

Agenda Item #6
Preparing an Ordinance to Establish a
Rent Stabilization Department

Presented by:

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Background

Office of the City Manager

- The Pasadena Rental Housing Board (“Board”) is the Charter-created governmental body within the City that is generally responsible for the enforcement and implementation of City Charter Article XVIII (“Charter Amendment”).
 - > The Charter Amendment describes the Board as an integral part of the government of the City but exercises its powers and duties independent from the City Council, City Manager, and City Attorney, unless the Board requests their assistance.



Background

Office of the City Manager

- The Charter Amendment accords the Board certain enumerated powers and duties in the administration and enforcement of its provisions, including the power to establish a budget and set a rental housing fee.
- The Board formally requested that a City Department be created to support it and to administer the rent stabilization provisions of the Charter Amendment in the manner set forth in the Term Sheet attached to the Agenda Report.



Terms of Integration

Office of the City Manager

- On October 13, 2023, representatives from the Board and City staff met to discuss, and agree in concept, with the terms to integrate the Board as a City department consistent with the City Charter.
- At its meeting on October 25, 2023, the Board adopted by Resolution the terms of the integration as presented in this report as Attachment B.



Recommendations

Office of the City Manager

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



Recommendations

Office of the City Manager

- Pursuant to the request of the Board, direct the City Attorney to prepare and return within 60 days with an ordinance amending Title 2 of the Pasadena Municipal Code to create a new Chapter establishing the Rent Stabilization Department as a City Department headed by a City Manager appointee, in order to support the Pasadena Rental Housing Board and to carry out their functions set forth in the City Charter.



Next Steps

Office of the City Manager

- The City Council will be asked at a later date to review and adopt the budget and staffing plan for the Department.