

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

July 29, 2020
7:00 p.m.

Call to Order & Roll Call

Tevis Barnes, Housing Administrator, called the regular meeting of the Culver City Landlord Tenant Mediation Board to order at 7:12 p.m. via Webex.

Present: Selena Cuffe, Board Member
Gary Duboff, Board Member
Kasey Esser, Board Member
Janice Ginther, Board Member
Beth Hyatt, Board Member
Justin Lescoulie, Board Member
Philip McCabe, Board Member
Demetria Richardson, Board Member
Judy Scott, Board Member
Julieanna Thompson, Board Member**
Olga Vaysberg, Board Member*
Leonardo Wilborn, Board Member

*Member Vaysberg arrived at 7:25 p.m.

**Member Thompson exited the meeting at 8:14 p.m.

Staff: Tevis Barnes, Housing Administrator
Mona Kennedy, Housing Programs Supervisor
Heather, Baker, Assistant City Attorney

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Pledge of Allegiance

Kasey Esser led the Pledge of Allegiance.

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Public Comment for Items NOT On the Agenda

No public comment was received.

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Action Items

Item A-1
(Out of Sequence)

Administration of the Oath of Office to Newly Appointed or Reappointed Board Members and Selection of the Chair and Vice Chair

Tevis Barnes, Housing Administrator, administered the Oath of Office to Demetria Richardson.

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Consent Calendar

Item C-1

Approval of Minutes for the Regular Meeting of October 24, 2019

Member Cuffe noted that the date of the minutes read October 30, 2019.

MOVED BY MEMBER LESCOULIE, SECONDED BY MEMBER THOMPSON AND UNANIMOUSLY CARRIED, THAT THE LANDLORD TENANT MEDIATION BOARD APPROVE MINUTES FOR THE REGULAR MEETING OF OCTOBER 30, 2019 (ABSENT MEMBER VAYSBERG AND WITH MEMBER DUBOFF ABSTAINING).

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Order of the Agenda

The Oath of Office in Item A-1 was moved forward on the agenda.

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Item A-1
(Continued)

Administration of the Oath of Office to Newly Appointed or Reappointed Board Members and Selection of the Chair and Vice Chair

Tevis Barnes, Housing Administrator, discussed duties of the Chair and Vice Chair and length of the term.

Discussion ensued between staff and Board Members regarding nominations, and nominees Wilborn and Scott introduced and provided background on themselves, indicating a willingness to serve.

Member Hyatt declined the nomination for Chair indicating that she would be available to serve as Vice Chair.

Member Vaysberg joined the meeting.

MOVED BY MEMBER DUBOFF AND SECONDED BY MEMBER HYATT THAT THE LANDLORD TENANT MEDIATION BOARD APPOINT LEONARDO WILBORN TO SERVE AS CHAIR OF THE LANDLORD TENANT MEDIATION BOARD FOR 2020-2021.

THE MOTION FAILED BY THE FOLLOWING VOTE:

AYES: DUBOFF, HYATT, MCCABE, RICHARDSON, VAYBERG, WILBORN
NOES: CUFFE, ESSER, GINTHER, LESCOULIE, SCOTT, THOMPSON

MOVED BY MEMBER LESCOULIE AND SECONDED BY MEMBER CUFFE THAT THE LANDLORD TENANT MEDIATION BOARD APPOINT JUDY SCOTT TO SERVE AS CHAIR OF THE LANDLORD TENANT MEDIATION BOARD FOR 2020-2021.

THE MOTION FAILED BY THE FOLLOWING VOTE:

AYES: ESSER, GINTHER, HYATT, LESCOULIE, SCOTT, THOMPSON
NOES: CUFFE, DUBOFF, MCCABE, RICHARDSON, VAYBERG, WILBORN

Member Scott withdrew herself from consideration and expressed support for Member Wilborn to serve as Chair.

Discussion ensued between Board Members regarding nominations for Vice Chair with members Thompson and Cuffe declining their nominations, and Members Hyatt, McCabe and Scott accepting nominations and indicating their willingness to serve.

Board Members voted on the position of Vice Chair with Member Hyatt receiving the majority of votes.

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Item A-2

Quarterly Report of Mediated Cases and Requests for Mediation During the Last Three Quarters (October 2019 Through July 2020), Discuss the Outcomes of All Mediated Cases that Occurred During the Last Three Quarters and Discuss All Mediation Requests During the Last Three Quarters (October 2019 Through July 2020)

Mona Kennedy, Housing Programs Supervisor, reported zero mediation requests and zero mediations conducted.

Tevis Barnes, Housing Administrator, surmised that the lack of cases was likely due to the eviction moratorium and rent control, and she noted that in the near-term, any future requests would need to be conducted virtually.

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Item 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

Heather Baker, Assistant City Attorney, provided background on the item.

Discussion ensued between staff and Board Members regarding including notice; timing; current rules; new leases; addendums required for existing leases; the notice of rent increase; the notice regarding availability of mediation services; continuing month to month on the old lease; notification of the tenant; specific code provisions; the need to amend the code to make changes; font size used in leases; ensuring that information is conspicuous in the document; use of the word "shall" rather than "may" in "tenants may have the right to mediation services;" and proposed changes that would require a code amendment.

Member Thompson exited the meeting.

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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 virtual mediation; rent control; housing services; and repairs.

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Public Comment for Items NOT On the Agenda

No public comment was received.

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Receipt and Filing of Correspondence

None.

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Items from Landlord Tenant Mediation Board Members/Staff

Heather Baker, Assistant City Attorney, discussed the rent control and tenant protection program; extension of the interim ordinance to October 31, 2020; policy direction given with regard to tenant protection and provisions for the permanent rent control program; upcoming meetings with the City Council for further policy direction; outreach; the process and timeline; and consideration of a potential extension of the eviction moratorium for commercial and residential properties through August 31, 2020.

Discussion ensued between staff and Board Members regarding concern that two Board Members had not been reappointed; mediation training for new Board Members; and a request that new Members introduce themselves.

Member Esser provided background on himself and discussed his experience.

Member Richardson introduced herself and provided background on herself.

Member Duboff discussed a program approved by the City Council to aid those who meet Section 8 guidelines.

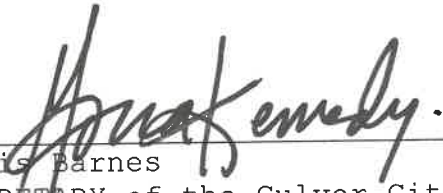
Discussion ensued between staff and Board Members regarding the COVID-19 Rental Assistance Program; participation requirements; outreach; the application and selection process; assistance for those who are self-employed; timing for funding release; and payment to property owners.

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Adjournment

There being no further business, at 8:37 p.m., the Culver City Landlord Tenant Mediation Board adjourned its meeting to Wednesday, October 28, 2020 at 7:00 p.m.


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for 

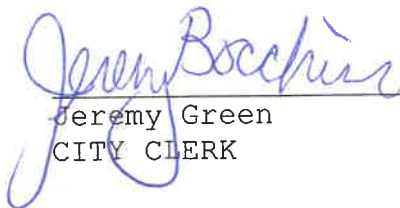
Tevis Barnes
SECRETARY of the Culver City Landlord Tenant Mediation Board
Culver City, California

APPROVED

Oct 28, 2020


Leonardo Wilborn
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

6 NOV 2020