



City of Portland Rental Housing Advisory Committee

Monday, February 24, 2020; City Hall Room 24

Co-Chairs: Meredith Cook, Tenant Representative and Regan Sweeney, Landlord Representative

1. Comments from the Chair.
2. Review and Approval of the Minutes of the January 27, 2020 meeting.
 - a. Draft Minutes of the January 27, 2020 Meeting.
3. New Committee Member Introduction.
4. Report back from Committee members on 2/12/2020 Housing Committee meeting.
5. Announcements:
 - a. Rental housing-related community meetings and /or events past and upcoming.
6. Further discussion of education event.
7. Public Comment
 - a. Members of the public will be given an opportunity to address the committee. Any person wishing to address the Committee shall give their name and address, and, if applicable, organization represented, and restrict comments to three (3) minutes.

NOTE: The Rental Housing Advisory Committee is not a grievance committee or complaint forum for landlord-tenant issues or dispute resolution. The duties of the Committee are (1) To Provide the Housing Committee with recommendations or proposals for improvements, modifications, or changes regarding landlord and tenant policy issues; and (2) Identify educational opportunities, seminars, and materials that would be useful to landlords and tenants.

8. Discussion of Committee Work Plan / Agenda
 - a. Inviting Housing Safety or other City staff to future Committee meetings.
9. Other Business.
10. Next Meeting Date: Monday, March 23, 2020, City Hall Room 24

**Rental Housing Advisory Committee
Minutes of January 27, 2020 Meeting**

A meeting of the Portland Rental Housing Advisory Committee (RHAC) was held on Monday, January 27, 2020 at 5:30 P.M. in room 24 of Portland's City Hall. Committee members present at the meeting included Meredith Cook, Regan Sweeney, Aaron Berger, Nora Graves, Wendy Harmon, Katherine McGovern, and Crow Norlander. City staff present included Mary Davis of Housing and Community Development Division.

Item 1: Review and approval of the Minutes of previous meeting held on December 16, 2019

Motion by Aaron to move for adoption of the minutes from December 16, 2019. Motion was seconded by Nora and minutes were approved 6-0.

Item 2: Announcements

Mary Davis gave an update regarding membership on the Rental Housing Advisory Committee for three Committee members whose terms will expire in March 2020 and the vacant Tenant member position.

No other announcements.

Item 3: Rental Application Fee Recommendation Memo

Committee discussed the work done on the rental application fee and reviewed the data and information available to support the recommendation.

After a wide-ranging discussion the members agreed that Katie McGovern would draft a memo to the Housing Committee and forward it to Mary, who would send it out to the committee for edits and comments; Mary would share edits and comments with Katie who would present a final memo for an up or down vote by the committee.

Item 4: Public Comment

Meredith opened the meeting to public comment. Seeing none, the public comment period was closed.

Item 5: Discussion of Committee Work Plan/ Agenda

The committee began a discussion regarding educational opportunities that the group might be interested in. Wendy Harmon mentioned a workshop that was held at the King Middle School in March 2015 and included among others, immigrants, college students, landlords, shelter stayers, etc.

Committee members agreed that a rental housing education fair could be a big event for landlords, tenants as well as educational and advocacy groups and would help to build mutual trust between landlords and people seeking housing.

It was also mentioned that the needs of large scale landlords are different from smaller scale landlords; small scale landlords could benefit from education around common issues of compliance and perhaps an information session with the City's Housing Safety Office and Inspections office.

The committee asked Mary to check with the Corporation Counsel's office to see if a subcommittee could be formed to plan the logistics of an educational event.

It was also mentioned that the ordinance regarding notification of rent increases is a confusing topic; landlords and tenants could benefit from more information; there is a lack of awareness that the ordinance exists and also questions about how the ordinance is enforced.

The committee asked Mary to invite the Housing Safety Office to speak at the February meeting. Topics suggested were housing code enforcement changes, rental registration – how does it work, number of units, how are they doing inspections (fire or housing safety? which is responsible?). It was also suggested that the Housing Safety Office could participate in the education fair and whether they might consider presenting on how to make complaints and the online system of tracking code violations.

Item 7: Other Business

Meredith requested a motion to adjourn. Aaron moved and Regan seconded. The meeting was adjourned at 7:18.

Respectively submitted,

Mary Davis