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Council Chambers  
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Culver City, CA 90232  
(310) 253-5851



## LANDLORD TENANT MEDIATION BOARD

Regular Meeting  
Virtual Meeting

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**7:00 PM**

**Wednesday, July 28, 2021**

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### MEETING INFORMATION

To combat the spread of COVID-19, the City proclaimed a local emergency on March 14, 2020 and issued subsequent public orders beginning March 16, 2020. In accordance with such orders City Hall has been closed to the public and in-person meetings have been discontinued until further notice.

The City will provide the following ways for Members of the Public to participate in the meeting remotely: Commission meetings and other meetings that are normally held in the Council Chambers can be viewed live in Culver City on Channel 35 by Time Warner subscribers, on Channel 37 by Frontier FIOS subscribers and, for AT&T Uverse subscribers, by going to Channel 99. These meetings can also be viewed live online at 1) <http://www.culvercity.org/meetings> and clicking on the "In Progress" meeting, 2) the Culver City youtube channel: <http://www.culvercity.org/youtube> or 3) Via the Webex App, which requires registration at [www.culvercity.org/agendas](http://www.culvercity.org/agendas).

To attend or participate in meetings of all other boards and committees that do not normally meet in the Council Chambers, please register at [www.culvercity.org/agendas](http://www.culvercity.org/agendas) to for the meeting, which will occur via the Webex app.

Any person needing reasonable accommodation related to disabilities, including assisted listening devices, is welcome to contact the City Clerk's Office at 310-253-5851 or via email at <mailto:city.clerk@culvercity.org>.

\*For complete information on how to attend and participate in a City Council meeting and provide public comment, please visit [www.culvercity.org/agendas](http://www.culvercity.org/agendas).

## **PUBLIC COMMENT**

For those who wish to speak and provide oral public comment during a meeting, please register to attend the meeting via Webex at [culvercity.org/agendas](https://culvercity.org/agendas) and indicate the agenda item(s) for which you wish to make a comment. This will serve as a virtual speaker card. Speakers will be called in chronological order, based on when they registered to attend. A tutorial on Webex Registration is available at Culver City's YouTube page (<https://youtube.com/watch?v=q3NX-9lhSoU>.)

Members of the public may submit written comments in advance on the City's website via eComment. To submit, go to [www.culvercity.org/meetings](http://www.culvercity.org/meetings), locate the appropriate meeting and click on the highlighted eComment link. As a new user you may need to register once. There is a new user tutorial at the City of Culver City's YouTube page (<https://youtu.be/ckjtduK9B9s>). Written comments, received by 3:00 PM on the day of the meeting, will be compiled and provided to Members to ensure sufficient time for review. These comments will become part of the official record through a motion to receive and file correspondence. Please be advised, written comments WILL NOT be read aloud during the meeting.

The meeting body will receive comments from the public on any item of interest to the public (not listed on the agenda) that is within the subject matter jurisdiction of the meeting body. The body cannot legally take action on any item not appearing on the agenda. Such items may be referred for administrative action or scheduled on a future agenda.

Each speaker may address the members of the body for up to three minutes. Public comments on items on the agenda are taken at the time that particular agenda item is considered by the meeting body.

**AUTHORITY OF PRESIDING OFFICER:**

Section 611 of the City Charter provides that during any public meeting, all persons shall have the right to address the members of the City commission, board or committee, subject to reasonable rules of decorum and time limits established by ordinance or the presiding officer. Therefore, the presiding officer may, from time to time, establish different time limits than those listed in this Agenda in order to effectively conduct City business. The presiding officer may also, from time to time, re-order the items on the agenda in order to effectively conduct the meeting.

**AVAILABILITY OF AGENDA PACKETS AND CONSERVATION OF RESOURCES:**

The Agenda, staff reports and attachments are available online at [www.culvercity.org/meetings](http://www.culvercity.org/meetings). Members of the public may inspect (at no cost) and/or obtain copies (upon payment of the City's current copying fee) of any regular session item by contacting the City Clerk's Office at City Hall via phone at (310) 253-5851 or email at [city.clerk@culvercity.org](mailto:city.clerk@culvercity.org).

**NOTE: AT OR ABOUT 11:00 P.M., MEMBERS MAY DETERMINE WHETHER TO CONTINUE WITH DISCUSSION OF REMAINING ITEMS ON THE AGENDA OR TO CARRY SOME/ALL OF THE ITEMS OVER TO A FUTURE MEETING DATE**

**CALL TO ORDER AND ROLL CALL**

**REGULAR SESSION**

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT - Items NOT On The Agenda**

**CONSENT CALENDAR ITEMS**

**C-1. 22-102 APPROVAL OF MINUTES FOR THE REGULAR MEETING OF APRIL 28, 2021. APPROVE MINUTES.**

**ORDER OF THE AGENDA**

**ACTION ITEMS**

**A-1. 22-103 A-1. ADMINISTRATION OF THE OATH OF OFFICE TO NEWLY APPOINTED OR REAPPOINTED BOARD MEMBER(S) AND SELECTION OF THE CHAIR AND VICE CHAIR.**

**A-2. 22-104 A-2. QUARTERLY REPORT OF MEDIATED CASES AND REQUEST FOR MEDIATION DURING THE LAST QUARTER (APRIL 2021 THROUGH JULY 2021). DISCUSS THE OUTCOMES OF ALL MEDIATED CASES THAT OCCURRED DURING THE LAST QUARTER (APRIL 2021 THROUGH JULY 2021). IN ADDITION, DISCUSS ALL MEDIATION REQUESTS DURING THE LAST QUARTER.**

**A-3. 22-105 A-3. UPDATE REGARDING IMPLEMENTATION OF AMENDED ORDINANCE AND BYLAWS, INCLUDING SAMPLE NOTICE OF RENT INCREASE WITH NEW LANGUAGE ABOUT MEDIATION SERVICES, SAMPLE LEASE ADDENDUM WITH NEW LANGUAGE ABOUT MEDIATION SERVICES, FAQ FOR MEDIATION PROGRAM, AND MEDIATION PROGRAM BROCHURE.**

A-4. 22-106 A-4. CONTINUATION OF VIRTUAL MEETING FORMAT.  
DISCUSSION ON THE CONTINUATION OF THE VIRTUAL  
MEETING FORMAT. MAKE A MOTION TO RECOMMEND  
CITY COUNCIL AND CITY CLERK APPROVAL TO  
CONTINUE WITH A VIRTUAL MEETING FORMAT

A-5. 22-107 A-5. BEST PRACTICES –OPEN DISCUSSION ON BEST  
PRACTICES OF THE BOARD

PUBLIC COMMENT - Items NOT On The Agenda (Continued)

RECEIPT OF CORRESPONDENCE

ITEMS FROM MEMBERS/STAFF

ADJOURN