

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

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| Meeting Date: 10/24/05                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  | Item Number: <u>A-6</u>                                                           |  |
| <b>AGENDA ITEM:</b><br><b>Consideration of Member Absence for the Landlord-Tenant Mediation Board.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                                                                                   |  |
| Contact Person/Dept.: Lillian Ikeda, CDD                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  | Phone Number: (310) 253-5797                                                      |  |
| Fiscal Impact: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  | General Fund: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |  |
| Public Hearing: <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  | Action Item: <input checked="" type="checkbox"/> Attachments: [ ]                 |  |
| Public Notification:<br>Master Notification List on October 19, 2005, Ricky Windom by email on September 13, 2005 and by certified letter on September 14, 2005, and Members of the Landlord-Tenant Mediation Board by email on October 3, 2005.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |                                                                                   |  |
| Department Approval:<br>Susan Evans 10/13/05                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  | CAO Approval:<br>Jerry Fulwood 10/18/05                                           |  |
| City Controller Approval:<br>N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |                                                                                   |  |
| <p><b><u>RECOMMENDATION:</u></b></p> <p>It is recommended that Ricky Windom be allowed to continue to serve as a Tenant Representative on the Landlord-Tenant Mediation Board ("Board").</p> <p><b><u>BACKGROUND:</u></b></p> <p>The Landlord-Tenant Mediation 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 32 of the Culver City Municipal Code to provide mandatory "good faith" mediation to rental disputes surrounding rent increases in Culver City.</p> <p>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.</p> <p>Since its creation in 1981, the Board has scheduled 561 mediation sessions.</p> <p>The Board consists of nine (9) members who each serve three (3) year terms. There are three (3) categories of membership which include three (3) Landlord Representatives, three (3) Tenant Representatives, and three (3) Member-at-Large Representatives. There are also three (3) alternate positions, one in each of the above-referenced categories.</p> |  |                                                                                   |  |

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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 a residential tenant nor have any ownership interest in any residential income-producing 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 (1) absence of a regularly scheduled meeting, excused or unexcused, shall be referred to the City Council for consideration of removal."

Mr. Ricky Windom has served on the Board since July 1, 2003, when he was appointed as a Tenant Representative.

The Board meets quarterly during the months of January, April, July and October on the last Wednesday of the month. Mr. Windom was absent at the January and July 2005 meetings but notified staff that he would not be able to attend these meetings. Additionally, on September 1, 2005, Mr. Windom provided a letter outlining the reasons for his absences.

Mr. Windom has expressed interest in remaining on the Board. Since Mr. Windom's appointment to the Board, he has received 30 hours of professional mediation training. Professional mediation training costs the City \$595 per person. Additionally, Mr. Windom has mediated four (4) cases since his appointment in July 2003.

**FISCAL ANALYSIS:**

None.

**ATTACHMENTS:**

- 1) Letter from Ricky Windom to Mayor Vera and Council Members.

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**MOTION:**

That the City Council:

- 1) Allow Ricky Windom to continue to serve as Tenant Representative to the Landlord-Tenant Mediation Board; or
- 2) Remove Ricky Windom as Tenant Representative from the Landlord-Tenant Mediation Board.