



# Portland Housing Bureau

Mayor Ted Wheeler • Director Shannon Callahan

## Rental Services Commission

Tuesday, June 18, 2019

2:30 – 5:00 pm

Portland Housing Bureau

421 SW 6<sup>th</sup> Ave., Suite 500

Portland, OR 97204

**June 18, 2019**

Meeting Summary - approved

**Members Present:** Margot Black (*via phone*), Ian Davie, Laura Golino de Lovato, Jessica Greenlee, Katrina Holland (*via phone*), Deborah Imse, Mike Nuss, Leah Sykes

**Members Excused:** Christian Bryant, Christina Dirks, Allen Hines, Yoni Kahn-Jochnowitz

**Staff Present:** Andrés Oswill, Stacy Jeffries

Audio for the “*recording time*” column below can be found under “[Meeting Recordings by Year](https://www.portlandoregon.gov/phb/76570)” here: <https://www.portlandoregon.gov/phb/76570>

<i>Agenda Topic</i>	<i>Key Topics Covered</i>	<i>Recording Time</i>
<b>Call to Order, Roll Call</b>	<ul style="list-style-type: none"> <li>Ian Davie called the meeting to order.</li> <li>Laura Golino de Lovato motioned to approve the May 21<sup>st</sup> meeting summary; Mike Nuss seconded the motion. May 21<sup>st</sup> meeting summary unanimously approved.</li> <li>Roll call was taken.</li> </ul>	00:00:00 – 00:02:12
<b>Staff Update</b>	<ul style="list-style-type: none"> <li>Andrés Oswill gave a summary of his check-ins with RSC Commissioners, touching on what they enjoyed about the Commission, and what could be improved.</li> <li>The FAIR (Fair Access in Renting) ordinance goes to Council June 19<sup>th</sup> at 4 pm. Amendments were made the week of June 10<sup>th</sup>.</li> <li>If FAIR passes, PHB will be tasked with developing administrative rules. The Bureau will engage the RSC in this process, though we do not yet have clarity on the breadth of the admin rules.</li> <li>Margot Black requested “more advanced input” on this topic from the RSC.</li> <li>Laura Golino de Lovato would like clarification on the RSC’s role after the FAIR vote.</li> <li>Ian Davie clarified that the administrative rules would be approved by the Housing Bureau Director, and not by Council.</li> <li>In response to Margot Black’s question about the vacant RSC seat, Andrés informed the Commission that a short list of applicants had been forwarded to the RSC executive committee for consideration.</li> </ul>	00:02:12 – 00:16:25

<p><b>FY 19-20 Budget Update</b></p>	<p><i>For information in this section, refer to the <a href="#">budget presentation document</a>.</i></p> <ul style="list-style-type: none"> <li>• Andrés Oswill clarified that the Rental Services Office's (RSO) education and training regarding the FAIR ordinance was not intended to replace the (currently defunct) landlord training housed in the Bureau of Development Services.</li> <li>• Margot Black pointed out that One App Oregon isn't listing affordable housing units; Andrés will follow up on that contract and get more information on the scope.</li> <li>• Andrés Oswill provided a breakdown of RSO programs and services, noting that figures are based on what we know now. The Housing Bureau will have to reassess and reconfigure RSO funding by source in the future.</li> <li>• Largest amount of RSO funding is in one-time funds; no guarantee it will be there next FY.</li> <li>• Laura Golino de Lovato had questions about the rollout of the mediation services pilot; Andrés clarified that the Housing Bureau is engaged with PSU for help with program design. The remaining funds will go toward mediation.</li> <li>• Deborah Imse pointed out that the rental registration fee will replace one-time funding once it gets underway.</li> </ul>	<p>00:16:32 - 00:36:20</p>
<p><b>Rental Registration Fee Framework</b></p>	<p><i>For information in this section, refer to the <a href="#">Rental Registration Fee Draft Framework document</a>.</i></p> <ul style="list-style-type: none"> <li>• Draft framework for the rental registration fee goes to Council 7/31/2019. (We are still not engaging with a dollar amount.)</li> <li>• Revenue Division is expected to have numbers by the end of the calendar year (due to filing extensions).</li> <li>• Jessica Greenlee had questions about compliance and estimated costs; Andrés Oswill will investigate further.</li> <li>• Current framework states that regulated affordable housing at 60% AMI and below will be exempt from the fee; Ian Davie asked if there could be additional consideration for LITEC requirements and income averaging. OHCS indicated they would permit income averaging starting next year.</li> <li>• Deborah Imse wanted to know what would happen if we wound up with a surplus; Andrés Oswill said he would investigate.</li> <li>• Jessica Greenlee asked if we could be at risk of losing federal dollars; Andrés clarified that the RSO uses primarily Community Development Block Grants (CDBG), which has some flexibility, so this is not a major concern.</li> <li>• Andrés clarified that regulated affordable housing would still be registered through the rental registration system in response to a question from Laura Golino de Lovato.</li> </ul>	<p>00:36:20 – 00:50:57</p>

<p><b>Education and Training RFQ</b></p>	<p><i>For information in this section, refer to the <a href="#">Education and Training RFQ document</a>.</i></p> <ul style="list-style-type: none"> <li>• Margot Black asked why we were contracting out for services, instead of offering them in-house, through PHB or the Office of Community and Civic Life; Andrés Oswill responded that PHB’s Rental Services Office isn’t proactively seeking to take on any additional projects.</li> <li>• Andrés clarified that this particular training would not be specific to Chapter 90, but rather to changes in the law. We are still determining if State law should be included; regardless, priority will be given to City of Portland laws.</li> <li>• Leah Sykes suggested a requirement that whomever PHB hires to create education and training have an affiliation with a licensed attorney in Portland/Oregon, and that all information be vetted by the attorney. She expressed concern and wanted to make sure no misinformation was given out in training.</li> <li>• Andrés Oswill indicated there was no firm timeline, but the intention is to submit the RFQ as soon as possible. The goal is to allow responders flexibility to say what they can provide and how.</li> <li>• Andrés encouraged Commissioners to send feedback regarding goals and requirements to include in the RFQ.</li> </ul>	<p>00:51:00 – 00:51:48 (<i>end of first recording</i>)</p> <p>00:00:00 – 00:20:08</p>
<p><b>Next Steps</b></p>	<ul style="list-style-type: none"> <li>• Andrés Oswill clarified that the proposed cost for a stand-alone rental registration system was \$830K for procurement and \$600K-700K/per year for ongoing maintenance (figures from PHB’s proposed budget).</li> <li>• RSC will continue to discuss administrative rules moving forward after anticipated passage of the FAIR ordinance.</li> </ul> <p><b>Next meeting: July 16, 2019</b></p>	<p>00:20:10 – 00:22:24</p>