

Minutes of a Special Meeting of the

**Rent Review Advisory Committee
Wednesday, August 14, 2019**

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 6:30 p.m.

Present: Chair Sullivan-Cheah; Vice Chair Chiu and Member Sidelnikov

Absent: Member Murray

Program Staff: Gregory Kats, Grant Eshoo, and Angel Nguyen

City Attorney Staff: Michael Roush

2. AGENDA CHANGES

Staff informed the Committee that Agenda Items 7-A, 7-B, 7-C, and 7-D had resolved.

3. STAFF ANNOUNCEMENTS

None.

4. PUBLIC COMMENT, NON-AGENDA ITEMS, NO.1

None.

5. CONSENT CALENDAR

5-A. Approval of the minutes of the August 5, 2019 regular meeting

Motion and second to approve the minutes (Chair Sullivan-Cheah and Vice Chair Chiu).
Motion passed 3-0.

6. UNFINISHED BUSINESS

None.

7. NEW BUSINESS

7-A. RI1307 – 1333 Webster St., Unit A102

The property owner was not present, but the property manager was. The tenants were present. Mr. Roush reminded the Committee that under the Ordinance a property owner is required to appear at the Committee's review of a rent increase of more than 5%, which is the case here, unless the property owner has good cause for not appearing and informs the Program Administrator

prior to the meeting of the reasons for being unable to attend. Because it was not clear that had occurred, the Committee did not review the rent increase. Staff informed the Committee that it would review the matter following the meeting to determine next steps.

8. PUBLIC COMMENT, NON-AGENDA ITEMS, NO.2

None.

9. MATTERS INITIATED

Program staff confirmed with the Committee about the need for a meeting in September.

10. ADJOURNMENT

The meeting adjourned at 7:03 p.m.

Respectfully Submitted,

Draft until approved

RRAC Secretary
Grant Eshoo