



**Rent Stabilization Board**

**RENT STABILIZATION BOARD**

DATE: April 21, 2003  
TO: Honorable Members of the Rent Stabilization Board  
FROM: Jay Kelekian, Executive Director  
SUBJECT: Proposed Regulation 880

**Recommendation:**

That the Board adopt on first reading the amendments to Regulation 880.

**Background and Need For Rent Stabilization Board Action:**

Regulation 880 establishes the due date for the payment of registration fees. Currently, in accord with Section 13.76.080D of the Rent Ordinance, the regulation states that annual registration fees are due July 1 and will be considered to have been timely paid if received by the Board on or before July 1 or are post-marked no later than July 1. The regulation also lists the amount of the fee and when the fee was last increased. This information is irrelevant to the due date. Moreover, including the amount of the fee in the regulation requires the regulation to be amended whenever the registration fee is changed. Repeatedly amending the regulation to keep the stated fee current is an unnecessary administrative burden to both staff and the Board. For this reason, it is recommended that the Board adopt the proposed changes to Regulation 880 which eliminate the references to the current fee amount and simply states that the amount of each year's registration fee is established by the Board.

**Financial Impact:**

None

**Name and Telephone Number of Contact Person:**

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