

REGULAR MEETING OF THE
CULVER CITY
LANDLORD TENANT MEDIATION BOARD
CULVER CITY, CALIFORNIA

January 31, 2024
7:00 p.m.

Call to Order & Roll Call

Chair Hyatt called the regular meeting of the Culver City Landlord Tenant Mediation Board to order at 7:00 p.m. in the Patio Meeting Room at City Hall.

Present: Beth Hyatt, Chair
Gary Duboff, Vice Chair
Jackson Brissette, Board Member
Judy Scott, Board Member*
Carole Glodney, Board Member
Wyatt Gray, Board Member
Justin Lescoulie, Board Member
Michael Matthias, Board Member
Julieanna Thompson, Board Member

*Member Scott arrived at 7:01 p.m.

Absent: Kasey Esser, Board Member
Elias Platte Bermeo, Board Member
Demetria Richardson, Board Member

Staff: Mona Kennedy, Housing Programs Supervisor
Teresa Williams, Housing Specialist
Ana Giron, Occupancy Specialist

o0o

Pledge of Allegiance

Chair Hyatt led the Pledge of Allegiance.

o0o

Public Comment for Items NOT On the Agenda

Chair Hyatt invited public comment.

Mona Kennedy, Housing Programs Supervisor, indicated that no requests to speak had been received for Items NOT On the Agenda.

oOo

Receipt of Correspondence

Mona Kennedy, Housing Programs Supervisor, indicated that no correspondence had been received.

oOo

Consent Calendar

Item C-1

Approval of Minutes for the Regular Meeting of July 2023 (Minutes Were Approved During the October Meeting, However Item Was Not Agendized in Error. Re-Approve. (October Minutes Pending)

Mona Kennedy, Housing Programs Supervisor, reported that the October 25, 2023 minutes were pending, and minutes for the regular meeting of July 2023 had been approved during the October meeting, but approval of the minutes had not been agendized, so they needed to be re-approved.

Discussion ensued between staff and Committee Members regarding follow up on the report given on mediated cases.

MOVED BY MEMBER GLODNEY AND SECONDED BY VICE CHAIR SCOTT THAT THE LANDLORD TENANT MEDIATION BOARD APPROVE MINUTES FOR THE REGULAR MEETING OF JULY 26, 2023 AS SUBMITTED.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BRISSETTE, DUBOFF, GLODNEY, GRAY, HYATT, LESCOULIE,
MATTHIAS, SCOTT, THOMPSON
NOES: NONE
ABSENT: ESSER, PLATTE BERMEIO, RICHARDSON

o0o

Order of the Agenda

None.

o0o

Action Items

Item C-1

Quarterly Report of Mediated Cases and Requests for Mediation During the Last Quarter (October 2023 Through January 2024) In Addition, Discuss All Mediation Requests During the Last Quarter

Mona Kennedy, Housing Programs Supervisor, reported zero mediation requests and zero mediations conducted during the period between October 2023 through January 2024.

o0o

Item A-2

Update on Public Outreach Efforts and Discussion of Creation of New Brochure and Possible Mailer to the Public

Mona Kennedy, Housing Programs Supervisor, reported that staff was working with Tripepi Smith to generate a brochure for issuance to the public in early spring.

o0o

Item A-3

Selection of LTMB Council Liaison

Discussion ensued between staff and Board Members regarding appointment of Vice Chair Scott to the position at the October 2023 LTMB meeting; scope of the position; and staff agreed to verify what the role entails.

o0o

Item A-4

Discussion of Draft Written Report to City Council Regarding 2023 Accomplishments and 2024 Proposed Activity/Upcoming Agenda Items for the Next Six Months; (2) Authorize Transmittal to City Council

Discussion ensued between staff and Board Members regarding including creation of a subcommittee, appointment of members, subcommittee meetings, and subcommittee delivery of proposals to the Board under accomplishments; refinement of the proposals; Board approval of four items; the bi-annual report to the City Council; items pending further discussion; length of time covered in the report; the scheduled activities plan for 2024; updates to website content; finalizing subcommittee proposals to be brought to the City Council; the notice posted in the Meadows leasing office about the Landlord Tenant Mediation Board; eagerness to receive and distribute the brochures; lack of mediations in the past six months; expanding the reach of the LTMB; rebranding the Board; redefining the role of the Board to be of service to the community; bodies dissolved by the City Council; broadening the scope of the LTMB; taking a positive approach with the message; the effect of rent control on mediations; retaining mediations; and the importance of simplicity and clarity in listing accomplishments and plans for the future.

Additional discussion ensued between staff and Board Members regarding suggested wording for accomplishments and goals; providing additional mediations in other areas; business to business mediation; whether it is necessary to mention that there have been no mediations; making it clear what the Board can contribute; a suggestion to indicate that due to changing market dynamics the Board proposes to expand mediation services for the betterment of the community; previous discussion of expanding the scope of the Board; the role of the Board Liaison; staff communication with the City Council; the staff report to the City Council; the feeling that the City Council would want specifics on how the Board wants to expand; a request from a past Council Member that the Board have more "teeth"; enforcement power to make a difference in people's lives; mediation as a facilitation mechanism, not an enforcement mechanism; protocol for expansion; the process for initiating mediation; the statute requiring landlords to engage in good faith mediation, but neighbors are not; processes used in Los Angeles through their police department; legalities; possibilities; the voluntary nature of mediation; going through

the City Attorney's Office vs. going through the Housing Department; staff workload; taking stress off of the police department; neighbors who complain for very small infractions; alleviating misuse of City resources; demonstrating the advantages and benefits to having a neighborhood mediation board; distribution of the brochures; and the fact that the Board is not asking for more funding or staffing.

MOVED BY CHAIR HYATT AND SECONDED BY MEMBER SCOTT THAT THE LANDLORD TENANT MEDIATION BOARD TRANSMIT THE FOLLOWING ACCOMPLISHMENTS FOR 2023 TO THE CITY COUNCIL:

1. CREATED A SUBCOMMITTEE TO EXPLORE EXPANDING THE BOARD'S SCOPE TO PROVIDE COMMUNITY-WIDE MEDIATION SERVICES; AND,
2. THE BOARD MET FOR FOUR REGULARLY SCHEDULED MEETINGS AND THE SUBCOMMITTEE MET TWO ADDITIONAL TIMES; AND,
3. THE BOARD DISCUSSED AND APPROVED FOUR ITEMS PROPOSED BY THE SUBCOMMITTEE AT THE OCTOBER MEETING.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BRISSETTE, DUBOFF, GLODNEY, GRAY, HYATT, LESCOULIE,
MATTHIAS, SCOTT, THOMPSON
NOES: NONE
ABSENT: ESSER, PLATTE BERMEO, RICHARDSON

Further discussion ensued between staff and Board Members regarding proposed activities for 2024; goals; pending events; concern with getting too specific; defining the role of the newly elected City Council liaison; the deadline for submission of accomplishments and goals; and adding election of the City Council liaison to the list of accomplishments.

MOVED BY MEMBER THOMPSON AND SECONDED BY VICE CHAIR DUBOFF THAT THE LANDLORD TENANT MEDIATION BOARD ADD: ELECTED THE LANDLORD TENANT MEDIATION BOARD LIAISON TO THE CITY COUNCIL TO THE LIST OF ACCOMPLISHMENTS FOR 2023.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BRISSETTE, DUBOFF, GLODNEY, GRAY, HYATT, LESCOULIE,
MATTHIAS, SCOTT, THOMPSON
NOES: NONE
ABSENT: ESSER, PLATTE BERMEO, RICHARDSON

Additional discussion ensued between staff and Committee Members regarding the bylaws; duties of the City Council Liaison; and agreement on wording for proposed activities for 2024.

MOVED BY MEMBER SCOTT AND SECONDED BY MEMBER BRISSETTE THAT THE LANDLORD TENANT MEDIATION BOARD TRANSMIT THE FOLLOWING GOAL FOR 2024 TO THE CITY COUNCIL: DUE TO MARKET DYNAMICS, THE BOARD PROPOSES TO EXPAND OUR OFFERING OF MEDIATION SERVICES FOR A BROADER LEVEL OF COMMUNITY BENEFITS.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BRISSETTE, DUBOFF, GLODNEY, GRAY, HYATT, LESCOULIE,
MATTHIAS, SCOTT, THOMPSON
NOES: NONE
ABSENT: ESSER, PLATTE BERMEIO, RICHARDSON

oOo

Item A-5

Discussion LTMB Expansion of Roles

Discussion ensued between staff and Board Members regarding the subcommittee meetings; pending items from the subcommittee proposal; preferences for a potential name change; neighborhood vs. community; the feeling that community is more inclusive; and the feeling that neighborhood refers to single family homes and does not include businesses.

MOVED BY MEMBER THOMPSON AND SECONDED BY VICE CHAIR DUBOFF THAT THE LANDLORD TENANT MEDIATION BOARD PROPOSE CHANGING THE NAME OF THE BOARD TO THE COMMUNITY MEDIATION BOARD.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BRISSETTE, DUBOFF, GLODNEY, GRAY, HYATT, LESCOULIE,
MATTHIAS, SCOTT, THOMPSON
NOES: NONE
ABSENT: ESSER, PLATTE BERMEIO, RICHARDSON

Additional discussion ensued between staff and Board Members regarding minimum number of mediators; potential difficulty getting three mediators; the fact that all mediations are voluntary; the requirement that landlords attend mediation, but there is no enforcement; removal of the word volunteer;

requiring two mediators rather than three in an effort to increase the number of mediations; an observation that with the expansion of the scope of issues, a representative from each category is no longer necessary; elimination of the Member-at-Large designation; the small number of mediations over the past several years; the ability to have three mediators; and use of the words require vs. recommend or mandating vs. allowing.

MOVED BY MEMBER LESCOULIE AND SECONDED BY MEMBER GLODNEY THAT THE LANDLORD TENANT MEDIATION BOARD REQUIRE ONLY TWO MEDIATORS TO PARTICIPATE IN MEDIATION.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BRISSETTE, DUBOFF, GLODNEY, GRAY, HYATT, LESCOULIE,
MATTHIAS, SCOTT, THOMPSON
NOES: NONE
ABSENT: ESSER, PLATTE BERMEO, RICHARDSON

Further discussion ensued between staff and Board Members regarding current protocol for designations; the procedure for appointments to the Board; appointments based upon being a landlord or a tenant; removing designations from the website; the public record for public meetings; the feeling that designations do not have to be secret, but they do not have to be advertised on the website; other Committees, Boards, and Commissions (CBCs) with designations; information that is part of the public record; the Freedom of Information Act; plaques with designations used at mediations; perspective vs. bias; removal of titles from the agendas; perceived bias; tabling the item pending legal advice; the need for new bylaws if the scope of the Board is changed; whether the scope would require change; relevancy of the titles with the change in scope; irrelevance of titles since mediators should be unbiased; and operating within the text of the bylaws.

MOVED BY MEMBER GLODNEY AND SECONDED BY VICE CHAIR DUBOFF THAT THE LANDLORD TENANT MEDIATION BOARD PROPOSE THAT TITLES BE REMOVED FROM THE CITY WEBSITE AND FUTURE AGENDAS.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BRISSETTE, DUBOFF, GLODNEY, GRAY, HYATT, LESCOULIE,
MATTHIAS, SCOTT, THOMPSON
NOES: NONE
ABSENT: ESSER, PLATTE BERMEO, RICHARDSON

Discussion ensued between staff and Board Members regarding clarification that all changes are run through the Legal Department; including information on the application to serve on the Board that mediations may be conducted during business hours; providing flexibility with hours to accommodate people by offering after-hours mediations; scheduling difficulty with finding available mediators; tenants who insist on having three mediators to ensure full representation; the need for both parties to agree; referral of mediations to Los Angeles; and clarification that staff is not allowed to participate in mediations.

MOVED BY MEMBER SCOTT AND SECONDED BY VICE CHAIR DUBOFF THAT THE LANDLORD TENANT MEDIATION BOARD PROPOSE THAT APPLICATIONS TO SERVE ON THE LANDLORD TENANT MEDIATION BOARD INDICATE THAT MOST MEDIATIONS ARE CONDUCTED DURING BUSINESS HOURS.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BRISSETTE, DUBOFF, GLODNEY, GRAY, HYATT, LESCOULIE,
MATTHIAS, SCOTT, THOMPSON
NOES: NONE
ABSENT: ESSER, PLATTE BERMEIO, RICHARDSON

Further discussion ensued between staff and Board Members regarding costs to the City; keeping a building open after-hours in order to conduct off-hour mediations; safety; evening mediations; scheduling; staff workload; and the existing system.

o0o

Public Comment for Items NOT On the Agenda

Chair Hyatt invited public participation.

No requests to speak were received.

o0o

Items from Landlord Tenant Mediation Board Members/Staff

Discussion ensued between staff and Board Members regarding Board consensus to agendize consideration of setting up a mock mediation and to add that as a goal for 2024.

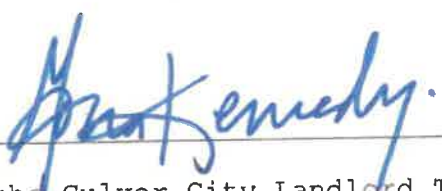
o0o

Adjournment

There being no further business, at 8:48 p.m., the Culver City Landlord Tenant Mediation Board adjourned its meeting to Wednesday, April 24, 2024 at 7:00 p.m.

oOo

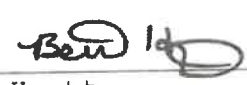
For



Tevis Barnes
SECRETARY of the Culver City Landlord Tenant Mediation Board
Culver City, California

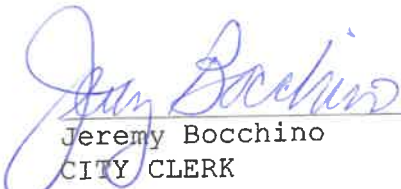
APPROVED

X



Beth Hyatt
CHAIR of the Culver City Landlord Tenant Mediation Board
Culver City, California

I declare under penalty of perjury under the laws of the State of California that, on the date below written, these minutes were filed in the Office of the City Clerk, Culver City, California and constitute the Official Minutes of said meeting.



Jeremy Bocchino
CITY CLERK

20 DEC 2024
Date