I. PUBLIC ANNOUNCEMENT (OPEN PUBLIC MEETING ACT)
Meeting called to order at 7:00 pm by Maria Cody, Rent Control Administrator read Public Announcement.

ROLL CALL

<table>
<thead>
<tr>
<th>MEMBER</th>
<th>PRESENT</th>
<th>ABSENT</th>
</tr>
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<tbody>
<tr>
<td>Wendy Stellatella</td>
<td>X</td>
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<tr>
<td>Carmen Lopez</td>
<td>X</td>
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<tr>
<td>Catherine Feaster</td>
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<td>X</td>
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<tr>
<td>Brendan Kaplan</td>
<td>X</td>
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<tr>
<td>Alexandra Lleras</td>
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</tbody>
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II. SALUTE TO THE FLAG

III. APPROVAL OF MINUTES: August 23, 2016
- Motion to approve August 23, 2016 minutes - Motion by BRENDAN KAPLAN and Second Motion by CARMEN LOPEZ

IV. REVIEW OF RENT CONTROL ACTIVITIES THRU September 26, 2016
- MARIA CODY provided everyone with a summary of the rent control activity up to the meeting day.
- As of 9-26-2016 there were $272,425.00 Rent Control Registrations @ $25/per unit: 10,897 units.
- Total 2016 registrations fees are $900.00
- YTD total fees collected are $276,640 (all monies that rent control has taken in, which includes late fees, rent certifications and occupancy exemptions.)
- Total number of properties registered for 2016 as of 9-26-2016 IS 3620

V. OLD BUSINESS:
- APPROVED NEW REVISED MEETING SCHEDULE
- COMPLAINT #16-011- 113 THROOP AVE #2
  - BOARD MEMBERS MADE MOTION ON BEHALF OF TENANT FOR LANDLORD TO REFUND TOTAL AMOUNT OF $2495.63:
    BREAK DOWN
    - Standard Service credit to tenant for the months of March & April in the Amount of $1,306.88
    - Illegal Rent Amount $1,188.75
    Refund to be paid by Landlord $1,247.87 in 30days and the balance of $1,247.81 in additional 30days so that the total amount is paid within 60days.

Additionally a motion to freeze the rent for two years commencing at the next lease renewal or re-rental following the rent control board's finding. (5.80.220 #C - Violations—Complaints.)
VI. NEW BUSINESS: NONE

VII. MATTERS OF INTEREST TO THE PUBLIC
   o NO PUBLIC PRESENT

Motion for Adjournment: BRENDAN KAPLAN at 11:51 pm.

ADJOURNMENT
FUTURE MEETING SCHEDULE – WEDNESDAY, OCTOBER 26, 2016