



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

**MINUTES  
SPECIAL MEETING**

**FEBRUARY 11, 2016  
5:30 PM  
PUBIC WORKS MAIN CONFERENCE 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>  E  </u>
DAVID BRAINARD	<u>  X  </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>  X  </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 Scott Wexler

**CITY COUNCIL LIAISON:** Cathy Murillo

**STAFF:** Andrea Bifano, Senior Rental Housing Mediation Specialist  
Joel Estrada, Rental Housing Mediation Specialist

**2. PUBLIC COMMENT:**

The Chair for the Rental Housing Mediation Board (RHMB) recognized John Purdy, member of the public. Mr. Purdy shared that he was interested in applying for the RHMB and came to observe the meeting to learn more about the Board.

**3. APPROVAL OF MINUTES:**

Minutes from the Special Meeting of December 10, 2015.

Action: Wexler/Goebel, 10/0/1. (Casebeer, Wollenberg, Gomez excused. Herlinger abstained). Motion carried.

**4. OFFICER ELECTIONS:**

A. Recognition of Lynn Goebel for her service as Chair:

Council Member Cathy Murillo presented Lynn Goebel with a Certificate of Recognition for her outstanding service as RHMB Chair from May 2014 to December 2015. Lynn Goebel was also presented with a gavel from staff.

- Justin Dullum, the previous RHMB Chair, was also presented with a gavel from staff for his service as RHMB Chair during his term.

B. Congratulations to Leesa Beck as the new Chair:

The group congratulated Leesa Beck and welcomed her to the elected position of RHMB Chair, which was held at the December 10, 2015 Special Meeting.

C. Vice Chair and Secretary Elections:

Dan Herlinger was appointed Vice Chair of the RHMB and Brian So was elected Secretary.

**Motion: To elect Dan Herlinger as Vice Chair:**

Action: Burke/Wexler, 11/0/0. (Casebeer, Wollenberg, Gomez excused). Motion carried.

**Motion: To elect Brain So as Secretary:**

Action: Burke/Goebel, 11/0/0. (Casebeer, Wollenberg, Gomez excused). Motion carried.

5. **ANNUAL APPOINTMENTS TO CITY COUNCIL ADVISORY GROUPS:**

A. Appointment December 8, 2015:

Lynn Goebel, was reappointed to the RHMB. The Chair reported that her term will run until December 31, 2019.

B. Remaining Vacancies: 1 Landlord, 1 Tenant, 1 Homeowner

- Incumbents serve until a successor is appointed, unless a letter of resignation is submitted.

The Chair stated that the next appointments would be made in the spring during the Semi-Annual Recruitment.

6. **FY 2016-2017 PROGRAM FUNDING:**

Community Development Human Services Committee – Funding Interview:

Andrea Bifano reviewed the Rental Housing Mediation Program (RHMP) budget for Fiscal Year 2016-2017 with the Board, which included two full-time staff positions: Senior Rental Housing Mediation Specialist and Rental Housing Mediation Specialist.

Leesa Beck, Chair reported on the February 4, 2016, Rental Housing Mediation Program (RHMP) interview before the Community Development/Human Services Committee (CDHSC). The application submitted for Human Services Grant funds was in the amount of \$30,000. Lessa Beck further shared that the CDHSC recommendations would be made to the Santa Barbara City Council in March 2016.

7. **ADVOCACY SUBCOMMITTEE:**

Discussion Item - Robert Burke:

Robert Burke briefly shared his idea of creating an Advocacy Subcommittee. Group discussion followed. Leesa Beck suggested the name be changed from Advocacy to

Education and Outreach. Robert Burke agreed. It was further agreed that the item would be placed on the next agenda as an action item.

8. **CASELOAD REPORT AND MEDIATOR TRAINING:** (.5 hours of mediation training was provided in compliance with the Dispute Resolution Programs Act Guidelines).

A. Statistical Second Quarter & Year-to-Date Reports FY 2016:

Staff presented a PowerPoint presentation on the Program's Statistical Second Quarter and Year-to-Day Reports for all jurisdictions served including City of Santa Barbara, City of Goleta, City of Carpinteria, and the Unincorporated Areas of Santa Barbara County for Fiscal Year 2016.

A discussion was held with regard to rent increases.

B. Mediation Training (per the Dispute Resolutions Programs Act):

A PowerPoint presentation was given to the group to review mediator skills that will help achieve successful outcomes.

- Presentation of Mediator Certificates:

Council Member Cathy Murillo presented Advanced Mediator Certificates to the following Mediators: Justin Dullum and Dan Herlinger.

9. **ANNOUNCEMENTS:**

No announcements

10. **ADJOURNMENT:**

The meeting adjourned at 7:30pm

**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.