

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

April 25, 2018
7:00 p.m.

Call to Order & Roll Call

The regular meeting of the Landlord Tenant Mediation Board was called to order at 7:03 p.m. in the Patacchia Meeting Room at Culver City Hall.

Present: **Mike Berlin**, Chair
Justin Lescoulie, Vice Chair
Ron Bassilian, Board Member
Gary Duboff, Member
Taria Lewis, Board Member
Kenneth Rothschild, Board Member
Judy Scott, Board Member
Julieanna Thompson, Board Member*
Olga Vaysberg, Board Member
Elizabeth Voncannon, Board Member

* Member Thompson arrived at 7:30 p.m.

Absent: **Leonardo Wilborn**, Board Member

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

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Pledge of Allegiance

The Landlord Tenant Mediation Board recited 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 January 31, 2018

THE LANDLORD TENANT MEDIATION BOARD APPROVED MINUTES FOR THE REGULAR MEETING OF JANUARY 31, 2018 (ABSENT MEMBERS THOMPSON AND WILBORN).

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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 Members

Mona Kennedy, Housing Programs Supervisor, administered the Oath of Office to Philip McCabe.

Phillip McCabe provided background on himself.

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Item A-2

**Quarterly Report of Mediated Cases and Requests for Mediation
During the Last Quarter (January 2018 Through April 2018)**

Mona Kennedy, Housing Programs Supervisor, reported that a request from outside of Culver City had been referred to Los Angeles county; a settlement agreement had been reached for a different request; she confirmed that three Members had been secured for the upcoming mediation; and she noted that there would likely be another mediation coming forward.

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Item A-3

Subcommittee Bylaw Update - Receive an Update from the Bylaw Subcommittee

Mona Kennedy, Housing Programs Supervisor, reported that the Bylaw Subcommittee had not met as City Council approval of the expansion of duties was needed and she suggested that once the City Council approves the item, the Bylaw Subcommittee meet again to draft the pilot program.

Discussion ensued between staff and Board Members regarding City Council consideration of the matter and clarification on the nature of the expansion.

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Item A-4

Best Practices - Open Discussion on Best Practices of the Board

Discussion ensued between staff and Board Members regarding clarification about an incident where rent control had been discussed after a mediation had ended; when a tenant with multiple mediations discussed feelings about Board Members; tenants that come in every year; providing due process; controlling the process; setting a floor on what qualifies as a reasonable request; fostering relationships between landlords and tenants; average rent increases in the county of Los Angeles; using percentages vs. using dollar amounts; actual market conditions; concern with specifying a number; guidelines and bylaws; the City ordinance; the feeling that

mediating an increase under 5% is a waste of time; the validity of mediation; whether attendance is mandatory or voluntary; unreasonable expectations; the value of bringing people together; circular conversations; power of the mediator; allowing the tenant sufficient time to air their grievances; average length of mediation; correspondence from the last mediation; review by the Legal Department; redacted information; availability at the next meeting; and a provision that the landlord does not have to show up if the requested increase is less than 10%.

Member Thompson joined the meeting.

Further discussion ensued between staff and Board Members regarding issues other than rent as a reason for mediation; the charter mission to address rent increases; whether there is a ceiling for requested rent increases; information in the code; agreement to discuss the issue of the level of requested rent increase at the next meeting; a suggestion to serve refreshments at mediations; alternate mediation locations; playing calming music; repeat requestors; concern with gossip or negative comments made about participants; keeping things professional and respectful; clarification on what leeway the mediator has to adjourn the meeting; verbal abuse; going through the process; and making a judgement call.

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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 three positions were up for reappointment; she encouraged those interested in serving again to contact the City Clerk's

office; and she indicated that in order to agendize an item, agreement by the majority of the Board is necessary.

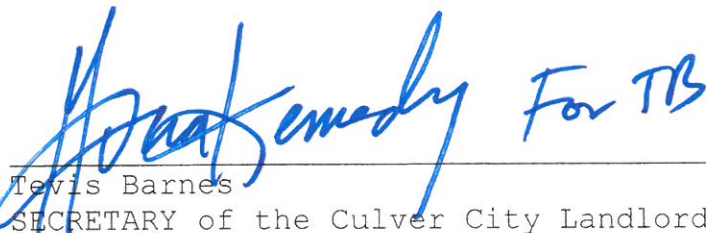
Discussion ensued between staff and Board Members regarding consideration of refreshments at mediations; potential issues with food allergies; Board consensus was reached to request that staff research whether there is a floor at which a landlord or management does not have to show up to mediation; and Board consensus was reached that an item be agendized regarding consideration as to whether to institute such a floor.

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Adjournment

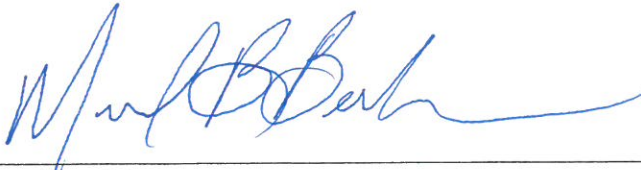
There being no further business, at 7:53 p.m., the Culver City Landlord Tenant Mediation Board adjourned its meeting to the next regular meeting on Wednesday, July 25, 2018, at 7:00 p.m.

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

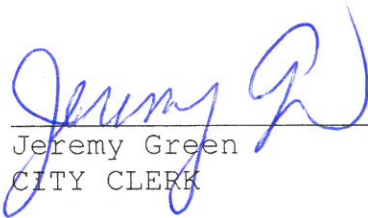
APPROVED _____



7-25-18

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
CITY CLERK

5 OCT 2018

Date