

**CITY OF WEST HOLLYWOOD  
RENT STABILIZATION COMMISSION  
THURSDAY, JUNE 26, 2025 - 7:00 PM  
WEST HOLLYWOOD PARK PUBLIC MEETING ROOM - COUNCIL CHAMBERS  
625 N. SAN VICENTE BOULEVARD**

**MINUTES**

1. **CALL TO ORDER:** Chair Bass called the meeting to order at 7:00 p.m.
2. **PLEDGE OF ALLEGIANCE:** Chair Bass led the Pledge of Allegiance.
3. **ROLL CALL:** Rent Stabilization Commission Secretary Brandee Thornton took roll call.

PRESENT: Commissioner Kimberly Copeland, Commissioner Rena Goldman, Commissioner Josh Kurpies, Commissioner Kaitlin McCafferty, Commissioner Agassi Topchian, Vice Chair Frank D. Rorie, and Chair Adam G. Bass

ALSO PRESENT: Acting Human Services and Rent Stabilization Director Christine Safriet, Acting Rent Stabilization Manager Gloria Aviles, Legal Counsel Kellan Martz, Administrative Specialist III Guille Hernandez, and Rent Stabilization Commission Secretary Brandee Thornton

4. **APPROVAL OF AGENDA**

**ACTION:** Approve the amended agenda of June 26, 2025. **Motion by Commissioner Kurpies to approve the June 26, 2025 agenda, seconded by Vice Chair Rorie and approved with a vote of 7-0.**

5. **APPROVAL OF MINUTES**

**ACTION:** Approve the minutes of June 12, 2025. **Motion by Vice Chair Rorie, seconded by Commissioner Goldman, and approved with a vote of 7-0.**

6. **PUBLIC COMMENT:** None

7. **MANAGER REPORT:** Acting Rent Stabilization Manager Gloria Aviles reviewed the Look Ahead Calendar.

Vice Chair Rorie sought clarification on the status of upcoming appeals, noting that the Commission has heard a substantial number of appeals over the past six months.

8. **NEW BUSINESS:**

- A. **2025-26 ANNUAL GENERAL ADJUSTMENT AND RELOCATION FEES**

Acting Rent Stabilization Manager Gloria Aviles announced the Annual General Adjustment effective September 1, 2025, and the new temporary and permanent relocation fee amounts, effective July 1, 2025.

Commissioner Topchian inquired about the lack of increase to the laundry allowance, income levels for qualified and moderate-income tenants as determined

by the US Department of Housing and Urban Development (HUD), and how the Annual General Adjustment and relocation fee information is being distributed.

Commissioner Kurpies asked why the effective dates for the AGA and relocation fees are different.

Vice Chair Rorie requested clarification on when relocation fees apply versus when temporary relocation fees apply.

Commissioner McCafferty sought clarification on how relocation fees are calculated.

Chair Bass asked for the definition of a qualified tenant, and the implementation timeline for the AGA.

## **9. APPEAL**

**A. D-4877CD1            917 Larrabee St. #6**

The appeal was continued to a date uncertain.

## **10. ITEMS FROM STAFF: None**

## **11. PUBLIC COMMENT: None**

## **12. ITEMS FROM COMMISSIONERS:**

Commissioner Copeland requested that staff develop and implement a requirement for landlords and tenants of rent stabilized buildings to review educational materials, such as documents or videos, covering key topics including the Rent Stabilization Ordinance (RSO), late fees, pet policies, and eviction procedures.

Acting Rent Stabilization Manager Gloria Aviles responded that the Rent Stabilization Division workplan includes the creation of education videos to address these topics.

## **13. ADJOURNMENT:** The meeting was adjourned at 7:29 p.m. The next meeting of the Rent Stabilization Commission will be held on Thursday, June 26, 2025, at 7:00 p.m. in the West Hollywood Park Public Meeting Room – Council Chambers.

These minutes were submitted by Brandee Thornton, Commission Secretary, and approved by a motion of the Rent Stabilization Commission on this 10<sup>th</sup> day of July 2025.

**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>.**

*Rent Stabilization Commission  
Meeting Minutes – June 26, 2025*

**ATTEST:**

Signed by:  


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**Frank D. Rorie, Chair**

*Brandee Thornton*

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**Brandee Thornton, Commission Secretary**