

CITY OF MOUNTAIN VIEW
RENTAL HOUSING COMMITTEE
RESOLUTION NO. 117
SERIES 2024

A RESOLUTION OF THE RENTAL HOUSING COMMITTEE
OF THE CITY OF MOUNTAIN VIEW TO ADOPT THE FISCAL YEAR 2024-25 BUDGETS FOR THE
COMMUNITY STABILIZATION AND FAIR RENT ACT AND THE MOBILE HOME RENT STABILIZATION
ORDINANCE AND ESTABLISHING A RENTAL HOUSING FEE AND A SPACE RENTAL FEE SUFFICIENT
TO SUPPORT THE FISCAL YEAR 2024-25 BUDGETS

WHEREAS, Section 1709(d)(7) of the Community Stabilization and Fair Rent Act (CSFRA) and Section 46.9(a) of the Mobile Home Rent Stabilization Ordinance (MHRSO) authorize and require the Rental Housing Committee (RHC) to establish a budget for the reasonable and necessary implementation of the provisions of the CSFRA and the MHRSO, including, without limitation, the hiring of necessary staff, and charging fees as set forth in the CSFRA and the MHRSO in an amount sufficient to support that budget, and reimbursement of all funds advanced by the City of Mountain View for operational and one-time costs; and

WHEREAS, Section 1709(j)(1) of the CSFRA and Section 46.9(b) of the MHRSO require all landlords subject to the CSFRA to pay a per-unit Rental Housing Fee on an annual basis, and all mobile home park owners and landlords subject to the MHRSO to pay a per-space Rental Space Fee on an annual basis, requires the RHC to determine the amount of the Rental Housing Fee and Rental Space Fee; and;

WHEREAS, the RHC publicly noticed meetings and solicited input on the Fiscal Year 2024-25 Recommended Budgets on May 23, 2024 and June 13, 2024, respectively; and;

WHEREAS, the RHC adopts a Rental Housing Fee and a Space Rental Fee as part of its annual budget process, and as the RHC is an integral part of the City government, the Rental Housing Fee and Space Rental Fee shall be listed and incorporated into the City's Master Fee Schedule; and;

WHEREAS, City departments provide administrative and management services to the RHC in connection with the Fiscal Year 2024-25 Budgets, Rental Housing Fee and Rental Space Fee; and;

WHEREAS, minor adjustments and corrections to the Fiscal Year 2023-24 Budgets, Rental Housing Fee and Rental Space Fee may be required to ensure orderly administration and, therefore, the RHC desires to provide authority to the City's Finance and Administrative Services Director to perform such adjustments;

now, therefore, be it

RESOLVED: that the Rental Housing Committee of the City of Mountain View hereby adopts

1. The Fiscal Year 2024-25 Recommended CSFRA Budget, in the amount of \$2,350,664, and the Statement of Revenues, Expenditures, and Balances, attached as Exhibit A, and the Recommended MHRSO Budget, in the amount of \$319,500 and the Statement of Revenues, Expenditures, and Balances, attached as Exhibit B, plus any amendments approved by the RHC on June 13, 2024, if any, are hereby adopted as the Fiscal Year 2024-25 Budgets of the RHC.
2. The Rental Housing Fee and Space Rental Fee are hereby adopted as set forth in Exhibit C.
3. The Finance and Administrative Services Director is hereby authorized to make adjustments and corrections to budgeted amounts for reasons such as: (a) amendments adopted by the RHC; (b) adjustments for internal service charges and administrative overhead reimbursements; (c) final employee compensation and benefit costs, including final employee compensation packages; and (d) other corrections as necessary. The Finance and Administrative Services Director is hereby authorized to determine the budgeted amounts for implementation of the decisions made at the public meeting and will report the final Adopted Budgets and any reconciling changes in the compilation of the budgets to the RHC by an informational memorandum and will file said final Adopted Budgets with the City Clerk's Office.

- Exhibits:
- A. Fiscal Year 2024-25 CSFRA Statement of Revenues, Expenditures, and Balances
 - B. Fiscal Year 2024-25 MHRSO Statement of Revenues, Expenditures and Balances
 - C. Fiscal Year 2024-25 Recommended CSFRA Annual Rental Housing Fee and MHRSO Annual Space Rental Fee

COMMUNITY STABILIZATION AND FAIR RENT ACT (CSFRA)/
RENTAL HOUSING COMMITTEE (RHC) FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2022-23</u>	Adopted ⁽¹⁾ Budget <u>2023-24</u>	Estimated <u>2023-24</u>	Recom. Budget <u>2024-25</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 29,397	27,100	28,000	33,000
Charges for Services	<u>1,496,653</u>	<u>1,614,600</u>	<u>1,426,100</u>	<u>1,696,900</u>
Total	<u>1,526,050</u>	<u>1,641,700</u>	<u>1,454,100</u>	<u>1,729,900</u>
Expenditures and Uses of Funds:				
Operations	1,218,889	1,850,456	1,480,885	2,131,974
General Fund Administration	253,150	155,380	155,380	164,770
Self Insurance	28,220	45,180	45,180	49,020
Transfer to Comp Absences Res	10,000	5,000	5,000	3,000
Transfer to Equip Replace Res	<u>4,990</u>	<u>5,820</u>	<u>5,820</u>	<u>1,900</u>
Total	<u>1,515,249</u>	<u>2,061,836</u>	<u>1,692,265</u>	<u>2,350,664</u>
Revenues and Sources Over (Under) Expenditures and Uses	10,801	(420,136)	(238,165)	(620,764)
Beginning Balance, July 1	1,553,366	1,564,167	1,564,167	1,326,002
Reserve/Rebudget Items	<u>(320,000)</u>	<u>(412,367)</u>	<u>(338,453)</u>	<u>(470,133)</u>
Ending Balance, June 30	<u>\$ 1,244,167</u>	<u>731,664</u>	<u>987,549</u>	<u>235,105</u>

On November 8, 2016 the residents of the City of Mountain View voted to adopt Measure V, also known as the Community Stabilization and Fair Rent Act (CSFRA), to stabilize rents and provide just cause eviction protections for certain rental units in Mountain View. The CSFRA created an entirely new program in the City of Mountain View and requires dedicated resources for its development, implementation, and administration. Section 1709(d) of the CSFRA empowers the RHC to establish a budget for the reasonable and necessary implementation of the provisions of the CSFRA, and Section 1709(j) requires the RHC to finance its reasonable and necessary expenses as necessary to ensure implementation of the CSFRA by charging landlords an annual Rental Housing Fee.

(1) Reflects the budget as adopted by the RHC on June 12, 2023.

MOBILE HOME RENT STABILIZATION ORDINANCE (MHRSO)Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2022-23</u>	Adopted ⁽¹⁾ Budget <u>2023-24</u>	Estimated <u>2023-24</u>	Recom. Budget <u>2024-25</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 9,258	11,200	7,000	8,000
Space Rental Fees	<u>346,910</u>	<u>339,000</u>	<u>339,000</u>	<u>315,600</u>
Total	<u>356,168</u>	<u>350,200</u>	<u>346,000</u>	<u>323,600</u>
Expenditures and Uses of Funds:				
Operations	215,586	311,451	222,072	283,570
General Fund Administration	44,310	26,900	26,900	27,460
Self Insurance	5,700	7,530	7,530	8,170
Transfer to Equip Replace Res	<u>1,000</u>	<u>1,030</u>	<u>1,030</u>	<u>300</u>
Total	<u>266,596</u>	<u>346,911</u>	<u>257,532</u>	<u>319,500</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	89,572	3,289	88,468	4,100
Beginning Balance, July 1	246,276	335,848	335,848	424,316
Reserve/Rebudget Items	<u>0</u>	<u>(13,876)</u>	<u>(10,301)</u>	<u>(63,900)</u>
Ending Balance, June 30	<u>\$ 335,848</u>	<u>325,261</u>	<u>414,015</u>	<u>364,516</u>

On September 28, 2021, the City Council adopted an Ordinance enacting the Mobile Home Rent Stabilization Ordinance (MHRSO). This ordinance went into effect on October 28, 2021. The MHRSO creates a second rent stabilization program in the City comparable to the Community Stabilization and Fair Rent Act (CSFRA). The MRHSO in Section 46.9(8) assigns the Rental Housing Committee (RHC) powers to administer the MHRSO by establishing a budget for reasonable and necessary expenses and recouping these costs by charging space rental fee to Mobile Home Owners.

(1) Reflects the budget as adopted by the RHC on June 12, 2023.

**COMMUNITY STABILIZATION AND FAIR RENT ACT (CSFRA)
RENTAL HOUSING FEE**

Fiscal Year	MVCC§§/CP/Other	Title of Fee	Amount	Fee Basis	Effective Date
2024-25	Charter Article XVII, Section 1709 (j)(1)	Rental Housing Fee	\$120	Rental Unit	7/1/2024

**MOBILE HOME RENT STABILIZATION ORDINANCE (MHRSO)
SPACE RENTAL FEE**

Fiscal Year	MVCC§§/CP/Other	Title of Fee	Amount	Fee Basis	Effective Date
2024-25	Ordinance 8.21 SEC46.9 b.	Space Rental Fee	\$285	Mobile Home Rental Space	7/1/2024