

**BUSINESS LICENSE COMMISSION
CITY OF WEST HOLLYWOOD
MINUTES
TUESDAY, DECEMBER 15, 2020
SPECIAL TELECONFERENCE MEETING**

6:30 P.M. – BUSINESS LICENSE COMMISSION MEETING VIA TELECONFERENCE

1. **CALL TO ORDER**– Chair Anthony called the meeting to order at 6:39 p.m.
2. **PLEDGE OF ALLEGIANCE**– Chair Anthony led the Pledge of Allegiance.

3. ROLL CALL

PRESENT: Commissioner Kalonian
Commissioner Saltzman
Commissioner Zaden
Commissioner Lo
Vice Chair Copeland
Chair Anthony

ABSENT: None.

ALSO PRESENT: Code Compliance Manager, Danny Rivas
Code Compliance Supervisor, Yessica Benitez
Commission Secretary, Falyn Kingi
Director of Public Works, Jackie Rocco
Staff Attorney, Jonathan Holub

4. APPROVAL OF AGENDA

SUBJECT: The West Hollywood Business License Commission is requested to approve the Agenda.

ACTION: Approve the agenda of Tuesday, December 15, 2020. **Motion by Commissioner Saltzman, seconded by Commissioner Kalonian, and approved.**

5. APPROVAL OF MINUTES

SUBJECT: The West Hollywood Business License Commission is requested to approve the Minutes of the previous Business License Commission Meeting on Tuesday, November 17, 2020.

ACTION: Approve the minutes of Tuesday, November 17, 2020. **Motion by Commissioner Saltzman, seconded by Commissioner Zaden, and approved.**

6. PUBLIC COMMENT

None.

7. PUBLIC HEARING

None.

8. SPECIAL ITEMS

None.

9. UNFINISHED BUSINESS

A. ENHANCING COMPLIANCE DURING COVID-19 LOS ANGELES COUNTY PUBLIC HEALTH ORDERS AND CITY CODE ENFORCEMENT EFFORTS

SUBJECT: The West Hollywood Business License Commission will receive an update regarding COVID-19 Los Angeles County Public Health Orders to keep businesses, workers, and members of the public informed of relevant public health orders and local enforcement measures that will provide opportunities for workers and other members of the public to give public comment at Business License Commission meetings if there are concerns regarding businesses' compliance with public health orders.

Code Compliance Manager Rivas provided background information as provided in the staff report dated December 15, 2020.

Commissioner Lo inquired about the number of positive COVID-19 cases, the current death rate, and the number of businesses that have closed within the City of West Hollywood. He requested that this information be provided in the staff report moving forward. Code Compliance Manager Rivas agreed to research and include his findings in next month's update. Furthermore, Code Compliance Manager Rivas clarified that the City of West Hollywood follows the orders and guidelines of the Los Angeles County Health Department.

Commissioner Saltzman informed the Commission that there are currently 1,145 positive COVID-19 cases and 9 deaths within the City of West Hollywood. He agreed with Commission Lo that it would be helpful to include these statistics in future reports.

Commissioner Kalonian advised the Commission that the number of positive cases is not a true reflection of the Coronavirus being contracted within the City, as people may have traveled and transmitted the virus outside of the City.

Vice Chair Copeland inquired how complaints or reports could be filed when observing residents who are not complying with wearing facial coverings. Code Compliance Manager Rivas explained that complaints can be sent to the Code Compliance Division. Code Compliance Manager Rivas also referenced the City's website (www.weho.org/coverthatface) and stated that downloadable required flyers will be available for property owners to post in multi-family dwellings. He continued to explain the challenges officers experience enforcing facial coverings and at minimum, how they are advised to inform and educate residents of the current Health Officer Orders. In addition, Code Compliance Manager Rivas spoke about the current Regional Stay at Home Order and the evolving Health Officer Orders. He stated that residents can stay informed by visiting the City website which is consistently being updated as new Health Orders emerge.

Chair Anthony asked how the Code Compliance Division provides outreach for new changes to the Los Angeles County Health Officer Order updates. He also questioned the figures contained in the staff report regarding the administrative warning versus administrative citations and facial covering citations. Code

Compliance Manager Rivas explained that several weekly meetings are held with various business leaders and business owners, and every open business is visited periodically by Code Enforcement Officers to provide information on new Health Officer Orders when they become available. He further clarified that the number of citations listed in the report did not reflect seven different entities but could be the result of several citations issued to the same business. In addition, the face covering citations were given as a result of the patron declining to wear a mask provided at the time the citation was issued by a West Hollywood Sheriff's Deputy.

ACTION: Received and file.

10. ITEMS FROM STAFF

A. BUSINESS LICENSE COMMISSION MEETING TIME

SUBJECT: The West Hollywood Business License Commission will consider temporarily commencing at 6:00 p.m. as the new set time for scheduled Business License Commission meetings while meetings are held virtually due to COVID-19.

The Commission discussed their reasoning for the change and agreed to a temporary 6:00 p.m. start time.

ACTION: The meeting will temporarily be held at 6:00 p.m. **Motion by Commissioner Kalonian, seconded by Commissioner Saltzman, and approved.**

11. PUBLIC COMMENT

None.

12. ITEMS FROM COMMISSIONERS

Commissioner Zaden inquired about providing food delivery drivers with a portable restroom and giving special recognition to businesses throughout the City who have decorated their buildings for the holidays. Code Compliance Manager Rivas clarified that under the regulations of the Los Angeles County Public Health Department, restaurants are required to provide patrons and customers with the use of restrooms.

The Commission expressed their gratitude to the Code Compliance Division and wished everyone a happy holiday.

12. ADJOURNMENT: The Business License Commission adjourned at 7:30 p.m. to the next required meeting of this body, to be determined by the Code Compliance Manager, and to be held via teleconference.

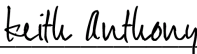
PASSED, APPROVED AND ADOPTED by the Business License Commission of the City of West Hollywood at a regular meeting the 12th day of January 2021, by the following vote:

AYES: Commissioner Alden, Commissioner Kalonian, Commissioner Lo, Commissioner Saltzman, Commissioner Zaden and Chair Anthony

NOES:

ABSTAIN:

ABSENT:

DocuSigned by:

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Keith Anthony, Chair

ATTEST:


Falyn Kingi, Business License Commission Secretary