



**Housing
Authority of the City of Alameda**

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To: Debbie Potter, City of Alameda Community Development Director

From: Claudia Young, Rent & Community Programs Director

Date: March 15, 2017

Subject: **Alameda Rent Program February 2017 Monthly Report**

Beginning April 2016, the Program Administrator submits this monthly status report under the service agreement with the City of Alameda regarding the Rent Stabilization Ordinance No. 3148.

❖ **Outreach**

Ongoing efforts include:

- 11 attendees at informational workshops
- 23 in-person appointments with Program Administrator staff
- Announcements of upcoming workshops will be published in March within: Alameda Sun, Alameda Journal, Vision Hispana, and BaoMo San Francisco/Oakland
- April meeting scheduled with local faith leaders to discuss collaboration

❖ **Rent Increases**

JANUARY (Postponed cases scheduled for February 22, 2017 RRAC meeting):

Intake:

- Four (4) submissions postponed

Rent Review Advisory Committee meeting:

- Two (2) submissions were not placed on the RRAC agenda because parties reached an agreement of a rent increase above 10%.

February 22nd RRAC meeting {Two cases on agenda}:

- Two (2) submissions placed on RRAC agenda with the following outcomes:
 - One (1) unit subject to non-binding decision did not reach agreement.
RRAC recommendation: \$1,000 (50.0%) rent increase from \$2,000 to \$3,000, effective March 15, 2017, is delayed four (4) months to provide the tenant the opportunity to search for new housing. Tenant vacates the unit at the end of four (4) months and receives an early return of the full security deposit to support moving expenses.
 - One (1) unit subject to binding decision did not reach agreement.
RRAC recommendation: \$140 (10.0%) rent increase

FEBRUARY (Submissions scheduled for March 6 & 20, 2017 RRAC meeting):

Intake:

- 76 total submissions
 - 34 of the notices included two rent increase options:
 - 12-month lease near 5%
 - Month-to-month rental agreement above 5%Offering a higher percentage rent increase for month-to-month is a common approach of larger properties to incentivize tenants to sign a 12-month lease.

Rent Review Advisory Committee meeting:

- 44 submissions were not placed on the RRAC agenda due to one of the following (See data page for more details):
 - Parties reached an agreement prior to the RRAC meeting;
 - Filing withdrawn;
 - Rent increase review postponed; or
 - Tenant decided to move out of the unit.
- 28 submissions were placed on the RRAC agenda for the March 6th meeting
- Four (4) submissions were placed on the RRAC agenda for the March 20th meeting

March 6th RRAC meeting {28 submissions on agenda}:

- Three (3) submissions reviewed by the RRAC.
 - Two (2) units subject to binding decisions reached agreement:
 1. \$300 (23.1%) rent increase, with \$100 delay for ten months
 2. \$127.60 (8.0%) rent increase

- One (1) unit subject to non-binding decision did not reach agreement:
 3. *RRAC did not reach consensus for a recommendation.*
\$100.00 (4.9%) requested by the landlord remains in effect.
- o Two (2) submissions scheduled on the RRAC agenda requested to have a private meeting with staff prior to the RRAC review. Staff facilitated conversations between landlords and tenants, resulting in the following:
 - Two (2) units subject to binding decisions reached agreement:
 4. *\$52.00 (2.5%) rent increase*
 5. *\$54.00 (2.5%) rent increase*
- o 23 submissions were not reviewed by the RRAC because:
 1. Two (2) submissions were postponed
 2. Two (2) tenants decided to move out of the unit
 3. Six (6) parties reached an agreement of a rent increase prior to the RRAC meeting
 4. Thirteen (13) submissions were not reviewed by the RRAC because the tenants did not attend the RRAC meeting. The rent increases will become effective as stated in the notices.

March 20th RRAC meeting {Four (4) submissions on agenda}:

- o *Pending review*

❖ Terminations of Tenancy

VALID SUBMISSIONS

- Six (6) valid submissions
 - Two (2) "Owner Move-in"
 - Four (4) "Notice to Vacate (No Cause)"

INVALID SUBMISSIONS

- Two (2) invalid submissions
 Landlords are required to rescind invalid notices.

ADDITIONAL COMMENTS

- When an invalid notice is rescinded, a landlord has the option to serve a new notice that complies with city and state regulations.
 - o One (1) valid notice this month is a re-submission from an invalid notice in the month of January.

- The Ordinance sets for a payment schedule for relocation assistance:
The first half of the relocation assistance must be paid to the tenant when the tenant informs the landlord in writing of the date the tenant will vacate. The second half will be paid upon certification that the tenant has vacated the unit, see section 6-58.150. It is strongly encouraged that relocation payments be documented in writing.
- A summary of terminations to-date is available online (<http://www.alamedarentprogram.org/reports/>).

❖ **Capital Improvement Plans (CIP)**

- No CIP submissions

❖ **Program Administration**

- Staff offers in-person appointments upon request.
- Landlords serving an invalid notice are requested to notify staff of any additional units that may have received a notice that does not comply with the City's regulations. Failure to notify staff of additional units may result in penalties issued by the City Attorney's Office.
- Issues relating to serve health and safety maintenance concerns are referred to Code Enforcement, (510-747-6818).
- The City of Alameda has several programs for low-income residents to address maintenance concerns:
 - Alameda Fire Department Housing Safety Program is a free program providing smoke and carbon monoxide detectors as well as ADA grab bars and interior handrails to low-to-moderate income residents over the age of 62 and the disabled of any age.
Learn more: www.alamedaca.gov/fire/free-housing-safety-program
 - Residential Rehabilitation Program offers rental property owners, whose units are occupied by 51% or more low income renters, low-interest loans to make repairs and qualified property improvements.
Learn more: www.alamedahsg.org/community_housing_resources/residential_rehabilitation

❖ **Staffing**

- 1 Director at 80% time
- 1 Specialist at 100% time
- 1 Program Assistant at 100% time (Temp)
- 1 Program Assistant at 100% time (Temp)
- 1 Program Assistant at 60% time (Temp)

Rent Program Data February 2017

ESTIMATED NUMBER OF PUBLIC CONTACTS

	February 2017	Cumulative - to - date (April 2016 - February 2017)
Unduplicated	137	1913
Duplicated	683	4769

TERMINATION OF TENANCY

Valid no fault termination notices

	February 2017	Cumulative - to - date (April 2016 - February 2017)
No Cause	4	31
Owner Move-In	2	21
Demolition		
Capital Improvement Plan		
Withdrawal from the Rental Market		7
Compliance with a Governmental Order		
Total	6	59

CAPITAL IMPROVEMENT PLANS

Applications for capital improvement plan

	February 2017	Cumulative - to - date (April 2016 - February 2017)
Approved		
Pending		
Denied		3
Total	0	3

RENT INCREASES

1). Rent increase offers:

February 2017		
	<i>Non-exempt</i>	<i>Exempt *</i>
At or below 5%	8	2
5.1-10%	13	1
Above 10%	17	1
Dual option: 12-mth offer significantly less than MTM offer	34	
Total	76	

Cumulative - to - date (April 2016 - February 2017)		
<i>Non-Exempt</i>	<i>Exempt*</i>	Total
16	2	18
50	17	67
58	16	74
253		253
412		

2). No RRAC meeting for rent increases due to following resolutions:

February 2017		
	<i>Non-exempt</i>	<i>Exempt*</i>
Agreement reached	At or below 5%	16
	5.1-10%	21
	Above 10%	4
	Withdrawn	5
Postponed		
Tenant decided to move out	5	
Total	54	

Cumulative - to - date (April 2016 - February 2017)		
<i>Non-Exempt</i>	<i>Exempt*</i>	Total
129	1	130
66	16	82
27	8	35
32	4	36
58	4	62
345		

3). RRAC meeting outcomes:

February 2017		Cumulative - to - date (April 2016 - February 2017)			
		<i>Non-exempt</i>		<i>Exempt</i>	
		non-binding decision	binding decision	non-binding decision	Total
Agreement	At or below 5%	2			2
	5.1-10%		1		7
	Above 10%		1		2
No agreement: RRAC recommendation	At or below 5%	1			5
	5.1-10%				5
	Above 10%			1	2
Tenant did not attend			13		40
Pending review on March 20 & April 3	3			1	4
Total		22		67	

February 2017		Cumulative - to - date (April 2016 - February 2017)			
		<i>Non-exempt</i>		<i>Exempt</i>	
		non-binding decision	binding decision	non-binding decision	Total
Agreement	At or below 5%	2			2
	5.1-10%		7		7
	Above 10%		2		2
No agreement: RRAC recommendation	At or below 5%	2	3		5
	5.1-10%		5		5
	Above 10%		1	1	2
Tenant did not attend			40		40
Pending review on March 20 & April 3	2	1		1	4
Total		67		67	

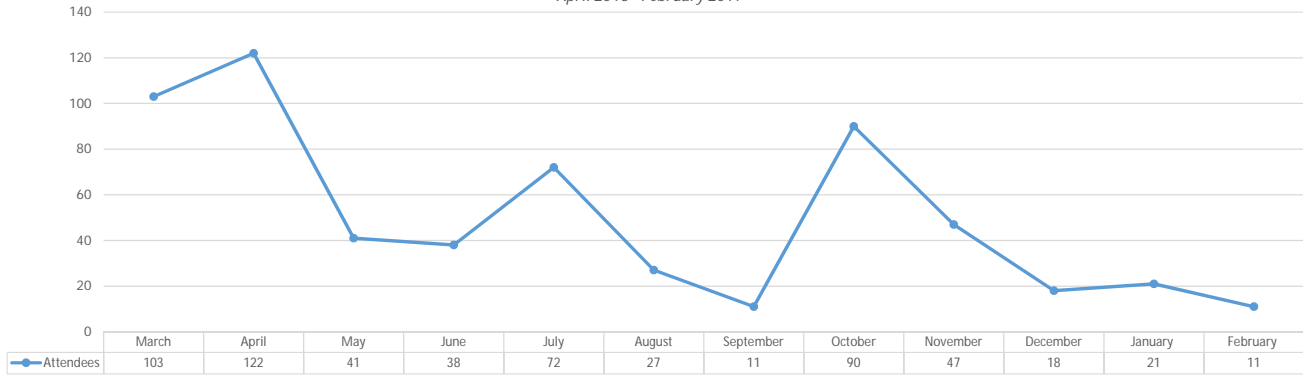
4). Petitions & referrals: No cases reviewed the previous month (January) petitioned the RRAC recommendation. Deadline for petition of February reviews is pending. Results will be shared in March report.

January filings for February 6 & 22 RRAC mtg.		
	<i>Non-exempt</i>	<i>Exempt units*</i>
Petition for Hearing Officer		
Referral to City Council		
Total	0	0

Cumulative - to - date (April 2016 - January 2017)		
<i>Non-Exempt</i>	<i>Exempt*</i>	Total
0		

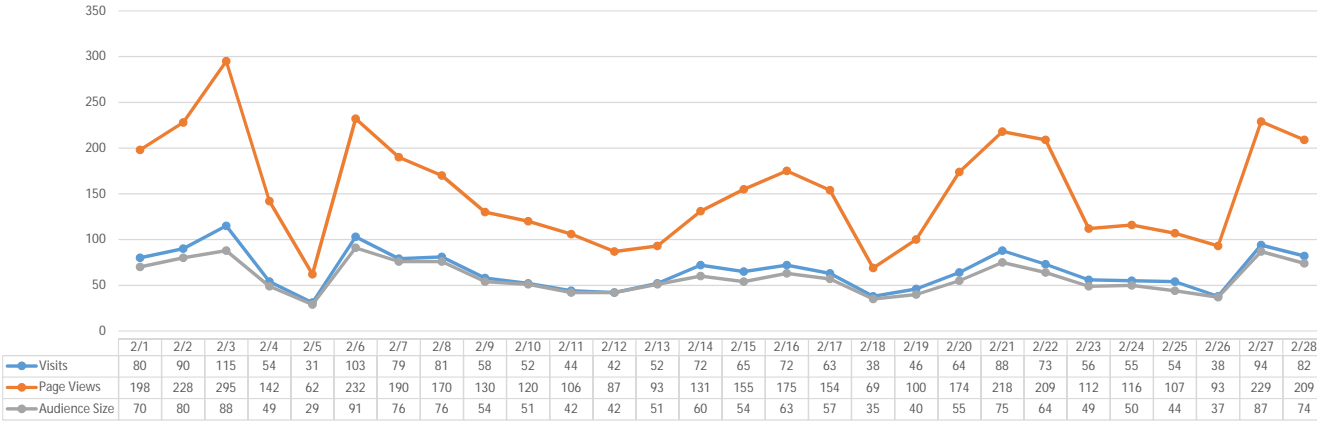
*Exempt units are exempt from a binding decision regarding the amount of the rent increase

Workshop Attendance April 2016 - February 2017



Total: 601

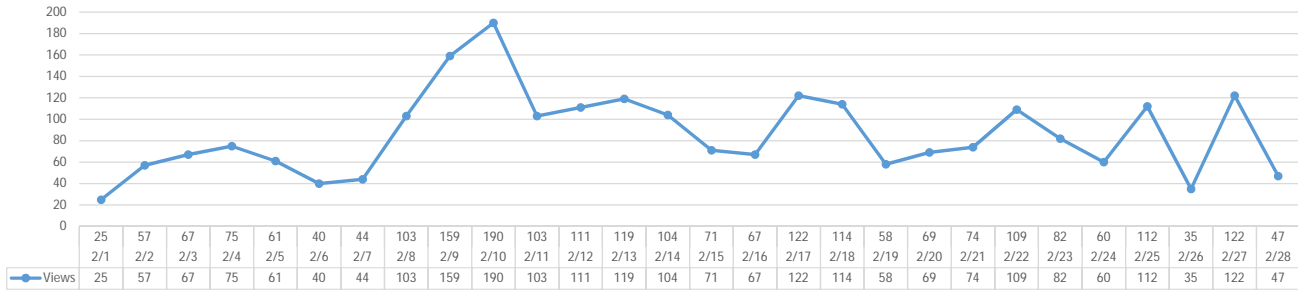
Monthly Website Traffic



Total: 1841
Total: 4304
Total: 1643

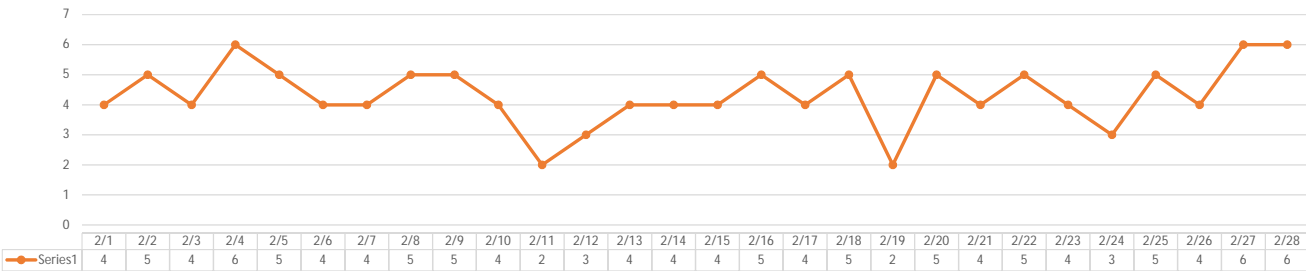
Google Ads

Monthly Ad Views



Total: 2400

Monthly Ad Clicks



Total: 121