

THESE MINUTES ARE NOT OFFICIAL
UNTIL APPROVED BY THE
CULVER CITY
LANDLORD TENANT MEDIATION BOARD

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

May 31, 2017
7:00 p.m.

Call to Order & Roll Call

The regular meeting of the Landlord Tenant Mediation Board was called to order at 7:00 p.m. in the Patacchia Conference Room at Culver City Hall.

Present: **Mike Berlin**, Chair
Justin Lescoulie, Vice Chair
Ron Bassilian, Board Member
Kenneth Rothschild, Board Member
Julieanna Thompson, Board Member
Olga Vaysburg, Board Member
Elizabeth Voncannon, Board Member
Leonardo Wilborn, Board Member

Absent: **Taria Lewis**, Board Member
Judy Scott, Board Member

Staff: **Mona Kennedy**, Housing Programs Supervisor

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Pledge of Allegiance

Justin Lescoulie led the Pledge of Allegiance.

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**Community Announcements by Landlord Tenant Mediation Board
Members/Information Items from Staff**

Mona Kennedy, Housing Programs Supervisor, indicated that Board Members that had not completed Ethics Training in the last two years were required to attend the training, and she noted that extra spaces might be available for anyone who completed the training last year and wanted to attend again this year.

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Receipt and Filing of Correspondence

None.

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Consent Calendar

Item C-1

**Approval of Minutes for the Regular Meeting of February 22,
2017**

Discussion ensued between staff and Board Members regarding availability of minutes for the special meeting on the Airbnb issue.

THE LANDLORD TENANT MEDIATION BOARD APPROVED MINUTES FOR THE MEETING OF FEBRUARY 22, 2017.

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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, February 2017 – Through May 2017

Mona Kennedy, Housing Programs Supervisor, reported six mediation requests: one conducted with a settlement agreement reached, two were owner declined as they were past the 15 day due date thereby making them voluntary, two were worked out between the parties, and one was a duplex which is voluntary and was declined by the owner.

Discussion ensued between staff and Board Members regarding the one mediation conducted with an observation that many issues cited were not applicable; whether the landlord is required to stay for the entire three hours if substantive issues are not being discussed; best practices suggested at the previous Landlord Tenant Mediation Board (LTMB) meeting; setting a time window; efforts to rein in the speaker; legal advice for the landlord's agents; letters to owner representatives and the owner; the agreed upon length of time allocated to mediation; a suggestion to add a provision that if one does not feel that any progress is being made after 90 minutes they can leave, and the challenges that would present for mediators; helping the parties focus and get back on track; control over facilitating the meeting; the three-hour guideline and clarification that if the mediator senses that a party is not acting in good faith they have the ability to end the mediation sooner; procedures for a situation where the meeting becomes borderline abusive or if there is a great imbalance of power; ensuring that the process is not skewed; a previous instance when that particular landlord appeared before the Board; acknowledgement of problems on both sides; separating the parties for individual discussion; the key issue of meeting in good faith; elimination of barriers to communication; an instance when a mediation took 4 hours but ended successfully; and a request for clarification from the City Attorney on at what point it is acceptable for the tenant or landlord to walk away.

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Item A-2

Expansion of Board Duties, Formation of Subcommittee

Discussion ensued between staff and Board Members regarding the process for forming the subcommittee; interest in serving on the subcommittee from Members Lewis, Thompson, and Vaysburg; revising the ordinance regarding the LTMB; brochure distribution; habitability enhancements; improvements of units; additional workshops; bridging the gap between developers with regard to affordable housing and new projects going in; a suggestion to have a special meeting with the City Council to solicit input; direction to form the subcommittee first; scheduling subcommittee meetings; the Airbnb Subcommittee; appointments; expanding the scope of exposure to other governmental entities; the World Café Roundtable on Affordable Housing; direction from the City Council with regard to additional roundtable meetings and information collected; creating an outline of items to present to the Assistant City Attorney for review before proposal to the City Council; review as a Board at the next meeting; and whether there would be any stipends involved due to the increased workload.

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Public Comment for Items NOT on the Agenda

Several members of the audience indicated that they were present to observe and discussed their interests in applying to the LTMB.

Gary Duboff reported attending the World Café meeting; discussed his rental properties in the City; indicated that he had attended mediation training; and discussed his experience with the Rent Stabilization Ordinance in Los Angeles.

Rhonda Wolf Koss discussed her experience as an attorney in landlord tenant issues; volunteer activities; educating the public; and she indicated a desire to serve.

Chair Berlin received clarification regarding which positions were open.

Discussion ensued between staff, Board Members and audience members regarding eligibility to serve; the number of

applications received; continued increases to rents; the City Council appointment meeting; encouragement for applicants to appear before the City Council; ethics training; agreement by staff to forward information to Board Members; and clarification that the City Council meeting for applicant interviews is scheduled for June 6, 2017.

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Items from Landlord Tenant Mediation Board Members

Discussion ensued between staff and Board Members regarding items to be added to the agenda for the next meeting; approval of the satisfaction survey and the application; and a suggestion to add consideration of survey handling to the agenda for the next meeting.

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Adjournment

There being no further business, at 7:36 p.m., the Culver City Landlord Tenant Mediation Board adjourned its meeting to the next regular meeting on Wednesday, July 26, 2017, at 7:00 p.m.

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

APPROVED _____

Mike Berlin
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
CITY CLERK

Date