

M I N U T E S
August 5, 1986
Business License Commission Meeting
7:00 P.M. West Wing Conference Room, City Hall

I. CALL TO ORDER

Meeting was called to order at 7:11 P.M. by Staff Liaison Paul Self

A. Swearing In

City Clerk Mary Tyson administered Oath of Allegiance to all Commission members present.

B. Roll Call

Present: Crane, Hirsch, Smith, Sweeney
Absent: Forbes

Also Present: Business License Coordinator Self,
Planning Director Zelefsky

C. Welcome

Welcoming remarks were made by Mayor Steve Schulte, Councilmember John Heilman, City Manager Paul Brotzman, and Director of Community Development Mark Winogron.

D. Approval of Agenda

Commission moved to approve agenda as prepared.

E. Appointment of Facilitator

Commissioner Hirsch agreed to act as Facilitator for meeting.

II. REVIEW OF COMMISSION NOTEBOOKS:

A. General Overview

Staff was asked to provide a review of Commission notebooks and explain contents.

B. Brown Act

Staff was asked to review of Brown Act requirements for Commission.

C. FPPC Conflict-of-Interest Papers

Staff explained Fair Political Practices Conflict-Of-Interest requirements.

D. Procedures for Meetings

Staff outlined State government guidelines for procedures of meetings which are contained in

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Commission notebooks.

- E. By-Laws
Staff reviewed proposed Commission by-laws.
- F. Secretary
Staff reviewed responsibilities of Commission Secretary and pointed out that staff would act as liaison and Commission secretary unless the Commission requested otherwise. Explained purpose of action minutes and that meetings are taped and available for Commission review.

Motion: To appoint Paul Self as Secretary to the Business License Commission

(Motion: Hirsch Second: Smith)

Ayes: Crane, Hirsch, Smith, Sweeney
Nays: None

Motion Carried.

III. REVIEW OF PURPOSE AND ACTIVITIES OF THE BUSINESS LICENSE COMMISSION

- A. Staff explained Business License Commission's role in approval, denial or revocation of a license application. Explained role of county agencies in recommending approval or denial of a license.
- B. Commission requested a presentation by each of the County agencies which review business license applications.
- C. Staff explained the County requirements for approval of entertainment and entertainment with dance licenses and the City Council's directive for periodic review of such licenses. Self said he is investigating whether an amendment to the City's Business License Ordinance is required to conduct hearings on renewal license applications for entertainment and entertainment with dance licenses.

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- D. Commission requested that Staff reports on license applications contain a record of all complaints received, if any, on that license.
- E. Planning Director Zelefsky presented information on interaction between Planning Department and Planning Commission, and business licensing. Also noted complaint and violation procedures for business licenses.

IV. DATE, TIME AND LOCATION OF MEETING

Motion: To hold Business License Commission meetings on 1st and 3rd Tuesdays of each month at 7:00 P.M.

(Motion: Hirsch Second: Sweeney)

Ayes: Crane, Hirsch, Smith, Sweeney

Nays: None

Motion Carried.

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Motion: To adopt Resolution 001 of the Business License Commission.

(Motion: Hirsch, Second: Sweeney)

Ayes: Crane, Hirsch, Smith, Sweeney
Nays: None

Motion Carried.

V. COMMISSION CHAIR

Motion: To defer discussion on the election of the Commission Chair and Vice-Chair until the first meeting when all Commission members are present.

(Motion: Smith, Second: Sweeney)

Ayes: Hirsch, Smith, Sweeney
Nays: Crane

Motion Carried.

Mary Sweeney mentioned that she may not be able to attend the next meeting of the Business License Commission but should be able to attend all meetings afterward.

VI. ITEMS FOR NEXT MEETING

Commission requested the following items be placed on the agenda for the next Commission meeting:

1. Presentation by County agency representative
2. Review of Commission notebook
3. Review of required hearings
4. Conflict-of-Interest papers
5. Adoption of by-laws

VII. OTHER BUSINESS

Staff informed the Commission that a budget amendment is being prepared to the City Council on August 21 for a commissioner stipend, travel budget, and other miscellaneous expenses.

Staff informed Commission of proposed joint study session of

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Business License Commission, City Council and night club owners to discuss concerns regarding area night clubs.

Motion: To reconsider vote to defer discussion of election of Commission Chair and Vice-Chair to first meeting when all Commissioners are present.

(Motion: Crane, Second: Hirsch)

Ayes: Crane
Nays: Smith, Sweeney
Abstain: Hirsch

Motion Failed.

VIII. ITEMS FROM PUBLIC

Richard Settles, President of the West Hollywood Business Alliance asked for brief information on background of each Commissioner. Commissioners gave following background:

Smith: Free-lance public relations firm and former business in Beverly Hills.

Sweeney: Realtor and restaurateur

Jack Sutton (representing Commissioner Forbes): Optometrist and owner of Studio One.

Crane: CPA and license real-estate broker

Hirsch: Professor of Physics at CSU, Los Angeles.

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IX. ADJOURNMENT

Motion: To adjourn meeting of Business License Commission at
9:40 P.M.

(Motion: Smith, Second: Sweeney)

Ayes: Crane, Hirsch, Smith, Sweeney
Nays: None

Motion Carried.

Respectfully Submitted,

Paul Self

Paul Self
Secretary

Attachments
004.pls