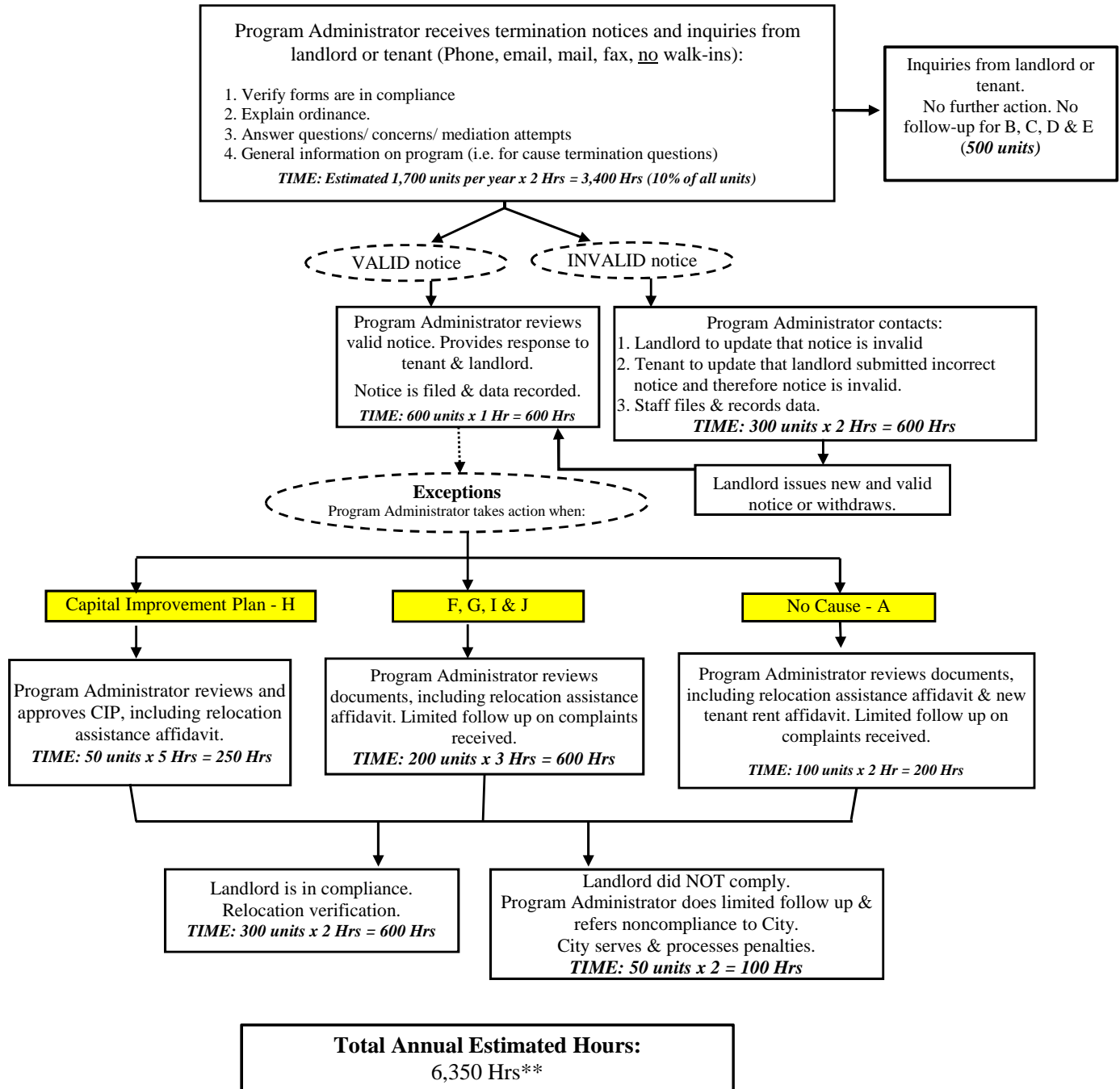


Termination Notice Process

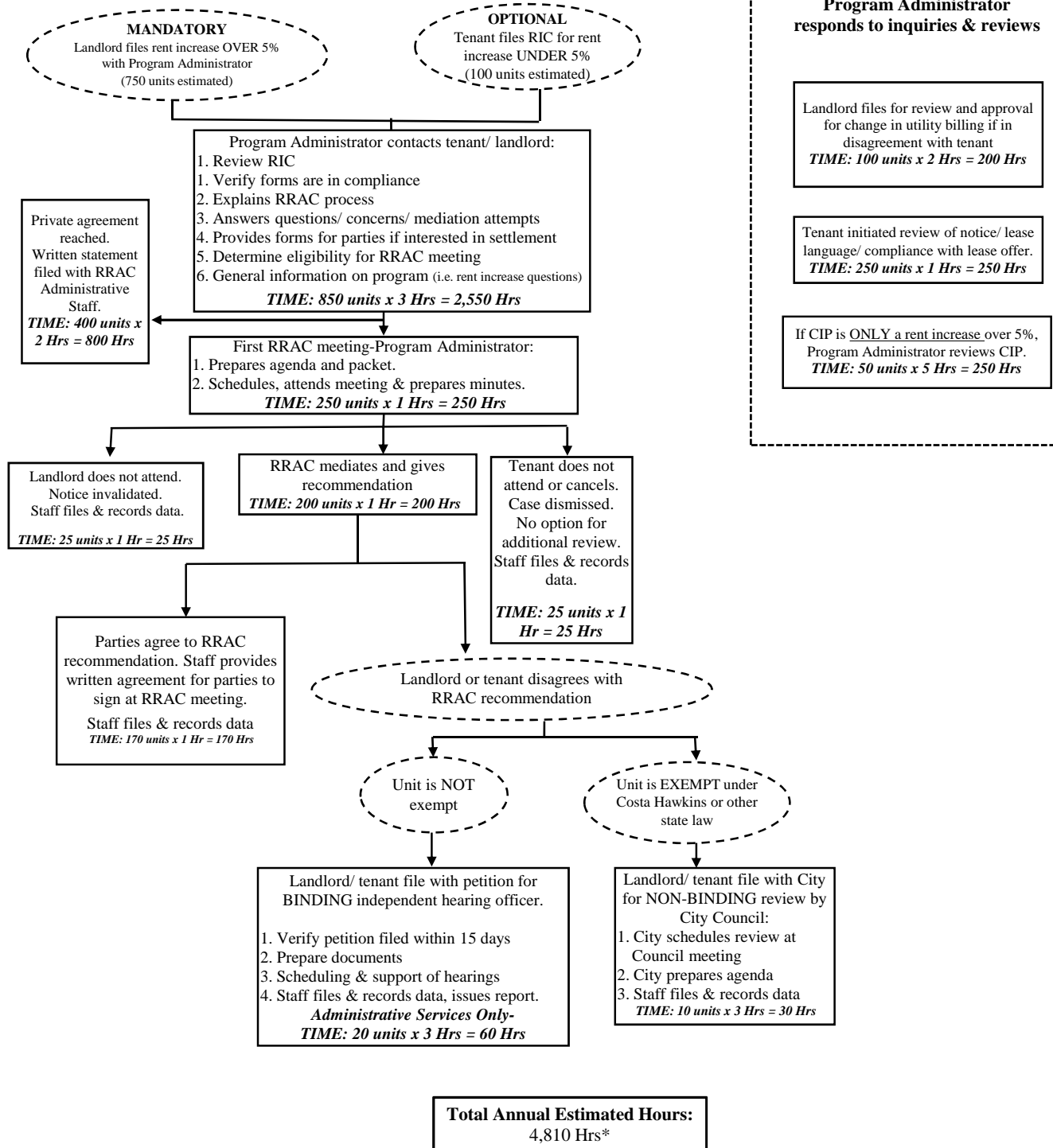
Exhibit 3 2/4/2016



Assumptions:

- ** Assumes no "for cause" notices are required to be filed with Program Administrator for exceptions B, C, D or E.
- ** All penalties and all enforcement is done by City Attorney's Office.
- ** Data entry and annual reporting are included in estimated hours.
- ** Does not include unit registration, fee collection or hearing officers hours.
- ** Does not include program setup or community outreach on ordinance.
- ** Assumes inclusion of single family homes.
- ** Does not include staff training, supervision or vacation/sick.

RRAC Review



Assumptions:

- * Only rent increases greater than 5% must be filed with RRAC.
- * Data entry and annual reporting are included in estimated hours.
- * Does not include unit registration, fee collection, issuance of penalties or hearing officers hours.
- * Does not include program setup and outreach to public.
- * Does not include staff training, supervision or vacation/sick.