

Please review agenda for instructions on how to participate in the meeting.

COMMITTEE MEMBERS
Edi E. Birsan, Chair
Timothy A. McGallian, Member

Civic Center
1950 Parkside Drive
Concord, CA 94519
www.cityofconcord.org



**ANNOTATED AGENDA
Special Meeting of the
Housing & Economic
Development
Committee**

Wednesday,
December 9, 2020

5:30 p.m.

various
telephonic/electronic
locations

The Contra Costa County Health Department has ordered individuals in Contra Costa County to “shelter in place”. The California Department of Public Health issued its “Mass Gatherings Guidance on Novel Coronavirus or COVID-19” followed by a recommendation that certain gatherings in California be postponed or canceled. The Governor of the State of California issued Executive Order N-25-20 which, among other things, orders that all California residents are to “. . . heed any orders and guidance of state and local public health officials, including but not limited to the imposition of social distancing measures, to control the spread of COVID-19” and pursuant to Executive Order N-33-20 has ordered all individuals in California to stay home or at their place of residence with very limited exceptions. That means residents must obey State, County, and City of Concord rules and guidelines.

City of Concord Rules: The City of Concord has declared a local state of emergency due to COVID-19 and is closed to the public. This Committee meeting is an essential event; therefore, it has not been cancelled. However, City of Concord officials and staff will conduct this meeting telephonically or otherwise electronically. The City will **not** make available any physical location from which members of the public may observe the meeting and offer public comment. Instead, members of the public may observe and address the meeting remotely. Below is information on how to do that.

Join from a PC, Mac, iPad, iPhone or Android device:

<https://cityofconcord.zoom.us/j/97215811487?pwd=ajFMdHNuZUpVWjJkb3RFOFY4Z3c5QT09>

Webinar ID: 972 1581 1487

Passcode: 075906

By phone: US: +1 669 900 6833

Under California law, public comments at special meetings are limited to subjects on the agenda only. Therefore, public comment will only be taken prior to Council's consideration of each item.

How to Submit Public Comments:

Written: All comments received **before 3:00 pm the day of the meeting** will be posted on the City's website as "Correspondence" under the agenda item and provided to the City Council prior to the meeting.

- Email comments to cityclerk@cityofconcord.org.
- Please identify the agenda item number and letter.

To Participate in Public Comment During the Meeting:

Live Remote Public Comments: Members of the public may submit a live remote public comment via Zoom video conferencing. Download the Zoom mobile app from the Apple Appstore or Google Play. If you are using a desktop computer, you can test your connection to Zoom by clicking [here](#). Zoom also allows you to join the meeting by phone.

- From a PC, Mac, iPad, iPhone or Android:
 - Webinar ID: 972 1581 1487
 - Passcode: 075906
 - By phone: US: +1 669 900 6833
- Speakers will be asked to provide their name and city of residence, although providing this is not required for participation.
- Each speaker will be afforded up to 3 minutes to speak.
- Speakers will be muted until their opportunity to provide public comment.

When the Chair opens a public comment period on the item on which you would like to comment, please use the "raise hand" feature (or press *9 if connecting via telephone) which will alert staff that you have a comment to provide.

Meeting of the Housing & Economic Development Committee

1. ROLL CALL- all present.

2. REPORTS

The public is entitled to address the Committee on items appearing on the agenda before or during the Committee's consideration of that item. Each speaker will be limited to approximately three minutes. Please see "How to Submit Public Comments" above.

- a. City of Concord Rent Registry - Property Owner, Public Portal, and Annual Report Information **Report by Brenda Kain, Housing Manager.**

ACTION: Housing Manager Brenda Kain provided an oral report followed by introduction and presentation from Craig Whittom and Joshua Davis of HDL.

The following members of the public spoke on the item:

George Fulmore, Debra Ballinger, Alex Werth, Hector Malvido, Betty Gabaldon, Kristi Laughlin, Nicole Zapata, Sreenivas Ramireddy, Karen Hernandez, Erika Flores, John O'Keefe

Committee Members accepted staff's recommendations with the below exceptions/suggestions, which will be heard before the full City Council in early 2021.

HED Members in Agreement

- Pre-populate property owner information as much as possible in order to alleviate the amount of data entry required by landlords.
- Include more detailed descriptions of types of terminations in drop down menu that requests reason for tenant termination. Staff to engage speakers that provided input.
- Ensure penalty of perjury language is included in property owner submission form – Josh Davis with HdL Companies confirmed all documents currently include this language. Penalty language is also currently included in the City's Residential Tenant Protection Program, which includes the Residential Rental Registry Program.
- Add North Concord and Downtown to the geographic regions when requesting where property is located.
- After "Current lease date start"
 - Add Lease type with drop down menu (type of lease – year, month to month)
 - Add "Initial occupancy date of current tenant" question.

- Annual report – ensure consistent number of units in the property size categories (rental registry and multi-family inspection program).
- Eliminate identifying information such as the unit number in the public portal.

HED Members Not in Agreement

- All rental properties, including corporate-owned single-family residential properties should be included in rent registry. Birsan- yes. McGallian – concurs with City Council’s and staff’s recommendation of including four or more multi-family units during the initial year and reassess after one year.
- More than annual collection of data. Birsan- yes. McGallian- no.
- Add question regarding late fees in section requesting non-optional charges included in rent. Birsan- yes. McGallian- no.

4. ADJOURNMENT – 7:52 P.M.

NOTICE TO THE PUBLIC

There is a 90-day limit for the filing of a challenge in the Superior Court to certain City administrative decisions and orders which require a hearing by law, the receipt of evidence, and the exercise of discretion. The 90-day limit begins on the date the decision is final (Code of Civil Procedure §1094.6). Further, if you challenge an action taken by the City Council in court, you may be limited by California law to raising only those issues you or someone else raised in the hearing or in a written correspondence delivered to the City Council prior to or at the hearing.

In accordance with the Americans with Disabilities Act and California Law, it is the policy of the City of Concord to offer its public programs, services and meetings in a manner that is readily accessible to everyone, including those with disabilities. If you are disabled and require a copy of a public hearing notice, or an agenda and/or agenda packet in an appropriate alternative format; or if you require other accommodation, please contact the ADA Coordinator Tianjun Cao at (925) 671-3243 or Tianjun.cao@cityofconcord.org, at least 24 hours in advance of the meeting. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility.

Distribution: City Council
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