

**MEMORANDUM**

Rent Stabilization Division
Housing Department

DATE: June 13, 2024

TO: Rental Housing Committee

FROM: Andrea Kennedy, Analyst II
Anky van Deursen, Division Manager
Wayne Chen, Housing Director

SUBJECT: Contract Renewal with Goldfarb & Lipman LLP for Fiscal Year 2024-25

RECOMMENDATION

1. Authorize the Division Manager or designee to execute an agreement with Goldfarb & Lipman LLP for legal services related to the Community Stabilization and Fair Rent Act for Fiscal Year 2024-25 and to represent the Rental Housing Committee and the City of Mountain View in litigation related to the Community Stabilization and Fair Rent Act for Fiscal Year 2024-25 for a total amount not to exceed \$200,000.
2. Authorize the Division Manager or designee to execute an agreement with Goldfarb & Lipman LLP for legal services related to the Mobile Home Rent Stabilization Ordinance for Fiscal Year 2024-25 and to represent the Rental Housing Committee and the City of Mountain View in litigation related to the Mobile Home Rent Stabilization Ordinance for Fiscal Year 2024-25 for a total amount not to exceed \$65,000.

BACKGROUND

Goldfarb & Lipman LLP (Goldfarb & Lipman) provides legal counsel and litigation services for the Rental Housing Committee (RHC) to assist with implementing and administering the Community Stabilization and Fair Rent Act (CSFRA) and the Mobile Home Rent Stabilization Ordinance (MHRSO). Goldfarb & Lipman provided initial services to assist the RHC with starting the program during Fiscal Year 2017-18. During Fiscal Year 2018-19, a Request for Proposals was released for ongoing legal services, and Goldfarb & Lipman was selected. Goldfarb & Lipman has provided similar services for the MHRSO since 2021. Services include:

1. Assisting the RHC in implementing and administering the CSFRA and MHRSO;

2. Providing subject matter expertise;
3. Attending RHC meetings;
4. Drafting regulations and staff reports;
5. Drafting tentative decisions in cases of appeal;
6. Assisting with issues and questions concerning the implementation of the CSFRA; and
7. Representing the RHC in litigation.

ANALYSIS

In order to continue the services of Goldfarb & Lipman in Fiscal Year 2024-25, an agreement must be executed. The RHC adopted policies and procedures for the execution of agreements stating that for any contract in an amount over \$50,000, authorization is needed from the RHC for the Division Manager or designee to be able to execute such agreements.

The total amount for CSFRA services is not to exceed \$200,000 for legal (up to \$150,000) and litigation (up to \$50,000) services.

The total amount for MHRSO services is not to exceed \$65,000 for legal (up to \$30,000) and litigation (up to \$35,000) services.

FISCAL IMPACT

The Fiscal Year 2024-25 budget includes up to \$200,000 for legal and litigation services for the CSFRA and up to \$65,000 for legal and litigation services for the MHRSO.

PUBLIC NOTICING—Agenda posting, City website posting, and distribution list emailing.

~~AK-AvD-WC/KG/1/HSN/RHC~~

~~896-06-13-24M~~