

Pacifica Rent Advisory Task Force

Purpose

The purpose of the Rent Advisory Task Force (RATF) shall be:

To develop a rent advisory measure for adoption by City Council that identifies a set of principles to engender mutual respect and productive communication among and between property owners and renters, and that result in stability and predictability for both.

Background

From mid-2015 through early-2016, the City Council heard from many Pacificans that rent increases were impacting their ability to afford housing in the city. The residents reported that the timing and size of rent increases were making it difficult for them to continue residing in Pacifica. In response, the City Council – after a series of public meetings and a study session to gather public input – directed the formation of a Rent Advisory Task Force. The City Council's direction to the Task Force was to develop an advisory measure guiding landlord and tenant relations similar to one developed by the City of Healdsburg with input from members representing tenants, property owners, and general community interests.

Membership

The RATF shall be comprised of nine members. Three members shall represent each of the following groups: Tenants; Property Owners; and, Community At-large. Alternate members shall not be appointed in the event of absence or withdrawal from the Task Force.

The essential characteristic in order for each member to represent his or her respective group shall be as follows:

- Tenants: Maintain primary residence in a rental property within Pacifica and generally be a proponent of rent stabilization
- Property Owners: Own a rental property of four or more units within Pacifica, be actively involved in its day-to-day management, and generally be an opponent of rent stabilization
- Community At-large: Reside within Pacifica and generally be neutral about rent stabilization.

Terms and General Provisions

It is important that the RATF fosters an environment that is receptive to all viewpoints, and that works toward a common set of principles for rental housing in Pacifica. To that end, the following statements shall guide participation by Task Force members and members of the public:

1. The Task Force will maintain transparency and public trust by holding meetings open to the community and subject to Brown Act requirements. Furthermore, the Task Force shall abide by the rules set out in the Commission and Committee Handbook as amended from time to time.
2. The Task Force's meetings shall be facilitated by a neutral facilitator from the Peninsula Conflict Resolution Center. The facilitator will ensure the Terms and General Provisions of the Task Force are followed during meetings in order to ensure meetings are productive and respectful. The facilitator will develop Task Force meeting agendas (with support from Planning Department staff), will guide discussion, and provide fair and equal opportunities for all Task Force members to participate in discussions. Planning Department staff shall serve as Secretary to the Task Force and provide staff support to ensure production of agenda packet materials and reservation of meeting space for Task Force business.

3. Task Force members shall be open-minded and work constructively with other members.
4. Each Task Force member will listen to and value the input from other Task Force members and members of the public, and will thoughtfully consider all opinions including those which may differ from his or her personal opinions. Task Force members shall recognize that all members of the community have a right to contribute to the Task Force's process in a receptive and welcoming environment.
5. Public comment during meetings shall be offered only during designated periods. Members of the public shall not interrupt Task Force meetings to comment during any other phase of the meeting, and shall not address their comments to any individual or group of individuals except the Task Force as a whole.
6. The Task Force will exist for a limited term to perform the specific work directed by City Council and will be disbanded once the advisory measure is developed. Therefore, attendance at each meeting is mandatory. The Task Force is expected to meet twice monthly for approximately four to six months. Task Force members are expected to thoroughly review any materials provided in advance of meetings by the facilitator or Planning Department staff, and to arrive at meetings prepared for meaningful discussion of items on the agenda.
7. Task Force members will not publically criticize or work to undermine the Task Force or other Task Force members.
8. The Task Force shall exist until City Council adoption of an advisory measure, or until otherwise disbanded or extended by action of the City Council. The term of participation for Task Force members is the duration of the Task Force's existence, or until a member no longer possesses the essential characteristic required by his or her appointment to the Task Force, whichever occurs first. No replacement member shall be appointed in the event of vacation of a member's seat.