



# Weekly Management Report

## August 9, 2024, 2024

### 1. Memo

Landlord-Tenant Commission Meeting  
on July 1, 2024  
**Community Development Department**

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# MEMORANDUM



## COMMUNITY DEVELOPMENT

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**DATE:** August 1, 2024

**TO:** Justin Hess, City Manager

**FROM:** Patrick Prescott, Community Development Director   
VIA: Simone McFarland, Assistant Community Development Director 

**SUBJECT:** Landlord-Tenant Commission Meeting – July 1, 2024

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- Eight members of the public attended the in-person meeting. No one attended online for oral communications. Five members of the public had in-person questions and comments for the Commission related to AB 1482, tenant eviction, City Council discussion and concerns regarding the commission and intake forms
- During Commission and Staff Comments on Oral Communications the Commission responded to members of the public regarding the City Council's significance for both landlords and tenants during challenging times.
- The Commission reported on one tenant intake form related to rent increase and tenants' rights questions. Four intake forms are being carried over to next month meeting in August, because the assigned commissioners were not present.
- The Commission approved the draft minutes of June 3, 2024, as amended.
- During Commission and Staff Announcements Maribel Leyland, Housing Authority Manager announced on Tuesday, July 16, 2024, at 6:00 PM the City of Burbank Community Development Department will be presenting an Ordinance for the Council's consideration that would amend an existing Urgency Ordinance to establish a higher relocation assistance fee for no-fault just cause evictions.
- The discussion about commencing the Landlord Tenant Commission meetings with the Pledge of Allegiance flag salute will be on the August agenda.
- The meeting adjourned at 07:50 p.m.