

ADVISORY COMMISSION ON RENTS
MINUTES OF THE MEETING AT 5:34 PM
JULY 20, 2006

MEMBERS PRESENT:	Dan Wagner	Vice Chair
	Sandra Adams	Commissioner
	Pamela Dougherty	Commissioner
	Victoria Peters	Commissioner
	Larry Hull	Commissioner
STAFF:	Brandi Hoffman-Ooka	City staff
	Ramo Pinjic	City staff
	Yolanda Cervantes	City staff
	Todd Rufo	Councilmember Nora Campos' Office
	Mark DeCastro	City Attorney
MEMBERS ABSENT:	Steven Wincor	Chair
GUESTS:	Cheryl Herrera	Department of Public Works, City of San Francisco
	Dan Costa	Observer
	Patricia Costa	Observer

MEETING

1. Call to Order/Orders of the Day

Vice Chair Dan Wagner called the meeting to order at 5:34 p.m.

2. Introductions

Commissioners, City staff, and guests introduced themselves.

3. Announcements

Program Manager, Brandi Hoffman-Ooka made the following announcements:

- Three Commissioners still need to take their oaths at the office of the City Clerk.
- Yolanda Cervantes is working as the temporary Mobilehome Analyst.
- The Rental Rights and Referrals Program created a Public Service Announcement regarding Renters Insurance and submitted the PSA to seventeen local radio stations. She said that staff is also working on creating a brochure aimed at renters.
- Cheryl Herrera, from the City of San Francisco Department of Public Works would be providing the Commission with an overview of the Condo Conversion Process in the City of San Francisco.
- Rental Rights and Referrals Program staff will be using an official sign-in sheet at all future ACR meetings.

Commissioner Pamela Dougherty announced that she will not apply for reappointment to the Advisory Commission on Rents after her term ends on December 31, 2006.

Commissioner Hull asked staff to update the City's **Boards and Commissions Committee Roster** for the Advisory Commission on Rents.

4. Approval of the May 18, 2006 Minutes

Hoffman-Ooka announced a correction to the minutes. She said that the minutes should have listed the name of Mark DeCastro from the Office of the City Attorney as present during the meeting of May 18, 2006.

A motion to approve the minutes as amended of May 18, 2006, was made by Commissioner Dougherty. Commissioner Adams seconded the motion. The motion was carried (5-0-1).

5. Reports

Litigation and Legal Report

Mark DeCastro, Sr. Deputy City Attorney, stated that there was nothing new to report.

Legislative Report

Melissa Whatley provided a verbal summary of the following bills:

- AB 1169 - Whatley said this bill would reinstate the 60-day notice law, for tenants living in units for one year or longer. The most recent 60-day notice bill sunsetted on January 1, 2006.
- AB 2980 - She said the bill would create a mediation program under the Department of Fair Employment and Housing (DFEH).
- SB 540 - Whatley said that this bill would prohibit a landlord from prohibiting a tenant from posting or displaying noncommercial signs, posters, flags, or banners on or within any portion of premises leased by the tenant, unless the posting or display would violate a local, state, or federal law.

6. Action / Discussion Item

Condo Conversion - San Francisco

Cheryl Herrera provided an overview of the City of San Francisco Condo Conversion Process. She said that only residential buildings between two and six units are eligible for conversion and they must meet the following criteria:

- Meet owner occupancy requirements - only two to six unit buildings, are eligible, and at least one unit must be owner occupied for at least three years and that the occupant could have been a tenant for three years so long as he/she is an owner at the time of registration for the lottery and at the time of application.
- Win a conversion lottery - building must be chosen through a City lottery system.
- Satisfy tenant rights rules - tenants have the right to purchase their unit at a price established by the owner.
- Building must meet local building codes - Department of Public Works and Code Enforcement must certify that the building meets all applicable building code standards.

Herrera said that the first 200 units drawn through the lottery are eligible to apply for conversion that year, and all other units remain on the lottery waiting list. If the tenant(s) decline to purchase their unit than they are entitled to remain at their current rent (with allowed increases based on the Consumer Price Index, or Rent Control Ordinance, as applicable) for one year after completion of conversion. She said that most information regarding property owners concerns are listed in Article 9 of the San Francisco Subdivision Code. Additional information is available in the Room 460, 875 Stevenson Street, San Francisco, or by calling 415. 554.5827.

Discussion of Fall Retreat

Hoffman-Ooka provided an overview of the few available places to hold the upcoming ACR Retreat. She said that some places may charge a small fee. She asked the Commission to offer input about the possible locations and the Commissioners asked staff to choose the location. Staff will follow-up with this request. A motion to combine the Retreat and the ACR regular meeting and hold the meeting on Saturday, September 23, 2006, was made by Commissioner Hull. Commissioner Peters seconded the motion. The motion was carried (5-0-1).

Future Items / Agenda Plan Development

Vice Chair Wagner recommended that staff add "Condo Conversion Process" in the City of San José to the Retreat agenda. Hoffman-Ooka made a recommendation include a status report on the "Renters Insurance Campaign" for the next Advisory Commission on Rents meeting. She said that staff will also provide a copy of the most recent quarterly report. Additionally she said that Program staff will invite a representative from a Property Management Company and/or an Affordable Housing Developer to speak at the Retreat.

Commissioner Hull recommended that staff invite Richard Warren from the Housing Authority of the County of Santa Clara (HACSC) to speak at the Retreat.

7. Public Comments - None

8. Adjournment - The meeting was adjourned at 6:30 p.m.