

AGENDA

BURBANK LANDLORD-TENANT COMMISSION VIDEO CONFERENCE

**MONDAY, November 2, 2020
6:15 p.m.**

This agenda contains a summary of each item of business which the Burbank Landlord-Tenant Commission may discuss or take action on at this meeting. All other written documentation relating to each item on this agenda is on file in the Housing Office located at 150 N. Third Street, Second Floor, Burbank, CA. These documents are available for public inspection and review. If you have any questions about any matter on the agenda, please call Maribel Leyland, Housing Authority Manager, at 818.238.5160. This facility is disabled accessible. In compliance with the Americans with Disabilities Act, if any special assistance is needed to participate in this meeting, please contact the ADA Coordinator at 818.238.5021 voice or 818.238.5035 TDD. Notification 48 hours in advance of this meeting will enable the City to make reasonable arrangements for special assistance.

NOTICE IS HEREBY GIVEN that a Regular Landlord-Tenant Commission Meeting will be held by video conference/teleconference on Monday, November 2, 2020, at 6:15 p.m., to discuss matters on the attached agenda. This online meeting is held pursuant to Executive Order N-29-20 issued by California Governor Gavin Newsom, which suspends certain requirements of the Ralph M. Brown Act.

Balancing the health risks associated with the Coronavirus (COVID-19), while appreciating the public's right to conduct the people's business in a transparent and open manner, during the current State of Emergency and in the interest of public health and safety, most-and possibly all- of the Landlord-Tenant Commission Members will be participating in the Meeting by teleconference. City facilities are closed to the public until further notice, and the public will not be able to physically attend the Meeting. The City is providing alternatives to in-person attendance for listening and participating in the Landlord-Tenant Commission Meeting.

In lieu of in person attendance, members of the public may participate in the meeting via web conference. Please click the following link to access the meeting:

Register in advance for this webinar:

https://burbankca.zoom.us/webinar/register/WN_FesqaHeUQxajDRaS5ipilQ

After registering, you will receive a confirmation email containing information about joining the webinar.

**If you experience difficulties connecting, you may also listen to the meeting by calling
Telephone: US: +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799 or +1 646 558 8656
or +1 301 715 8592 or +1 312 626 Webinar ID: 946 5415 7656 Passcode: 811798**

Public Comment: To speak during the Public Comment period during the meeting, use the link above to join the web conference by 6:15 pm. City staff will connect speakers with the Board Chair when the public comment part of the agenda is announced.

ROLL CALL

ANNOUNCEMENTS

[Staff and/or Commission Members]

COMMISSION COMMENTS

INTRODUCTION OF ADDITIONAL AGENDA ITEMS

At this time additional items to be considered at this meeting may be introduced. As a general rule, the Commission may not take action on any item which does not appear on this agenda. However, the Commission may act if an emergency situation exists or if the Commission finds that a need to take action arose subsequent to the posting of the agenda. (Reference AB 2674, Chapter 641 of the 1986 statutes, effective January 1, 1987)

1. ORAL COMMUNICATIONS

[This is the public's opportunity to speak]

During this portion of the agenda, any person may address the Commission on any matter concerning the Commission's business or on any matter which is on the agenda. If you wish to speak during this portion of the agenda, you will be given five (5) minutes to address your concerns. The Commission requests that you observe the order and decorum of our meeting location and that you refrain from making personal, impertinent, or slanderous remarks. Boisterous and disruptive behavior while the Commission is in session is a violation of our Municipal Code and any person who engages in such conduct can be ordered to leave by the Chairperson. Your participation in the Landlord-Tenant Commission meeting is welcomed and your courtesy will be appreciated.

Commission and staff comments to Oral Communications

2. APPROVAL OF MINUTES

Approval of the minutes from the meeting held on October 5, 2020.

3. COMMISSION PROCESS AND PROTOCOL

Continued discussion on the policies and procedures of the Commission, including the subcommittee process, and proposed updates to landlord and tenant forms.

4. AB 3088 – TENANT RELIEF ACT OVERVIEW

Staff will provide a brief overview of Assembly Bill 3088, also known as the Tenant, Homeowner, and Small Landlord Relief and Stabilization Act of 2020.

5. COMMISSIONER AND STAFF COMMENTS

At this time, Commissioners and staff may report on pertinent activities during the month, including but not limited to:

- 1) Updates on Landlord or Tenant cases submitted in prior months;
- 2) Commissioner Attendance;
- 3) Other matters of information.

ADJOURNMENT TO MONDAY, **December 7, 2020**, AT 6:15 P.M. LOCATION TO BE DETERMINED BASED ON THE SAFER AT HOME ORDER.