



**CITY OF SANTA BARBARA
RENTAL HOUSING MEDIATION BOARD**

MINUTES

MAY 12, 2016

5:30 PM

**DAVID GEBHARD PUBLIC MEETING ROOM
617 GARDEN STREET
SANTA BARBARA, CA 93101
www.SantaBarbaraCA.gov**

1. CALL TO ORDER & ROLL CALL:

RICHARD AXILROD	<u> X </u>	JUSTIN DULLUM	<u> X </u>
LEESA BECK	<u> X </u>	RENE GOMEZ	<u> X </u>
DAVID BRAINARD	<u> E </u>	LYNN GOEBEL	<u> X </u>
ROBERT BURKE	<u> X </u>	DAN HERLINGER	<u> X </u>
CHRIS CASEBEER	<u> E </u>	SCOTT WEXLER	<u> X </u>
SILVIO DILORETO	<u> E </u>	BRUCE WOLLENBERG	<u> E </u>
JEANA DRESSEL	<u> X </u>	BRIAN SO	<u> X </u>

(X = Present A =Absent E = Excused)

OFFICERS: Chair Leesa Beck, Vice Chair Dan Herlinger, Secretary Brian So

CITY COUNCIL LIAISON: Cathy Murillo

STAFF: Andrea Bifano, Senior Rental Housing Mediation Specialist

Joel Estrada, Rental Housing Mediation Specialist

2. PUBLIC COMMENT:

There was no public comment.

3. CHANGES TO THE AGENDA:

Item 10 was changed to read Education and Outreach Subcommittee.

4. APPROVAL OF MINUTES:

Minutes from the Special Meeting of February 11, 2016.

Motion: To approve the Minutes of the February 11, 2016 Special Meeting with a date change of 2015.

Action: Wexler/Goebel, 10/0/0. (Brainard, Casebeer, DiLoreto, Wollenberg, excused).
Motion carried.

5. RENTAL HOUSING MEDIATION BOARD SERVICE AWARD:

Certificate of Recognition for Scott Wexler

Council Member Cathy Murillo presented Scott Wexler with a Certificate of Recognition for his eight years of service to the RHMB. During his term he served 4 years in the Officer position of Secretary.

6. SEMI-ANNUAL RECRUITMENT TO CITY COUNCIL ADVISORY GROUPS:

- A. Application deadline date was May 2, 2016
- B. Vacancies: 2 Landlords, 1 Tenant, 1 Homeowner
- C. Interviews by the City Council:
 - May 17, 2016, at 4:00 p.m. (Estimated Time)
 - May 24, 2016, at 6:00 p.m.
 - June 14, 2016, at 2:00 p.m.
- D. Appointments: June 28, 2016

Andrea Bifano expressed the need to fill the vacant positions and requested that the Board members help to get the word out regarding the vacancies.

7. ANNUAL FUND RAISER:

Fifth Annual Caring & Sharing Day: May 21, 2016 from 12:00 p.m. to 3:00 p.m.

- Baroness Jewelers, Merchant Sponsor for past 5 years
- Location: 5730 Calle Real, Goleta California 93117

An invitation was made for the Board members to show up and represent the RHMP. Volunteers were: Lynn Goebel, Justin Dillum, Robert Burke, Rene Gomez and Scott Wexler.

8. FY 2016-2017 PROGRAM FUNDING:

Update

The budget for FY 2016-2017 for the Community Development Department, Administration, Housing and Human Services Division, including the RHMB, was presented before the Santa Barbara City Council on Tuesday, May 9, 2016. The budget approval will occur during the month of June 2016. The RHMB requested status quo budget for 2 full-time staff: Senior Rental Housing Mediation Specialist and Rental Housing Mediation Specialist.

9. OUTREACH:

Update

On May 5, 2016, Andrea Bifano and Scott Wexler attended a Landlord Meeting offered by the Housing Authority of the City of Santa Barbara (HACSB). Various landlord/tenant rules and regulations were reviewed. Scott shared that Cristi Michelon, Attorney for the Housing Authority of the City of Santa Barbara (HACSB) discussed termination notices and reasonable accommodation rules and regulations under the Fair Housing Act. Jerry Morales, Leasing Agent for the HACSB introduced Andrea and Scott as representatives of the Rental Housing Mediation Program (RHMP), which gained the interest of landlords in attendance.

On May 11, 2016, Joel Estrada and Rene Gomez, attended a Health Fair outreach held at the Carpinteria Children's Project in the City of Carpinteria. It was well attended and staff was able to answer questions and present information about the RHMP.

10. EDUCATION AND OUTREACH SUBCOMMITTEE:

Discussion Item by Robert Burke:

Robert Burke shared his ideas regarding moving forward with community outreach and education on the RHMP which included: role play, statistical charts, presentations etc. He suggested that a committee be created and be comprised of three Board members. Robert stated he would report back to the Board frequently for updates and share the results on the outreach. Lynn Goebel asked how the presentation would be done, and stated she like to see an example of what a presentation would look like. Justin Dullum expressed his concern about the additional workload on staff. Council Member, Cathy Murillo expressed that a handout would be a lot easier or "better" rather than having to secure equipment for an audio/visual presentation. Leesa Beck, Lynn Goebel, and Richard Axilrod volunteered to meet with Robert Burke and RHMP staff to discuss and prepare a presentation at the next meeting.

11. SUMMER MEETINGS:

Group discussion: RHMB meetings for the summer would be set up on a "need" basis.

CASELOAD REPORT AND MEDIATOR TRAINING: *(1 hour of mediation training was provided in compliance with the Dispute Resolution Programs Act Guidelines).*

- A. Statistical Third Quarter & Year-to-Date Reports FY 2016; and
- B. Mediation Training (per the Dispute Resolutions Programs Act)

Staff presented two PowerPoint presentations: 1. Third Quarter and Year-to-Date Reports FY 2016 for all jurisdictions served (City of Santa Barbara, City of Goleta, City of Carpinteria and the Unincorporated Areas of Santa Barbara County); and 2. A training on Section 3622(c)(3) of the Dispute Resolutions Program Resolutions Programs Act, An overview of the structure of the California justice system and the traditional methods of processing civil and criminal cases.

12. ANNOUNCEMENTS:

1. April 2016 – National Fair Housing Month:
Fair Housing Proclamations were issued on April 5, 2016 and April 19, 2016 at the County of Santa Barbara and the City of Santa Barbara respectively.
2. A Letter of Recognition for Silvio DiLoreto, Founding Member of the RHMP, was presented by Mayor Schneider on April 19, 2016 during the Santa Barbara City Council meeting and Fair Housing Proclamation.

3. On May 26, 2016, the City of Santa Barbara Advisory Groups Workshop is scheduled to be held from 4:30 to 6:30pm at the Cabrillo Pavilion Arts Center, 1118 E. Cabrillo Boulevard. Mayor Helene Schneider will present as well as the City Administer Paul Casey, City Attorney Ariel Calonne and City Clerk Services Manager, Sarah Gorman.

13. **ADJOURNMENT:**
7:08 pm.

AMERICANS WITH DISABILITIES ACT:

In compliance with the Americans with Disabilities Act, if you need special assistance to gain access to, comment at, or participate in this meeting, please contact the Rental Housing Mediation Program's (RHMP) office at (805) 564-5420. If possible, notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements in most cases.

AGENDAS, MINUTES AND REPORTS:

Copies of documents relating to agenda items are available for review in the RHMP office at 630 Garden Street, and agendas and reports are posted online at the web address at the top of this agenda. Please note that online Staff Reports may not include some exhibits. Materials related to an item on this agenda submitted to the RHMP after distribution of the agenda packet are available for public inspection in the RHMP office located at: 630 Garden Street, Santa Barbara, California, during normal business hours.