

**Rent Stabilization Commission  
City of West Hollywood  
Thursday, May 11, 2017 @ 7:00 PM  
West Hollywood Park Public Meeting Room – Council Chambers  
625 North San Vicente Boulevard**

**Minutes**

**CALL TO ORDER:** Chair Maggio called the meeting to order at 7:05 p.m.

**PLEDGE OF ALLEGIANCE:** Commissioner Sanes and Commissioner Harker led the Pledge of Allegiance.

**ROLL CALL:** Commission Secretary Laura Schoonover took roll call.

**PRESENT:** Chair Richard Maggio, Commissioner Robert Bergstein, Commissioner Alexander Gurfinkel, Commissioner Josh Kurpies, Commissioner Stephanie Harker and Commissioner Gail Sanes

**ABSENT:** Vice Chair David Gregoire

**STAFF PRESENT:** Rent Stabilization and Housing Manager Peter Noonan and Commission Secretary Laura Schoonover

**APPROVAL OF AGENDA:**

A motion was made by Commissioner Kurpies to approve the agenda for the May 11, 2017 meeting. The motion was seconded by Commissioner Sanes. The motion was approved.

**APPROVAL OF MINUTES:**

A motion was made by Commissioner Sanes to approve the minutes of the March 23, 2017 meeting. The motion was seconded by Chair Maggio. The motion was approved with Commissioner Harker abstaining.

**PUBLIC COMMENTS:**

Cathy Blaivas of West Hollywood thanked Commissioner Harker and Commissioner Sanes for their service.

**DIRECTOR'S/MANAGER'S REPORT:**

Rent Stabilization and Housing Manager Peter Noonan reviewed the Look Ahead calendar.

**COMMISSIONER COMMENTS:**

Commissioner Kurpies announced that he will be absent from the May 25, 2017 meeting.

Commissioner Bergstein confirmed the June 8 meeting includes an informational item "Emergency Preparedness for Apartment Dwellers".

## **NEW BUSINESS:**

Meeting Cancellation Procedure: A discussion of when and how meetings are canceled (requested by Commissioner Kurpies). The Municipal Code 2.64.070 states, “Regular meetings of the Rent Stabilization Commission shall be as provided in the Commission By-Laws, provided that the Commission shall meet at least once monthly.” Commission By-Law 2.1 states, “The Commission shall hold regular meetings at 7:00 p.m. on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of each month, except that no meeting shall be held if a regular meeting day falls on a legal holiday.” Past practice has been the Commission did not want to meet when there were no items requiring timely action such as an appeal or an amendment to the rent stabilization regulations. When there were no timely items staff and Commissioners had an understanding there was not a quorum and the secretary would cancel the meeting (although not specifically identified at the meeting this statement is referencing By-Law 3.6). Some Commissioners have not agreed with past practice, and Commissioner Kurpies requested a discussion. Commissioners reviewed the Municipal Code, By-Laws, past practice, discussed meeting cancelations, and provided the following input:

1. At scheduled meetings Commissioners should announce whether they will miss a future meeting, and the Commission may discuss whether a future meeting should be canceled. The Commission will meet at least once a month.
2. During Commission comments Commissioners can suggest discussion items for future meetings.
3. In between meetings, if there are no items on an upcoming agenda or if all items are withdrawn, staff will let Commissioners know by email.
4. Commissioners will reply if they plan not to attend. If staff does not hear from a Commissioner, staff will make two phone calls. If staff does not receive a reply from a Commissioner, the assumption is the Commissioner plans to attend.
5. If staff confirms there will not be a quorum, the Commission Secretary will cancel the meeting following By-Law 3.6 (lack of quorum).
6. If there is a quorum or if staff cannot confirm there will not be a quorum the meeting should be held whether there are agenda items or not, the purpose being to receive public comment and identify future agenda items.

Commissioner Gurfinkel requested staff ask the City Attorney for an opinion on what the duties state the Commission should be doing, and to report back at the next meeting. [This was in relation to the existence of the Rent Stabilization Regulations and if the regulations limit the Rent Stabilization Commission’s authority to fulfill the duties stated in WHMC 2.64.090]

## **DISCUSSION WAS CONCLUDED**

## COMMISSIONER COMMENTS:

Commissioner Sanes announced it was her last meeting. She expressed her appreciation for the opportunity to serve on the Commission. She thanked Council Member Duran for her appointment and her fellow Commissioners and Staff for their hard work.

Commissioner Harker expressed her gratitude to Mayor Meister for her appointment. She thanked her fellow Commissioners and staff for their support. She praised the RSO Building Blocks educational workshops and made her final announcement for the upcoming fall sessions. Commissioner Harker's last meeting will be May 25, 2017.

Commissioner Bergstein placed a discussion titled, "Assisting all property owners bring their units into compliance" on the May 25, 2017 meeting agenda. Commissioner Gurfinkel asked staff to include comments from this discussion in a future City Council update staff is preparing on a compliance effort already underway.

Commissioner Bergstein asked staff to provide an overview of how the RSO protects tenants, and actions the City takes to support tenants and address concerns at properties when issues arise.

Commissioner Bergstein placed a discussion of non-smoking apartments and prohibiting smoking in RSO units on the June 8, 2017 meeting agenda. This will include outside speakers.


## ADJOURNMENT:

The meeting was adjourned at 9:17 p.m. The next regular meeting of the Rent Stabilization Commission will be held on May 25, 2017 in the West Hollywood Park Public Meeting Room – Council Chambers.

These minutes were submitted by Laura Schoonover, Commission Secretary and approved by a motion of the Rent Stabilization Commission on this 25th day of May, 2017.

A copy of the audio recording of this meeting can be obtained from the City Clerk's office upon request. You may also view a video of this meeting at <http://www.weho.org/weho-tv/other-city-meetings>  
*(Disclaimer: Staff records the meetings for the sole purpose of composing the official meeting minutes; therefore the audio recordings are not of commercial quality.)*

ATTEST:

  
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Richard Maggio, Chair

  
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Commission Secretary