviewing the amortization schedule used in the petition process in about six months, once more petitions have been submitted and further experience with the petition process has been gained.

Chair Honey offers to speak to the new Mayor regarding the request sent to City Council regarding the RHC budget and rental housing fees.

Members Ramos requests to review letters sent on behalf of the RHC before they are published.

9. ADJOURNMENT - At 10:49 p.m., Chair Honey adjourned the meeting to the next RHC Meeting to be held on Monday, February 12, 2017 at 7:00 p.m. in the Council Chambers, City Hall, 500 Castro Street.