

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

July 26, 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
Taria Lewis, Board Member
Judy Scott, Board Member
Julieanna Thompson, Board Member
Olga Vaysberg, Board Member
Elizabeth Voncannon, Board Member
Leonardo Wilborn, Board Member

*Vice Chair Lescoulie arrived at 7:06 p.m.

Absent: **Kenneth Rothschild**, Board Member

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

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Pledge of Allegiance

Leonardo Wilborn led the Pledge of Allegiance.

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Public Comment for Items NOT On the Agenda

No cards were received and no speakers came forward.

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Consent Calendar

Item C-1

**Approval of Minutes for the Regular Meeting of May 31, 2017
and the Special Meeting of April 27, 2017**

Member Vaysberg asked that the spelling of her name be corrected in the minutes for both meetings.

THE LANDLORD TENANT MEDIATION BOARD APPROVED MINUTES FOR THE REGULAR MEETING OF MAY 31, 2017 AS CORRECTED (ABSENT MEMBER ROTHSCHILD).

Mona Kennedy, Housing Programs Supervisor, indicated that she would correct the minutes to properly reflect who was present and who was absent at the meeting of April 27, 2017.

THE LANDLORD TENANT MEDIATION BOARD APPROVED MINUTES FOR THE SPECIAL MEETING OF APRIL 27, 2017 AS CORRECTED (ABSENT MEMBER ROTHSCHILD).

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Order of the Agenda

No changes were made.

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Action Items

Item A-1

Administration of the Oath of Office to Appointed/Reappointed Board Member(s) and Selection of Chair and Vice Chair

Mona Kennedy, Housing Programs Supervisor, administered the Oath of Office to newly appointed Board Member Gary Duboff, and reappointed Board Members Judy Scott and Olga Vaysberg.

Chair Berlin indicated that selection of the Chair and Vice Chair would be deferred until later in the meeting when Board Member Rothschild might be present.

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Item A-2

Quarterly Report of Mediated Cases and Requests for Mediation During the Last Quarter, June 2017 - Through July 2017

Mona Kennedy, Housing Programs Supervisor, reported that one mediation request was forwarded to Los Angeles County and handled by the Better Business Bureau due to a conflict of interest and resulted in a settlement, and the other was filed after the 15-day mark and the owner exercised their right to decline to mediate.

Discussion ensued between staff and Board Members regarding the closure of the County Bar Association's Center for Civic Mediation due to a lack of funding; mediation training by the Los Angeles County Bar Association; and the Los Angeles City Attorney's Office Dispute Resolution Program.

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Item A-3

Discussion of Distribution of the New Mediation Survey

Discussion ensued between staff and Board Members regarding distribution of the survey; website access; and use of the same form by the Los Angeles County Bar Association.

THE LANDLORD TENANT MEDIATION BOARD PASSED A MOTION THAT THE MEDIATION SURVEY BE DISTRIBUTED AT THE END OF EACH MEDIATION WITH THE SURVEY ALSO MADE AVAILABLE ON THE CULVER CITY WEBSITE (ABSENT MEMBER ROTHSCHILD).

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Item A-1
(Continued)

Administration of the Oath of Office to Appointed/Reappointed Board Member(s) and Selection of Chair and Vice Chair

THE LANDLORD TENANT MEDIATION BOARD PASSED A MOTION APPOINTING MIKE BERLIN TO SERVE AS CHAIR AND JUSTIN LESCOULIE TO SERVE AS VICE CHAIR OF THE LANDLORD TENANT MEDIATION BOARD FOR FISCAL YEAR 2017-2018 (ABSENT MEMBER ROTHSCHILD).

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Public Comment for Items NOT On the Agenda

No cards were received and no speakers came forward.

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Receipt and Filing of Correspondence

None.

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Items from Landlord Tenant Mediation Board Members/Staff

Mona Kennedy, Housing Programs Supervisor, reported that an item would likely be agendized for the next meeting regarding a mediation conducted in the past six months where the issue at hand was not addressed by the bylaws.

Discussion ensued between staff and Board Members regarding agendizing the issue for the next meeting; how to address difficulty convening a panel for a mediation and the only panel that can be recruited is comprised solely of landlords or tenants; identification of participants; public record; bylaws; consent of participants to hold mediation with less than three representatives; self-identification; identifying plaques; agreement that Board Members review the bylaws for

consideration of options at the next meeting; scheduling for the next meeting; a suggestion that Tevis Barnes provide a presentation on the Short Term Rentals Task Force; subcommittee meetings in August to discuss expansion of LTMB duties; a suggestion to agendaize a review of procedural questions addressed by legal staff such as shortening the time of mediation if needed and good faith; disclosures and outreach regarding the LTMB; authority to enforce mandates; fine tuning issues to be considered by the LTMB before going back to the City Council; presiding over events other than moderation; sending representatives to community forums; and distribution of pamphlets to new tenants.

THE LANDLORD TENANT MEDIATION BOARD APPOINTED VICE CHAIR LESCOULIE TO SERVE ON THE SUBCOMMITTEE FOR THE EXPANSION OF DUTIES OF THE LANDLORD TENANT MEDIATION BOARD (ABSENT MEMBER ROTHSCHILD).

Member Wilborn pointed out that on page 4 of the May 31 LTMB meeting minutes, in item A-2, the paragraph is clear on the purview of the subcommittee.

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Adjournment

There being no further business, at 7:42 p.m., the Culver City Landlord Tenant Mediation Board adjourned its meeting to the next regular meeting on Wednesday, October 25, 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 7/26/17

Mike Berlin 1-31-18

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
Jeremy Green
CITY CLERK

23 JULY 2018
Date