

**BERKELEY CITY COUNCIL LAND USE, HOUSING, & ECONOMIC  
DEVELOPMENT COMMITTEE  
REGULAR MEETING MINUTES**

**Friday, July 17, 2020  
10:30 AM**

Committee Members:

Councilmembers Ben Bartlett, Kate Harrison, and Lori Droste  
Alternate: Mayor Jesse Arreguin

**PUBLIC ADVISORY: THIS MEETING WILL BE CONDUCTED EXCLUSIVELY  
THROUGH VIDEOCONFERENCE AND TELECONFERENCE**

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, this meeting of the City Council Land Use, Housing, & Economic Development Committee will be conducted exclusively through teleconference and Zoom videoconference. Please be advised that pursuant to the Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, there will not be a physical meeting location available.

To access the meeting remotely using the internet: Join from a PC, Mac, iPad, iPhone, or Android device: Use URL <https://us02web.zoom.us/j/88953875609>. If you do not wish for your name to appear on the screen, then use the drop down menu and click on "rename" to rename yourself to be anonymous. To request to speak, use the "raise hand" icon on the screen.

To join by phone: Dial **1-669-900-9128** and Enter Meeting ID: **889 5387 5609**. If you wish to comment during the public comment portion of the agenda, press \*9 and wait to be recognized by the Chair.

Written communications submitted by mail or e-mail to the Land Use, Housing, & Economic Development Committee by 5:00 p.m. the Friday before the Committee meeting will be distributed to the members of the Committee in advance of the meeting and retained as part of the official record. City offices are currently closed and cannot accept written communications in person.

**Roll Call:** 10:33 a.m. Councilmembers Bartlett, Harrison, and Droste present.

**Public Comment on Non-Agenda Matters:** 1 speaker.

## **Minutes for Approval**

*Draft minutes for the Committee's consideration and approval.*

### **1. Minutes - March 5, 2020**

**Action:** M/S/C (Bartlett/Harrison) to approve the March 5, 2020 minutes.

**Vote:** All Ayes.

## Committee Action Items

*The public may comment on each item listed on the agenda for action as the item is taken up. The Chair will determine the number of persons interested in speaking on each item. Up to ten (10) speakers may speak for two minutes. If there are more than ten persons interested in speaking, the Chair may limit the public comment for all speakers to one minute per speaker. Speakers are permitted to yield their time to one other speaker, however no one speaker shall have more than four minutes.*

*Following review and discussion of the items listed below, the Committee may continue an item to a future committee meeting, or refer the item to the City Council.*

### 2. **Berkeley Economic Dashboards and Demographic Profile Update**

**From: City Manager**

**Referred: March 10, 2020**

**Due: December 31, 2020**

Contact: Eleanor Hollander, Economic Development, (510) 981-7530

**Action:** 1 speaker. Discussion held. Item rescheduled to the next scheduled Land Use, Housing, and Economic Development policy committee meeting.

### 3a. **Amending Source of Income Discrimination Ordinance to Establish Administrative Enforcement Procedure**

**From: Homeless Commission**

**Referred: March 30, 2020**

**Due: December 31, 2020**

**Recommendation:** The Homeless Commission recommends that BMC 13.31 be amended to provide for an administrative procedure to enforce the anti-discrimination property rental ordinance as to source of income. Such procedure should involve establishing a complaints procedure under an existing City of Berkeley department such as the Department of Planning or Rent Stabilization Board, where a complaint could be filed by a prospective tenant, or tenant, alleging that they have been discriminated against by a landlord, property owner or authorized agent or employee when seeking rental housing or in any other context currently covered under BMC 13.31.

The Homeless Commission further recommends that any person seeking housing, with a voucher or any subsidy to pay their rent, be considered for the rental in the order which their rental application is received and be entitled to the rental as the first applicant of right. Insufficient credit or poor credit shall not be a fact considered for rental as to the totality of the rent to be paid if the rent is to be otherwise paid through the voucher or subsidy source.

**Financial Implications:** See report

Contact: Brittany Carnegie, Commission Secretary, (510) 981-5400

## Committee Action Items

**3b. Companion Report: Amending Source of Income Discrimination Ordinance to Establish Administrative Enforcement Procedure**

**From: City Manager**

**Referred: March 30, 2020**

**Due: December 31, 2020**

**Recommendation:** The City Manager thanks the Homeless Commission for their concern regarding potential discrimination against residents trying to utilize rental assistance vouchers in Berkeley. She recommends, however, taking no action on the Homeless Commission recommendation since the City already funds legal assistance for low-income residents that may be used to obtain relief under BMC 13.31.

**Financial Implications:** None

Contact: Lisa Warhuus, Housing and Community Services, (510) 981-5400

**Action:** 3 speakers. Discussion held.

M/S/C (Droste/Harrison) to reschedule the item to the next Land Use, Housing, and Economic Development policy committee meeting to hear back a report from the Mayor and get more information from staff.

**Vote:** All Ayes.

## Unscheduled Items

*These items are not scheduled for discussion or action at this meeting. The Committee may schedule these items to the Action Calendar of a future Committee meeting.*

## Committee Action Items

### 4. Tenant Opportunity to Purchase Act, Adding BMC Chapter 13.89

**From: Mayor Arreguin (Author)**

**Referred: February 24, 2020**

**Due: January 1, 2021**

**Recommendation:** 1. Adopt a first reading of an ordinance adding Berkeley Municipal Code Chapter 13.89, the Tenant Opportunity to Purchase Act (TOPA), that will take effect on final adoption with an implementation start upon completion of Administrative Regulations and funding of related program costs; and  
2. Direct the City Manager to take all necessary steps to implement this chapter including, but not limited to:

1. Developing Administrative Regulations;
2. Preparing an implementation strategy;
3. Identifying resources to align databases from Finance, Planning, and the Rent Board to accurately reflect the properties that would be subject to TOPA;
4. Determining necessary staffing for program administration and hearing officers for adjudication;
5. Timelines for project “roll-out”;
6. Determining appropriate amount of funding needed to support the acquisition of TOPA properties and recommending possible funding sources;
7. Quantifying an annual program budget and referring such program costs to the June 2020 Budget process.

**Financial Implications:** See report

Contact: Jesse Arreguin, Mayor, (510) 981-7100

## Items for Future Agendas

- Discussion of items to be added to future agendas

## Adjournment

**Action:** M/S/C (Droste/Bartlett) to adjourn the meeting.

**Vote:** All Ayes.

Adjourned at 11:44 a.m.

I hereby certify that this is a true and correct record of the Land Use, Housing, & Economic Development Committee meeting held on July 17, 2020.

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Sarah K. Bunting, Assistant City Clerk

## Communications

*Communications submitted to City Council Policy Committees are on file in the City Clerk Department at 2180 Milvia Street, 1st Floor, Berkeley, CA.*