

## AGENDA

THIS AGENDA IS POSTED IN ACCORDANCE WITH GOVERNMENT CODE SECTION 54950 ET SEQ.

DATE POSTED: 1/06/2012

TIME POSTED: 5:00 p.m

*Stephen Ford*

**CITY OF EAST PALO ALTO  
RENT STABILIZATION BOARD MEETING  
WEDNESDAY, January 11, 2012  
REGULAR SESSION – 7:00 PM  
2415 UNIVERSITY AVENUE  
Council Chambers  
EAST PALO ALTO, CA**

To facilitate your business with the Rent Board, all agenda items should be in the Rent Program office no later than 5:00 p.m. on Tuesday, one week preceding this scheduled meeting.

**RENT STABILIZATION BOARD MEMBERS -- PLEASE INFORM RENT BOARD STAFF IF YOU WILL NOT BE ATTENDING THE MEETING 72 HOURS PRIOR TO THE SCHEDULED MEETING AT (650) 853-3114 OR [sford@cityofepa.org](mailto:sford@cityofepa.org)**

### **RENT STABILIZATION BOARD**

#### **BOARD MEMBERS:**

Chair, Vacant  
Vice Chair, Midge Dorn  
Shryee D. Randolph  
William B. Webster  
Arnold Hart  
Goolrukh Vakil  
Christopher Peter  
Robert Allen

#### **BOARD ALTERNATE:**

**NOTICE:** The East Palo Alto Rent Stabilization Board welcomes public input. Anyone desiring to address the Board is required to fill in the request form available from staff. However, because of the Brown Act, the Board cannot discuss or vote on any item raised by the by the public or any of its members unless the item appears on the posted agenda. Non-agendized items are referred to staff and placed on the agenda of the next meeting. During the Community Forum portion of the meeting, comment is restricted to not more than two minutes for any individual and shall not exceed 20 minutes in total time.

The Americans with Disabilities Act (ADA) requires reasonable accommodation and access for the physically challenged. Those requesting such accommodation should contact the Rent Stabilization Program office at (650) 853-3114 three days before the hearing date. Additionally, those wishing to include an electronic media presentation must furnish/provide their own equipment. For further information regarding these items, you may contact the City of East Palo Alto Rent Stabilization Program, or call (650) 853-3114.

7:00 P.M. January 11, 2012

## **REGULAR RENT STABILIZATION BOARD MEETING**

### **1. CALL TO ORDER**

### **2. Introduction and Oath of Office by Newly Appointed Rent Stabilization Board Member**

### **3. ROLL CALL**

### **4. APPROVAL OF AGENDA**

### **5. AGENDIZED ITEMS FOR POLICY AND ACTION**

- 5.1 Selection of new Chair of the Rent Stabilization Board
- 5.2 Presentation and discussion on proposed Condominium Conversion Ordinance – Valerie Armento, City Legal Consultant
- 5.3 Second Reading: Amendments to Rent Stabilization Registration regulations
- 5.4 Second Reading: Amendments to Rent Stabilization Individual Rent Adjustment and Rent Withholding Petition regulations
- 5.5 Discussion and possible action on whether to amend the regulations to clarify whether petition fees are required for challenges to registration information reported and calculations of Maximum Allowable Rent

### **6. CONSENT CALENDAR APPROVAL OF MINUTES**

- Minutes for the December 14, 2011 Regular Rent Stabilization Board meeting

### **7. COMMUNITY FORUM**

At this time, any member of the public may address the Board on any matter that is not on the agenda (2 minutes per person time limit).

### **8. PUBLIC HEARINGS**

- 8.1 Continued Public Hearing: Rent Stabilization Fair Return regulations

### **9. REPORTS OF COMMITTEES AND STAFF** (Members of the Public who wish to speak on these items may do so during Community Forum)

- 9.1 Report out from RS Board Members and Committees:
  - a. Operational Excellence (**Allen**)
  - b. Outreach/Education (**Hart & Dorn**)
  - c. Rules and Regulations (**Webster & Randolph**)
- 9.2 Report out from Staff
  - a. 2011 Initial Registration progress
  - b. 2012 Annual Registration

- c. Status report on petitions filed with the Rent Board
- d. Status report on 2012 registration fees paid and the number of properties and units registered
- e. Other updates

## 10. WRITTEN COMMUNICATIONS

## 11. RECOMMENDATIONS FOR FUTURE ACTIONS AND AGENDA ITEMS

## 12. ADJOURNMENT

Future Meetings	
January 25, 2012	Presentation by City Manager, M L Gordon on City department responsibilities and roles and responsibilities of Board and staff members
January 25, 2012	Public Hearing on revisions to regulations to clarify whether petition fees are required for challenges to registration information reported and calculations of Maximum Allowable Rent
January 25, 2012	Discussion and possible action on the effect of the addition or legalization of units on exempt status of single family homes
January 25, 2012	Discussion and possible action on regulations for exemption claims, increases and decreases in space and services, optional service contracts, and possibly other amendments and additions
January 25, 2012	Hearing Examiner presentation on conducting hearings / overview of the process and procedures
February, 2012	Discuss RSP budget needs in FY 2013
July 2012	Set annual registration fee for FY 12-13.
TBD	Presentation and discussion on database for the Rent Stabilization Program
TBD	Additional topics for training and discussion Clarification on owner move-in evictions Exemptions