## RENTAL HOUSING COMMITTEE UPDATED WORK PLAN JUNE 12, 2023

Date	Description	Key Deliverables	Notes
Jan. 30	Study Session: Ratio Utility Billing	1. Review RUBS impacts	
Moved to	Service (RUBS)	·	
Jan. 31	2. Election Chair/Vice Chair	2. Elect Chair/Vice Chair remainder term	
	3. Monthly Activity Report: December	3. Review performance and market metrics	
	4. Overview of Monthly Workshops	4. Receive overview of outreach	
Feb. 27			
Cancelled			
Mar. 27	1. Quarterly Financials (Q2)	Review Quarterly Expenditures	
	2. Overview of Monthly Workshops	2. Receive overview of outreach	
April 24	1. Welcome new RHC members.	1. 5 newly elected RHC members	
	2. Overview CSFRA/MHRSO	2. Presentation	
	3. Regulations: Code of Conduct	3. Consider Administrative Regulations	
	4. Annual General Adjustment of Rent	4. Adopt the AGA for FY23/24	
	5. Annual Election Chair/Vice-Chair	5. Elect Chair/Vice Chair for 23/24	
	6. Quarterly Activity Report: Jan/March	6. Review performance and market metrics	
	7. Overview of Monthly Workshops	7. Receive overview of outreach	
May 22	1. Quarterly Financials (Q3)	Review Quarterly Financials	
	2. Draft Budget (CSFRA)	2. Review and provide recommendations.	
	3. Draft Budget (MHRSO)	3. Review and provide recommendations.	
	4. Regulations: Petition Process	4. Consider Administrative Regulations	
	5. Regulations: Voluntary Agrmts Rent	5. Consider Administrative Regulations	
	6. Overview of Monthly Workshops	6. Receive overview of outreach	
June 12	1. Budgets and Fees (CSFRA/MHRSO)	1. Adopt Annual Budgets and Fees	
	2. Regs: Hearing Procedure/Subpoenas	2. Consider Administrative Regulations	
	3. RHC Appeal Process	3. Presentation	
	4. Review 2023 workplan	4. Review/revise workplan as needed	
	5. Contract Renewals	5. Approve 3 <sup>rd</sup> party services	
	6. Overview of Monthly Workshops	6. Receive overview of outreach	
JULY	NO MEETING		
Aug. 21	1. Appeals (as needed)	1. Review of hearings by RHC	
	2. Study Session: RUBS	2. Consider Administrative Policies	
	3. Annual Overview of TRAO Activities	3. Review TRAO metrics	
	4. Quarterly Financials (Q4)	4. Review Quarterly Financials	
	5. Quarterly Activity Report: April/June	5. Review performance and market metrics	
	6. Overview of Monthly Workshops	6. Receive overview of outreach	
Sept. 18	1. Appeals (as needed)	Review of hearings by RHC	
	2. Study Session: RUBS	2. Consider Administrative Policies	
	3. Annual Update Legislation/Case Law	3. Presentation by Legal	
	4. Annual Report FY21/22	4. Presentation of Annual Report	

Date	Description	Key Deliverables	Notes
	5. CSFRA/MHRSO Funds Actual vs.	5. Review Annual Financials	
	Budget		
	6. Overview of Monthly Workshops	6. Receive overview of outreach	
Oct. 16	1. Appeals (as needed)	1. Review of hearings by RHC	
	2. Potential Regulations: RUBS	2. Consider Administrative Policies	
	3. Annual Overview Outreach/Education	3. Review Communications Plan	
	4. RHC Meeting Schedule 2024	4. Adopt meeting schedule.	
	5. Quarterly Activity Report: July/Sept.	5. Review performance and market metrics	
	6. Overview of Monthly Workshops	6. Receive overview of outreach	
Nov. 13	1. Appeals (as needed)	1. Review of hearings by RHC	
	2. RHC Work Plan 2024	2. Plan work items for next year	
	3. Quarterly Financials (Q1)	3. Review Quarterly Financials	
	4. Overview of Monthly Workshops	4. Receive overview of outreach	
Dec. 18	1. Appeals (as needed)	1. Review of hearings by RHC	
	2. Overview of Monthly Workshops	2. Receive overview of outreach	