

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

October 27, 2021  
7:00 p.m.

**Call to Order & Roll Call**

Chair Lescoulie called the regular meeting of the Culver City Landlord Tenant Mediation Board to order at 7:00 p.m. via Webex.

Present: Justin Lescoulie, Chair  
Beth Hyatt, Vice Chair  
Selena Cuffe, Board Member  
Gary Duboff, Board Member  
Kasey Esser, Board Member  
Janice Ginther, Board Member  
Michael Matthias, Board Member  
Elias Platte-Bermeo, Board Member  
Demetria Richardson, Board Member\*  
Julieanna Thompson, Board Member  
Judy Scott, Board Member  
Leonardo Wilborn, Board Member

\*Member Richardson officially joined the meeting at 7:20 p.m. although she indicated being present the entire time but unable to unmute.

Staff: Mona Kennedy, Housing Programs Supervisor  
Teresa Williams, Housing Staff

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**Pledge of Allegiance**

Member Duboff led the Pledge of Allegiance.

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**Public Comment for Items NOT On the Agenda**

Committee Members thanked Leonardo Wilborn for his leadership as Chair of the Committee.

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**Consent Calendar**

Item C-1

**Approval of Minutes for the Regular Meeting of July 28, 2021**

THE LANDLORD TENANT MEDIATION BOARD APPROVED MINUTES FOR THE REGULAR MEETING OF JULY 28, 2021 AS WRITTEN (ABSENT MEMBER RICHARDSON).

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**Order of the Agenda**

No changes were made.

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**Action Items**

Item A-1

**Quarterly Report of Mediated Cases and Requests for Mediation During the Last Quarter (July 2021 Through October 2021), Discuss the Outcomes of All Mediated Cases that Occurred During the Last Quarter (July 2021 Through August 2021), In addition, Discuss all Mediation Requests During the Last Quarter**

Responding to inquiry, Mona Kennedy, Housing Programs Supervisor, reported zero mediation requests and zero mediations conducted during the last quarter.

Discussion ensued between staff and Board Members regarding the number of requests for mediation in the past; clarification that there had been no requests for mediation since the implementation of rent control; the moratorium due to COVID; and the potential for increased requests in 2022.

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Item A-2

**Best Practices - Open Discussion on Best Practices of the Board**

Discussion ensued between staff and Board Members regarding mediation training for new Members; certification; the ability to mediate for other bodies; updates regarding amended ordinances or bylaws; sample notices of rental increases; language about mediation services; City Council action to implement the bylaws; Phase 2 of the Emergency Rental Assistance Program; delays due to the rollout of county programs; pushing back the Landlord Tenant Mediation item; support for the efficiency of meeting virtually since there is very little going on; and use of Webex vs. Zoom.

Member Richardson joined the meeting.

Member Scott received clarification that Tevis Barnes would be able to provide information regarding the Rental Registry.

Member Thompson moved to direct staff to investigate the possibility of using Zoom rather than Webex for LTMB meetings and Member Scott seconded the motion.

Discussion ensued between staff and Board Members regarding whether Board Members preferred to use Zoom or Webex.

MOVED BY MEMBER THOMPSON AND SECONDED BY MEMBER SCOTT THAT THE LANDLORD TENANT MEDIATION BOARD DIRECT STAFF TO INVESTIGATE THE USE OF ZOOM FOR LANDLORD TENANT MEDIATION BOARD MEETINGS RATHER THAN WEBEX.

AYES: CUFFE, DUBOFF, ESSER, HYATT, LESCOULIE, RICHARDSON, SCOTT, THOMPSON

NOES: NONE

ABSTAIN: GINTHER, MATTHAIS, PLATTE-BERMEO, WILBORN

Mona Kennedy, Housing Programs Supervisor, agreed to investigate whether Zoom is an option.

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**Public Comment for Items NOT On the Agenda**

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

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**Receipt and Filing of Correspondence**

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

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**Items from Landlord Tenant Mediation Board Members/Staff**

Member Thompson received clarification regarding limitations in the bylaws and the need for City Council approval of other areas where Members might be able to mediate to help Culver City and keep mediation skills sharp.

Discussion ensued between staff and Committee Members regarding encouragement for Members to reach out to Tevis Barnes regarding next steps in moving the process forward; procedures for reaching out to City staff with questions; designation of an individual to serve as the point of contact with City staff; gaging Member interest in acting as the Rent Control Board; previous attempts at engaging the City Council in conversation about the role of the Board; statements from Heather Baker in 2019 indicating a potential transition of the Mediation Board into a Rent Control Board; whether the Rent Control Board would provide mediations; necessary retraining; Brown Act considerations; opportunities to expand the scope of the Board; agendized items; mediation of minor disputes; issues coming forward in the spring; Code Enforcement issues; rent increases as tied to inflation up to 5%; potential evictions with the end of the moratorium; and the ability to have an open discussion regarding other items to mediate at the next meeting during Items from Members.

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**Adjournment**

There being no further business, at 7:52 p.m., the Culver City Landlord Tenant Mediation Board adjourned its meeting to Wednesday, January 26, 2022 at 7:00 p.m.

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for *Tevis Barnes*

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

APPROVED 1/19/2022

*Justin Lescoulie*  
Justin Lescoulie  
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 Green*  
Jeremy Green  
CITY CLERK

6 NOV 2023  
Date