

**HOUSING & COMMUNITY DEVELOPMENT COMMISSION
SPECIAL MEETING ACTION MINUTES**

April 21, 2022

MEMBERS PRESENT:	Martha O’Connell	Chair (MR)
	Ryan Jasinsky	Vice Chair (ML)
	Roma Dawson	Commissioner (D1)
	Alex Shoor	Commissioner (D2) <i>Arrived at 5:50pm</i>
	Barry Del Buono	Commissioner (D3)
	Linh Vong	Commissioner (D4) <i>Arrived at 5:49pm</i>
	Ruben Navarro	Commissioner (D5)
	Andrea Wheeler	Commissioner (D6) <i>Left at 6:42pm</i>
	Huy Tran	Commissioner (D8)
MEMBERS ABSENT:	Victoria Partida	Commissioner (D7)
	Roberta Moore	Commissioner (D10)
	VACANT	Commissioner (D9)
	VACANT	Mayor (CW)
STAFF PRESENT:	Kristen Clements	Secretary, Housing Department
	Rachel VanderVeen	Deputy Director, Housing Department
	Noel Padilla	Analyst II, Housing Department

(I) Call to Order & Orders of the Day

A. Review logistics for Zoom meetings

Chair O’Connell called the meeting to order at 5:47 p.m.

(II) Introductions – Commissioners and staff introduced themselves.

(III) Consent Calendar

A. None

(IV) Reports and Information Only

A. **Chair:** No report

B. **Director:** No report

C. **Council Liaison:** No report (not present)

(V) Open Forum

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(VI) Old Business

(VII) New Business

A. Rent Stabilization Program Annual Fees FY 2022-2023

(R. VanderVeen, Housing Development)

ACTION: Review the proposed fee structure for Fiscal Year 2022-2023 for the Rent Stabilization Program, as stated below, and recommend that the City Council approve the following fees:

- i. Annual Apartment Rent Control Fee: increase from \$55.00 per unit to \$65.00 per unit;
 - ii. Annual Apartment Non-Rent Control Fee: increase from \$5.45 per unit to \$15.00 per unit;
 - iii. Annual Mobilehome Rent Control Fee: increase from \$20.00 per unit to \$30.00 per unit;
- and,
- iv. Fees in connection with withdrawal of a building under the Ellis Act Ordinance: increase from \$2,464 per unit for up to 10 units and \$907 per unit for over 10 units, to \$2,833 per unit for up to 10 units and \$951 per unit for over 10 units.

Chair O’Connell made the motion to bifurcate the vote and consider each fee separately, with a second by Vice Chair Jasinsky. The motion passed 8-0.

Yes	O’Connell, Jasinsky, Dawson, Shoor, Del Buono, Vong, Navarro, Tran (8)
No	None (0)
Absent	Wheeler, Partida, Moore (3)

Vice Chair Jasinsky made the motion to recommend that the City Council approve the Annual Apartment Rent Control Fee increase from \$55.00 per unit to \$65.00 per unit, with a second by Commissioner Tran. The motion passed 8-0.

Yes	O’Connell, Jasinsky, Dawson, Shoor, Del Buono, Vong, Navarro, Tran (8)
No	None (0)
Absent	Wheeler, Partida, Moore (3)

Commissioner Dawson made the motion to recommend that the City Council approve the Annual Apartment Non-Rent Control Fee increase from \$5.45 per unit to \$15.00 per unit, with a second by Commissioner Tran. The motion passed 8-0.

Yes	O’Connell, Jasinsky, Dawson, Shoor, Del Buono, Vong, Navarro, Tran (8)
No	None (0)

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Absent	Wheeler, Partida, Moore (3)
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Chair O’Connell made the motion to recommend that the City Council approve the Annual Mobilehome Rent Control Fee increase from \$20.00 per unit to \$30.00 per unit, with a second by Commissioner Del Buono. The motion passed 7-1.

Yes	O’Connell, Dawson, Shoor, Del Buono, Vong, Navarro, Tran, (7)
No	Jasinsky (1)
Absent	Wheeler, Partida, Moore (3)

Commissioner Tran made the motion to recommend that the City Council approve the fees in connection with withdrawal of a building under the Ellis Act Ordinance increase from \$2,464 per unit for up to 10 units and \$907 per unit for over 10 units, to \$2,833 per unit for up to 10 units and \$951 per unit for over 10 units, with a second by Commissioner Dawson. The motion passed 8-0.

Yes	O’Connell, Jasinsky, Dawson, Shoor, Del Buono, Vong, Navarro, Tran, (8)
No	None (0)
Absent	Wheeler, Partida, Moore (3)

B. Public Proposed Spending Plan for Measure E Real Property Transfer Tax Revenue for Fiscal Year 2022-2023 and an Amendment to the Spending Plan for Measure E Real Property Transfer Tax for Fiscal Year 2021-2022

(S. Bass, Housing Department)

ACTION: Review the staff report and provide comments for transmittal to the City Council on: 1) The proposed spending plan of Measure E Real Property Transfer Tax revenues for Fiscal Year 2022-2023; and 2) The proposed amendments to the spending plan of Measure E Real Property Transfer Tax revenues for Fiscal Year 2021-2022.

Commissioner Dawson made the motion to approve 1) Staff's proposed spending plan of Measure E Real Property Transfer Tax revenues for Fiscal Year 2022-2023, and 2) the proposed amendments to the spending plan of Measure E Real Property Transfer Tax revenues for Fiscal Year 2021-2022, with a second by Chair O’Connell. The motion passed 7-0.

Commissioner Shoor abstained from this vote and removed himself from the meeting to avoid an appearance of a conflict of interest, as Measure E funds organizations that support the organization that Commissioner Shoor leads.

Yes	O’Connell, Jasinsky, Dawson, Del Buono, Vong, Navarro, Tran (7)
No	None (0)

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Absent	Wheeler, Partida, Moore (3)
Abstain	Shoor (1)

(VIII) Open Forum

Members of the Public are invited to speak on any item that does not appear on today’s Agenda and that is within the subject matter jurisdiction of the Commission. Meeting attendees are usually given two (2) minutes to speak on any discussion item and/or during open forum; the time limit is in the discretion of the Chair of the meeting and may be limited when appropriate. Speakers using a translator will be given twice the time allotted to ensure non-English speakers receive the same opportunity to directly address the Commission.

(IX) Meeting Schedule

The next Regular Meeting for the Commission is scheduled to be held on **Thursday, May 12, 2022, at 5:45 p.m. online**. Items tentatively expected to be heard are (*updated*):

- Approval of Amended FY 2020-21 Measure E Spending Plan
- Housing Crisis Workplan Update
- Nominations for Chair and Vice Chair FY 2022-23

(X) Adjournment

Chair O’Connell adjourned the meeting at 8:03 p.m.