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If you would like additional information on any item appearing on this agenda, please contact the Office of the City Clerk at (323) 848-6409.

*Note: Any agenda item(s) not initiated by 11:00 p.m. may be continued to a subsequent City Council meeting. The City Council may direct staff to continue the item(s) to an already scheduled City Council meeting or may adjourn this meeting to an adjourned regular meeting to consider the item(s).*

**CITY COUNCIL  
CITY OF WEST HOLLYWOOD  
AGENDA  
TUESDAY, FEBRUARY 19, 2013  
WEST HOLLYWOOD PARK PUBLIC MEETING ROOM - COUNCIL CHAMBERS  
625 N. SAN VICENTE BOULEVARD  
6:30 P.M. – REGULAR MEETING**

**CALL TO ORDER:**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

**APPROVAL OF AGENDA:**

**ADJOURNMENT MOTIONS:**

**PRESENTATIONS:**

- 1. PUBLIC COMMENT:** The City Council values your comments; however, pursuant to the Brown Act, Council cannot take action on items not listed

on the posted agenda. The public comment period is limited to 20 minutes, with 2 minutes allotted for each speaker. This public comment period is to address the City Council on Consent Calendar items, other agenda items (if the member of the public cannot be present at the time the item is considered) or items of general interest within the jurisdiction of the City Council. Another period is also reserved for general comment later in the meeting for those that could not be heard at this time. Public Hearing testimony will only be taken at the time of the hearing.

**1.A. PUBLIC COMMENTS ON CONSENT CALENDAR ITEMS WHICH HAVE NOT BEEN REMOVED FROM THE CONSENT CALENDAR:**

**1.B. PUBLIC COMMENTS, GENERAL INTEREST:**

**COUNCILMEMBER COMMENTS AND MEETING ATTENDANCE REPORTS:** This portion of the meeting is set aside for general comments, announcements, requests of staff, and/or other issues of concern from members of the City Council.

**CITY MANAGER'S REPORT:** This time is set aside for the City Manager to update the Council on important items initiated by staff or previously requested by the City Council.

**FISCAL IMPACT ON CONSENT CALENDAR:**

**2. CONSENT CALENDAR:** The following routine matters can be acted upon by one motion. Individual items may be removed by the Council for separate discussion. Items removed for separate discussion will be heard following New Business Items. The title is deemed to be read and further reading waived of any ordinance listed on the consent calendar for introduction or adoption.

**2.A. POSTING OF AGENDA:**

*SUBJECT: The agenda for the meeting of Tuesday, February 19, 2013 was posted at City Hall, Plummer Park, the Sheriff's Station and at the West Hollywood Library on Thursday, February 14, 2013.*

**RECOMMENDATION:** Receive and file.

**2.B. APPROVAL OF MINUTES:**

*SUBJECT: The City Council is requested to approve the minutes of the prior Council meeting.*

**RECOMMENDATION:** Approve the minutes of February 4, 2013.

- 2.C. DEMAND REGISTER NO. 716, RESOLUTION NO. 13-4400:**  
*SUBJECT: The City Council shall approve or reject the Demand Register for period ending February 11, 2013 pursuant to Section 37201 to 37210 of the Government Code of the State of California.*  
**RECOMMENDATION:** Approve Demand Register No. 716 and adopt Resolution No. 13-4400, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST HOLLYWOOD APPROVING PAYMENT OF DEMANDS PRESENTED ON DEMAND REGISTER NO. 716".
- 2.D. CLAIMS ADMINISTRATION:**  
*SUBJECT: The City Council is asked to deny Claims filed against the City as a routine administrative step in claims processing.*  
**RECOMMENDATION:** Deny the claims of David Aronovitch, Jeffrey Calhoun and Craig's Restaurant and refer them to the City's Claims Adjuster for action.
- 2.E. COMMISSION AND ADVISORY BOARD ACTION REPORTS:**  
*SUBJECT: The City Council will receive a report from the Arts & Cultural Affairs Commission, Public Facilities Commission and Disabilities Advisory Board on actions taken at their meetings.*  
**RECOMMENDATION:** Receive and file.
- 2.F. TREASURER'S REPORT FOR SEPTEMBER 2012 [D. WILSON, L. QUIJANO, N. CORONADO]:**  
*SUBJECT: The City Council will receive the Treasurer's Report for the month ended September 2012 pursuant to Section 53646 of the Government Code of the State of California.*  
**RECOMMENDATION:** Receive and file.
- 2.G. AMENDMENT TO THE CONTRACT WITH CANDACE HILK, CPA, FOR SOCIAL SERVICE AND TRANSIT AGENCY FISCAL REVIEW [E. SAVAGE, D. GIUGNI]:**  
*SUBJECT: The City Council will authorize a \$7,500 amendment to the consultant contract with Candace Hilk, CPA for social services and transit agency fiscal review.*  
**RECOMMENDATION:** Authorize a \$7,500 amendment to the consultant contract with Candace Hilk, CPA, for social services and transit agency fiscal review and authorize the City Manager to sign the contract.
- 2.H. RENTAL ASSISTANCE LOAN PROGRAM [E. SAVAGE, L. ISENBERG]:**  
*SUBJECT: The City Council will consider entering into a contract with Jewish Free Loan Association, a non-sectarian non-profit organization, to provide rental assistance loans for residents.*  
**RECOMMENDATION:** Approve an agreement with the Jewish Free Loan Association for \$25,000 to provide rental assistance loans to West Hollywood residents and authorize the City Manager to sign the agreement.

- 2.I. WEST HOLLYWOOD COMMUNITY HOUSING CORPORATION FIRST AND SECOND QUARTER REPORT FOR 2012-2013 [E. SAVAGE, R. BURNLEY]:**  
*SUBJECT: The City Council will receive the First and Second Quarter Report of the West Hollywood Community Housing Corporation (WHCHC) for Fiscal Year 2012-2013.*  
**RECOMMENDATION:** Receive and file the First and Second Quarter Report for 2012-2013.
- 2.J. CO-SPONSORSHIP OF AIDS PROJECT LOS ANGELES' RED CIRCLE PROJECT POW WOW [A. LAND, K. HASHMI, J. PRANG, M. HAIBACH]:**  
*SUBJECT: The City Council will consider co-sponsoring the 3<sup>rd</sup> Annual Red Circle Project Pow Wow, hosted by AIDS Project Los Angeles (APLA) in Plummer Park. The one-day Pow Wow is a celebration for Native Americans to express their unique heritage and outreach about HIV/AIDS prevention.*  
**RECOMMENDATIONS:** 1) Authorize co-sponsorship of the APLA Red Circle Project Pow Wow, scheduled for June 22, 2013; 2) Approve fee waivers for use of space in Plummer Park and Special Events permit; 3) Authorize parking enforcement to be lifted during the hours of the event from 8AM – 6PM; 4) Direct the City's Recreation staff to coordinate with APLA's Red Circle Project in terms of event date and location within Plummer Park; 5) Authorize APLA's Red Circle Project to utilize the City of West Hollywood's name and logo on printed and online promotional materials; and 6) Direct the City's Public Information Office and Division of Economic Development and Special Projects to assist with promotion of the event.
- 2.K. ART ON THE OUTSIDE PROGRAM UPDATE [P. AREVALO, J. HUFFER, A. CAMPBELL]:**  
*SUBJECT: The Council will receive and file an update on the City's Art on the Outside Program and approve the use of City parks for installation of temporary public art as described in this report.*  
**RECOMMENDATIONS:** 1) Receive and file; and 2) Approve the use of City parks for installation of temporary public art as described in this report.
- 2.L. SCHEDULE A JOINT SESSION OF THE CITY COUNCIL AND PLANNING COMMISSION FOR THE 2014-2021 HOUSING ELEMENT UPDATE [E. SAVAGE, R. BURNLEY]:**  
*SUBJECT: The City Council will consider scheduling a joint session of the City Council and Planning Commission to discuss the 2014-2021 Housing Element Update.*

RECOMMENDATION: Schedule a joint session of the City Council and Planning Commission for May 6, 2013.

**2.M. REJECT ALL BIDS AND RE-ADVERTISE FOR ROMAINE OPERATIONS CENTER HVAC REPLACEMENT CIP NO.: 08-55-01-2012/13 [O. DELGADO, S. CAMPBELL, H. COLLINS]:**

*SUBJECT: The City Council will consider rejecting the bid for the Romaine Operations Center HVAC Replacement, CIP No. 08-55-01-12/13 and return the respective Bid Bond to the bidder.*

RECOMMENDATIONS: 1) Reject the bid for the Romaine Operations Center HVAC Replacement, CIP No. 08-55-01-12/13 as submitted on January 31, 2013 and return the associated Bid Bond; and 2) Authorize staff to re-bid for Romaine Operations Center HVAC Replacement, CIP No. 08-55-01-12/13.

**2.N. AWARD OF CONSTRUCTION CONTRACT FOR CIP 1304, STREET PAVING PROGRAM: KINGS RD, HARPER AVE, LA JOLLA AVE., ROMAINE ST, AND WILLOUGHBY AVE. [O. DELGADO, S. PERLSTEIN]:**

*SUBJECT: The City Council will consider awarding a construction contract for the Street Paving Program: Kings Rd, Harper Ave, La Jolla Ave., Romaine St, and Willoughby Ave., CIP 1304.*

RECOMMENDATIONS: 1) Accept the bid dated February 5, 2013 submitted by Hardy and Harper, Inc.; 2) Authorize the City Manager to enter into a contract with Hardy and Harper, Inc. in the amount of \$303,000 for the construction of CIP 1304, Street Paving Program: Kings Rd, Harper Ave, La Jolla Ave., Romaine St, and Willoughby Ave.; 3) Authorize the City Engineer to manage Change Orders for work on the construction contract in an amount not to exceed 15% of the contract amount; and 4) Approve Resolution No. 13-\_\_\_\_, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST HOLLYWOOD APPROVING THE DESIGN AND PLANS FOR THE CONSTRUCTION OF CIP 1304, STREET PAVING PROGRAM: KINGS RD, HARPER AVE, LA JOLLA AVE., ROMAINE ST, AND WILLOUGHBY AVE., PURSUANT TO GOVERNMENT CODE SECTION 830.6 AND ESTABLISHING A PROJECT PAYMENT ACCOUNT."

**2.O. APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH RBF CONSULTING FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES ON CIP 1304, STREET PAVING PROGRAM: KINGS RD, HARPER AVE, LA JOLLA AVE., ROMAINE ST, AND WILLOUGHBY AVE. [O. DELGADO, S. PERLSTEIN]:**

*SUBJECT: The City Council will consider approving a professional service agreement with RBF Consulting for construction management and inspection services on CIP 1304, Street Paving Program: Kings Rd, Harper Ave, La Jolla Ave., Romaine St, and Willoughby Ave.*



RECOMMENDATION: 1) Approve a professional services Agreement in an amount not to exceed \$60,762 with RBF Consulting for construction management and inspection services on CIP 1304, Street Paving Program: Kings Rd, Harper Ave, La Jolla Ave., Romaine St, and Willoughby Ave., and authorize the City Manager to sign the Agreement.

**2.P. CO-SPONSORSHIP OF CAL-ARTS EXPERIENCE MUSIC PROJECT POP CONFERENCE [J. D'AMICO, M. REX]:**

*SUBJECT: The City Council will consider co-sponsorship of the kick-off of the California Institute of the Arts Experience Music Project Pop Conference.*

RECOMMENDATIONS: 1) Approve co-sponsorship of the CalArts Experience Music Project Pop Conference and authorize the use of the City name and logo on invitations, programs, and other collateral materials; 2) Approve the use of City venues for such events and a waiver of event permits, parking validations and associated fees; 3) Allow the consumption of food and alcohol on City-owned property and buildings during the kick-off reception event; 4) Direct the Public Information Office to utilize all appropriate communication tools to promote the event including, but not limited to, the City's website and social media tools; and 5) Authorize the City Manager to sign all required documents relating to this item.

**2.Q. AMENDMENT TO AGREEMENT FOR SERVICES WITH VCA CODE GROUP [S. DEWOLFE, S. BAILEY, B. ROME]:**

*SUBJECT: The City Council will consider approving a contract amendment with VCA Code Group to continue to provide ongoing Building & Safety Division Plan Check services, funded by applicant fees.*

RECOMMENDATIONS: 1) Approve a contract amendment with VCA Code Group extending the existing contract beyond the \$180,000.00 in an amount not to exceed \$150,000.00 for a total contracted amount of \$330,000.00; and 2) Authorize the City Manager to sign the amended agreement.

**2.R. WOMEN'S HISTORY MONTH 2013 [C. SCHROEDER, L. FOOKS]:**

*SUBJECT: The City Council will consider approval of programming in celebration of National Women's History Month 2013.*

RECOMMENDATION: 1) Approve programming for National Women's History Month 2013 and direct the appropriate City staff to work with the Women's Advisory Board to coordinate the production and promotion of Women's History Month.

**2.S. INSTALLATION OF WOMEN'S HISTORY MONTH BANNERS ALONG SANTA MONICA BOULEVARD [C. SCHROEDER, L. FOOKS]:**

*SUBJECT: The City Council will consider a request from the West Hollywood Women's Advisory Board to authorize the installation of Women's History Month banners from March 7, 2013 to April 4, 2013, along Santa Monica Blvd between La Cienega and Crescent Heights.*

**RECOMMENDATION:** Direct staff to approve the installation of 44 pole banners on the north and south sides of Santa Monica Boulevard between La Cienega and Crescent Heights from March 7, 2013 – April 4, 2013.

**THE CITY COUNCIL WILL RECESS AND RECONVENE AS THE SUCCESSOR AGENCY TO THE WEST HOLLYWOOD COMMUNITY DEVELOPMENT COMMISSION: (see attached Successor Agency to the West Hollywood Community Development Commission Agenda)**

**THE SUCCESSOR AGENCY TO THE WEST HOLLYWOOD COMMUNITY DEVELOPMENT COMMISSION WILL RECESS AND RECONVENE AS THE CITY COUNCIL:**

**3. PUBLIC HEARINGS:**

**3.A. None.**

**4. UNFINISHED BUSINESS:**

**4.A. 2012 BOOK FAIR SUMMARY REPORT [E. SAVAGE, O. WALKER]**

*SUBJECT: The City Council will receive a summary report of the 2012 West Hollywood Book Fair and is being requested to provide direction for the 2013 West Hollywood Book Fair.*

**RECOMMENDATIONS:** 1) Receive and file summary report of the 2012 West Hollywood Book Fair; 2) Provide additional direction to staff regarding 2013 West Hollywood Book Fair; and 3) Authorize City Manager to sign a contract extension with Authentic Agency for 2013 Book Fair services, as permissible under the current contract.

**5. NEW BUSINESS:**

**5.A. ASSIGNMENT AGREEMENT BETWEEN THE CITY OF LAKEWOOD AND THE CITY OF WEST HOLLYWOOD FOR THE EXCHANGE OF PROPOSITION A LOCAL RETURN FUNDS [D. HATCHER, D. WILSON, E. SAVAGE, P. GOODMAN]:**

*SUBJECT: The City Council will consider a General Fund trade agreement for Prop A Local Return Funds with the City of Lakewood.*

**RECOMMENDATIONS:** 1) Approve a Prop A fund trade agreement with the City of Lakewood for \$560,000 West Hollywood General Funds in exchange for \$800,000 City of Lakewood Prop A Funds; 2) Authorize the

City Manager to execute the agreement; 3) Authorize the Director of Finance to appropriate \$560,000 from reserves committed to Prop A purchases in the General Fund to Expenditure for Traded Funds (100-1-03-31-531016); and 4) Authorize the Director of Finance to increase budgeted revenues in the Prop A Fund, Account No. R203-421001 by \$800,000.

**5.B. PURCHASE OF VEHICLE FOR "TLC" DOOR-TO-DOOR SERVICE [E. SAVAGE, D. DENNIS, P. GOODMAN]:**

*SUBJECT: The City Council will consider purchasing one 4 or 6 passenger, ADA compliant minivan to provide services for the new "TLC" Door to Door Service.*

**RECOMMENDATIONS:** 1) Authorize the City Manager to execute an agreement with Creative Bus Sales in an amount not to exceed \$55,000 for acquisition of one minivan to be used on the new "TLC" service; and 2) Authorize the Director of Finance and Technology to advance an amount not to exceed \$55,000 from Account 202-4-05-53-701010 and to accept reimbursement from LA Metro to Account 202-424084 following completion of the purchase.

**5.C. ADVISORY BOARD APPOINTMENT [C. SCHAFFER, Y. QUARKER]:**

*SUBJECT: The City Council will consider making a direct appointment to the Disabilities Advisory Board.*

**RECOMMENDATION:** Councilmember Heilman to make a direct appointment to the Disabilities Advisory Board.

**EXCLUDED CONSENT CALENDAR:** Items removed from the Consent Calendar for separate discussion are considered at this time.

**6. LEGISLATIVE:**

**6.A. None.**

**PUBLIC COMMENT:** This time is set aside for the public to address the Council on any item of interest within the subject matter jurisdiction of the Council that could not be heard under Item 1 at the beginning of the meeting.

**COUNCILMEMBER COMMENTS:** Additional general comments, announcements, requests of staff and/or other issues of concern to Councilmembers are briefly presented at this time.

**ADJOURNMENT:** The City Council will adjourn to their next regular meeting, which will be on Monday, March 4, 2013 at 6:30 P.M. at West Hollywood Park Public Meeting Room - Council Chambers.



**UPCOMING MEETING SCHEDULE:**

Date: March 4, 2013 – Monday – 6:30 PM – Regular Meeting – West Hollywood Park  
Public Meeting Room - Council Chambers.

Date: March 18, 2013 – Monday – 6:30 PM – Regular Meeting – West Hollywood Park  
Public Meeting Room - Council Chambers.

Date: April 1, 2013 – Monday – 6:30 PM – Regular Meeting – West Hollywood Park  
Public Meeting Room - Council Chambers.

Date: April 15, 2012 – Monday - 6:30 PM – Regular Meeting – West Hollywood Park  
Public Meeting Room - Council Chambers.

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[www.weho.org](http://www.weho.org)

**CITY OF WEST HOLLYWOOD  
SUCCESSOR AGENCY TO THE  
WEST HOLLYWOOD COMMUNITY DEVELOPMENT COMMISSION  
AGENDA  
TUESDAY, FEBRUARY 19, 2013**

**6:30 P.M.**

**WEST HOLLYWOOD PARK PUBLIC MEETING ROOM - COUNCIL CHAMBERS  
625 N. SAN VICENTE BOULEVARD**

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- 1. CALL TO ORDER:**
- 2. ROLL CALL:**
- 3. APPROVAL OF THE AGENDA:**
- 4. PUBLIC COMMENTS:** The Successor Agency to the West Hollywood Community Development Commission values your comments; however, pursuant to the Brown Act, it cannot take any action on items not listed on the posted agenda. This time has been set aside for members of the public to address the Successor Agency to the West Hollywood Community Development Commission within the subject matter jurisdiction of the Housing Authority. Two minutes will be assigned for each speaker.
- 5. COMMISSIONER COMMENTS:**
- 6. CONSENT CALENDAR:**  
The following routine matters can be acted upon by one motion. Individual items may be removed by the Successor Agency to the West Hollywood Community Development Commission for separate discussion.
- 6.A. APPROVAL OF MINUTES:**  
*SUBJECT: The Successor Agency to the West Hollywood Community Development Commission is requested to approve the minutes of its prior meeting.*  
**RECOMMENDATION:** Approve the minutes of the meeting of December 17, 2012.

**6.B. A RESOLUTION OF THE SUCCESSOR AGENCY TO THE WEST HOLLYWOOD COMMUNITY DEVELOPMENT COMMISSION APPROVING A RECOGNIZED OBLIGATION PAYMENT SCHEDULE AND ADMINISTRATIVE BUDGET FOR THE PERIOD JULY 1, 2013 THROUGH DECEMBER 31, 2013 PURSUANT TO HEALTH AND SAFETY CODE SECTIONS 34177 [D. WILSON, B. ROSEN, J. LEONARD]:**

*SUBJECT: This item recommends that the Successor Agency to the West Hollywood Community Development Commission adopt a Recognized Obligation Payment Schedule and Successor Agency Administrative Budget for the period July 1, 2013 through December 31, 2013 pursuant to Health and Safety Code Section 34177.*

**RECOMMENDATIONS:** 1) Staff recommends that the Successor Agency to the West Hollywood Community Development Commission adopt Resolution No. 13-\_\_\_\_ "A RESOLUTION OF THE SUCCESSOR AGENCY TO THE WEST HOLLYWOOD COMMUNITY DEVELOPMENT COMMISSION APPROVING A RECOGNIZED OBLIGATION PAYMENT SCHEDULE AND ADMINISTRATIVE BUDGET FOR THE PERIOD JULY 1, 2013 THROUGH DECEMBER 31, 2013 PURSUANT TO HEALTH AND SAFETY CODE SECTION 34177"; and 2) Direct staff to post the Recognized Obligation Payment Schedule as required by Assembly Bill x1 26 and provide the Recognized Obligation Payment Schedule and Administrative Budget to the Oversight Board of the Successor Agency for consideration.

**7. PUBLIC HEARING: None**

**8. UNFINISHED BUSINESS: None**

**9. NEW BUSINESS: None**

**10. SUCCESSOR AGENCY TO THE WEST HOLLYWOOD COMMUNITY DEVELOPMENT COMMISSION COMMENTS:** This portion of the meeting is set aside for general comments, announcements, requests of staff, and/or other issues of concern from members of the Successor Agency to the West Hollywood Community Development Commission.

**11. ADJOURNMENT:**

**AFFIDAVIT OF POSTING**

State of California )

County of Los Angeles )

City of West Hollywood )

I declare under penalty of perjury that I am employed by the City of West Hollywood in the Administrative Services Department in the Office of the City Clerk and that I posted this agenda on:

Date: Feb. 14, 2013

Signature Caetano Ran