



Memorandum

TO: RULES AND OPEN
GOVERNMENT COMMITTEE

FROM: Leslye Corsiglia

**SUBJECT: ADVISORY COMMISSION
ON RENTS
(ACR) FY 2010-11
WORKPLAN**

DATE: November 22, 2010

Approved

Date

11/23/10

RECOMMENDATION

It is recommended that the Rules and Open Government Committee approve the Advisory Commission on Rents (ACR) workplan for FY 2010-2011.

OUTCOME

With the acceptance of these priorities for FY 2010-11, the ACR can discuss and work on specific issues to study, review, evaluate, and make recommendations to the City Council and the Department of Housing regarding the City's existing rental program and policies, and new programs and policies that would further the City's housing goals. The Advisory Commission on Rents oversees the operation of the Rental Rights Program Mediation and Arbitration hearing process. The Commission recommends to the City Council any changes and/or amendments which may be deemed necessary to ensure the successful operation and administration of Rental Rights Program Mediation and Arbitration, (Section 17.23 of the San José Municipal Code). The Commission may also make recommendations to the City Council and Administration regarding the staffing and funding necessary to operate and maintain the rental dispute mediation and arbitration hearing process.

BACKGROUND

In September 2007, staff was directed to return with an analysis on all existing boards and commissions, and costs to staff each, looking at redundancies and opportunities for consolidation, efficiency, and elimination.

As part of the efforts to streamline efficiencies, the City Council approved the recommendation to use a new workplan template that each Board/Commission would prepare and focus on allowing direct and concise direction to the members of the bodies, while managing the time of the City support staff. The new workplan template will provide the City Council with clear detail about board and commission activity.

RULES AND OPEN GOVERNMENT COMMITTEE

November 22, 2010

Subject: **ADVISORY COMMISSION ON RENTS (ACR) FY 2010-11 WORKPLAN**

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ANALYSIS

The ACR held its annual retreat on October 23, 2010 specifically to develop the FY 2010-11 workplan in conjunction with Housing Department staff. The attached workplan lists the priorities discussed and agreed on by the Commission.

/s/

LESLYE CORSIGLIA

Director of Housing

For more information call Leslye Corsiglia, Director of Housing, at (408) 535-3851.

Attachment – Advisory Commission on Rents Workplan for 2010-11

ADVISORY COMMISSION ON RENTS
Workplan for FY 10-11

Objective for FY 2010-11	Actions	Timeframe
Brown Act Presentation	- Review the ORDINANCE – City Attorney	January – 2011
Legislation and Litigation Report	- Review, discuss, and provide direction on legislation and litigation by City Attorney	January – 2011
Staff Report	- Quarterly Report	January – 2011
Rental Housing Database	- Market trends, analyses, opportunities, projections, sales, and marketing strategies. Specifics on size, and growth in the US. Presentation by CAA	January – 2011
Apartment Rent Ordinance 17.23 Pass Trough Certain Charges	- Implementing Ratio Utility Billing Systems Under the San Jose Rent Control Ordinance – City Attorney	January – 2011
Joint Budget Adhoc Committee	- Review Annual Rental Fees - Program Budget	April – 2011
Landlord Challenges in Today's Market	- Normal Wear and Tear, Rent Reduction, Remodeling, Improvements, Renegotiate Leases	April – 2011
Presentation by Code Enforcement on Inspections	- Status and Conditions of the Rental Properties Under the Apartment Rent Ordinance	April – 2011
Tenant Organization Information	- Tenant Concerns about Health and Safety Issues	April – 2011
General Plan/Envision 2040 Update	- Update the Commission on Current Status	April – 2011
Staff Report	- Quarterly Report	April – 2011
Update Bylaws	- Review Bylaws – City Attorney	July – 2011
New Development	- Demographic Update – Kim Walesh	July – 2011
Staff Report	- Quarterly Report -	July – 2011

ADVISORY COMMISSION ON RENTS
Workplan for FY 10-11

Elect Chairperson and Vice Chairperson	- Discuss, Nominate, and Elect Chair / Vice Chair/ Adhoc	Nov. – 2011
Foreclosure Update	- Statistics of the Rent Control Properties in Foreclosure	Nov. – 2011
Commission Involvement, Support and Outreach	- Chair / Annual Report for 2011 - Retreat to Plan for 2012 – Develop Work Plan	Nov. – 2011
Staff Reports	- Quarterly Repot - Annual Report	