

COST ESTIMATES FOR DEVELOPING A COMPREHENSIVE CITY RENTAL HOUSING INVENTORY

Policy Analysis Report to Supervisor Sandra Lee Fewer

Presentation to:

BUDGET AND FINANCE COMMITTEE

BOARD OF SUPERVISORS

CITY AND COUNTY OF SAN FRANCISCO

November 18, 2020

Proposed ordinance

- Not a rental registry as defined in State law; City Rent Ordinance procedures and regulations remain in effect.
- Landlords would be required to provide certain data to the Rent Board; in exchange, they would receive a license allowing them to impose allowable annual and/or banked rent increases.
- Costs of implementation would be covered by a surcharge on existing annual Rent Board fee.
- Estimate: 233,518 rental housing units covered.

Information to be collected for housing inventory

- Mailing address, name and business contact information of the owner or property manager.
- Business registration number for the unit, if applicable.
- Approximate square footage, number of bedrooms and bathrooms in the unit.
- If the unit is vacant or occupied (if vacant: last date of occupancy; if occupied, the date the occupancy commenced).
- The base rent for tenant-occupied units; whether base rent includes utilities.
- If during the previous 12 months an occupied unit became vacant or a vacant unit became occupied, the owner will be asked to include the date(s) the unit became vacant or occupied.
- Any other information that the Rent Board deems appropriate in order to achieve the purposes of the inventory as laid out in Chapter 37.

Proposed uses of collected data

Rent Board will use this information to maintain a rental housing inventory for the purposes of:

- Inspecting and investigating the level of housing services provided, Investigating and analyzing rents and vacancies,
- Monitoring compliance with the Rent Ordinance,
- Generating reports and surveys; and
- providing assistance to landlords, tenants, and other City departments as needed.

Surveying processes and costs in other cities

Surveyed cities with housing registries in California to identify their process for creating and maintaining databases.

1. Alameda*
2. Berkeley
3. El Cerrito
4. Fresno
5. Long Beach
6. Los Angeles*
7. Mountain View
8. San Jose
9. Santa Cruz*

* Costs applied to SF

Data sources used by other cities in creating inventories

City	Initial Data Sources
Alameda	<ul style="list-style-type: none">• Business License Database
Fresno	<ul style="list-style-type: none">• County Assessor's Office Data• Deed Review of Property & Owners' Addressees• Business Tax License (Required for residential lessors of 6+ properties)
Los Angeles	<ul style="list-style-type: none">• Database of Rent Stabilized Ordinance-Covered Properties
Mountain View	<ul style="list-style-type: none">• Multifamily Inspection Program• Manual Comparison with County Assessor's Data

Estimated Year 1 and ongoing costs

Estimated System and Staffing Costs for a Rental Housing Inventory, Year 1 and Ongoing

	<u>YEAR 1 COSTS</u>	<u>ONGOING ANNUAL COSTS</u>
INVENTORY SYSTEM IMPLEMENTATION AND MAINTENANCE		
Low	\$165,798	—
High	\$899,044	\$490,388
OPERATIONS STAFFING		
Low	\$1,210,577	\$1,210,577
High	\$2,349,876	\$2,349,876
TOTAL		
Low	\$1,376,375	\$1,210,577
High	\$3,248,920	\$2,840,264

Estimated fees to cover costs

**Annual Housing Inventory Surcharge Estimates, Year 1 and Ongoing,
assuming 233,518 rental housing units**

	Lowest	Highest
Year 1 Total Cost	\$1,376,375	\$3,248,920
Year 1 Fee Per Unit	\$5.89	\$13.91
Ongoing Total Cost	\$1,210,577	\$2,840,264
Ongoing Fee Per Unit	\$5.18	\$12.16

Questions and comments

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