

**Minutes of the Special Meeting of the  
Rent Review Advisory Committee  
Monday, December 14, 2015**

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 7:00 p.m.

Present were: Members Griffiths, Nguyen, Sullivan-Sariñana, and Warner.

Vacancy: (1)

RRAC staff in attendance: Claudia Young.

At this time, staff requested that the members elect a Chair and Vice Chair. Member Nguyen nominated Member Warner as Chair; passed unanimously. Member Nguyen nominated Member Sullivan-Sariñana as Vice Chair; passed unanimously.

2. CONSENT CALENDAR

- Approval of the Minutes of the June 1, 2015 Regular Meeting
- Approval of the Minutes of the November 2, 2015 Regular Meeting  
(Approved by unanimous consent.)

3. UNFINISHED BUSINESS (None)

4. NEW BUSINESS

- Case 349 – 462-A Buena Vista Avenue  
Tenants/public speakers: none

Staff reported that prior to the meeting, both the tenant and landlord had submitted a joint letter requesting that the case be withdrawn as the issues had been resolved.

- Case 350 – 748 Lincoln Avenue, Unit 7

Staff reported that she had not been contacted by the tenant. Prior to the meeting, the landlord stated that the tenant had given notice to vacate and had moved out. Therefore, the case was withdrawn.

- Case 351 – 748 Lincoln Avenue, Unit 10

Staff reported that prior to the meeting, the tenant had requested to withdraw this case, as agreement had been reached with the landlord for a five percent increase.

Public Speaker: John Klein of the Alameda Renters Coalition stated that the RRAC should be provided with more information regarding the settlement of withdrawn cases. All parties, including outside mediators, should be required to attend the meetings to explain how the cases were resolved. He also noted that the rent increases stated in the rental increase complaint forms for the three cases were in violation of the moratorium as they were all in excess of 7.99 percent limit. Staff responded that she had advised the landlords of this and if they had attended the meeting, the discussions would have been based on 7.99 percent as the

maximum increase allowed.

5. ORAL COMMUNICATIONS

- Staff suggested that the Committee Members might want to consider discussing at a future meeting the possibility of changing the time and/or location of the meetings. The Committee Members concurred that this should be placed on the next agenda.
- The Vice Chair requested that a discussion of rent increase policy be placed on the next agenda. Member Griffiths concurred with that request.

6. WRITTEN COMMUNICATIONS

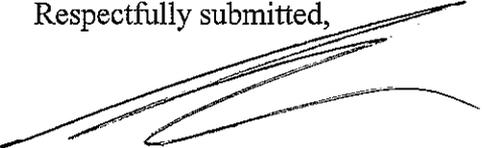
7. PUBLIC COMMENT

- Bill Arucan, housing provider, stated that he needed direction regarding raising rents. Staff stated that she would discuss this with him after the meeting.
- John Klein, Alameda Renters Coalition, stated that mediators should be part of the public record. He also expressed concern that the prior RRAC would vote as a block and that they did not feel their role was to be an advocate.

8. ADJOURNMENT

The meeting was unanimously adjourned at approximately 7:15 p.m.

Respectfully submitted,



Claudia Young  
Secretary

CY:rv

**The Rent Review Advisory Committee does not provide legal advice. Each landlord and tenant is responsible for seeking the advice of legal counsel on any matters or document related to their specific circumstances. The Committee's recommendations are not legally binding.**

**All materials submitted to the Rent Review Advisory Committee are property of the City of Alameda and the Housing Authority of the City of Alameda and are subject to the laws governing Public Records.**

*Minutes approved by the Rent Review Advisory Committee on January 4, 2016.*

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