



**NOTICE OF SOLICATION OF APPLICATIONS  
TO SERVE AS MEMBERS OF THE  
PASADENA RENTAL HOUSING BOARD**

Notice is hereby given that, in accordance with Pasadena City Charter, Section 1811, a Pasadena Rental Housing Board shall be established to administer and enforce Article XVIII of the City Charter, "*The Pasadena Fair and Equitable Housing Charter Amendment*". The Board shall be comprised of eleven (11) members consisting of seven (7) Tenant Members, and four (4) At-Large Members. In addition, there shall be two (2) alternates, one serving as the alternate for the Tenant Members and one serving as the alternate for the At-Large Members.

The Pasadena City Council will appoint one Tenant Member from each of the Council Districts in the City, and four At-Large Members who may reside anywhere in the City. The Council will also appoint an alternate Tenant Member and alternate At-Large Member, who can reside anywhere in the City.

Tenant members and alternate tenant members, and members of their Extended Families, may not have owned, managed, or had a 5% or greater ownership stake in rental units in Los Angeles County in the three years before they apply. The four At-Large Members, and the alternate At-Large Member, may live anywhere in the City, may or may not be tenants, and may or may not have material interests in rental property in Los Angeles County.

The Board's duties include making rules and regulations to implement Article XVIII of the City Charter, setting allowable rent increases, determining and publicizing the Annual General Adjustment in rents, appointing hearing officers, conducting hearings on petitions for rent adjustments for individual properties, adopting a budget, pursuing civil remedies against those who violate Article XVIII of the City Charter, holding public hearings, establishing a schedule of penalties for violations of Article XVIII of the City Charter, and establishing and maintaining a registry of rental housing in Pasadena.

The City encourages interested residents of Pasadena to apply for appointments to the Board. In addition to a completed application, applicants must circulate a nomination petition and gather a minimum of 25 qualified signatures from residents living in the same Pasadena Council District as the applicant, even if the applicant is seeking an At-Large seat or to be an alternate. A declaration of financial interests of the applicant, and of his or her Extended Family members, is also required and will be a public record. Nomination petitions and application materials are available in the City Clerk's Office.

The Pasadena Rental Housing Board application period will open on Monday, January 23, 2023 at 7:30 a.m. with a deadline to submit forms to be announced at a later date. Application forms can be obtained by contacting the Pasadena City Clerk's Office during regular business hours, Monday through Friday, 7:30 a.m. – 5:30 p.m.:

City of Pasadena, Office of the City Clerk  
100 North Garfield Avenue, Room S228  
Pasadena, California 91101  
(626) 744-4124, [cityclerk@cityofpasadena.net](mailto:cityclerk@cityofpasadena.net)

Mark Jomsky,  
City Clerk

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