

Minutes

Remote Rent Board Meeting - Held Via Zoom
Wednesday, October 27, 2021

Start time: 5:02pm

II. Roll Call - 00:00:28

Austin Sims, Homeowner, District 5 - Chair
Barbara Vestal, Landlord, At-Large - Vice Chair
Christopher "Buddy" Moore, Tenant, District 1
Elliott Simpson, Tenant, District 3
Ian McCracken, Landlord, District 4
Elias Kann, Tenant, At-Large

There is one vacancy within the Board, so there are only 6 Board members until filled.

Staff present:

Anne Torregrossa, Corporation Counsel (late)
Katlyn Sawyer, Licensing & Registration Coordinator
Zachary Lenhert Licensing & Housing Safety Manager
Jessica Hanscombe, Permitting & Inspections Director

III. Minutes - 00:00:55

Motion to approve minutes as accepted by the Chair and seconded by the Vice Chair. Vote 6-0

IV. Communications - 00:02:00

A. Public Comment

Public comment was taken in regards to the deadline for submission of written public comments for the Rent Board meeting.

The Chair had requested that the written comments that were submitted after the deadline that Housing Safety sets for tonight's meeting be added to the agenda for the next Rent Board meeting

V. Unfinished Business - 00:11:43

A. Amended Increased Housing Service Costs

Buddy Moore will revise the document with suggested edits from Board members to bring back before the Board at the next Rent Board meeting for a vote

VI. New Business - 00:24:22

A. Rent Increase Application - Public Comment

Landlord: Maria Synder - MAS Assets LLC

Property Address: 1060 Forest Ave, 1st Floor Unit & 2nd Floor Unit

CBL: 146-B-012-001

Type of Increase:

- 1. Renovation of a unit or Reconfiguration of one or more units**
- 2. Capital improvement costs, including financing costs**

No tenants had spoken as objectors.

Public comment was taken.

Motion was made by the Chair and seconded by Elias Kann to not table this application but rather the applicant resubmits in the future after discussing further information needed with the Housing Safety office and bringing the property into compliance. Vote 6-0

B. Rent Increase Application - Public Comment - 01:01:19

Landlord: Shepley LLC

Property Address: 18 Casco Street, See attached units

CBL: 037-C-006-001

Type of Increase:

- 1. Renovation of a unit or Reconfiguration of one or more units**

The Landlord had two witnesses that spoke on behalf of the application submitted before the Board.

Five tenants have spoken as objectors.

Public comment was taken and then addressed by Jessica Hanscombe, Director of Permitting and Inspections.

The Vice Chair has asked if Anne Torregrossa could provide a memo that provides a more clear definition of Renovation and to further detail the 10% cap with resetting the base rent and rent increases.

The Chair made a proposal that the Landlord amends his application to submit the numbers under Capital Improvement Costs instead of Renovation, while capped at the 10%, allowing the Landlord to re-present his case until the Board has a more clear idea of what defines Renovation pending Anne Torregrossa's memo at the next Rent Board meeting.

Elias Kann had made a counter proposal to ask the Landlord if he would amend his application under terms that the Chair originally brought forth

The Landlord does not want to amend his application and for the Board to adjudicate it as presented

The Vice Chair moves to table this application as is to the next Rent Board meeting for when the Board has the benefit of Anne Torregrossa's memo, which was seconded by Elias Kann.

Vote: 4-1 (Elias Kann voted against the motion, with no vote from Elliott Simpson)

C. Rent Increase Application - Public Comment - 02:45:40

Landlord: Ambassador LLC

Property Address: 37 Casco Street, See attached units

CBL: 037-D-007-001

Type of Increase:

1. Capital improvement costs, including financing costs

2. Fair rate of return

There were no witnesses that the applicant had brought forth

No tenants had spoken as an objector.

Public comment was taken.

The Vice Chair motioned that the Board finds that it grants the Landlord the requested rent increase of \$9.00 for the reasons set forth. It notes that the Landlord can only increase in accordance with City Code. The Board made no findings about whether the rents charged or proposed are otherwise in compliance with the Rent Control ordinance. Seconded by Ian McCracken.

The Chair wanted to amend the motion to add "pending confirmation of compliance between the Landlord and Housing Safety office". The Vice Chair accepted the amendment with a second hold from Ian McCracken

Vote: 6-0

The Chair requested to hold on the final vote for the decision form until the end of the meeting.

D. Rent Increase History Request Form - 03:12:50

The Chair moves to adopt the form as is as an aid to the workflow, which was seconded by the Vice Chair. Vote 6-0.

E. Template for 75-Day Notice of Rent Increase - 03:21:50

No action was taken on this item as the Housing Safety office is already in the process of creating a sample of this form to publish online.

03:37:18 - The Chair had brought up discussion about the date timeline of the next Rent Board meeting on Wednesday, November 24, 2021; to reschedule it to the Wednesday before the scheduled meeting or the following Wednesday.

The Chair moves that the Board meets for the November meeting on Wednesday, December 1, 2021; seconded by Ian McCracken. Vote: 6-0

03:40:52 - The Board returns to the Decision Form for 37 Casco Street presented by Anne Torregrossa for any suggested edits and a vote.

The Chair made a motion to then accept the form as presented, seconded by Elias Kann. Vote: 6-0

VII. Quarterly Check-in of Lessons Learned

There was no discussion as the Board did not address this agenda item.

VIII. Adjourn

Meeting end time: 8:50pm