

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

Meeting Date: 08/22/2011	Item Number: <u>A-1</u>
CITY COUNCIL AGENDA ITEM: Consideration of Member Absence for the Landlord Tenant Mediation Board.	
Contact Person/Dept.: Tevis Barnes, Mona Kennedy Community Development Department/Housing Division	
Phone Number: (310) 253-5782	
Fiscal Impact: Yes ☐ No ☒	General Fund: Yes ☐ No ☒
Public Hearing: ☐	Action Item: ☒ Attachments: ☒
Commission Action Required: Yes ☐ No ☒ Date: _____	
Public Notification (E-Mail) Meetings and Agendas - City Council (8/17/11); (E-Mail) Landlord Tenant Mediation Board (8/17/11).	
Department Approval: Sol Blumenfeld (08/09/11)	City Attorney Approval: Carol Schwab (by H. Baker) (08/15/11)
Chief Financial Officer Approval: Jeff Muir (by M. Noller) (08/16/11)	City Manager: John Nachbar (08/17/11)
<u>RECOMMENDATION:</u> Staff recommends the City Council consider the continuance of service of Steve Reitzfeld, Landlord Representative, on the Landlord Tenant Mediation Board and provide direction as deemed appropriate. <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 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 creations in 1981, the Board has scheduled five hundred and eighty-three mediation sessions. The Board consists of nine members who each serve three-year terms. There are three categories of memberships which include: three Tenant Representatives, three	

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Landlord 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. Landlord Representatives must own, manage, or have a residential income property interest within the City, and preferably be residents of Culver City. 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

DISCUSSION:

The rules and regulations in the "Organization and Implementation Guidelines" for the Board states "the name of any member who within any one-year period has more than one absence of a regularly scheduled meeting, excused or unexcused, shall be referred to the City Council for consideration of removal."

The Board meets quarterly during the months of January, April, July and October usually on the last Wednesday of the month. Mr. Reitzfeld has served on the Board since July 1, 2003, when he was appointed as a Landlord Representative. Mr. Reitzfeld was absent from the April 2011 and July 2011 meetings.

Mr. Reitzfeld has provided a letter regarding his absences and has expressed his desire to remain on the Board. Since Mr. Reitzfeld's appointment to the Board as a Landlord Representative, he has received thirty (30) hours of professional mediation training at a cost to the City of approximately \$595. Additionally, Mr. Reitzfeld has mediated thirteen (13) cases since his appointment in July 2003. This is the first time Mr. Reitzfeld has come before City Council for absences from the Board.

There are currently three (3) Landlord Representatives and one (1) Landlord Alternate Representative.

FISCAL ANALYSIS:

For new appointments only, the City incurs the costs of 30 hours of professional mediation training (approximately \$640) and AB 1234 Ethics training. These costs would be absorbed in Fiscal Year 2011/2012 by Housing Set Aside Fund appropriations.

ATTACHMENT:

1. Letter from Steve Reitzfeld.

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MOTION:

That the City Council:

1A. Allow Steve Reitzfeld to continue to serve as Landlord Representative to the Landlord Tenant Mediation Board

OR

1B. Remove Steve Reitzfeld as Landlord Representative to the Landlord Tenant Mediation Board.