

**CITY OF OAKLAND
AGENDA REPORT**

OFFICE OF THE CITY CLERK
2006 SEP 26 09:57

TO: Office of the City Administrator
ATTN: Deborah Edgerly
FROM: Community and Economic Development Agency
DATE: September 26, 2006

RE: **Annual Report Regarding Rent Adjustment Program Income, Costs And Operations For Fiscal Year 2005-2006 And Anticipated Costs For Fiscal Years 2006-2009.**

SUMMARY

This report is required by the Oakland Municipal Code (OMC) Sections 8.22.500.A and 15.08.100.C.6. As mandated by the City Council, it provides information on the operations of the Housing Residential Rent and Relocation Board and the utilization of the Rental Property Service Fee.

The most significant issues contained in this report are: implementation of the low-income representation program; the program budget; successful transfer of billing functions; maintenance of a near zero backlog in processing petitions; reduction of pending appeals to near zero, and proposed changes to the Rent Adjustment Ordinance and Regulations.

FISCAL IMPACT

There are no fiscal impacts associated with this annual informational report.

BACKGROUND

When the Rent Adjustment Ordinance (hereinafter "Ordinance") was revised by the City Council in January 2002, with certain provisions effective July 1, 2002, the revisions included imposition of a \$24 per unit Rental Property Service Fee to fund the operations of the Rent Adjustment Program. The City Council also mandated that staff provide a report each fiscal year on the cost and anticipated expense of operations of the Rent Adjustment Program to assess the effectiveness and amount of the user service fee.

Commencing June 30, 2005 and thereafter, the fee is considered by the Council as part of the Master Fee Schedule, and adopted as part of the City's budget process. The fee is paid by the landlords of all units covered by either the Rent Adjustment Ordinance or the Just Cause for Eviction Ordinance. Despite substantial increases in operating costs, the fee has not been increased since its inception in FY01-02. However, two staff positions were cut to ensure a balanced budget for fiscal years 2005-2007 and a third position was left vacant until revenues were collected to ensure funding for the position was available.

Item: _____
CED Committee
September 26, 2006

KEY ISSUES AND IMPACTS

This report covers a number of key issues and provides information and analysis of the past year's budget and performance.

I. BUDGET

INCREASED REVENUE

For increased accuracy and efficiency in billing and coordination and elimination of duplicate efforts by Business License Tax and Rent Adjustment, responsibility for the Rental Property Service Fee billing was transferred to the Finance and Management Agency, Business License Tax Section, effective September 15, 2005. Business License Tax did the billing and related customer service during FY05-06. Transfer of the billing from Rent Adjustment to Business License Tax went smoothly and has resulted in increased revenue and greatly improved ease of payment for landlords. Business License tax has the facilities to accept payments in person and to accept credit card payments.

For FY 2005-2006, Business License Tax sent bills for 33,128 properties with 92,883 units. The number of units billed is approximately 22,000 more than last fiscal year. The majority of these units were declared exempt in prior years and as a result of sending out billing notices to these additional units, revenue increased 11% or \$170,000 over last year.

As a result of the increased income collected, the Rent Adjustment program has filled a vacant Hearing Officer position and is considering a proposal to add back one of the two staff positions that was cut in the FY 05-07 fiscal budget.

The budgeted revenue for FY 05-06 was \$1.54M. Actual revenue for FY 05-06 was about \$1.76M. It is anticipated that revenue will remain stable for FY 06-07 at about \$1.76M. The budgeted revenue for FY06-07 revenue is \$1,759,043. The chart below shows fee revenue collected during the last four fiscal years, through June 30, 2006. These figures represent the total received, subject to small adjustments for miscellaneous charges and credits.

02-03		03-04		04-05		05-06	
Jul	\$ 11,965.32	Jul	\$ 21,456.40	Jul	\$ 52,782.84	Jul	\$ 4,602.25
Aug	\$ 3,816.00	Aug	\$ 5,548.36	Aug	\$ 396,698.67	Aug	\$ 4,539.87
Sep	\$ 2,053.26	Sep	\$ 1,445.41	Sep	\$ 61,222.00	Sep	\$ 207,434.90
Oct	\$ 13,269.48	Oct	\$ 32,269.00	Oct	\$ 19,968.43	Oct	\$ 52,170.05
Nov	\$ 2,058.00	Nov	\$ 11,512.74	Nov	\$ 29,839.79	Nov	\$ 13,784.04
Dec	\$ 27,900.00	Dec	\$ 45,945.82	Dec	\$ 27,693.86	Dec	\$ 76,780.71
Jan	\$ 76,889.70	Jan	\$ 149,856.16	Jan	\$ 397,238.18	Jan	\$ 406,056.58
Feb	\$ 39,882.40	Feb	\$ 51,872.00	Feb	\$ 593,865.47	Feb	\$ 656,264.73
Mar	\$ 361,669.20	Mar	\$ 320,831.75	Mar	\$ 243,084.50	Mar	\$ 242,622.39
Apr	\$ 438,912.38	Apr	\$ 308,105.70	Apr	\$ 48,139.89	Apr	\$ 54,543.90
May	\$ 104,189.80	May	\$ 238,482.68	May	\$ 12,405.46	May	\$ 13,958.77
Jun	\$ 21,699.24	Jun	\$ 33,136.80	Jun	\$ 6,529.54	Jun	\$ 24,528.73
	\$1,104,304.78		\$1,220,462.82		\$1,889,468.63		\$1,757,286.92
Corrected Revenue	\$1,104,304.78	\$1,520,462.82		\$1,589,468.63		\$1,757,286.92	

Due to problems with the billing subcontractor, a substantial portion of FY03-04's revenue was received in FY04-05. The FY 04-05 number of \$1.89M includes about \$300,000 attributable to FY03-04.

DELINQUENT ACCOUNTS

With an increase in properties that received a rent adjustment bill this past year, Business License Tax reports 9,737 properties with delinquent accounts. The total of the amounts billed but unpaid is \$1,898,419.92. This amount should be viewed with caution, as experience shows that many of the "delinquent" accounts are exempt properties for which no fees are owed. Business License Tax is working with the owners to determine whether an exemption should apply.

EXPENDITURES

A complete list of the program expenditures for FY05-06 is shown below. As expected, the largest expenditures are personnel costs and overhead, including charges by the City Attorney's Office and Business License Tax Office. The total of personnel costs and overhead are more than 75% of the program costs in FY05-06. Other large charges, either budgeted or actual, are the Low Income Representation program, billing software, contract contingencies, and bank charges. In the supplies and materials category is an unexpended \$50,000 which is the budgeted amount for new billing software that is being purchased by Business License Tax. There are also projected increases in costs for salaries, benefits, and departmental overhead in conformity with the adopted budget.

RENT ADJUSTMENT
PROGRAM EXPENDITURES FY 05-06

	<u>Budget</u>	<u>Encumbrance</u>	<u>Actual</u>	<u>Available</u>
<u>Personnel Costs:</u>				
City Attorney	281,604.00	-	281,604.00	-
Business License Tax (Temp.)	100,703.81		114,954.10	(14,250.29)
Rent Adjustment:				-
Salary & Benefits	873,416.38	-	702,113.62	171,302.76
O/H - Dept	125,864.31		102,151.98	23,712.33
Salary - Prior Year Adjust.	(463.74)	-	(463.74)	-
Total - Rent Adjustment	998,816.95	-	803,801.86	195,015.09
Total Personnel Costs	1,381,124.76	-	1,200,359.96	180,764.80
<u>O & M:</u>				
Supplies & Materials	55,854.70	235.48	5,030.73	50,588.49
Postage & Mailing	14,818.08	436.08	14,192.72	189.28
Printing & Duplicating	15,378.99	1,628.99	13,487.07	262.93
Low Income Rep Program	110,000.00		102,050.77	7,949.23
Contract Contingencies	200,000.00			200,000.00
Subtotal: Contract Services	396,051.77	2,300.55	134,761.29	258,989.93
Education & Professional Dues	5,650.00		2230.31	3,419.69
Duplicating & CIP Assessment	5,000.00		5000.00	-
Bank & Bond Expenditures	15,000.00	13,436.26		1,563.74
Rental: Land & Building	500.00		165.00	335.00
Other:	26,150.00	13,436.26	7395.31	5,318.43
				-
Total Expenditures FY 05-06	1,803,326.53	15,736.81	1,342, 516.56	445,073.16

PROGRAM BUDGET

The adopted budget for FY06-07 is similar to the FY 05-06 budget. The major differences are an increase in personnel costs to comply with union contract obligations and a decrease in operating and maintenance expenditures because of prior mandated budget cuts. Staff was reduced by 2 FTE in 05-06 to balance the budget. Staff will be requesting authorization to restore a needed program analyst position as part of the 07-09 budget process.

		PROGRAM BUDGET FY 06-07	
	City Attorney	Subtotal	297,336.00
	Bus. Lic. Tax	Subtotal	222,591.00
	Salary and Benefits (incl overhead)		865,801.00
	Supplies and Materials		235.48
	Postage & Equip. Repair		436.08
	Duplication & Printing		1628.99
	Misc. & Reserve		23665.00
	Rent Adjustment	Subtotal	891,766.55
		TOTALS	1,411,693.55

STAFF

The Rent Adjustment Program authorized staff on June 30, 2006 was:

Program Manager	1
Hearing Officer	2
Program Analyst II	2
Administrative Assistant I	2
FTE in Business License Tax	2
FTE in City Attorney Office	1.5
Total FTE	10.5

One and one-half FTE's (attorney and .5 secretary) in the City Attorney's Office are paid from Rent Program revenues. Two billing positions (Accountant III and Account Clerk II) remain in the Rent Adjustment budget, although they work in, and are supervised by, the Business License Tax Section of the Fiscal and Management Agency, effective September 15, 2005.

In order to achieve the mandated reduction in expenditures at the beginning of this budget cycle, two positions were eliminated from Rent Adjustment. An Urban Economic Analyst II position

was eliminated when the incumbent retired. This position was responsible for tracking and processing the appeals to the Rent Board, coordinating public outreach, and sharing public contact duties with the other analysts. These duties were distributed to other staff members. An Administrative Assistant II position was also eliminated when the incumbent transferred. One Hearing Officer position was left vacant at that time to conserve funds. Part of the overflow cases were heard by two part-time, limited duration Hearing Officers. The net result of the budget cuts was a loss of two positions.

Now that revenue has stabilized, staff has filled the vacant Hearing Officer Position and will be requesting authorization to replace the lost UEAll position with a Program Analyst I. The net result of the proposed personnel change, if approved, will be an increase in Rent Adjustment staff by one FTE in FY 07-08.

INCREASE IN FEES

When increases in personnel costs for the Program are projected through the end of the next budget cycle, it is evident that a fee increase is necessary. The estimate is made using these assumptions:

- Staff continues to perform well and is eligible for all merit increases during the next budget cycle;
- the 4% per year increases mandated by the Union contacts will continue through the last year of the next budget cycle;
- the increase of one FTE is approved;
- the overhead rate does not change;
- revenue remains constant at \$1,757,286.92;
- benefit costs do not increase substantially.

	Personnel costs added during FY	Subtotal	With 4% increase	Surplus/Deficit
FY05-06			1,381,124.76	
FY06-07	235,904.00	1,617,028.76	1,681,709.91	\$75,577.01
FY07-08	50,000.00	1,667,028.76	1,733,709.91	\$23,577.01
FY08-09	50,000.00	1,717,028.76	1,785,709.91	(\$28,422.99)

In addition, one of the changes to the Rent Adjustment Ordinance approved by the Rent Board (and supported by both landlords and tenants) would permit a landlord to file a petition for a certificate that a unit is exempt from rent adjustment.

This will certainly increase the number of petitions filed and result in the need to hire an additional staff member to assist in processing these petitions. A fee increase of three dollars will be proposed as part of the 07-09 budget process that would generate an additional \$210,000 in revenue.

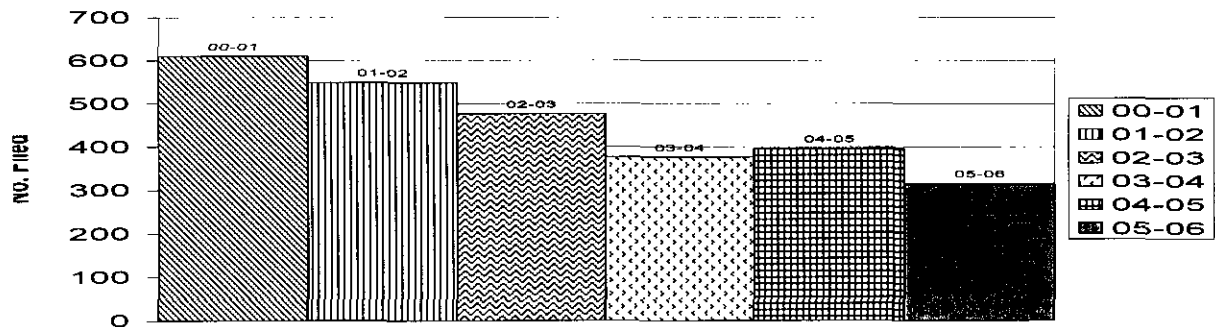
II. PROGRAM OPERATIONS

RENT ADJUSTMENT

PETITIONS

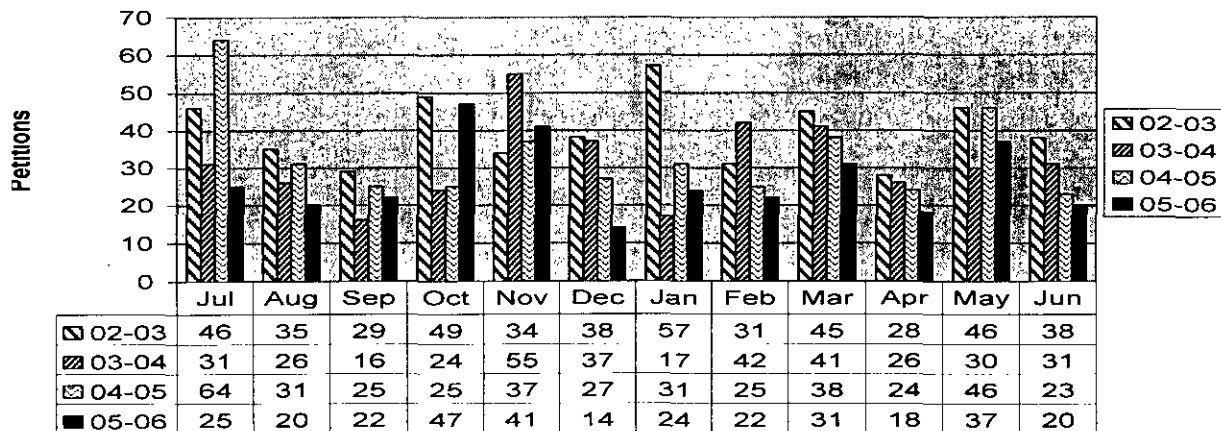
The number of petitions filed is closely tracked by Staff to ensure that resources are available to process petitions in a timely manner. After a slight increase in FY04-05, the number of petitions and applications filed in FY05-06 decreased to 327 from 396 in FY04-05.

Petitions by Fiscal Year

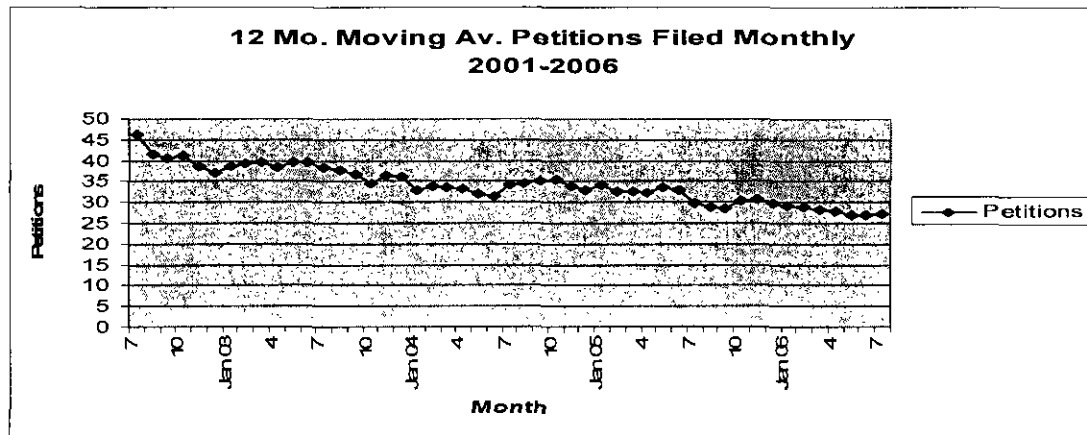


Projecting the present rate of petitions filed through August 2006, approximately 360 petitions are expected to be filed in FY06-07. See the following chart for the totals by month. Note: Ellis Act applications are not included in either the projection or the chart.

Petitions filed by Month



The trend in petitions filed is shown by the next chart. Staff believes the cause of the decrease is a combination of increased landlord compliance and fewer and smaller rent increases due to economic conditions.



PETITION CLAIMS

This year, staff began recording data as to the reasons the claims were filed by the petitioners. The next table shows the total number of each type of claim made by all petitioners, both landlords and tenants. Often, more than one claim is made on a single petition.

Claim	Number of claims sited	% of petitions
Rent Increase exceeds CPI and is unjustified	256	79.8%
No Notice of Rent Program given with notice of increase	144	44.9%
Decreased housing services	121	37.7%
No Rent Program notice given at inception of tenancy	97	30.2%
No summary of reasons for increase was given after request	82	25.5%
Two increases in the same year	22	6.9%
Extension of time for LL to make repairs (Measure EE)	3	0.9%
Landlord violated Costa-Hawkins	2	0.6%
LL requests pre-approval of increase	2	0.6%

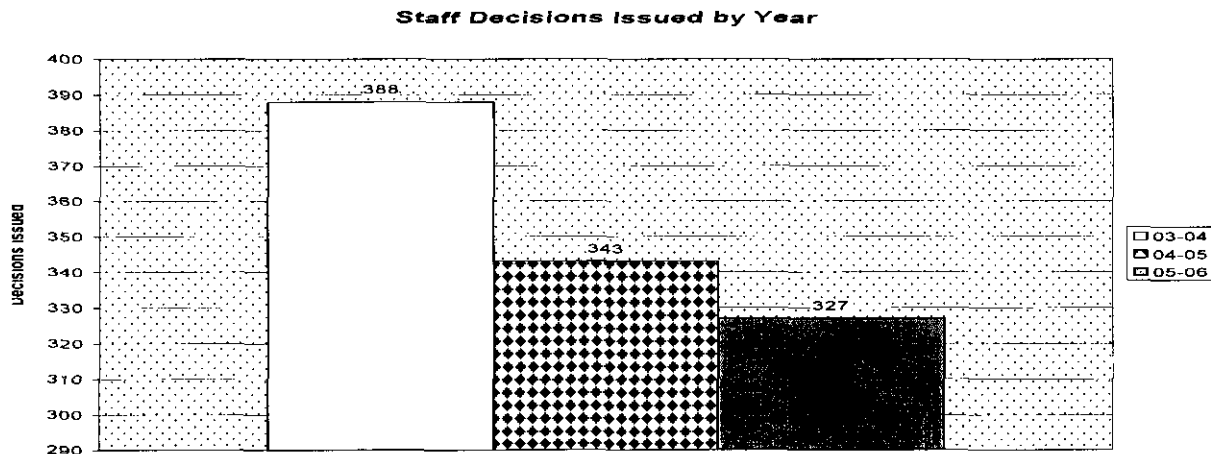
By far, most petitions are filed alleging an unjustified increase greater than the annual allowable rate. This is consistent with Staff’s experience that most petitions are filed when a tenant perceives a rent increase as unfair. It is common that landlords who increase rents in violation of the Rent Adjustment Ordinance also do not comply with the requirement to notify the tenant of the rent program. Proper noticing of the tenant rights remains to be a significant issue by those tenants filing petitions.

Claims for decreased housing services are also a major issue. Tenants can allege a loss of any service the landlord is obligated to provide by state law or by contract. Statistics for “lost” services are not collected by the program. However, in Staff’s experience, the services most commonly alleged as “lost” relate to ineffective weatherproofing (leaking roofs and windows), structural damage to the property, non-functioning appliances (including heating equipment), loss of parking, loss of use of yard space and loss of storage.

PETITIONS PROCESSED EFFICIENTLY THROUGH INITIAL DECISION

Staff has maintained a petition backlog of near zero during FY05-06. The most important factors in the lack of a backlog are fewer petitions, improved petition processing times and a substantial rate of settlement. The average time from petition filing through staff decision for FY 05-06 was 61 days. This is a 10% improvement over the 67 days it took for a decision to be issued during the prior fiscal year. Staff does not believe further reductions in time to staff decision can be achieved without amending the times set for the various stages of petition processing, as written in the Ordinance and Regulations.

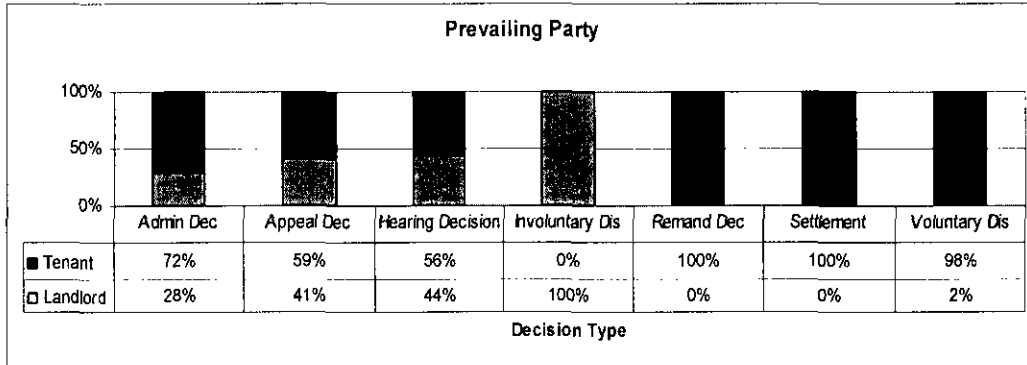
A comparison of the number of decisions issued by staff over the last three years follows. The reduction in the number of decisions issued reflects the reduced backlog of cases to be decided.



The number and percentage of cases resolved through each type of disposition is shown on the next chart.

Final Decision Type	Number	%
Pending Appeal	68	20.8%
Administrative Decision	39	11.9%
Appeal Decision	17	5.2%
Hearing Decision	78	23.9%
Involuntary Dismissal	40	12.2%
Remand Decision	5	1.5%
Settlement Agreement	30	9.2%
Voluntary Dismissal	50	15.3%
Total	327	100.0%

Based on a review of past cases, staff estimates that tenants received some relief in about 64% of the cases, while landlords prevailed in about 36% of the cases indicating that the petitions filed by tenants are generally meritorious.



Please note: Dec if for decision and Dis is for Dismissal.

APPEALS

During FY05-06, the Staff decision was appealed to the Rent Board in 106 cases compared with 64 cases in FY04-05. Sixty-seven (67) of the appeals were filed in two sets of consolidated cases. One of the two, was 54 petitions filed by residents of the California Hotel, and is the largest number of consolidated petitions filed in the last eight years. The appeals statistics are skewed by the number of petitions involved in these two large cases. During FY05-06 the Rent Board issued appeal decisions in 39 cases. The remaining 67 cases, consisting of the California Hotel (54) and one other large case (13) are in the process of being heard with a decision due in the next two months.

For comparison, during FY 04-05, the Board issued appeal decisions in 79 cases. The reduction in appeal decisions issued is due to 1) lack of quorum and 2) substantial time devoted to legislative matters. Although the City Council approved a modification to the Rent Adjustment Ordinance adding three alternate Rent Board members, only one of those positions has been filled. The Rent Board has devoted a considerable amount of time to consideration of changes and modification to the Rent Adjustment Ordinance, some of which will be presented to the City Council within the next three months.

Of the 106 cases appealed to the Rent Board during FY05-06, tenants filed appeals in 88 cases and the landlords filed appeals in 16. Both parties filed appeals in two cases.

JUST CAUSE FOR EVICTION

Regulations to implement the Just Cause for Eviction Ordinance were adopted by the Board during FY04-05 and are in effect. Implementation of the Just Cause Ordinance and Regulations has been relatively trouble free.

Most problems have arisen in the context of owners of rented single family dwellings who want to sell the property. Under such circumstances, the Ordinance prohibits eviction. The sale is not considered good cause under the Ordinance. A few owners have opted to use the State Ellis Act to withdraw the unit from the market and sell the house vacant.

EVICITION NOTICES

The Just Cause for Eviction Ordinance requires that a copy of every eviction notice served on tenants in units covered by the Ordinance be filed with the Rent Adjustment Program. The number of eviction notices received by the Rent Adjustment Program during FY04-05 was 5629. In FY 05-06, this number increased to 9417 an increase of about 67% from the 5629 received during the last fiscal year. Staff ascribes the increase in eviction notices to increased compliance by landlords, rather than an increased number of evictions.

LITIGATION OF JUST CAUSE FOR EVICTION ORDINANCE

The Alameda County Superior Court upheld the constitutionality of nearly all parts of the Just Cause for Eviction Ordinance in the face of a broad challenge brought by the Rental Housing Association of Northern Alameda County. The trial court's decision has been appealed to the California First District Court of Appeal by both the landlords and the City of Oakland. The matter is being handled by the City Attorney's Office.

ELLIS ACT PROTECTIONS

The City Council passed Ellis Act Protections for tenants in buildings removed from the rental housing market during FY03-04 and charged the Rent Adjustment Program with its implementation. During FY05-06, five applications were filed to remove properties from the rental housing market. This is the same number as in each of the previous two years. All of the properties "Ellised" during FY05-06 are single family residences. Unlike San Francisco, San Jose and other jurisdictions, the principal use of the Ellis Act in Oakland is to vacate single family dwellings for sale to a buyer who intends to reside in the home. There is no indication of a rush to remove units from the rental housing market or to attempt to bypass rent or eviction controls by removing units from the market. "Ellising" does not currently present a threat to rental housing in Oakland

OUTREACH ACTIVITIES

Although there has been a Rent Adjustment Ordinance for more than 25 years, many people – both landlords and tenants – are still unaware of its existence. As a result, tenants may pay legally unjustified rent increases and landlords suffer when they unknowingly violate the Rent Adjustment Ordinance and their rents are reduced. To address these situations, the Rent Adjustment Program has engaged in a variety of activities to inform all sectors of the community of the existence and scope of the Rent Ordinance and the Just Cause for Eviction Ordinance.

During FY05-06, Staff revised and arranged for the translation and printing of tri-fold informational pamphlets in English, Spanish, Mandarin and Vietnamese.

Staff has made efforts to distribute these pamphlets throughout the City, and otherwise inform the public of the Program's mission, as follows:

Distribution of Pamphlets & Posters – Public Agencies

- City of Oakland Business License Tax Section – Arranged for agency to send a pamphlet to each new owner of residential property
- City of Oakland Recreation Centers – placement of posters on bulletin boards
- City of Oakland Parks & Recreation Department – 30 posters distributed to Oakland's recreation and senior centers
- Lobby, 250 Frank Ogawa Plaza
- Business License Tax Office, 250 Frank Ogawa Plaza
- Health & Human Services, 150 Frank Ogawa Plaza
- Equal Access Office, City Hall
- Oaklanders' Assistance Center, City Hall
- Small Claims Court Assistance Center, Alameda County Superior Court, Oakland
- Oakland Office, Alameda County Supervisor Nate Miley
- Oakland Office, Alameda County Supervisor Keith Carson

Distribution of Pamphlets – Community Agencies

ACORN Housing	Lao Family Community Development
Asian Health Services	Law Center for Families
Bay Area Legal Aid	Legal Assistance for Seniors
Central Committee for Conscientious Objectors	Native American Health Center
Center for Independent Living	North Oakland Senior Center
Centro Legal de la Raza	Oakland Community Organizations
Downtown Senior Center	Phoenix Program
East Bay Community Law Center	Project Reconnect
East Oakland Community Project	San Antonio N'hood Health Center
East Oakland Senior Center	Sentinel Fair Housing
Eden Council for Hope & Opportunity	Spanish Speaking Unity Council
Filipinos for Affirmative Action	St. Mary's Center
Housing Rights, Inc.	West Oakland Health Council
Just Cause Oakland	West Oakland Senior Center
La Clinica de la Raza	

Public Events

The Rent Program sponsored two outreach conferences, (January 30, 2006 & February 16, 2006) for representatives of landlords, tenants, and community organizations. More than 25 representatives attended one or both of these programs. Rent Program staff members have participated in educational seminars presented by the Rental Housing Association of Northern Alameda County and the Apartment Owners' Association.

Presentations have been made to the Rotary Club of East Oakland, community members at the James Madison Middle School, and to the Oakland Association of Realtors.

Presence at Public Events

During FY05-06, a Rent Program representative has been present, and distributed literature, at the Eastmont Town Center Expo, and the Oakland Black Expo. Staff will continue to attend public events as they come available.

Oakland City Council Offices

On March 14, 2006, an email was sent to the Chief of Staff of each Council member, requesting that newsletters to constituents include a brief informational message concerning the existence of the Rent Adjustment Program.

Media

Meetings have been held with Samee Roberts and Harry Hamilton of the City Marketing Events Division to create plans for additional outreach activities, and with Rent Board member Laura Arreola regarding outreach to the Hispanic community. Basic information concerning the Rent Program has been posted on Craig's List and the KTOP Reader board.

Direct Mailing & Print Ads

Staff has investigated the cost to implement a direct mail campaign to tenants and advertising in local newspapers. The charge for a direct mailing would be approximately \$25,000. This is considered to be cost prohibitive. As an alternative, an advertisement of one column inch in the Oakland Tribune or Oakland Post would cost between \$27 and \$42 for each issue. The East Bay Express – a free weekly publication – charges \$70 a week for 4 weeks, and slightly less for 8 weeks, for an ad measuring approximately two and one-half by one and one-half inches. Staff is proposing to advertise quarterly in the Tribune and other language specific publications.

Pending Activities

The Rent Program Staff is examining the viability of producing and distributing a 30-second public service announcement in English, Spanish, Chinese and Vietnamese, for local television stations for broadcast. While production of the spot is feasible, purchasing broadcast time for distribution is not. Free distribution is being confirmed before production begins.

CUSTOMER SERVICE COMPLAINTS

During FY05-06, Staff attended 7261 telephone calls. Only two customer complaints were received about Staff service.

That is a complaint rate of about 3/100ths of one percent. This is a marked improvement from the prior fiscal year and the best program performance in this area to date. Similarly, during FY05-06, Staff assisted 3444 members of the public in person in the Rent Adjustment Program offices with only one complaint about Staff. Again, this is a complaint rate of about 3/100 of one percent.

For the first time in three years, the program received no voice mail “death threats” during this fiscal year, but did receive one hostile and obscene recorded phone message. These calls were reported to the Oakland Police Department. This is indicative of improved program operations and a less antagonistic relationship between landlords and tenants.

SUSTAINABLE OPPORTUNITIES

Pursuant to City Council Resolution No. 74678 C.M.S., adopted December 1, 1998, staff encourages property owners to operate sustainable projects. Stabilizing Oakland’s existing residential tenancies will continue to stabilize neighborhoods. The rental regulation programs address the “3 E’s” of sustainability by:

Economic:

- Preserving the affordable housing inventory for families, seniors, and disabled people in Oakland.
- Mitigating the adverse economic pressure on surrounding neighborhoods caused by new housing development.

Environmental:

- Preventing social disruption of established neighborhoods with rental housing.
- Mitigating any adverse environmental impacts resulting from development of new and existing rental housing.

Social Equity:

- Improving the landscape and climate of Oakland’s neighborhoods by encouraging longer-term tenancies in rental housing.
- Aiding low-income families to save money in order to become homeowners.

DISABILITY AND SENIOR CITIZEN ACCESS

The City’s Rent Adjustment staff complies with legal requirements to provide access to all Rent Adjustment Program services for people with disabilities and to ensure that the units rented to people with disabilities comply with applicable codes. The Just Cause for Eviction Ordinance and the Ellis Act Ordinance provide special protections against evictions and relocation benefits for seniors and people with disabilities.

RECOMMENDATION(S) AND RATIONALE

Staff recommends that the City Council receive and file this report.

Item: _____
CED Committee
September 26, 2006

ALTERNATIVE RECOMMENDATION(S)

No alternative is required because this is an informational report only.

ACTION REQUESTED OF THE CITY COUNCIL

That the City Council receive and file this report.

Respectfully submitted,




DAN VANDERPRIEM
Director of Redevelopment, Economic
Development and Housing

Reviewed by:
Sean Rogan
Deputy Director
Housing and Community Development

Prepared by:
Rick Nemcik Cruz
Rent Adjustment Program Manager

APPROVED AND FORWARDED TO
THE COMMUNITY AND ECONOMIC
DEVELOPMENT COMMITTEE



OFFICE OF THE CITY ADMINISTRATOR