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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
MONDAY, OCTOBER 21, 2013
WEST HOLLYWOOD PARK PUBLIC MEETING ROOM - COUNCIL CHAMBERS
625 N. SAN VICENTE BOULEVARD**

6:00 P.M. - CLOSED SESSION: See attached Closed Session Agenda

6:30 P.M. – REGULAR MEETING

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

REPORT OF CLOSED SESSION AGENDA:

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 Monday, October 21, 2013 was posted at City Hall, Plummer Park, the Sheriff's Station and at the West Hollywood Library on Thursday, October 17, 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 October 7, 2013.

- 2.C. DEMAND REGISTER NO. 731, RESOLUTION NO. 13-4504:**
SUBJECT: The City Council is requested to approve payment of bills due as presented by the Director of Finance.
RECOMMENDATION: Approve Demand Register No. 731 and adopt Resolution No. 13-4504, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST HOLLYWOOD ALLOWING AND APPROVING THE PAYMENT OF DEMANDS ON DEMAND REGISTER NO. 731".
- 2.D. ADVISORY BOARD ACTION REPORT:**
SUBJECT: The City Council will receive reports from the Senior Advisory Board on actions taken at their recent meeting.
RECOMMENDATION: Receive and file.
- 2.E. APPROVAL OF AN INCREASE TO THE MEMBERSHIP DUES FOR THE WESTSIDE CITIES COUNCIL OF GOVERNMENTS [P. AREVALO, S. BAXTER, C. SCHROEDER, H. MOLINA]:**
SUBJECT: The City Council will consider an increase to the membership dues of the Westside Cities Council of Governments (WSCCOG).
RECOMMENDATION: Approve an increase of the membership dues for the Westside Cities Council of Governments (WSCCOG) from \$20,000 to \$40,000.
- 2.F. APPROVE AN AGREEMENT FOR AMERICAN MICROIMAGING, INC. FOR SCANNING RENT STABILIZATION RECORDS [E. SAVAGE, P. NOONAN]:**
SUBJECT: The City Council will consider approving an agreement with American Microlmaging, Inc. (AMI) to provide scanning, indexing and quality verification of rent stabilization records into the City's Laserfiche system.
RECOMMENDATIONS: 1) Approve an Agreement for Services with American Microlmaging, Inc. in an amount not-to-exceed \$40,000 for the scanning, indexing and quality verification of rent stabilization records; and 2) Authorize the City Manager to execute the agreement.
- 2.G. AMENDMENT #1 TO THE AGREEMENT FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES WITH RBF CONSULTING FOR THE LA BREA AVENUE STREETSCAPE PROJECT, CIP 1309 [O. DELGADO, S. PERLSTEIN]:**
SUBJECT: The City Council will consider approval of an amendment to the agreement for services with RBF Consulting to provide additional construction management and inspection services for the La Brea Avenue Streetscape Project, CIP 1309.

RECOMMENDATIONS: 1) Approve Amendment No. 1 to the Professional Services Agreement with RBF Consulting in an amount not to exceed \$16,760 to provide additional construction management and inspection services for the La Brea Avenue Streetscape Project, CIP 1309; and 2) Authorize the City Manager to sign the Agreement.

2.H. AWARD OF CONSTRUCTION CONTRACT FOR CIP 1402, TRAFFIC SIGNAL COMMUNICATION SYSTEM UPGRADES FOR THE METRO RAPID TRANSIT PRIORITY SYSTEM PROJECT [O. DELGADO, S. PERLSTEIN]:

SUBJECT: The City Council will consider awarding a construction contract for CIP 1402, Traffic Signal Communication System Upgrades for the Metro Rapid Transit Priority System Project.

RECOMMENDATIONS: 1) Accept the bid dated October 9, 2013 submitted by Steiny and Company, Inc.; 2) Authorize the City Manager to enter into a contract with Steiny and Company, Inc. in the amount of \$842,699 for the construction of CIP 1402, Traffic Signal Communication System Upgrades for the Metro Rapid Transit Priority System Project; 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 13-4505, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST HOLLYWOOD APPROVING THE DESIGN AND PLANS FOR THE CONSTRUCTION OF CIP 1402, TRAFFIC SIGNAL COMMUNICATION SYSTEM UPGRADES FOR THE METRO RAPID TRANSIT PRIORITY SYSTEM PROJECT, PURSUANT TO GOVERNMENT CODE SECTION 830.6 AND ESTABLISHING A PROJECT PAYMENT ACCOUNT. "

2.I. AWARD OF CONSTRUCTION CONTRACT FOR 1343 N. LAUREL AVENUE STABILIZATION PHASE I- MOTHBALLING CIP NO. 55-13/14-03 [S. BAXTER, J. HUFFER, O. DELGADO, S. CAMPBELL, H. COLLINS]:

SUBJECT: The City Council will consider approving an Agreement with ATK Enterprise Industries, Inc. for the 1343 N. Laurel Avenue Stabilization Phase I – Mothballing CIP 55-13/14-03.

RECOMMENDATIONS: 1) Accept the bid dated October 8, 2013 submitted by ATK Enterprise Industries, Inc. for the 1343 N. Laurel Avenue Stabilization Phase I – Mothballing CIP 55-13/14-03 project; 2) Accept Bid Alternate 2 as part of the bid dated October 8, 2013 submitted by ATK Enterprise Industries, Inc. for the 1343 N. Laurel Avenue Stabilization Phase I – Mothballing CIP 55-13/14-03 project; 3) Authorize the City Manager to execute a contract with ATK Enterprise Industries, Inc. in the amount of \$186,470 for the base bid and \$12,720 for the Bid Alternate 2 for a total contract amount of \$199,190; 4) Authorize the Facilities and Field Services Manager to manage Change Orders for work on the construction contract in an additional amount not to exceed 20% of total contract amount; and 5) Approve Resolution No. 13-4506, "A

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST HOLLYWOOD APPROVING THE DESIGN AND PLANS FOR THE CONSTRUCTION, STABILIZATION AND MOTHBALLING FOR THE 1343 N. LAUREL AVENUE STABILIZATION PHASE I- MOTHBALLING CIP NO. 55-13/14-03, PURSUANT TO GOVERNMENT CODE SECTION 830.6 AND ESTABLISHING A PROJECT PAYMENT ACCOUNT.”

- 2.J. RELEASE OF REQUEST FOR PROPOSALS FOR REVIEW OF THE CITY’S ADMINISTRATIVE FINANCIAL POLICIES AND PROCEDURES [D. WILSON, L. QUIJANO]:**
SUBJECT: The City Council will consider approving the release of a Request for Proposals for Review of the City’s Administrative Financial Policies and Procedures.
RECOMMENDATION: Authorize the Issuance of a Request for Proposals for Review of the City’s Administrative Financial Policies and Procedures.
- 2.K. RELEASE OF REQUEST FOR PROPOSALS FOR ELECTRONIC TIMESHEET SOFTWARE [D. WILSON, B. ROSEN]:**
SUBJECT: The City Council will consider approving the release of a Request for Proposals for Electronic timesheet Software.
RECOMMENDATION: Authorize the Issuance of a Request for Proposals for Electronic timesheet Software.
- 2.L. RELEASE OF REQUEST FOR PROPOSALS FOR VENDING MACHINE AND COFFEE SERVICES [D. WILSON, T. THOMPSON]:**
SUBJECT: The City Council will consider approving the release of a Request for Proposals for Vending Machine and Coffee Services.
RECOMMENDATION: Authorize the Issuance of a Request for Proposals for Vending Machine and Coffee Services.
- 2.M. EFFECTS OF THE FEDERAL GOVERNMENT SHUTDOWN ON SECTION 8 HOUSING CHOICE VOUCHER PROGRAM [E. SAVAGE, P. NOONAN, A. LOVANO]:**
SUBJECT: The City Council will receive a report on the potential impacts on the Section 8 Housing Choice Voucher program due to the federal government shutdown.
RECOMMENDATION: Receive and file.
- 2.N. CO-SPONSORSHIP OF THE LONGTIME SURVIVORS WRITING WORKSHOP [J. D’AMICO, M. REX]:**
SUBJECT: The City Council will consider co-sponsorship, along with the West Hollywood Library Foundation, of the Longtime Survivors Writing Workshop.
RECOMMENDATIONS: 1) Approve co-sponsorship of the Longtime Survivors Writing Workshop 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 the event and a waiver of event permits,

parking validations and associated fees; 3) 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; 4) Approve the use \$750 from budgeted City Council discretionary funds for costs associated with the Longtime Survivors Writing Workshop; and 5) Authorize the City Manager to sign all required documents relating to this item.

2.O. CO-SPONSORSHIP OF SOBER NEW YEAR'S EVE EVENT [J. PRANG, M. HAIBACH, J. DURAN, I. OWENS]:

SUBJECT: The City Council will consider co-sponsoring a Sober New Year's Eve event which is being produced by a consortium of non-profit agencies on December 31, 2013, from 9 pm to 2 am at the West Hollywood Park Auditorium.

RECOMMENDATION: 1) Approve co-sponsorship of a Sober New Year's Eve event on December 31, 2013, to be held in West Hollywood Park Auditorium; 2) Authorize the use of the City of West Hollywood logo on materials associated with the event; 3) Waive facility rental fee, facility security deposit, and any facility staff time for opening, closing and securing the auditorium for the event; 4) Approve validated parking at the five-story Library parking garage for up to 600 persons who park at the garage and attend the event; 5) Approve the use of \$5,000 from budgeted City Council discretionary funds for costs associated with the event; and 6) Authorize the City Manager to sign all required agreements and documents relating to the December 31, 2013, Sober New Year's Eve event.

3. PUBLIC HEARINGS:

3.A. APPEAL OF THE PLANNING COMMISSION'S DECISION TO AMEND THE PLACEMENT OF AN EXISTING WEST-FACING TALL WALL AT 8730 SUNSET BOULEVARD [S. DE WOLFE, D. DEGRAZIA, A. CASTILLO]:

SUBJECT: This item was continued from the September 16, 2013 City Council meeting. The City Council will hold a public hearing to consider an appeal by Manatt, Phelps & Phillips, LLP on behalf of West Hollywood Properties, LLC and Regency Outdoor Advertising, Inc. regarding the Planning Commission's approval of a request to amend a conditional use permit to modify the placement of an existing 10,858-square-foot tall wall located on the building's west façade.

RECOMMENDATIONS: Staff recommends that the City Council hold a public hearing, consider all presented material and pertinent testimony and affirm or reverse the Planning Commission's action by adopting one of the following draft resolutions: 1) Resolution No. 13-____: "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST HOLLYWOOD, DENYING AN APPEAL FILED BY MANATT, PHELPS & PHILLIPS, LLC ON BEHALF OF WEST HOLLYWOOD PROPERTIES,

LLC AND REGENCY OUTDOOR ADVERTISING AND AFFIRMING THE PLANNING COMMISSION'S APPROVAL OF A MAJOR AMENDMENT TO CONDITIONAL USE PERMIT 2001-019 TO MODIFY THE PLACEMENT OF AN EXISTING 10,858-SQUARE-FOOT TALL WALL LOCATED ON THE BUILDING'S WEST FAÇADE AT 8730 SUNSET BOULEVARD, WEST HOLLYWOOD, CALIFORNIA." (ATTACHMENT A); or 2) Resolution No. 13-_____: "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST HOLLYWOOD, AFFIRMING AN APPEAL FILED BY MANATT, PHELPS & PHILLIPS, LLC ON BEHALF OF WEST HOLLYWOOD PROPERTIES, LLC AND REGENCY OUTDOOR ADVERTISING AND REVERSING THE PLANNING COMMISSION'S APPROVAL OF A MAJOR AMENDMENT TO CONDITIONAL USE PERMIT 2001-019 TO MODIFY THE PLACEMENT OF AN EXISTING 10,858-SQUARE-FOOT TALL WALL LOCATED ON THE BUILDING'S WEST FAÇADE AT 8730 SUNSET BOULEVARD, WEST HOLLYWOOD, CALIFORNIA" (ATTACHMENT B).

4. **UNFINISHED BUSINESS:** None

5. **NEW BUSINESS:**

5.A. **CHRISTOPHER STREET WEST'S ANNUAL LESBIAN, GAY, BISEXUAL, AND TRANSGENDER PRIDE CELEBRATION AND PARADE IN WEST HOLLYWOOD [E. SAVAGE, C. SMITH]:**

SUBJECT: Christopher Street West (CSW) will present information regarding the 2013 Lesbian, Gay, Bisexual and Transgender Pride Celebration and Parade, and plans for 2014, which will be the event's 44th anniversary.

RECOMMENDATIONS: 1) Receive a report regarding the Lesbian, Gay, Bisexual and Transgender Pride Celebration and Parade, including preliminary 2013 financial information, from Christopher Street West; and 2) Provide input to Christopher Street West and City staff regarding the Planning of the 44th Anniversary Pride Celebration and Parade taking place in 2014.

5.B. **PHASE II - CITY HALL RECONFIGURATION PROJECT [O. DELGADO, S. CAMPBELL, H. COLLINS]:**

SUBJECT: The City Council will consider authorizing staff to proceed with Phase II of the City Hall Reconfiguration Project and authorize the purchase of office furnishings for City Hall including system furniture, related products and support, and design services.

RECOMMENDATIONS: 1) Authorize the Director of Finance and Technology Services to increase the existing Purchase Order with Systems Source, Inc., pursuant to the U.S. Communities Government Purchasing Alliance by \$150,000 for a new total project amount not to exceed \$275,000 plus a 15% contingency of \$41,250 for the design, purchase and installation of Knoll modular office furnishings; 2) Authorize

the Director of Finance and Technology Services to amend the existing Purchase Order with Steelcase, Inc., pursuant to the National Joint Powers Alliance by \$120,000 for a new total project amount not to exceed \$160,000 plus a 15% contingency of \$24,000 for the design, purchase and installation of office furnishings; 3) Authorize the Director of Finance and Technology Services to allocate \$350,000 from unallocated Reserves in the Debt Service Fund to account 401-6-03-36-908010; and 4) Authorize the Director of Finance and Technology Services to transfer \$350,000 from account 401-6-03-36-908010 (Transfer out to Other Funds) to account 100-4-08-55-702010 (City Buildings & Parks – City Hall Improvements) for costs associated with Phase II of the City Hall Reconfiguration Project.

5.C. AMENDMENTS TO TWO CONTRACTS WITH TYLER TECHNOLOGIES / EDEN – NEW MODULES FOR CODE COMPLIANCE / ADMINISTRATIVE REMEDIES PROGRAM, PARCEL MANAGER AND BUSINESS LICENSE. APPROVAL OF A PROFESSIONAL SERVICES CONTRACT FOR IMPLEMENTATION OF NEW MODULES [S. BAXTER, C. SCHROEDER, H. MOLINA, O. DELGADO, J. AUBEL, D. WILSON, D. HATCHER, B. ROSEN]:

SUBJECT: The City Council will consider an amendment to the existing contract with Tyler Technologies, the provider of City Hall's Eden accounting system. This amendment is needed to procure additional software modules for Code Compliance/Administrative Remedies Program, Business License and Parcel Manager. In addition, the City Council will consider approving a professional services contract with the Implementation Consultant (IC) for the deployment and implementation of new modules.

RECOMMENDATIONS: 1) Approve an amendment to contract 3153 entitled Eden Software Licenses with Tyler Technologies: Eden Division to add an additional \$34,500 for software licenses for Code Enforcement, Business License and Parcel Manager software with changes to the software to allow the tracking of conditions and other parties, and the option to provide License inquiry; 2) Approve an amendment to contract 3151 entitled Eden Software Maintenance with Tyler Technologies: Eden Division to add a not to exceed amount of \$4,950 per year for software maintenance on Code Enforcement, Business License, Parcel Manager, and License inquiry from the internet; 3) Approve a professional service contract entitled Eden Professional Services Code and Licensing with Tyler Technologies: Eden Division to implement Code Enforcement, Business License and Parcel Manager software modules including hardware, implementation setup, data conversion, training, and expenses in an amount not to exceed \$66,110 plus 15% contingency (\$9,916.50) for unforeseen work for a total not-to-exceed amount of \$76,026.50; 4) Authorize the Director of Finance and Technology Services to allocate \$115,476.50 from unallocated General Fund Reserves to account 100-6-03-36-908010 (Transfers out to Other Funds); 5) Authorize the Director of

Finance and Technology Services to transfer \$110,526.50 from account 100-6-03-36-908010 (Transfers Out to Other Funds) to account 702-4-03-38-701016 (Computer Master Plan – Computer Software) for the additional software license and implementation costs associated with recommendations 1 and 3; 6) Authorize the Director of Finance and Technology Services to transfer \$4,950 from account 100-6-03-36-908010 (Transfers out to Other Funds) to account 702-1-03-38-524071 (Computer Master Plan – Computer Software Maintenance) for the additional software maintenance costs associated with recommendation 2; and 7) Authorize the City Manager to negotiate and execute all amendments and agreements.

5.D. COMMISSION APPOINTMENT [C. SCHAFFER, Y. QUARKER]:

SUBJECT: The City Council will consider making a direct appointment to Rent Stabilization Commission.

RECOMMENDATION: Councilmember Prang to make a direct appointment to the Rent Stabilization Commission.

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

6. LEGISLATIVE: 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, November 4, 2013 at 6:30 P.M. at West Hollywood Park Public Meeting Room - Council Chambers.

UPCOMING MEETING SCHEDULE:

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

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

Date: December 2, 2013 – Monday – 6:30 PM – Regular Meeting – West Hollywood Park Public Meeting Room - Council Chambers.

Date: December 16, 2013 – Monday – 6:30 PM – Regular Meeting – West Hollywood Park Public Meeting Room - Council Chambers.

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CITY COUNCIL
CITY OF WEST HOLLYWOOD
CLOSED SESSION AGENDA
MONDAY, OCTOBER 21, 2013
6:00 P.M.

COUNCIL CHAMBERS, CLOSED SESSION ROOM,
625 N. SAN VICENTE BOULEVARD

CONFERENCE WITH LEGAL COUNSEL

The City Council finds, based on advice from the City Attorney, that discussion in open session of the following described matters will prejudice the position of the City in existing and anticipated litigation.

1. PENDING LITIGATION.....G.C. 54956.9(d)(1)

Mayfair v. City of West Hollywood
United States District Court,
Case No. CV 13-07112

Southern California Mobile Food Vendors Assoc. v. City of West Hollywood
Los Angeles Superior Court
Case No. SC117692

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 Office of the City Clerk and that I posted this agenda on:

Date: Oct. 17, 2013

Signature Carlino Ras