



## AGENDA

### SPECIAL MEETING OF THE TENANT PROTECTIONS TASK FORCE

Tuesday, October 27, 2020 at 5:00 P.M.

VIA TELECONFERENCE

Join Via WebEx

#### Staff Liaison

Aissia Ashoori – 510-215-4361

[AAshoori@ci.el.cerrito.ca.us](mailto:AAshoori@ci.el.cerrito.ca.us)

<https://elcerrito.webex.com/elcerrito/onstage/g.php?MTID=e933e769435d0d78f64c0aab75395dd85>

Event ID: 146 659 0838

Event Password: ThPPARXD338

or

Join by Phone: 1-408-418-9388

Access code: 146 659 0838

Pursuant to Executive Orders N-25-20 and N-29-20, and in Response to the COVID-19 Pandemic Teleconference Restrictions of the Brown Act Have Been Suspended, as Well as the Requirement to Provide a Physical Location for Members of the Public to Participate in the Meeting.

Any person wishing to speak to the **Tenant Protections Task Force** on any of these matters is invited to participate via teleconference as described above.

The City encourages submission of written comments in advance to the **Tenant Protections Task Force** via email to [AAshoori@ci.el.cerrito.ca.us](mailto:AAshoori@ci.el.cerrito.ca.us) prior to the meeting or by contacting the staff liaison listed above.

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#### 5:00 P.M. CONVENE SPECIAL MEETING

- 1. ROLL CALL** – Facilitator: Gina Bartlett, Senior Mediator, Consensus Building Institute (CBI); Members: Buddy Akacic, Isis Bastet, Richard Bell, George Gager, Norman LaForce, Peter Pan, Elizabeth “BJ” Thorsnes and Tyra Wright.
- 2. ORAL COMMUNICATIONS FROM THE PUBLIC**  
*Remarks are typically limited to three minutes per person and are limited to items on the special meeting agenda only.*
- 3. APPROVAL OF MINUTES**  
Consider a motion adopting the minutes of the Special Meeting held on September 22, 2020.
- 4. DISCUSSION OF RENT REGISTRY DATA**  
Continue discussion of the rent registry data presented at the September 22, 2020 special meeting for the reporting period July 1, 2017 – June 30, 2019.
- 5. DISCUSS AND DEVELOP POLICY RECOMMENDATIONS**  
Discuss and assess potential policy considerations/recommendations, as defined by the City Council Resolution.

## 6. NEXT STEPS AND WRAP UP

- Discuss next meeting (Meeting #5) and process for developing final policy recommendations
- Confirm availability for the next meeting on November 18, 2020.

## 7. ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Staff Liaison, 510-215-4361. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 ADA Title I).

Any writings or documents provided to a majority of the members regarding any item on this agenda will be made available online for public inspection at <http://www.el-cerrito.org/1243/Tenant-Protections-Task-Force>.



## DRAFT MINUTES

### SPECIAL MEETING OF THE TENANT PROTECTIONS TASK FORCE

Tuesday, September 22, 2020 at 5:00 P.M.

VIA TELECONFERENCE

#### Staff Liaison

Aissia Ashoori | 510-215-4361

[AAshoori@ci.el-cerrito.ca.us](mailto:AAshoori@ci.el-cerrito.ca.us)

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**5:00 P.M. CONVENE SPECIAL MEETING** Aissia Ashoori called the meeting to order at 5:09 P.M.

- 1. ROLL CALL –** Facilitator: Gina Bartlett, Senior Mediator, Consensus Building Institute (CBI); Members: Buddy Akacic (joined late), Isis Bastet, Richard Bell, George Gager, Norman LaForce, Peter Pan, Elizabeth “BJ” Thorsnes and Tyra Wright. Others: Aissia Ashoori, Housing Analyst, Holly Charley, City Clerk and Melanie Mintz, Community Development Director.
- 2. ORAL COMMUNICATIONS FROM THE PUBLIC**  
Public comments received prior 3:30pm were meeting posted on the task force website. Holly confirmed no oral communications from the public.
- 3. APPROVAL OF MINUTES**  
**Moved/Second:** Bastet/Bell **Action:** Passed a motion to adopt the October 29, 2019 minutes with revisions to Section 5, Paragraph 2. **Ayes:** Akacic, Gager, LaForce, Pan, Thorsnes, Wright **Noes:** None **Absentions:** None
- 4. REIVEW TASK FORCE FRAMEWORK AND PURPOSE**  
**Presentation and Discussion:** Gina reviewed the Framework and Purpose, as defined by the City Council Resolution, including the incorporated changes from the last meeting on October 29, 2019. Gina also highlighted the City Council action on September 1, 2020 to extend the duration of the Task Force ([Resolution 2020-46](#)) from twelve to sixteen months (sunset December 2020). Isis requested changes to the Framework to include affordable housing, displacement of black/brown tenants and COVID-19. Other task force members discussed those suggestions and felt these details could be contemplated in the *Purpose*, Section E. along with any other recommendations that members felt should be forward to the City Council.  
Gina reminded members that the goal of the Framework document is to guide their decisions and to utilize it as a working draft given the evolving legislative changes and duration of the task force. Melanie reminded members that the City Council adopted the [Affordable Housing Strategy](#) in 2017 and took action related to COVID-19 which will be covered by staff in the next agenda item.

**5. COVID-19 LEGISLATIVE UPDATES**

**Presentation and Discussion:** Aissia presented COVID-19 tenant protections at the city, county, state, federal levels and responded to the comments and questions raised by members.

**6. RENT REGISTRY PRESENTATION**

**Presentation and Discussion:** Aissia presented the rent registry data for the reporting period July 1, 2017 – June 30, 2019. Task Force members asked clarifying questions and shared their observations. It was highlighted that the ordinance requires landlords to report the information to the city, under the penalty of perjury, and does not establish any reporting requirement for tenants.

Members felt this was a first step getting this off the ground in such a short time, expressed thinking about ways to improve statistical confidence and how to increase the 70% response rate. Members would like an opportunity at the next meeting to discuss the data more.

**Public Comment:**

Jeff Levine: El Cerrito resident and EBHO Policy Director

Item #4: Believes the City Council Resolution authorizes members to discuss other policies.

Item #5: Hopes that the city will be distributing educational materials to tenants and landlords via social media, other city mailings, etc. given that they may not know about their rights.

Item #6: Felt staff did a remarkable job and acknowledges that there are ways to improve after year one. There was concern expressed for rental properties without business licenses resulting in lack revenue and non-compliance.

**7. NEXT STEPS, RECOMMENDATIONS AND WRAP UP**

Gina walked through the Task Force Tenant Protections Recommendations table and asked members to begin thinking about categories A. – E., defined in the Purpose, for discussion at the next meeting. Gina also mentioned the possibly scheduling an additional meeting (#5) before the task force ends.

**8. ADJOURNMENT** The meeting adjourned at 7:31 P.M.  
BJ left the meeting prior to adjournment at 7:25 P.M.

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Gina Bartlett, Facilitator/Mediator

This is to certify that the foregoing is a true and correct copy of the minutes of the special Tenant Protections Task Force meeting of September 22, 2020 as approved by the Tenant Protections Task Force.

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Aissia Ashoori, Staff Liaison

# Task Force Tenant Protections Recommendations

Updated 9/21/2020

<b>Recommendation Topics</b> Defined by City Council	Existing Policy	<b>Potential Recommendation</b> (Based on previous meetings) <ul style="list-style-type: none"> <li>• <i>No action at this time</i></li> <li>• <i>Stay the course</i></li> <li>• <i>New policy recommendation by property type</i></li> </ul>	<b>Final Task Force Recommendation</b>
<b>a. Rent Review Programs</b>	No existing policy	<i>Dispute Resolution</i>	
<b>b. Tenant Relocation Assistance due to Demolition Policy</b>	<b>California AB 1482</b> Displacement as result of no-fault terminations. One month's rent. Requires tenant notification	<i>Education and outreach on AB 1482 in El Cerrito</i> <i>Observe implementation of AB 1482</i> <i>May consider options that include more than one month's rent for no-fault evictions (as previously considered by Council)</i>	
<b>c. Tenant Relocation Assistance due to Rent Increase Policy</b>	<b>California AB 1482</b> Rent cap only, no relocation assistance unless no-fault termination. Requires tenant notification	<i>Education and outreach on AB 1482 in El Cerrito</i> <i>Observe implementation of AB 1482</i> <i>Lower rent cap than AB 1482</i>	
<b>d. Just Cause for Eviction</b>	<b>California AB 1482</b> Requires "just cause" to evict tenants who have occupied for 12 months (or 24 months if a new roommate moves in). Requires tenant notification	<i>Education and outreach on AB 1482 in El Cerrito</i> <i>Observe implementation of AB 1482</i>	
<b>e. Other recommendations considered by the Task</b>	<b>Rent Registry El Cerrito Municipal Code Chapter 10.100</b> (for business license)		

<p>Force with respect to Tenant Protections</p>	<p><b>Residential Rental Inspection Program</b> (with business license) <b>Business License:</b> Requires anyone who is doing business within city limits (including operation of rental property) to obtain a business license and pay the license tax.</p>		
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