



**SPECIAL MEETING AGENDA  
PASADENA RENTAL HOUSING BOARD  
JUNE 29, 2023**

**PUBLIC MEETING 6:00 P.M.**

**BOARD MEMBERS:**

Ryan Bell, Chair, District 6/Tenant  
Brandon Lamar, Vice Chair, District 3/Tenant  
Deborah Dunlop, District 7/Tenant  
Lourdes Gonzalez, At Large  
Allison Henry, At Large  
Emanuel Najera, District 1/Tenant  
Barbara Pitts, District 4/Tenant  
Dianne Romero Chavez, District 2/Tenant  
Arnold Siegel, At Large  
Yaneli Soriano Santiago, District 5/Tenant  
Adela Torres, At Large

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Peter Dreier, Alternate At Large  
Aaron Markowitz, Alternate Tenant

*In compliance with the Americans with Disabilities Act, Assistive Listening Devices are available at Pasadena Rental Housing Board Meetings. Assistive Listening headphones and neckloops can be checked out at with staff at the meeting. To request meeting materials in alternative formats or other disability-related modifications or accommodations necessary to facilitate meeting participation, please contact the City Clerk's Office as soon as possible at (626) 744-4124 or [cityclerk@cityofpasadena.net](mailto:cityclerk@cityofpasadena.net). Providing at least 72 hours advance notice will help ensure availability.*

*Spanish language translation services will be available at each meeting of the Pasadena Rental Housing Board.  
Los servicios de traducción en español estarán disponibles en cada reunión de la Junta de Vivienda de Alquiler de Pasadena.*

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**PUBLIC COMMENT AT THE PASADENA RENTAL HOUSING BOARD MEETING  
FOR JUNE 29, 2023 AT 6:00 P.M. WILL BE ACCEPTED IN-PERSON AND BY  
VIDEOCONFERENCE/TELECONFERENCE.**

In order to facilitate public participation at meetings the Board will accept public comment in the following manner:

1. **In-person Meeting Participation**: Members of the public may provide public comment in person by submitting a speaker card prior to the start of public comment on that item.

If a public comment speaker wishes to speak on more than one agenda item, please indicate which items on the speaker card. Public comments are limited to 3 minutes each, and the Chair and Board may limit this time if reasonable under the circumstances.

2. **Virtual Meeting Participation**: For virtual participants, you may attend by connecting to the meeting using a computer, other electronic device, or by telephone. Please review the agenda to identify the published start time for the meeting and connect to the meeting just prior to, or at the start of the meeting.

To participate in public comment for an item and to be recognized to speak, members of the public may use the “raise hand” feature in the Zoom meeting. This will allow staff to locate and promote the speaker into the meeting when it is time for their public comment. Participants’ calls to the Pasadena Rental Housing Board meeting will be recorded as part of the meeting. By staying on the line and making public comment during the meeting by phone or electronic device, you are agreeing to have your call recorded. Following is the connectivity information for virtual participation:

Computer or electronic devices, join the meeting at:

<https://us02web.zoom.us/j/89816590299>

Telephone only dial-in: 1-669-900-6833, Meeting ID: 898 165 902 99

3. Members of the public may submit correspondence of any length prior to the start of the meeting, at the following email address:

[cityclerk@cityofpasadena.net](mailto:cityclerk@cityofpasadena.net)

Correspondence will be forwarded to the Board prior to the start of the meeting, posted online, and made part of the legislative record for the item.

IF YOU NEED A REASONABLE MODIFICATION OR ACCOMMODATION PURSUANT  
TO THE AMERICANS WITH DISABILITIES ACT  
BECAUSE YOU ARE UNABLE TO PARTICIPATE ELECTRONICALLY AS SET FORTH  
ABOVE, CONTACT THE CITY CLERK'S OFFICE  
AS SOON AS POSSIBLE AT (626) 744-4124 OR  
[CITYCLERK@CITYOFPASADENA.NET](mailto:CITYCLERK@CITYOFPASADENA.NET).

**SPECIAL MEETING AGENDA  
PASADENA RENTAL HOUSING BOARD  
JUNE 29, 2023  
6:00 P.M.**

**ROBINSON PARK RECREATION CENTER, MULTI-PURPOSE ROOM  
1081 N FAIR OAKS AVE, PASADENA, CA 91103**

NOTICE IS HEREBY GIVEN that a special meeting of the Pasadena Rental Housing Board (PRHB) will be held on Thursday, June 29, 2023, at 6:00 p.m., to discuss the matters listed below.

**1. CALL TO ORDER/ROLL CALL**

- 2. APPROVAL OF MINUTES:**            May 24, 2023 Special Meeting  
                                                         June 7, 2023 Special Meeting

**3. APPROVAL OF A CONTRACT WITH ULTIMATE STAFFING SERVICES TO PROVIDE TEMPORARY STAFFING SUPPORT SERVICES FOR PASADENA RENTAL HOUSING BOARD AGENDA AND MEETING PREPARATION AND SUPPORT, IN AN AMOUNT NOT-TO-EXCEED \$25,000**

**Recommendation:** It is recommended that the Pasadena Rental Housing Board:

- (1) Find that the proposed action is exempt from the California Environmental Quality Act (“CEQA”) pursuant to State CEQA Guidelines Section 15061(b)(3) (common sense exemption);
- (2) Authorize the Chair to execute an agreement, and to direct services on behalf of the Pasadena Rental Housing Board, with Ultimate Staffing Services to provide Temporary Staffing Support Services for Pasadena Rental Housing Board Agenda and Meeting Preparation and Support, in an amount not-to-exceed \$25,000, and according to the standard City of Pasadena contracting terms and conditions;
- (3) To the extent the proposed action is subject to the Competitive Selection Process, grant the contract an exemption pursuant to Pasadena Municipal Code (PMC), Section 4.08.049(B), contracts for which the City’s best interests are served in that these are specialized services, and there is a need to proceed immediately. Competitive price bidding is not required pursuant to City Charter Section 1002(F), contracts for professional or unique services; and
- (4) Amend the Pasadena Rental Housing Board’s Fiscal Year 2023 Operating Budget by appropriating \$25,000 in the Pasadena Rental Housing Board Fund (689) for said services.

**4. ADOPTION OF RESOLUTIONS OF THE PASADENA RENTAL HOUSING BOARD ESTABLISHING BASE RENT AND ANNUAL GENERAL ADJUSTMENT FOR RENTAL HOUSING RENTS IN THE CITY OF PASADENA, PURSUANT TO PASADENA CITY CHARTER, SECTIONS 1808 AND 1811(e)(3)**

**Recommendation:** It is recommended that the Pasadena Rental Housing Board:

- (1) Find that the proposed action is exempt from the California Environmental Quality Act (“CEQA”) pursuant to State CEQA Guidelines Section 15061(b)(3) (common sense exemption); and

- (2) Adopt a resolution of the Pasadena Rental Housing Board of the City of Pasadena, California, adopting an Annual General Adjustment to Rental Housing Rents of 2.75% for the period from October 1, 2023 through September 30, 2024;
- (3) Adopt a resolution of the Pasadena Rental Housing Board of the City of Pasadena, California, adopting an Annual General Adjustment of Rental Housing Rents for the period from December 22, 2022 through September 30, 2023; and
- (4) Adopt a resolution of the Pasadena Rental Housing Board of the City of Pasadena, California, adopting Interim Regulations regarding the Annual General Adjustment procedures to implement the Pasadena Fair and Equitable Charter Amendment.

**5. AD HOC COMMITTEE REPORTS**

- STAFFING PLAN
- PRHB FOUNDATIONAL ISSUES (STRUCTURE)
- PRHB WORK PLAN


**6. POSSIBLE FUTURE AGENDA ITEMS FOR PRHB CONSIDERATION**

**7. ADJOURNMENT**

**Note to the Public: Public comment for this special meeting is limited to the items on the special meeting notice. An opportunity for public comment will be provided at the time each item is discussed. Please limit comments to 3 minutes per speaker.**

  
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Ryan Bell, Chair

I HEREBY CERTIFY that this notice was posted in its entirety on the Internet at <https://www.cityofpasadena.net/commissions/pasadena-rental-housing-board/> and on the Council Chamber Bulletin Board, Room S249, City Hall, 100 North Garfield Avenue, and a copy was distributed to Central Library for posting this 23rd day of June, 2023, at 5:30 p.m., and that copies hereof were faxed or delivered to each member of the PRHB member, and to each local newspaper of general circulation, radio or television station requesting notice in writing, all of which recipients are identified on the distribution list set forth herein below.

  
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Mark Jomsky, CMC  
City Clerk

**DISTRIBUTION:**

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