

CITY OF MOUNTAIN VIEW
RENTAL HOUSING COMMITTEE
RESOLUTION NO. RHC-105
SERIES 2023

A RESOLUTION OF THE RENTAL HOUSING COMMITTEE
OF THE CITY OF MOUNTAIN VIEW
ADOPTING THE FISCAL YEAR 2023-24 BUDGETS FOR THE
COMMUNITY STABILIZATION AND FAIR RENT ACT AND THE
MOBILE HOME RENT STABILIZATION ORDINANCE AND ESTABLISHING A RENTAL HOUSING FEE
AND A RENTAL SPACE FEE SUFFICIENT TO SUPPORT THE FISCAL YEAR 2023-24 BUDGETS

WHEREAS, Section 1709(d)(7) of the Community Stabilization and Fair Rent Act (CSFRA) and Section 46.9(a) of the Mobile Home Rent Stabilization Ordinance (MHRSO) authorize and require the Rental Housing Committee (RHC) to establish a budget for the reasonable and necessary implementation of the provisions of the CSFRA and the MHRSO, including, without limitation, the hiring of necessary staff, charging fees as set forth in the CSFRA and the MHRSO in an amount sufficient to support that budget, and reimbursement of all funds advanced by the City of Mountain View for operational and one-time costs; and

WHEREAS, Section 1709(j)(1) of the CSFRA and Section 46.9(b) of the MHRSO require all landlords subject to the CSFRA to pay a per-unit Rental Housing Fee on an annual basis and all mobile home park owners and landlords subject to the MHRSO to pay a per-space Rental Space Fee on an annual basis and requires the RHC to determine the amount of the Rental Housing Fee and Rental Space Fee; and

WHEREAS, the RHC publicly noticed meetings and solicited input on the Fiscal Year 2023-24 Recommended Budgets on May 22, 2023 and June 12, 2023, respectively; and

WHEREAS, the RHC adopts a Rental Housing Fee and a Rental Space Fee as part of its annual budget process, and, as the RHC is an integral part of the City government, the Rental Housing Fee and Rental Space Fee shall be listed and incorporated into the City's Master Fee Schedule; and

WHEREAS, City departments provide administrative and management services to the RHC in connection with the Fiscal Year 2023-24 Budgets, Rental Housing Fee, and Rental Space Fee; and

WHEREAS, minor adjustments and corrections to the Fiscal Year 2023-24 Budgets, Rental Housing Fee, and Rental Space Fee may be required to ensure orderly administration and, therefore, the RHC desires to provide authority to the City's Finance and Administrative Services Director to perform such adjustments; now, therefore, be it

RESOLVED: by the Rental Housing Committee as follows:

1. The Fiscal Year 2023-24 Recommended CSFRA Budget, in the amount of \$2,061,836, and the Statement of Revenues, Expenditures, and Balances, attached as Exhibit A, and the Recommended MHRSO Budget, in the amount of \$346,911, and the Statement of Revenues, Expenditures, and Balances, attached as Exhibit B, plus any amendments approved by the RHC on June 12, 2023, if any, are hereby adopted as the Fiscal Year 2023-24 Budgets of the RHC.

2. The Rental Housing Fee and Rental Space Fee are hereby adopted as set forth in Exhibit C.

3. The Finance and Administrative Services Director is hereby authorized to make adjustments and corrections to budgeted amounts for reasons such as: (a) amendments adopted by the RHC; (b) adjustments for internal service charges and administrative overhead reimbursements; (c) final employee compensation and benefit costs, including final employee compensation packages; and (d) other corrections as necessary. The Finance and Administrative Services Director is hereby authorized to determine the budgeted amounts for implementation of the decisions made at the public meeting and will report the final Adopted Budgets and any reconciling changes in the compilation of the budgets to the RHC by an informational memorandum and will file said final Adopted Budgets with the City Clerk's Office.

The foregoing Resolution was regularly introduced and adopted at a Regular Meeting of the Rental Housing Committee of the City of Mountain View, duly held on the 12th day of June 2023, by the following vote:

AYES: Committee Members Cox, Ma, Madison, Vice Chair Rosas, and Chair Keating

NOES: None

ABSENT: None

ATTEST:

APPROVED:

DocuSigned by:
Anky van Deursen
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ANKY VAN DEURSEN
PROGRAM MANAGER

DocuSigned by:
Edie Keating
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EDIE KEATING
CHAIR

I do hereby certify that the foregoing resolution was passed and adopted by the Rental Housing Committee of the City of Mountain View at a Regular Meeting held on the 12th day of June 2023, by the foregoing vote.

DocuSigned by:
Anky van Deursen
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Program Manager
City of Mountain View

AVD/6/CDD/RHC
895-06-12-23rhcr

- Exhibits: A. Fiscal Year 2023-24 CSFRA Statement of Revenues, Expenditures, and Balances
- B. Fiscal Year 2023-24 MHRSO Statement of Revenues, Expenditures and Balances
- C. Fiscal Year 2023-24 Recommended CSFRA Annual Rental Housing Fee and MHRSO Annual Rental Space Fee

Exhibit A

COMMUNITY STABILIZATION AND FAIR RENT ACT (CSFRA)/
RENTAL HOUSING COMMITTEE (RHC) FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2021-22</u>	Adopted ⁽¹⁾ Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 20,357	15,300	20,070	27,100
Charges for Services	<u>1,486,513</u>	<u>1,435,200</u>	<u>1,500,107</u>	<u>1,614,600</u>
Total	<u>1,506,870</u>	<u>1,450,500</u>	<u>1,520,177</u>	<u>1,641,700</u>
Expenditures and Uses of Funds:				
Operations	1,195,677	1,783,241	1,465,448	1,850,456
General Fund Administration	266,320	253,150	253,150	155,380
Self Insurance	17,620	28,220	28,220	45,180
Transfer to Comp Absences Res	8,000	10,000	10,000	5,000
Transfer to Equip Replace Res	<u>3,330</u>	<u>4,990</u>	<u>4,990</u>	<u>5,820</u>
Total	<u>1,490,947</u>	<u>2,079,601</u>	<u>1,761,808</u>	<u>2,061,836</u>
Revenues and Sources Over (Under) Expenditures and Uses	15,923	(629,101)	(241,631)	(420,136)
Beginning Balance, July 1	1,537,443	1,553,366	1,553,366	1,311,736
Reserve/Rebudget Items	<u>(396,000)</u>	<u>(320,000)</u>	<u>(320,000)</u>	<u>(412,367)</u>
Ending Balance, June 30	<u>\$ 1,157,366</u>	<u>604,265</u>	<u>991,736</u>	<u>479,233</u>

On November 8, 2016 the residents of the City of Mountain View voted to adopt Measure V, also known as the Community Stabilization and Fair Rent Act (CSFRA), to stabilize rents and provide just cause eviction protections for certain rental units in Mountain View. The CSFRA created an entirely new program in the City of Mountain View and requires dedicated resources for its development, implementation, and administration. Section 1709(d) of the CSFRA empowers the RHC to establish a budget for the reasonable and necessary implementation of the provisions of the CSFRA, and Section 1709(j) requires the RHC to finance its reasonable and necessary expenses as necessary to ensure implementation of the CSFRA by charging landlords an annual Rental Housing Fee.

(1) Reflects the budget as adopted by the RHC on June 20, 2022 (adjusted for updated salary calculation).

MOBILE HOME RENT STABILIZATION ORDINANCE (MHRSO)**Exhibit B**Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2021-22</u>	Adopted Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Adopted Budget <u>2023-24</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 2,666	500	8,000	11,200
Space Rental Fees	291,992	346,910	346,910	339,000
Prior Year Space Rental Fees	0	292,003	0	0
Transfer from General Non-Op Fund	<u>107,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>401,658</u>	<u>639,413</u>	<u>354,910</u>	<u>350,200</u>
Expenditures and Uses of Funds:				
Operations	111,582	296,249	247,120	311,451
General Fund Administration	43,800	44,310	44,310	26,900
Self Insurance	0	5,700	5,700	7,530
Transfer to General Non Oper Fund	0	292,000	292,000	0
Transfer to Equip Replace Res	<u>0</u>	<u>1,000</u>	<u>1,000</u>	<u>1,030</u>
Total	<u>155,382</u>	<u>639,259</u>	<u>590,130</u>	<u>346,911</u>
Revenues and Sources Over (Under) Expenditures and Uses	246,276	154	(235,220)	3,289
Beginning Balance, July 1	<u>0</u>	<u>246,276</u>	<u>246,276</u>	<u>11,056</u>
Reserve/Rebudget Items	<u>0</u>	<u>0</u>	<u>0</u>	<u>(13,876)</u>
Ending Balance, June 30	<u>\$ 246,276</u>	<u>246,430</u>	<u>11,056</u>	<u>469</u>

On September 28, 2021, the City Council adopted an Ordinance enacting the Mobile Home Rent Stabilization Ordinance (MHRSO). This ordinance went into effect on October 28, 2021. The MHRSO creates a second rent stabilization program in the City comparable to the Community Stabilization and Fair Rent Act (CSFRA). The MRHSO in Section 46.9(8) assigns the Rental Housing Committee (RHC) powers to administer the MHRSO by establishing a budget for reasonable and necessary expenses and recouping these costs by charging space rental fee to Mobile Home Owners.

Exhibit C**CSFRA RENTAL HOUSING FEE**

Fiscal Year	MVCC §§/CP/ Other	Title of Fee	Amount	Fee Basis	Effective Date
2023-24	Charter Article XVII, Section 1709 (j)(1)	Rental Housing Fee	\$108	Rental Unit	7/1/2023

MHRSO RENTAL SPACE FEE

Fiscal Year	MVCC §§/CP/ Other	Title of Fee	Amount	Fee Basis	Effective Date
2023-24	Ordinance 8.21 SEC46.9 b.	Rental Space Fee	\$300	Mobile Home Rental Space	7/1/2023