

**PASADENA RENTAL HOUSING BOARD
RESOLUTION NO. RHB-2023-13**

A RESOLUTION OF THE PASADENA RENTAL HOUSING BOARD AUTHORIZING THE CHAIR OF THE BOARD TO ENTER INTO CONTRACTS WITH STAFFING AGENCIES TO PROVIDE INTERIM HOUSING COUNSELORS AND AN INTERIM EXECUTIVE DIRECTOR

WHEREAS, the Pasadena Fair and Equitable Charter Amendment (“Charter Amendment”) went into effect on December 22, 2022, and the Rental Housing Board (“Board”) was appointed on April 19, 2023; and

WHEREAS, the Board is charged with implementing the Charter Amendment, including “engaging any staff necessary to ensure implementation” of the Charter Amendment (Section 1811(l)); and

WHEREAS, the Ad Hoc Committee of the Board on Interim Staffing (“Staffing Committee”) has determined that there is an immediate need to hire interim housing counselors in order to provide information and guidance to landlords and tenants on their rights and responsibilities under the Charter Amendment; and

WHEREAS, the Staffing Committee has also determined that there is an immediate need to hire an interim executive director to supervise the interim housing counselors and to assist with setting up the infrastructure for the implementation of the Charter Amendment; and

WHEREAS, the Staffing Committee has determined that the most efficient means of filling the interim housing counselor positions and the interim executive director position is to use staffing agencies experienced in providing staffing for municipalities and other public agencies; and

WHEREAS, the Staffing Committee is recommending that the Board authorize the Chair of the Board to enter into agreements with one or more staffing agencies to provide interim housing counselors and an interim executive director, with the selection of the staffing agencies to be determined by the Staffing Committee.

NOW, THEREFORE, BE IT RESOLVED by the Board that the Chair of the Board is authorized to enter into one or more contracts with staffing agencies to provide up to two housing counselors and an interim executive director subject to the recommendation of the Staffing Committee and provided that no single contract will exceed \$74,999.

The foregoing Resolution was adopted at a regular meeting of the Pasadena Rental Housing Board, duly held on the 11th day of October 2023, by the following vote:

AYES: Board Members Dunlop, Gonzalez, Henry, Najera, Pitts, Chavez, Siegal, Santiago, Torres, Markowitz

NOES:

ABSTAIN: Chair Bell

ABSENT: Vice Chair Lamar

ATTEST:



DESIREE ACOSTA
RECORDING SECRETARY



RYAN J. BELL
CHAIR, RENTAL HOUSING BOARD