



**CITY OF PACIFICA
RENT ADVISORY TASK FORCE**

January 19, 2017

8:15 - 9:45 A.M.

**Pacifica Community Center Card Room
540 Crespi Drive, Pacifica, CA 94044**

AGENDA

Meeting Purpose: Ensure common understanding of Pacifica housing stock characteristics and population demographics, and identify appropriate subject areas for a rent advisory measure.

Objectives:

- Describe Pacifica's housing stock and population demographics
- Identify subjects addressed by City of Healdsburg Rent Stabilization Advisory Measure
- Identify any additional subjects to be addressed by City of Pacifica advisory measure

Order of Business

- 1. Call to Order**
- 2. Roll Call**
- 3. Adoption of Minutes: 12/15/2016**
- 4. Prior Meeting Follow-up: Questions for Staff**
- 5. Pacifica Housing Stock Characteristics and Population Demographics**
- 6. Topic Areas Addressed in City of Healdsburg Rent Stabilization Advisory Measure**
Topic Areas Unique to and Appropriate for Pacifica
- 7. Public Comment (3 minutes per speaker)**
- 8. Member Communications**
- 9. Staff/Facilitator Communications**

Summary

Next Meeting: 8:15-9:45 AM, Thursday, 1/31/2017, Community Center Card Room

- 10. Adjournment**

The City of Pacifica will provide special assistance for persons with disabilities upon 24 hours advance notice to the City Manager's office at (650) 738-7301, including requests for sign language assistance, written material printed in a larger font, or audio recordings of written material. All meeting rooms are accessible to persons with disabilities.



**CITY OF PACIFICA
RENT ADVISORY TASK FORCE
DRAFT MINUTES**

**December 15, 2016
6:00 - 7:30 P.M.
Sharp Park Library Community Room
104 Hilton Way, Pacifica, CA 94044**

Order of Business

1. Call to Order: 6:01 PM

Members Present

Mary Bier
Tygarjas Bigstycck
Patricia Marques
Michael Mau
Dennis Thomas
Tom Thompson

Staff Present

Christian Murdock; Planning Department
Michael Perez; Parks, Beaches, & Recreation Department
Tina Wehrmeister; Planning Department

Facilitators Present

Debbie Schechter
Valerie Powell

2. Welcome and Introductions; Task Force Purpose; Facilitator Role

- Assoc. Planner Murdock welcomed the Task Force members to the first RATF meeting, and provided an overview of the RATF's purpose and the facilitator's role.
- Ms. Schechter described the role of the Peninsula Conflict Resolution Center (PCRC) facilitators then led an "ice breaker" exercise.
- Members paired together and generated responses to the following questions:

What do you love about Pacifica?

Beauty
Serenity
Size
Always loved people and place
Camaraderie; closeness of people
Small town feel; know neighbors

Dog walk on beach
“Town” feeling

What are you most looking forward to as a member of this Task Force?

Harmonizing community
Meeting needs; win-win solution; safe and stable environment; being heard
Positive recommendation for solution
Positive outcome
Being part of process; fair outcome
Honorable solution

3. Background and History of Housing Issues in Pacifica

- Director Wehrmeister described past City discussions and meetings about affordable housing in Pacifica. She presented data on the Pacifica housing stock and housing market.

4. Review Task Force Charter, Expectations, Roles, and Operating Procedures

- Assoc. Planner Murdock provided an overview.
- Ms. Schechter explained different operating models for the RATF.

5. Future Meetings

- Assoc. Planner Murdock led a discussion of potential future meeting dates.
- Many of the proposed meeting dates did not work for one or more Task Force members.
- Some members suggested consideration of morning meetings.
- City will send out a Doodle poll to help schedule future meetings.

6. Summary, Next steps

- City will share data on rental housing units (from Director Wehrmeister’s presentation) with the Task Force
- City will send out Doodle poll regarding meeting dates; please respond.
- Tentative next meeting: Thursday, 1/19, 8:15-9:45am, location TBD.

7. Public Comment: Rhovy Antonio

8. Adjournment: 7:17 PM

APPROVED:

Planning Director Wehrmeister



Housing and Population Data

Rent Advisory Task Force

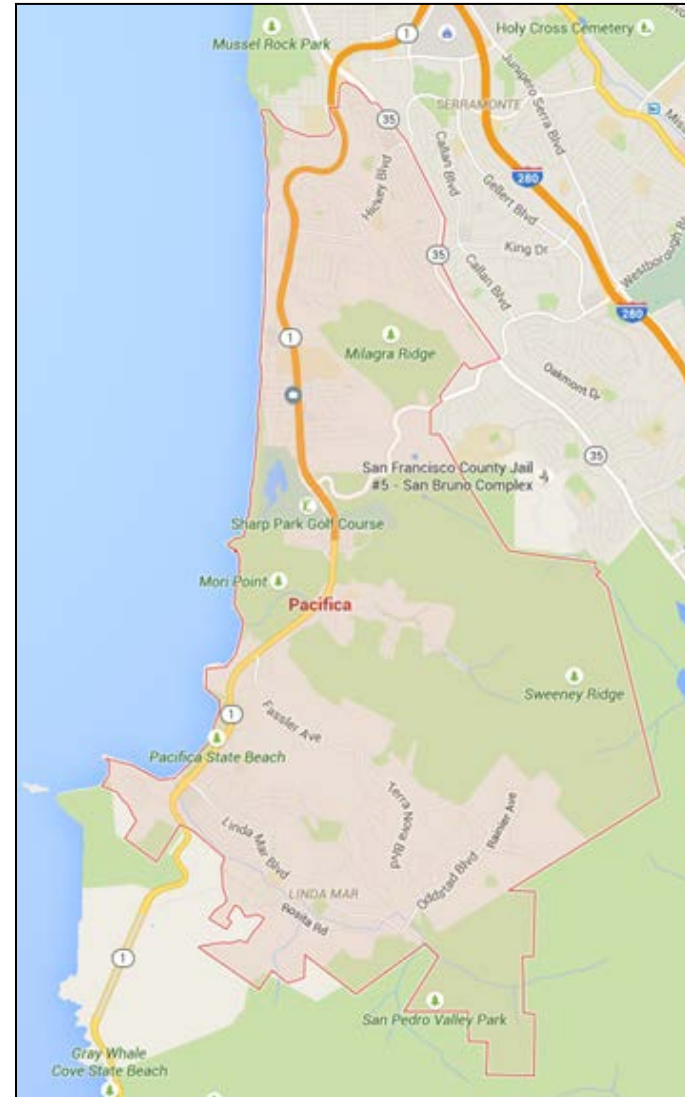
Meeting of January 19, 2017

City Overview

- Incorporated 1957
- 12.6 sq. mi. land area
- 30% land area permanent open space

- Population Density: 2,942 / sq. mi.
 - San Francisco: 17,179 / sq. mi.
 - Daly City: 13,194 / sq. mi.
 - San Bruno: 7,505 / sq. mi.
 - SSF: 6,961 / sq. mi.
 - Millbrae: 6,631 / sq. mi.
 - Burlingame: 6,538 / sq. mi.
 - HMB: 1,762 / sq. mi.

- Adjust Population Density (exclude open space): 4,202 / sq. mi.



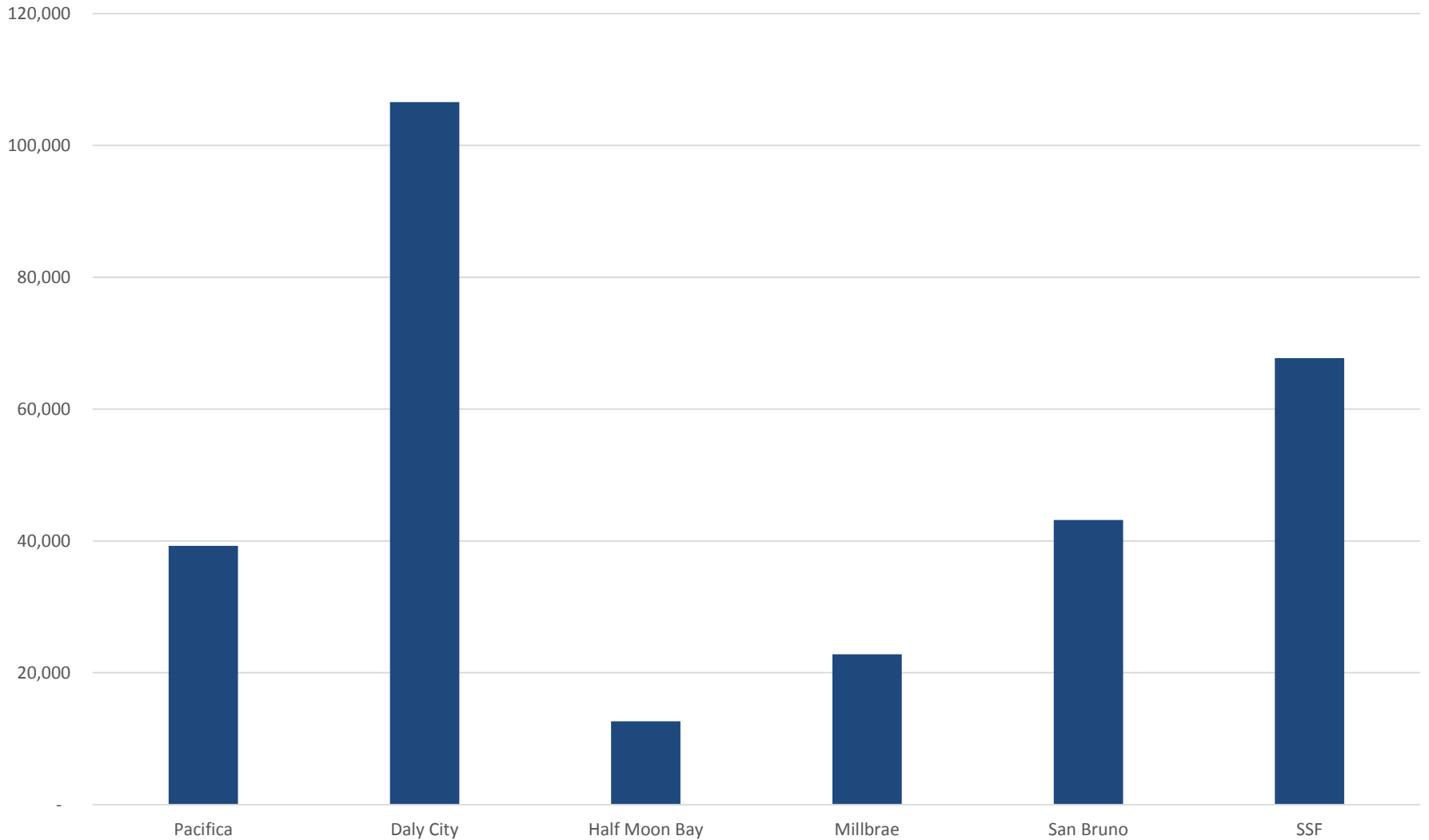
Data

The housing and population data in these slides are derived from a combination of U.S. Census Bureau reports from the 2010 Census (enumerated data) and 2011-2015 American Community Survey (sample data). Unless otherwise specified, the source is data for the 2015 year of the 2011-2015 ACS.

As with any sample data, the results are subject to a margin of error which has been excluded for simplicity of presentation. The 2011-2015 ACS data are included primarily to provide a more recent indication of conditions than can be provided by 2010 Census data, and is primarily intended to demonstrate trends as opposed to absolute values.

Population

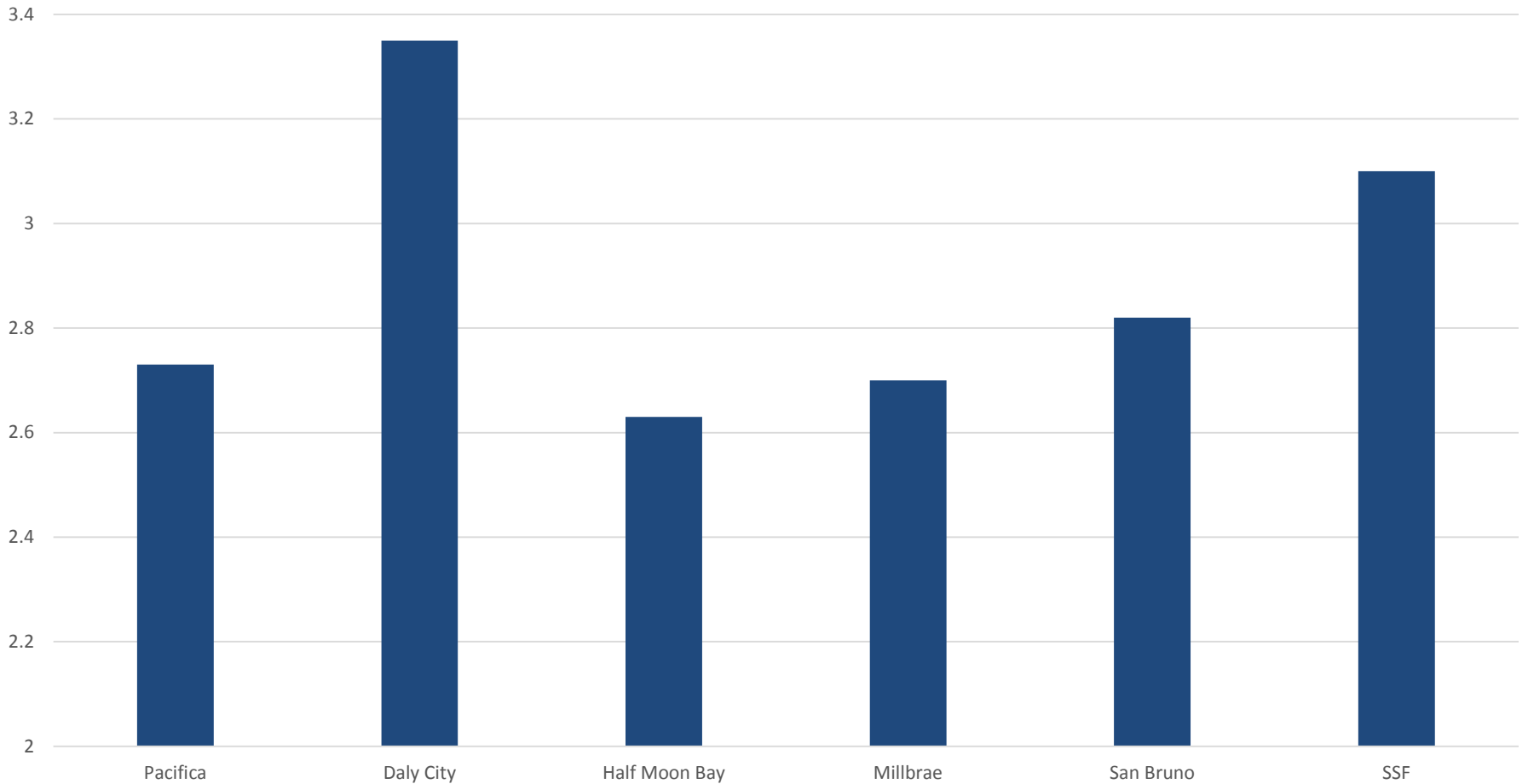
Residents



Source: 2011-2015 American Community Survey

Population

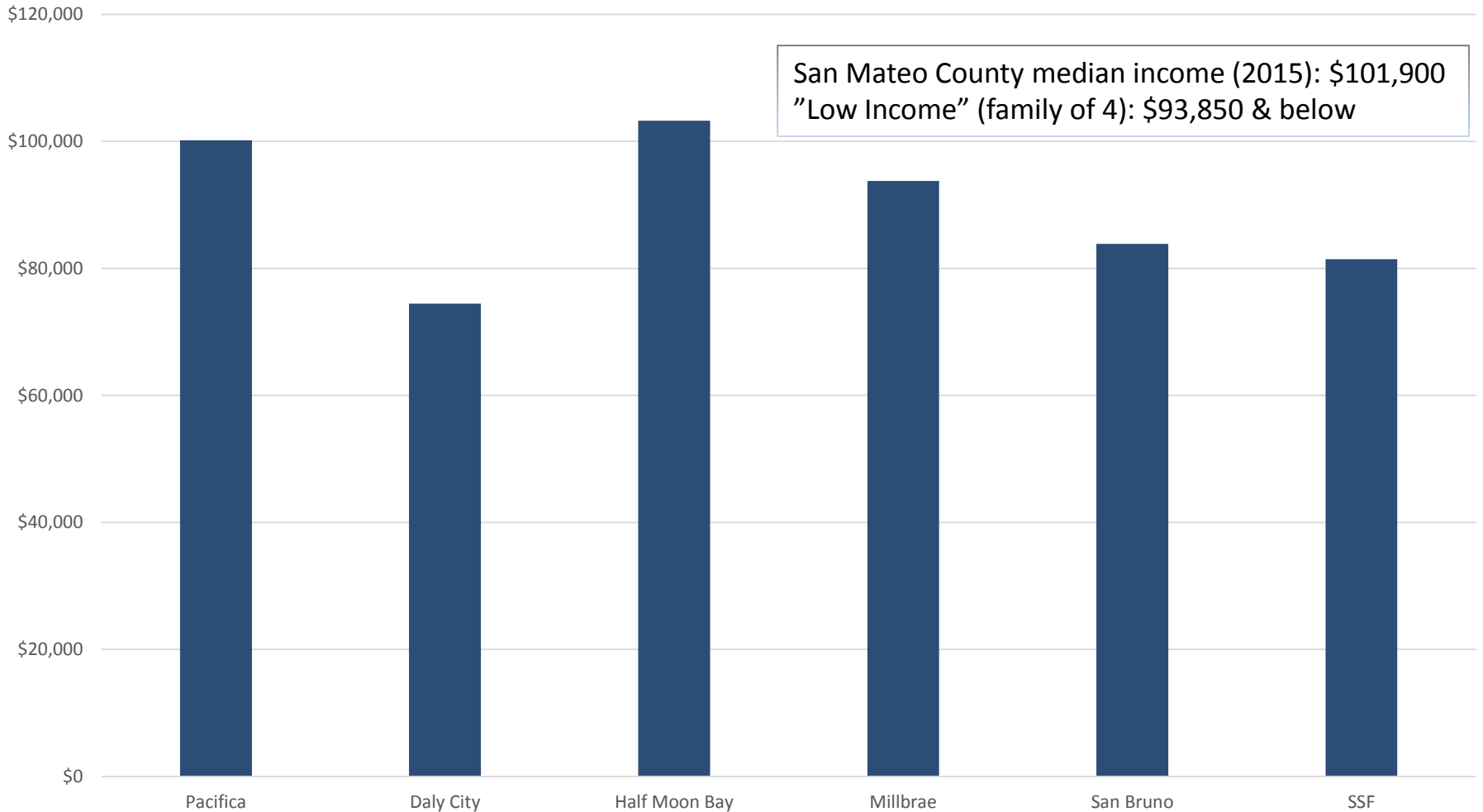
Household Size



Source: 2011-2015 American Community Survey

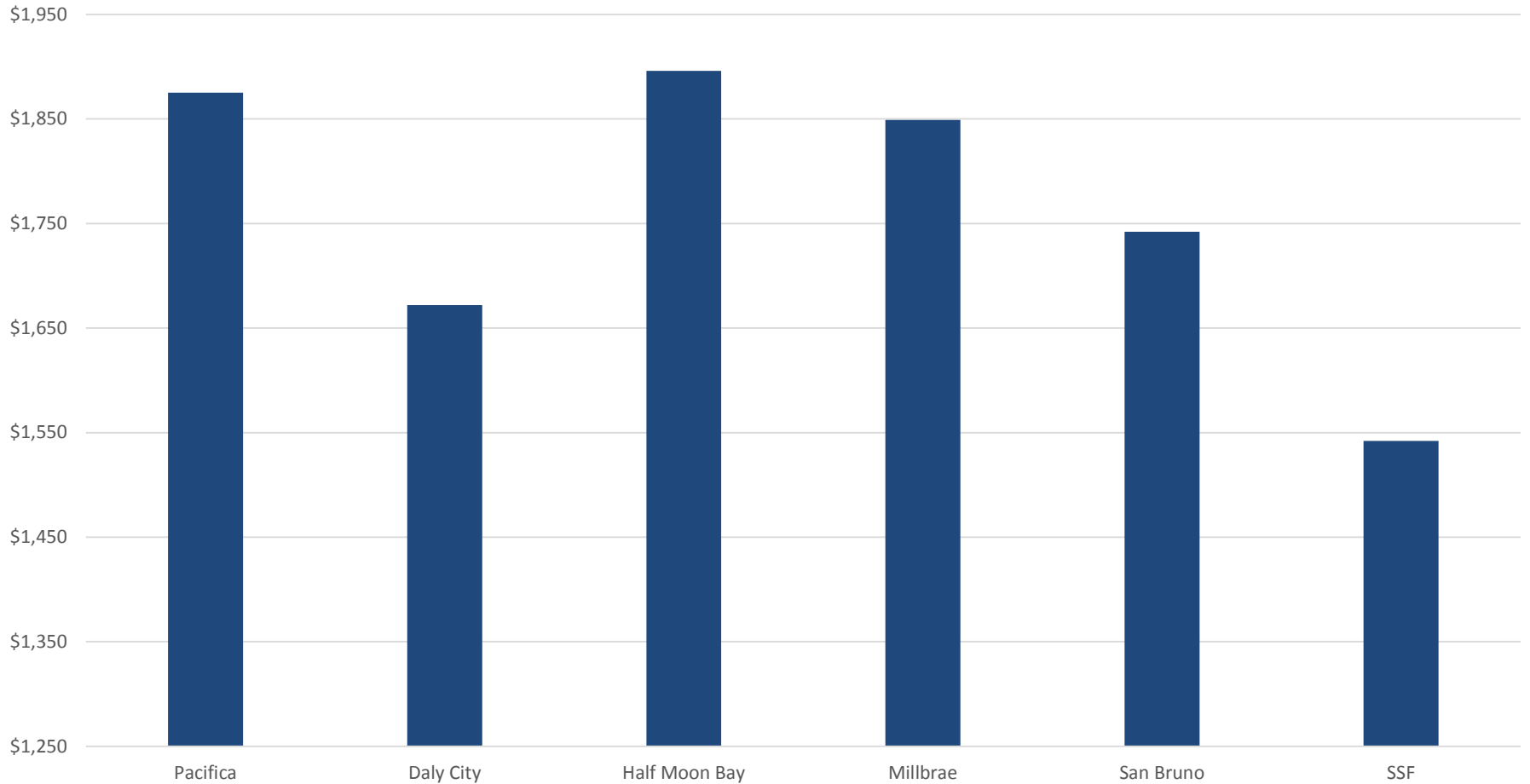
Population

Median Household Income



Population

Median Gross Rent (Monthly)



Source: 2011-2015 American Community Survey

Housing Stock

- Total Housing Units: 14,523 (2010 Census)
- Renter-occupied Housing Units: 4,422 (30%)

Residential Units Constructed in Pacifica – 1960 through 2010

	1960-1970	1970-1980	1980-1990	1990-2000	2000-2010
Units Constructed	>3,000	>3,000	1,146	874	391

Source: U.S. Census Bureau decennial census reports.

Year Structure Built

	All Housing Units	Owner-occupied	Renter-occupied
Built 2010 or later	0.3%	0.3%	0.3%
Built in 2000s	2.8%	3.0%	2.4%
Built in 1980s or 1990s	14.5%	9.9%	24.5%
Built in 1960s or 1970s	47.1%	45.1%	51.4%
Built in 1940s or 1950s	33.8%	39.9%	20.7%
Built in 1939 or Earlier	1.6%	1.9%	0.8%

Source: 2011-2015 American Community Survey

Housing Stock

Units in Structure			
	All Housing Units	Owner-occupied	Renter-occupied
1, detached	74.4%	92.5%	35.3%
1, attached	5.1%	4.7%	5.9%
2 apartments	1.7%	0.7%	3.8%
3 or 4 apartments	4.2%	0.3%	12.5%
5 to 9 apartments	4.5%	1.1%	11.9%
10 or more apartments	9.7%	0.6%	29.4%
Mobile home or other type	0.4%	0.1%	1.1%

Source: 2011-2015 American Community Survey

Bedrooms in Housing Stock			
	All Housing Units	Owner-occupied	Renter-occupied
No bedroom	0.9%	0.0%	2.8%
1 bedroom	11.6%	1.2%	34.1%
2 or 3 bedrooms	62.5%	65.1%	56.9%
4 or more bedrooms	25.0%	33.7%	6.1%

Source: 2011-2015 American Community Survey

Population

Population, Average Household Size, and Median Age – 1960 through 2015

	1960	1970	1980	1990	2000	2010	2015 (est.)
Population	20,995	36,020	36,866	37,670	38,390	37,234	39,260
Household Size (avg.)	*	*	2.88	2.82	2.73	2.65	2.73
Median Age	22.5	23.6	29.2	33.5	37.6	41.5	N/A

Source: US Census Bureau decennial census reports and 2011-2015 American Community Survey.

*The U.S. Census from 1960 and 1970 calculated household size using a different methodology, making it incomparable to figures from 1980 onward.

Single Parent Households

	Number	Percent of Total Pacifica Households
Living with own children	985	7.0%
Female-headed, no husband	763	5.4%
Male-headed, no wife	222	1.6%

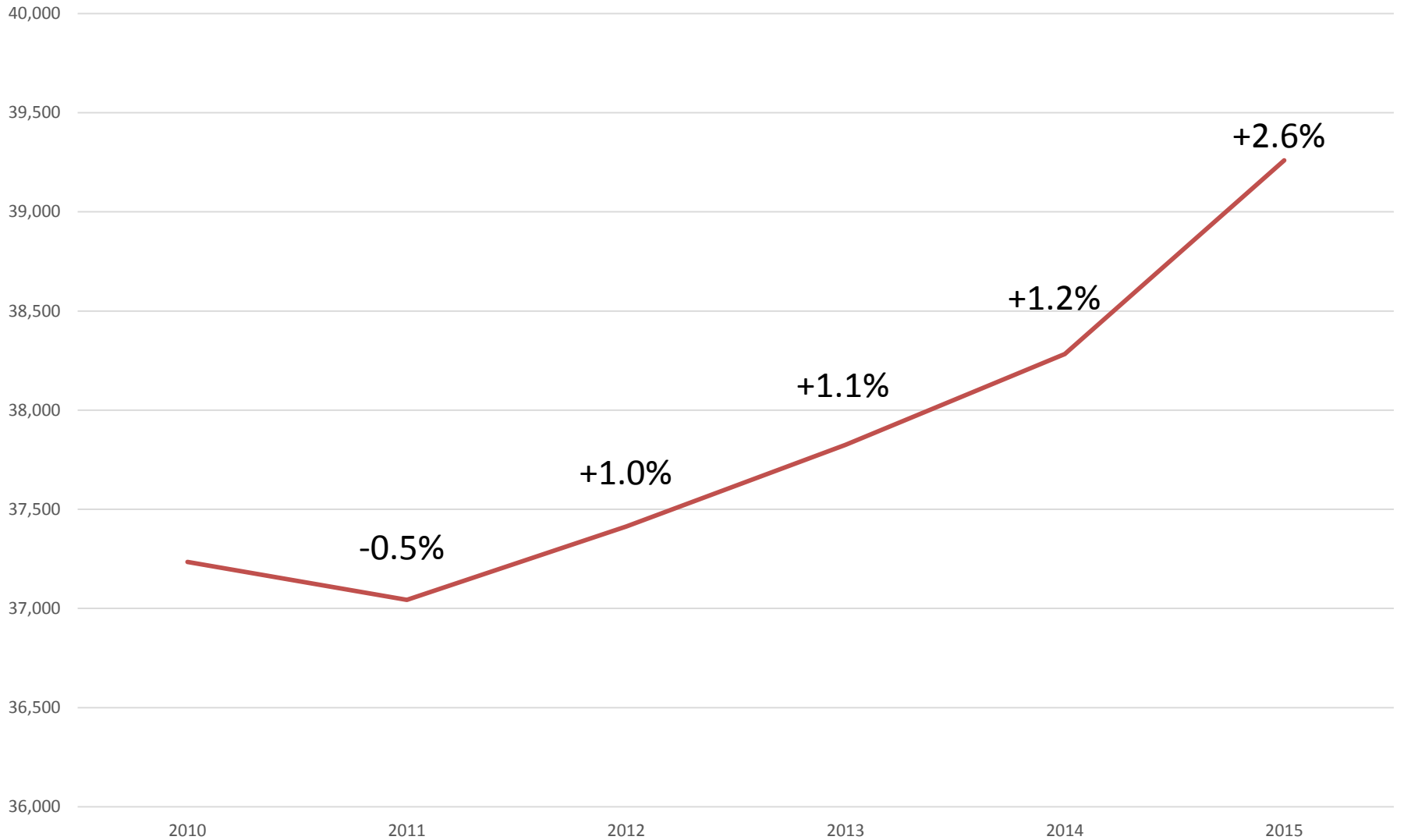
Source: 2011-2015 American Community Survey

Population

Miscellaneous Household Characteristics

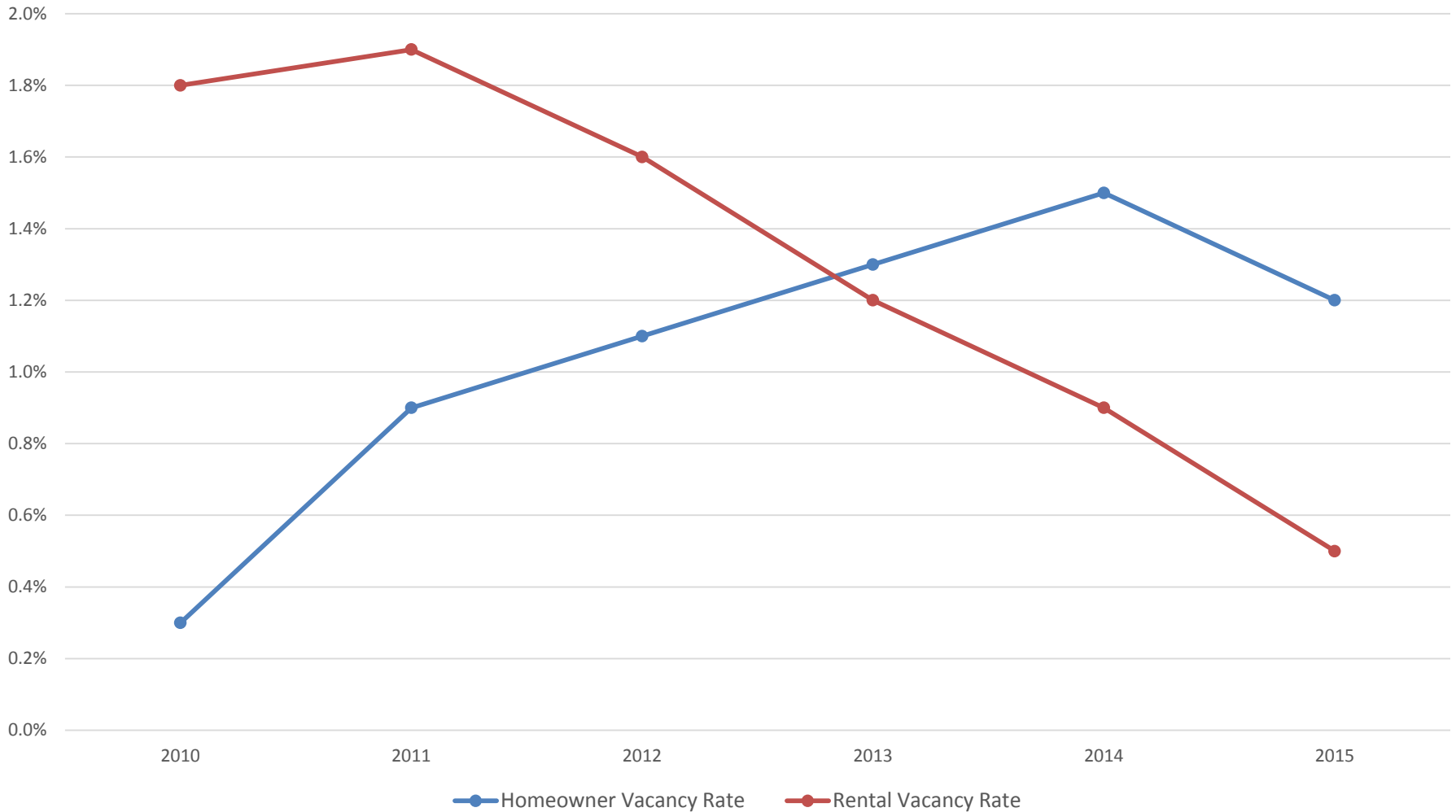
- Moved into Current House in Last Year: 9% (3,533 residents)
- Person(s) with Disability: 6% (2,356 residents)
- Person(s) 65+ yrs: 21% (8,245 residents)
- Person(s) <18 yrs: 21% (8,245 residents)
- Renter Households with Children <18 yrs: 33% (1,476 HH)

Population



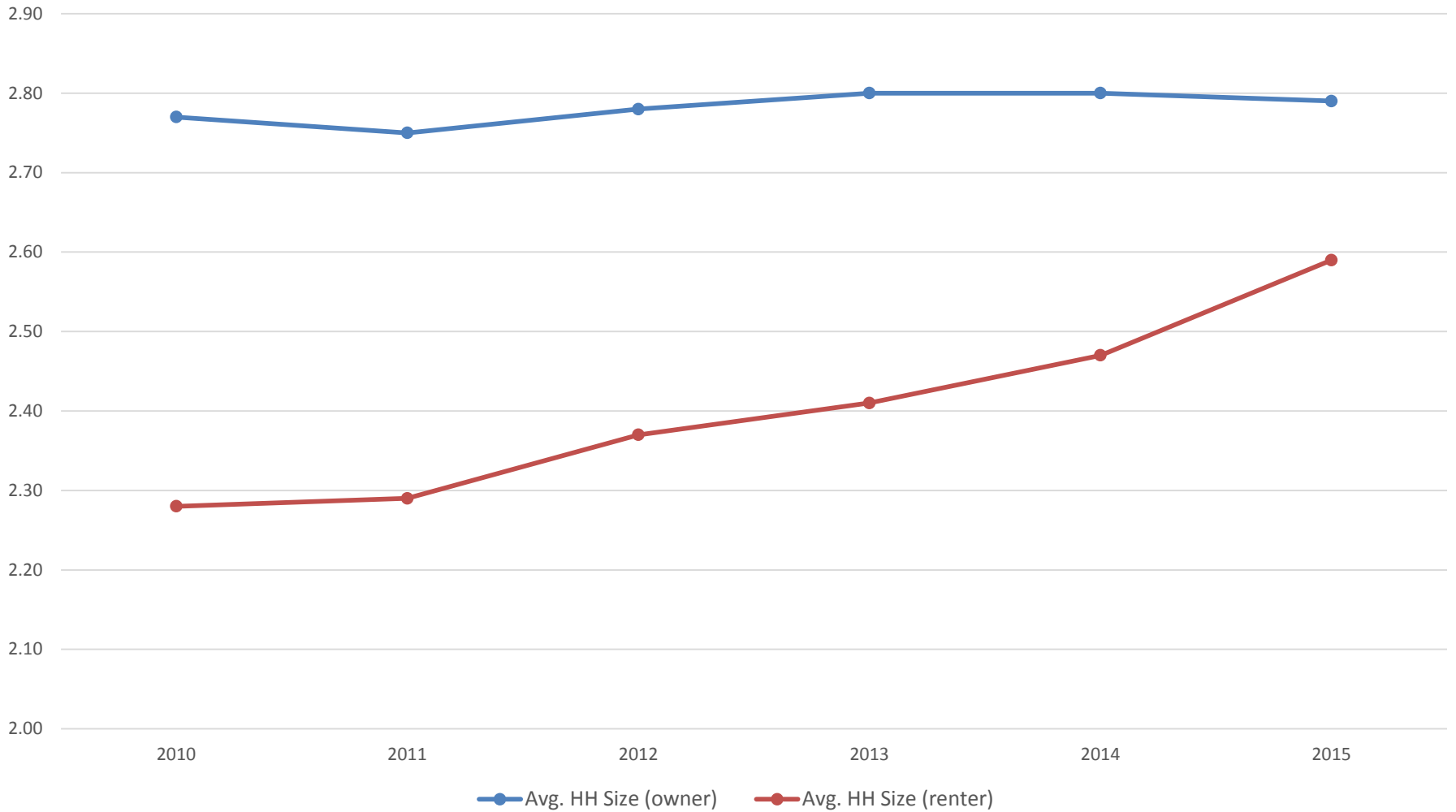
Population

Vacancy Rate



Population

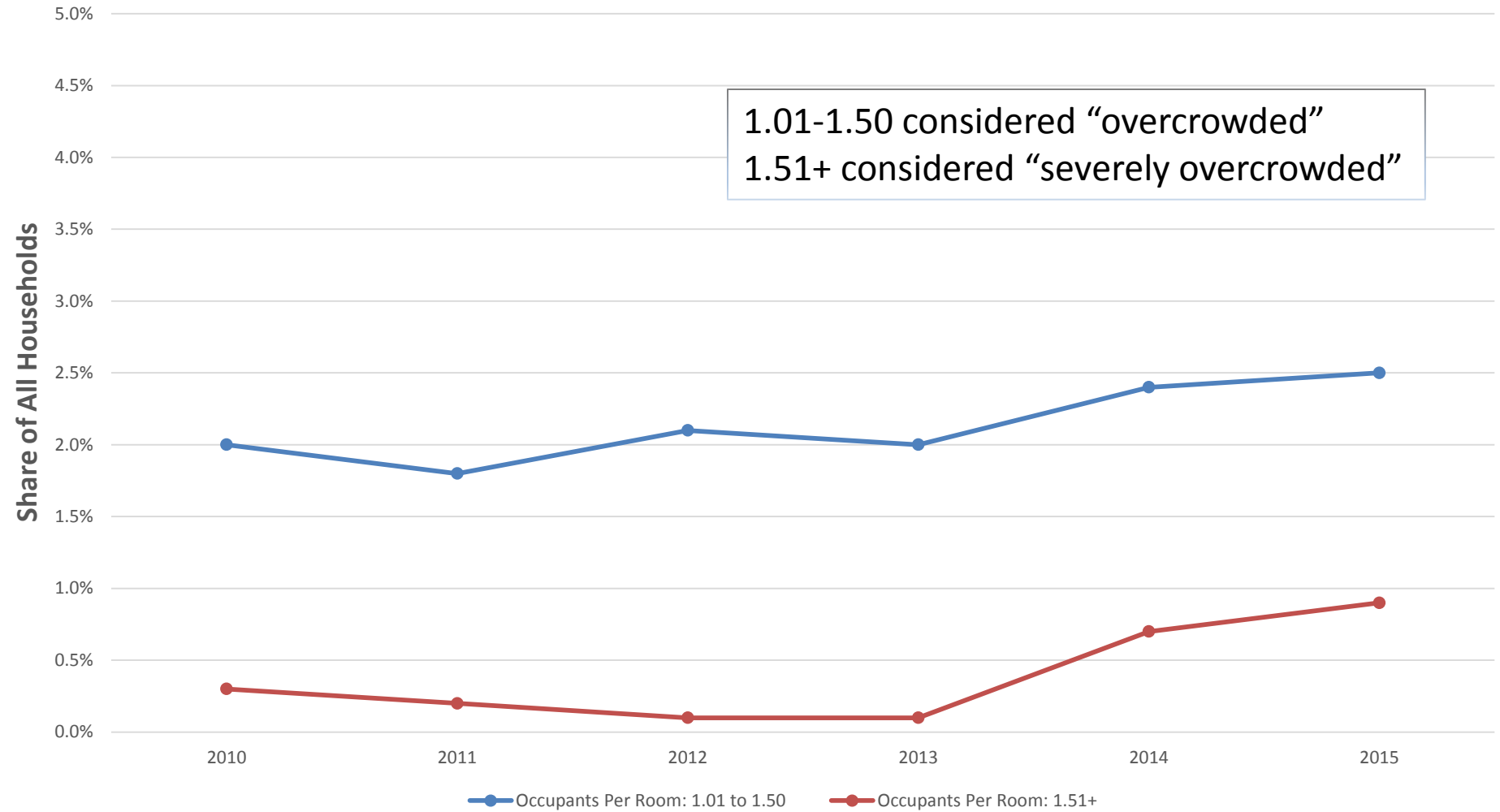
Household Size



Population

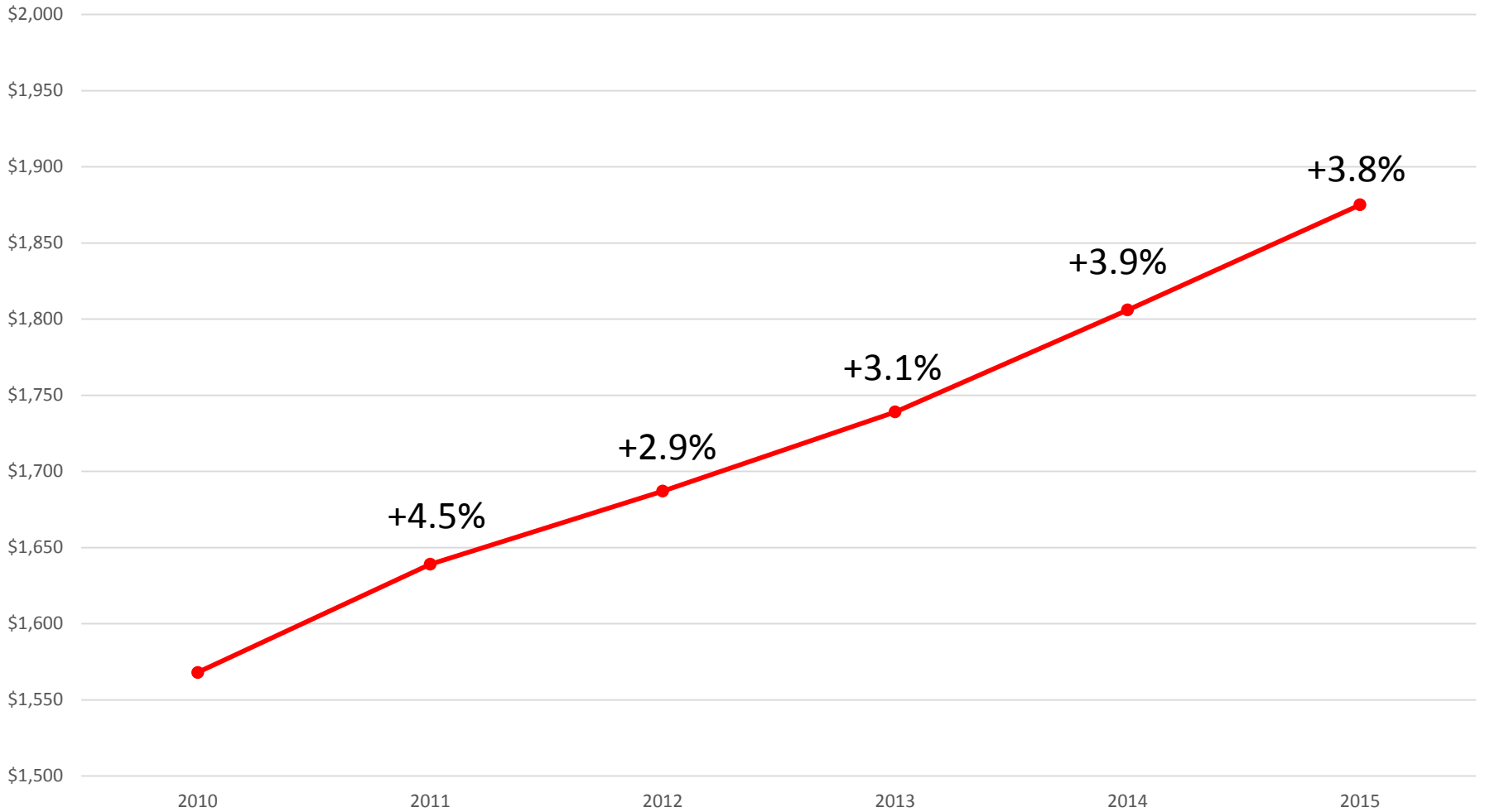
Occupants Per Room

1.01-1.50 considered “overcrowded”
1.51+ considered “severely overcrowded”



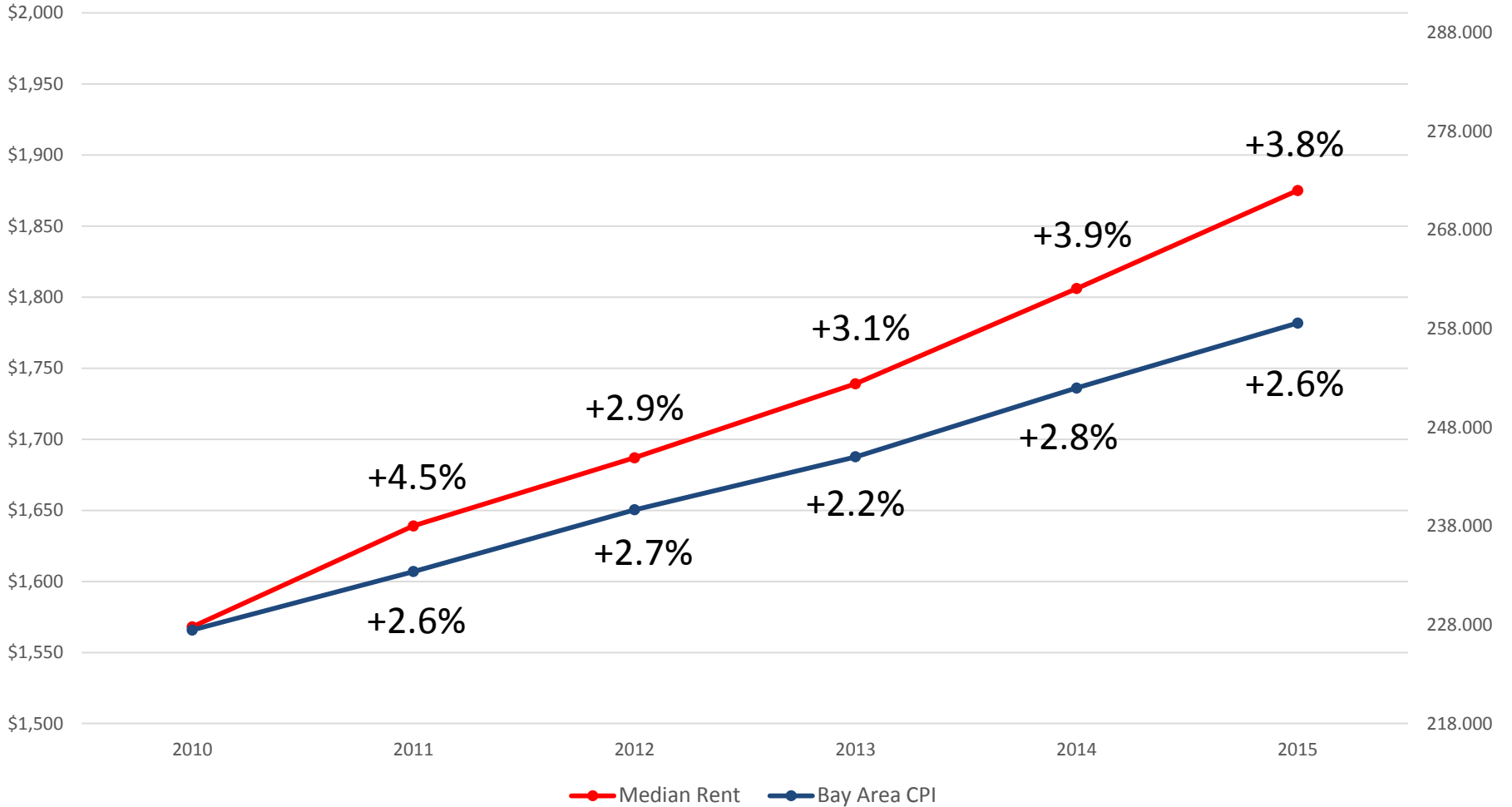
Population

Median Monthly Rent



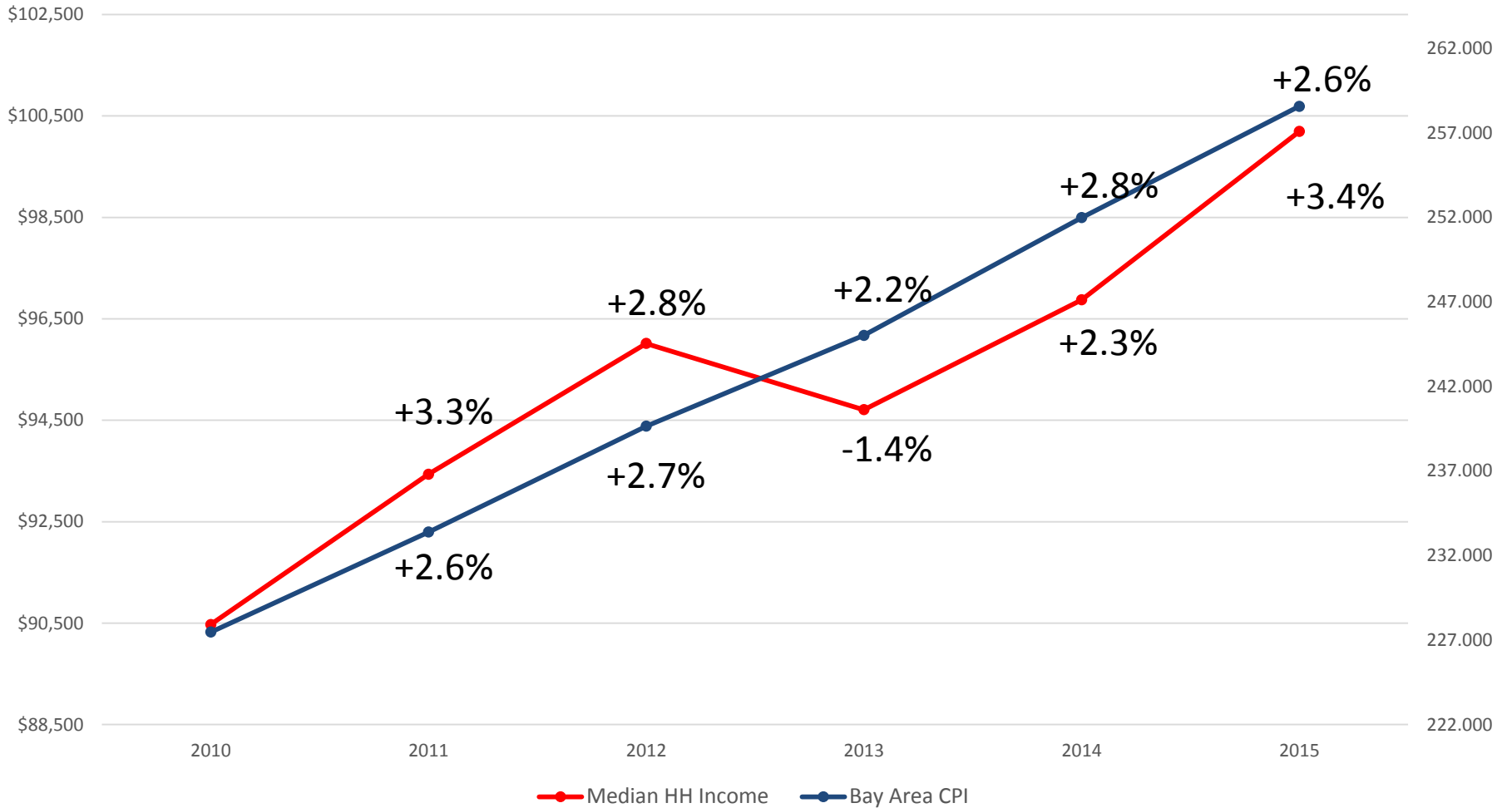
Population

Median Monthly Rent vs. Bay Area CPI



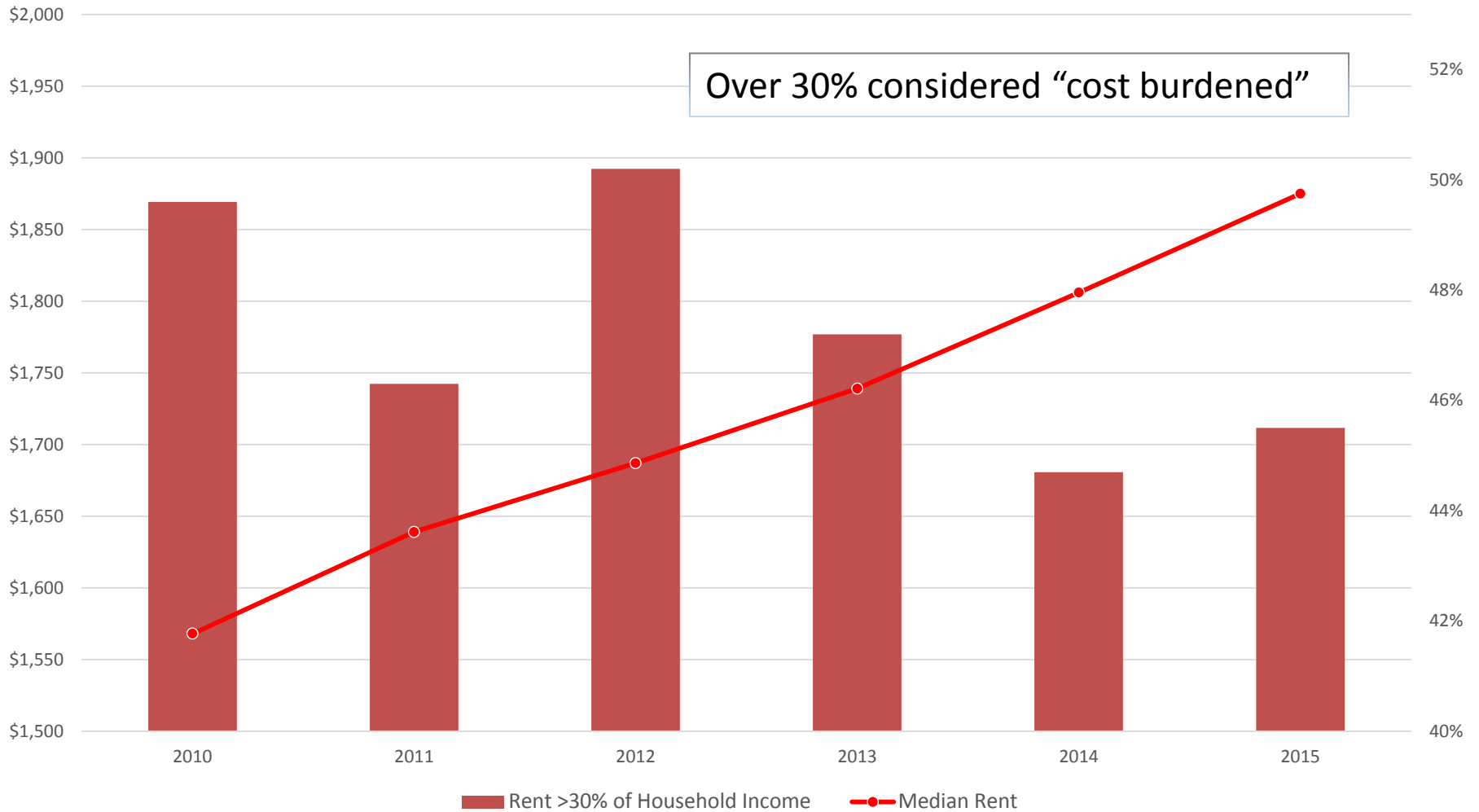
Population

Median Income vs. Bay Area CPI



Population

Median Monthly Rent vs. Share of Income for Rent





Advisory Measure Focus Areas

Rent Advisory Task Force

Meeting of January 19, 2017

City Council Direction

- Develop rent advisory measure
- Model after City of Healdsburg
“Rent Stabilization Advisory Measure”



Healdsburg Measure

- Adopted by Healdsburg City Council in August 2015
- Council directed measure to address:
 - Rental stability
 - First right of return for tenants who are displaced when repairs to their unit are made
 - Ability to recover cost of repairs amortized over a period of time
 - Consideration for hardship cases
 - Timely response to repair and maintenance requests.

Healdsburg Measure

- Rent Stability
 - 10% maximum annual increase
 - Raised not more than once per year
 - 90 days written notice of rent increase

Healdsburg Measure

- First right of return
 - Not applicable to tenants delinquent on rent or in violation of lease
 - 90-day minimum notice if improvements require termination of tenancy

Healdsburg Measure

- Cost Recovery for Repairs
 - Owners recover improvement costs over 48 months
 - Averaged on per-unit basis

Healdsburg Measure

- Consideration for Hardship Cases
 - Owners should listen openly to tenants' concerns and consider special arrangements for hardship cases

Healdsburg Measure

- Timely Response to Requests
 - Regular visual inspection of properties to identify health/safety issues, promptly repair
 - Obtain permits for work
 - Affirmative response by owners to reasonable accommodation requests by tenants with disabilities
 - No retaliation to tenant complaints about unresolved health and safety issues



CITY OF HEALDSBURG RENT STABILIZATION ADVISORY

The City Council of the City of Healdsburg values all members of our community. Housing that is decent, safe and affordable to all is critical to the overall quality of life in our community. The City is committed to providing Healdsburg residents who reside in rental units a level of stability in their rent and occupancy. The following Rental Stabilization Advisory addresses concerns that have been raised due to recent substantial rent increases and tenant displacements related to repair/maintenance issues.

Please note, City housing policy documents including the City's General Plan and recently adopted Housing Element, as well as the recent Housing Our Community workshops provide additional background on housing topics. While it is expected that property owners comply with all applicable laws, the purpose of this Advisory is to affirm Council's support of the City's housing goals and communicate expectations to property owners.

1. Property owners have an obligation to provide a measure of reliability to tenants regarding rent increases both in terms of rate of increase and frequency. Rent increases for current tenants should be reasonable and fair. A guideline for a reasonable and fair increase amount should not exceed 10% annually.
 - a. Rents should not be raised more than once per calendar year to current tenants.
 - b. Owner should be able to recover the cost associated with an increased cost of operations and maintenance.
 - c. Owners should, whenever possible, provide tenants with a minimum of 90 calendar days' written notice prior to the effective date of any rent increase.
2. When significant work on a rental unit is needed that requires the tenant to be removed, the tenant is to be given **the first right of return** to his or her unit once repairs are completed.
 - a. Owners should be able to recover the documented cost of capital improvements averaged on a per unit basis amortized over a period of no less than 48 months;
 - b. First right of return would not apply to those tenants that are delinquent in rental payments; and/or that have violated the rental/lease provisions;
 - c. If renovations / improvements require terminating tenancies, owners should provide a minimum of 90 days' written notice to the tenant.
 - d. Owners must consider and respond appropriately to requests for reasonable accommodations from tenants with disabilities.
3. Owners / property managers imposing reasonable rent increases should be willing to listen openly to tenants' concerns and consider special arrangements for hardship cases when appropriate.
4. Safe and healthy living conditions are a shared responsibility. Property owners are expected to respect the rights of their tenants and provide a timely response to maintenance/repair requests and in accordance with applicable law.
 - a. Rental property owners are responsible for maintaining their property in good repair and are encouraged to work with their tenants to visually inspect properties on a regular basis to identify any health and/or safety issues and complete any required corrections promptly.
 - b. It is important to contact the City's Planning and Building Department prior to initiating necessary work to determine whether or not a building permit is required. The Building Department is available to provide information and assistance regarding building code requirements.

- c. In accordance with State law, owners are prohibited from taking action (such as increasing rent, or serving notices of termination) that could be considered retaliatory against tenants who have recently made complaints to the City regarding unresolved health and safety issues in their units.

REFERENCES

Healdsburg Housing Element | www.ci.healdsburg.ca.us/357/Housing-Element

Healdsburg General Plan | www.ci.healdsburg.ca.us/354/General-Plan

Housing our Community | www.ci.healdsburg.ca.us/360/Housing

Healdsburg Strategic Plan | cityofhealdsburg.org/404/Strategic-Plan

401 Grove Street, Healdsburg, CA 95448 | 707.431.3317

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