

**City of Culver City, California
City Council Agenda Item Report**

Meeting Date: 03/16/09		Item Number: <u>A-1</u>	
AGENDA ITEM: (1) Consideration and Appointment of One Alternate Member (Landlord Alternate) to the Landlord Tenant Mediation Board and (2) Direction to Staff related to the Vacancy in the Tenant Alternate Seat.			
Contact Person/Dept.: Lillian Ikeda, CDD Housing		Phone Number: (310) 253-5797	
Fiscal Impact: Yes ☐ No ☒		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☒ Attachments: ☒	
Public Notification: Advertisements seeking applicants ran on December 4, 11, 18, 25, 2008 and January 1 & 8, 2009 in the Culver City News and Culver City Observer. A notice was sent to the Advisory Committee on Redevelopment, Committee on Homelessness, Culver City Sister City Committee, Disability Advisory Committee, Civil Service Commission, Cultural Affairs Commission, Parks & Recreation Commission, Planning Commission and Senior Center. Master E-mail Notification List (03/11/09); Landlord Tenant Mediation Board members on 12/15/08			
Department Approval: Sol Blumenfeld (03/11/09)		City Attorney Approval: Carol Schwab (by H. Baker) (03/11/09)	
Chief Financial Officer Approval: Jeff Muir (by N. Kimball) (03/11/09)		City Manager Approval: Jerry B. Fulwood (03/11/09)	
<u>RECOMMENDATION:</u> Staff recommends the City Council consider the applications for appointments to the vacant positions on the Landlord Tenant Mediation Board and appoint one applicant as the Landlord Alternate and provide direction related to the Tenant Alternate vacancy. <u>BACKGROUND:</u> The Landlord Tenant Mediation Board ("Board") was established by the City Council in 1981 to offer voluntary mediation services to the tenant-landlord community. Those services were expanded on May 20, 1987 by Chapter 15.09 of the Culver City Municipal Code to provide mandatory "good faith" mediation to rental disputes surrounding rent increases in Culver City. The purpose and objectives of the Board are: 1) to build and strengthen communications between tenants and landlords; 2) to reduce tensions in the rental housing market by providing a means for tenants and landlords to resolve disputes			

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related to rent increases; and 3) to educate the rental community about tenant and landlord relationships and the rights and responsibilities of both tenants and landlords.

Since its creation in 1981, the Board has scheduled five hundred and seventy-four (574) mediation sessions.

The Board consists of nine members who each serve three-year terms. There are three categories of memberships: three Landlord Representatives, three Tenant Representatives, and three Member-at-Large Representatives. There are also three alternate positions, one in each of the above-referenced categories.

Tenant Representatives must be a resident of Culver City and have no financial interest in residential income-producing property, either in Culver City or elsewhere. Member-at-Large Representatives must be residents of the City and are neither tenants nor have any ownership interest in rental property in Culver City. Landlord Representatives must own, manage, or have a residential income property interest within the City, and preferably be residents of Culver City.

DISCUSSION:

The Board currently has 2 vacant positions, Tenant Alternate and Landlord Alternate.

A total of six (6) eligible applications were received for the Landlord Alternate positions however, no applications were received for the Tenant Alternate position. The applications for the Landlord Alternate are attached for your review.

Landlord Alternate (1 opening)

Debi Lee
Justin Lescoulie
Colleen Lowry
Scott Nee
Delores (Dee) Seehusen
Nancy Smeets

The Housing Division will continue to outreach in order to fill the vacant Tenant Alternate position.

Direction Related to the Vacancy of Tenant Alternate

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Pursuant to the City Council's direction, staff has advertised the above vacancies since December, 2008. Unfortunately, no applications for the Tenant Alternate position were submitted. The City Council may wish to provide direction related to continued efforts to fill this position. Some alternatives are:

- (1) Direct staff to temporarily discontinue efforts and allow the Board to function without the Tenant Alternate position and resume advertisement for this position with general Commission/Committee advertisements in April (any applications received would be considered by the City Council with other Commission/Committee vacancies during a meeting in May, 2008); or,
- (2) Direct staff to continue advertisement of this particular vacancy and return to the City Council with submitted applications in late April, 2009.

FISCAL ANALYSIS:

For new appointments only, the City incurs the costs of 30 hours of professional mediation training (\$625) and AB 1234 Ethics training. These costs would be absorbed in fiscal year 2008-09 Housing Set Aside appropriations.

A separate advertisement would cost approximately \$400. If the City Council determined to combine the advertisement for this vacancy with the general advertisements, this cost would be saved.

ATTACHMENTS:

1. Six (6) Applications for Membership (with personal information redacted)

MOTION:

That the City Council:

1. Appoint _____ as Landlord Alternate on the Board, to serve a term commencing March 16, 2009 with no term limit; and,
- 2A. Direct staff to continue a separate advertisement for the vacant position of Tenant Alternate; OR,
- 2B. Direct staff to combine this advertisement with the general Commission/Committee advertisements to be conducted in April, 2009.