

**CITY OF SPRINGFIELD
MOBILE HOME PARK RENT CONTROL BOARD**

**MINUTES
MEETING ON January 5, 2022**

- Members in attendance:
 - Jesus Arce
 - Daniel Baro
 - Katherine Garvey
- Meeting was called to order by Chairman Arce on January 5, 2022 at 4:14 p.m.
- **First** order of business was to approve the meeting minutes of June 2, 2021. Katherine Garvey motioned to approve the minutes, Daniel Baro seconded. Vote was taken by roll call. Motion to approve the minutes passed 3-0.
- **Second** order of business was to discuss the Bircham Bend Mobile Home Park owner's petition for rent increase. Attorney Brown spoke first and discussed issues found between the original petition submitted by the owner and subsequent memos provided to the board by the owner's attorney and the tenants' attorney. Attorney Brown found that the original petition submitted to the board, used fiscal year 2019 expenses to calculate their requested rent increase, however in subsequent memos both the owner's attorney and tenant's attorney referred to fiscal year 2020 expenses to determine the fair net operating income for Bircham Bend. While the owner had submitted fiscal 2020 expenses along with their original petition, Attorney Brown found that the 2020 expense report was not fully complete, and suggested that the Board request a full and complete fiscal year 2020 expense report to clarify the record. Attorney Brown then advised the board that another public hearing would be required after the full 2020 expense report was provided. Chairman Arce motioned to have the owner provide a full and complete 2020 expense report, and Daniel Baro seconded. Vote taken by roll call, and passed 3-0.
- Chairman Arce motioned to close the meeting at 4:40 p.m., and the motion passed 3-0.