

COLTA Business Meeting Minutes

Meeting Date: December 10, 2014
Location: Takoma Park Community Center, Third Floor Conference Room
Attendees: Commissioners Munger, Sutton, Edwards, Johnson, Clennon
Staff: Moses A. Wilds, Jr., Landlord-Tenant Affairs

Vice-Chairperson Peter Munger with a quorum present called the meeting to order at 7:05pm. Following commissioner introductions, Peter Munger and Ghemelle Johnson were nominated and unanimously approved respectively as Commission Chairperson and Vice-Chairperson for 2015.

There next followed a discussion of the number of COLTA Complaints filed and number of hearings held in 2014. Mr. Wilds indicated that a total of eleven complaints had been filed which included six (6) Security Deposit Refund complaints with four (4) cases resulting in the requested refunds being returned to the tenants prior to a hearing being scheduled. One of the two remaining Security Deposit Refund complaints resulted in a hearing that was held on December 9, 2014 and the other Security Deposit complaint is still being investigated. The remaining complaints in 2014 included two (2) Notices to Vacate, which were withdrawn by the landlord and tenant respectively, one (1) Defective Tenancy complaint and one (1) Illegal Rent complaint which are currently being investigated. One (1) Fair return Petition was filed, which received a Preliminary Decision resulting in the landlord being approved for a rent increase of \$111.61 per rental unit.

Commissioner Sutton who had served on the December 9th hearing panel noted that the revised exhibit information submitted to commissioners which includes an investigative report and summary of the complaint issues were helpful in her preparation for the hearing.

The next agenda item was a review of Membership Roster information which received an e-mail correction from Commissioner Edwards. Mr. Wilds asked commissioners to immediately advise him of any changes in their contact information and to continue to promptly respond to phone calls/emails from the Landlord-Tenant Office and/or Executive Director Sigman.

The next agenda item was a review of the 2015 hearing dates with Mr. Wilds requesting that any known scheduling conflicts be brought to his attention. No commissioners indicated any scheduling conflicts. Commissioners were reminded that all hearing dates are tentative pending the scheduling of a hearing and that hearing notices and hearing related documents will be forwarded approximately three weeks in advance of a confirmed hearing date.

Mr. Wilds next asked commissioners their thoughts about maintaining contacts during the upcoming year. Commissioner Clennon suggested having quarterly informal meetings which was supported by the other commissioners. Quarterly meetings will be scheduled for 2015.

Chairperson Munger made the meeting adjournment motion which received a second and the meeting adjourned at 8:15pm.