



City of Alameda

Meeting Agenda

Rent Review Advisory Committee

Monday, December 4, 2017

6:30 PM

Independence Plaza, Ruth Rambeau Memorial
Community Room, 703 Atlantic Avenue,
Alameda CA 94501

Regular Meeting

Doors open at 6:15 p.m.

For more information, please visit: www.alamedarentprogram.org

- 1 CALL TO ORDER AND ROLL CALL
- 2 AGENDA CHANGES
- 3 STAFF ANNOUNCEMENTS
- 4 PUBLIC COMMENT - NON-AGENDA, NO. 1
- 5 CONSENT CALENDAR
 - 5-A [2017-4881](#) Approval of the minutes of the September 6, 2017 Regular Meeting
Attachments: [2017-9-6 RRAC draft minutes](#)
 - 5-B [2017-4982](#) Approval of the minutes of the October 2, 2017 Regular Meeting
Attachments: [2017-10-2 RRAC draft minutes](#)
 - 5-C [2017-4983](#) Approval of the minutes of the November 6, 2017 Regular Meeting
Attachments: [2017-11-6 RRAC draft minutes](#)
- 6 UNFINISHED BUSINESS
- 7 NEW BUSINESS
 - 7-A [2017-4995](#) CASE 933.2 - 3315 Willis Ln.
Attachments: [Exhibit 1\) Form\(s\) submitted by landlord](#)
[Exhibit 2\) Form\(s\) submitted by tenant](#)
 - 7-B [2017-4996](#) CASE 935.2 - 619 Willow St., Apt. D
Attachments: [Exhibit 1\) Form\(s\) submitted by landlord](#)

- 7-C** [2017-4671](#) Discuss time keeping mechanisms.
- 7-D** [2017-4670](#) Discussion of policy input regarding the written letters and resources provided to RRAC participants prior to a case review.
- 7-E** [2017-4899](#) Debrief of prior business: discuss considerations raised during the events of the previous meetings to improve the Committee review process:
- Case 911 - 2904 Central Ave.

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

9 MATTERS INITIATED

Committee or staff may address briefly any matter not on the agenda and Committee members may initiate matters to be placed on a future agenda if there is a majority support to do so.

10 ADJOURNMENT

Items not taken up by 9:30 p.m. will be continued to a meeting on Monday, December 18, 2017.

******NOTES******

Translators or sign language interpreters will be available on request. Please contact 747-4346 or 522-8467 (TDD number) at least 72 hours before the meeting to request a translator or interpreter. Accessible seating for persons with disabilities (including those using wheelchairs) is available. Audio tapes of the meeting are available upon request.

MINUTES OF THE MEETING ARE AVAILABLE IN ENLARGED PRINT. Please contact 747-4346 or 522-8467 (TDD number) at least 72 hours before the meeting to request agenda materials in an alternative format, or any other reasonable accommodations that may be necessary to participate in and enjoy the benefits of the meeting.

- **KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE:** Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City of Alameda exist to conduct the citizen of Alameda's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.
- **FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE OPEN GOVERNMENT COMMISSION:** the address is 2263 Santa Clara Avenue, Room 380, Alameda, CA, 94501; phone number is 510-747-4800; fax number is 510-865-4048, e-mail address is lweisiger@alamedaca.gov and contact is Lara Weisiger, City Clerk.
- In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.