

**AGENDA
SOCIAL JUSTICE TASK FORCE
CITY OF WEST HOLLYWOOD
TUESDAY, SEPTEMBER 28,
2021 6:00PM**

TELECONFERENCE MEETING*

***IN AN EFFORT TO PROTECT PUBLIC HEALTH AND PREVENT THE SPREAD OF COVID-19 (CORONAVIRUS), THE GOVERNOR OF CALIFORNIA HAS ORDERED ALL CALIFORNIANS TO STAY HOME AND AUTHORIZED PUBLIC MEETINGS TO TAKE PLACE VIA TELECONFERENCE.**

PUBLIC PARTICIPATION

TELECONFERENCE AUDIO MEETING & PROVIDING PUBLIC COMMENT BY TELEPHONE OR VIA THE ZOOM PLATFORM:

You are strongly encouraged to email Jasmine Duckworth at jduckworth@weho.org no later than Monday, September 27th at 5:00 p.m. to be added to the Public Speaker List for the meeting. Please include your name, the phone number from which you will be calling if applicable, and which item you would like to speak on.

If special assistance to participate in this meeting is required, (e.g., an American Sign Language interpreter for people who are Deaf or hard of hearing), you must call or submit your request in writing to the Office of the City Clerk at (323) 848-6409 at least 48 hours prior to the meeting. The City TTY line is (323) 848-6496.

To provide public comment via the Zoom Platform – When you enter the meeting, please make sure to turn off your video and mute your audio.

- If you wish to make a public comment, please use the ‘raised hand’ feature in the Zoom application. You will be called at the appropriate time. Please turn on your video and audio to make your public comment.
- Meeting ID: 918 2637 9761
- Join Zoom Meeting <https://zoom.us/j/91826379761>

To provide public comment via telephone, please call in and remember to place your phone on mute:

- Dial-in phone number: 1 (669) 900-6833
- Meeting ID: 918 2637 9761 then press #
- Dial-in 10 minutes before the meeting starts.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **APPROVAL OF THE MINUTES**

RECOMMENDATION: The Social Justice Task Force will approve the minutes of the August 24, 2021, regular meeting.

5. **PUBLIC COMMENT**

The public is given the opportunity to address the Social Justice Task Force on any item within its responsibility. At the discretion of the Social Justice Task Force, speakers may be limited to two minutes each.

6. **THE TASK FORCE WILL HEAR FROM THE CITY OF WEST HOLLYWOOD'S BUSINESS DEVELOPMENT DIVISION REGARDING ECONOMIC INCENTIVES FOR BIPOC, WOMEN-OWNED, LGBTQ-OWNED, AND CITY RESIDENT SMALL BUSINESSES IN WEST HOLLYWOOD (City Manager's Department)**

Attachments:

1. Staff Report
2. Attachment A

RECOMMENDATION: Receive Presentation from Staff

7. **SUBCOMMITTEE REPORTS**

- 1) Economic/Community Development & City Contracting/RFP Process
- 2) Housing & Homelessness and Social Services
- 3) Public Safety

RECOMMENDATION: Receive Subcommittee Reports

8. **DISCUSS UPDATE OF ACTION PLAN FOR MONTHS OF OCTOBER, NOVEMBER, AND DECEMBER (City Staff)**

Attachment:

- 1) Action Plan

RECOMMENDATION: Receive Presentation and Discuss

9. **DISCUSSION ABOUT COMMUNITY PARTNERS, BUSINESS OWNERS, COMMUNITY ACTIVISTS, SERVICE PROVIDERS, AND STAKEHOLDERS OF INTEREST TO THE TASK FORCE (City Staff)**

10. TASK FORCE LIAISONS (*City Staff*)

The Task Force will receive a schedule of the City's Advisory Board and Commission meetings and discuss whether the Task Force is interested in acting as liaisons and representatives of the Task Force.

Attachment:

- 1) List of Commissions and Advisory Boards

RECOMMENDATION: Receive and discuss.

11. ITEMS FROM STAFF

This time is set aside for City staff to provide information to the Social Justice Task Force on items of interest to the Task Force.

12. ADJOURNMENT

The Social Justice Task Force will adjourn to its next regular meeting on Tuesday, October 26, 2021 at 6:00pm, which will be held via teleconference.

Notice: Written materials distributed to the Social Justice Task Force within 72 hours of this meeting are available online at www.weho.org

ITEM 4

ATTACHMENT

**MINUTES
SOCIAL JUSTICE TASK FORCE
CITY OF WEST HOLLYWOOD
MEETING
TUESDAY, AUGUST 24, 2021
6:00 PM
TELECONFERENCE MEETING**

1. **CALL TO ORDER** – Social Justice Task Force Staff Liaison, Jasmine Duckworth called the meeting to order at 6:02pm.
2. **PLEDGE OF ALLEGIANCE** – Alexander Moore led the Pledge of Allegiance.
3. **ROLL CALL**

PRESENT: Chela Demuir, Krupa Desai, Alexander Moore, Shannon Morton, Jorge Seperak, Giselle Washington, Jonathan Wilson, and Daniel Zamilpa

ABSENT: Marcus Wilson-Smith

ALSO PRESENT: Community and Legislative Affairs Manager John Leonard, Community and Legislative Affairs Supervisor Andi Lovano

4. **APPROVAL OF THE MINUTES**

Approval of the July 27, 2021 Meeting Minutes

ACTION: Approve the Minutes of July 27, 2021, motion by Daniel Zamilpa, second by Daniel Jonathan Wilson, and approved 8 to 0.

5. **PUBLIC COMMENT:**

The public is given the opportunity to address the Social Justice Task Force on any item within its responsibility. At the discretion of the Social Justice Task Force, speakers may be limited to two minutes each.

6. **THE TASK FORCE WILL HEAR FROM THE CITY OF WEST HOLLYWOOD'S SOCIAL SERVICES DIVISION REGARDING SOCIAL SERVICE PROGRAMS AND RESOURCES, AND WILL RECEIVE AN OVERVIEW OF SOCIAL SERVICE UTILIZATION BY COMMUNITY MEMBERS OF COLOR (*City's Social Services Division*)**

ACTION: Received Presentation from Staff.

***Giselle Washington left the meeting at 6:45pm**

7. REVISIT ACTION PLAN AND COMPLETE SUBCOMMITTEE APPOINTMENTS (*City Staff*)

***Giselle Washington left the meeting at this time.**

ACTION: Complete subcommittee appointments.

- 1). Economic/Community Development & City Contracting/RFP Process
- 2). Housing & Homelessness and Social Services
- 3). Public Safety

The following appointments were made:

Economic/Community & City Contracting/RFP Process – Alexander Moore, and Chela Demuir

8. REVISIT PRESENTATION OF “CONSIDERATIONS & GUIDANCE FOR ADVANCING NEW IDEAS (*The Aspire Group*)

ACTION: Received Presentation from the Aspire Group.

9. ELECTION OF CHAIR & VICE-CHAIR

ACTION:

Chair

City Clerk opened the nominations for Chair. Task Force member Krupa Desai nominated Jonathan Wilson and Daniel Zamilpa for the position of Chair. Task Force member Wilson accepted the nomination and Task Force member Zamilpa respectfully declined. Task Force member Jorge Seperak nominated Chela Demuir.

Daniel Zamilpa motioned to close the nominations for Chair, seconded by Shannon Morton.

Jonathan Wilson was elected Chair of the Social Justice Task Force by an 7 to 0 vote.

Vice-Chair

City Clerk opened the nominations for Vice-Chair. Task Force member Krupa Desai nominated Daniel Zamilpa for the position of Vice-Chair, Task Force Member Chela Demuir nominated Shannon Morton and recently appointed Chair, Jonathan Wilson nominated Krupa Desai. Task Force member Krupa

Desai respectfully declined.

Daniel Zamilpa was elected Vice-Chair of the Social Justice Task Force by a 4 to 3 vote.

10. ITEMS FROM STAFF

This time is set aside for City staff to provide information to the Social Justice Task Force on items of interest to the Task Force.

Task Force members were reminded of the absence policy stated in their Bylaws and informed that staff will begin contacting members to schedule subcommittee meetings.

11. ADJOURNMENT

The Social Justice Task Force adjourned at 8:06 PM to its next regular meeting on Tuesday, September 28, 2021 at 6:00 PM, which will be held via teleconference.

ITEM 6

ATTACHMENTS

SUBJECT: **SUPPORT AND INCENTIVES FOR BIPOC, WOMEN-OWNED, LGBTQ-OWNED, AND CITY RESIDENT SMALL BUSINESSES**

INITIATED BY: **CITY MANAGER'S DEPARTMENT**
(Janet Jimenez, Assistant to the City Manager)
(Paolo Kespradit, Management Analyst)
(Tara Worden, Business Development Analyst)

STATEMENT ON THE SUBJECT:

The Social Justice Taskforce will consider a work plan to support and incentivize for BIPOC, Women-Owned, LGBTQ-Owned, and City Resident Small Businesses.

RECOMMENDATIONS:

Receive and file

BACKGROUND / ANALYSIS:

At its January 19, 2021 meeting, the City Council directed staff to study possible support or incentives for small businesses owned and operated by Black, Indigenous, and People of Color (BIPOC), Women, LGBTQ people, and West Hollywood residents.

Historically, BIPOC, Women-Owned, and LGBTQ-Owned entrepreneurs have been underrepresented and underserved; and are disproportionately affected by the pandemic-linked economic downturn. These marginalized communities face economic, market, sociocultural, and instructional barriers causing these entrepreneurs difficulty in gaining access to capital and support.

Staff conducted research from other cities to prepare the list of recommended initiatives to support businesses. Additionally, staff has conducted preliminary outreach to the West Hollywood Chamber of Commerce and Los Angeles LGBTQ Chamber of Commerce. Staff will also solicit feedback from the Lesbian and Gay Advisory Board and Women's Advisory Board.

The Social Justice Taskforce is requested to provide feedback regarding various support and incentives for small businesses owned and operated by Black, Indigenous, and People of Color (BIPOC), Women, LGBTQ people, and West Hollywood residents before the City Council receives a report for their approval this fall/winter. The work plan is divided into three phases (short-term, medium-term, long-term) with time frames outlined in each term. Items in the medium- and long-term list require additional policy discussions and support from various city departments and/or other stakeholders.

Short Term (1-6 months)

- **Creation of a dedicated City webpage:** this webpage would provide entrepreneurs a one-stop-shop to access various private, local, state, county, and federal resources including access to grants, accelerators, and assistance.
- **Creating a certification process for BIPOC-, Women-, City Resident-, LGBTQ-Owned Small Businesses:** the certification program is the foundation to verify qualified businesses. Businesses may be required to provide further documentation to become a certified business and receive support as outlined in the workplan. The city may engage in additional services from other non-profit organizations to verify a business's ownership.
- **Conduct needs assessment:** outreach to local businesses is recommended to provide staff a baseline assessment of current conditions including barriers to expanding in West Hollywood and potential increases in business services to assist current businesses.
- **Amending City's Business Tax Certificate:** to provide information such as ownership demographics to provide data on the business community's composition.

Medium Term (18-24 months)

- **Partner with West Hollywood Chamber of Commerce on 501(c)3 Foundation:** the West Hollywood Chamber of Commerce is creating a separate foundation to provide services to BIPOC entrepreneurs. The City's partnership could include collaboration on services and events to support this community.
- **Exempt from Business License Tax Fees for Year 2:** the City currently provides a reduced tax rate for businesses in their first two years of business operations of the City including exemption from Business Tax in Year 1 and 50% Business Tax in Year 2. This proposal would provide businesses a Year 2 exemption with a full 100% payment in Year 3.
- **Payment installment plans for Planning Department permits:** these could include a minor conditional use permit, major conditional use permit, or other substantial permit fees as required by the City.
- **Conduct mentoring, webinars, workshops to assist in opening businesses:** the City would explore partnerships with other agencies that provide services to businesses such as the Small Business Majority, LA LGBTQ Chamber of Commerce, and Los Angeles Economic Development Corporation.
- **Working with the City's financial institution to explore funding and/or low-cost loans:** this could include exploring options with the City's current financial institution, Bank of the West, to provide streamline and specific financial capital options to businesses in the City.
- **Rewards program to support businesses:** this could provide incentives, such as discounts, for consumers to shop at locally owned businesses.

Long Term (36-48 months)

- **Set aside space for businesses in new private developments:** this can be done during development agreements and public benefit process.
- **Prioritizing businesses in City-owned vacant storefronts:** the City could provide businesses with reduced commercial rent cost associated with opening a brick-and-mortar business at a currently vacant City-owned property.
- **Conduct a Disparity Study:** to determine if inequities exist in public procurement and contracting by assessing, quantifying, and evaluating the prevalence, significance and scope of discrimination, if any, against specific businesses.

Consistent with other Council Initiated Items

- October 19, 2020 – Small Business Initiative Follow-Up
- September 20, 2021 – Small Business Initiative to Create Affordable Commercial Spaces in New Commercial and Mixed-Use Projects

ATTACHMENTS:

Attachment A – Agenda Item 2.T.: January 19, 2021 City Council Meeting

SUBJECT: **SUPPORT AND INCENTIVES FOR BIPOC, WOMEN-OWNED, LGBTQ-OWNED, AND CITY RESIDENT SMALL BUSINESSES**

INITIATED BY: **COUNCILMEMBER JOHN M. ERICKSON
COUNCILMEMBER SEPI SHYNE**

PREPARED BY: **COMMUNITY & LEGISLATIVE AFFAIRS DIVISION**
(John Leonard, Manager)
(Andi Lovano, Supervisor)

STATEMENT ON THE SUBJECT:

The City Council will consider directing staff to study possible support or incentives for small businesses owned and operated by Black, Indigenous, and People of Color (BIPOC), women, LGBTQ people, and West Hollywood residents.

RECOMMENDATIONS:

- 1) Direct staff to work with the Chamber of Commerce to identify ways in which the City can incentivize and support BIPOC, women, LGBTQ people, and West Hollywood residents to maintain and open businesses in West Hollywood.
- 2) Report back to the City Council on recommendations for how to support these types of minority-owned businesses in the City.

BACKGROUND / ANALYSIS:

The City of West Hollywood is committed to maintaining its retail diversity, civic viability, and cultural identity. The City is home to a diverse group of high-end and boutique retail stores, neighborhood-serving small businesses, and independently-owned businesses. Many businesses in the City cater to the specific needs of their customer base, including the LGBT community or Russian-speaking community. Local, community-oriented businesses provide products of particular interest or meet a specific need. Together, these types of businesses contribute to the high quality of life in the City.

As minority groups and women constitute increasingly large shares of the workforce, there is concern that their rates of small business ownership have not kept pace. Black, Indigenous, and People of Color (BIPOC), women, and LGBTQ people are substantially less likely to run their own business than are white, non-Hispanic men. All small businesses face many challenges in opening and remaining successful, but there can be additional hurdles to overcome for minority-owned businesses, including accessing

capital and funding, building social capital, finding the right advisors and mentors, and confronting biases, discrimination, racism, and sexism.

Many government agencies and organizations offer grants, funding, and low-cost loans that are intended to help “minority-owned businesses” and women-owned businesses. The general definition of a minority-owned business in this context is a for-profit small business that is at least 51% owned by African Americans, Hispanics, Native Americans, Asian-Pacific and Subcontinent Asian Americans, and women. There are federal programs that require minority and women-owned businesses to receive a certain percentage of contracted funding. Many cities, counties, and states give a preference to local businesses in their procurement decisions as a means of supporting and growing their local economies. The Minority Business Development Agency (MBDA), an agency of the U.S. Department of Commerce that “promotes the growth of minority-owned businesses” offers various targeted grants and loans, such as the “Enterprising Women of Color Grant Competition,” and minority-owned businesses can access MBDA Business Centers that are located around the country.

Additionally, giving incentives to residents to open local businesses has economic and environmental benefits. Businesses owned by local residents creates a more community feel for our businesses and helps ensure small businesses are tailored to our City’s unique needs and culture. It also reduces the environmental impacts from commuting, since the residents who own businesses in West Hollywood would then live and work in our city.

This item provides direction to staff to study how the City of West Hollywood can develop local incentives for small businesses operated and owned by Black, Indigenous, People of Color (BIPOC), women, members of the LGBTQ community, and West Hollywood residents. This includes working with the Chamber of Commerce to identify ways in which the City can incentivize BIPOC, women, LGBTQ people, and West Hollywood residents to open business in West Hollywood.

This is an issue the West Hollywood Chamber of Commerce has been working on per the direction of their Board of Directors. They have identified that access to capital is one of the biggest barriers to entry for minority-owned businesses entering into the West Hollywood market. They have researched some intervention options, such as starting a 501(c)(3) foundation that would provide startup capital via a grant program. The City will continue to work with the Chamber to explore this and other potential recommendations.

At its meeting on December 7, 2020, the City Council authorized the creation of a Social Justice Task Force to advise on social and racial equity issues in the community and to provide policy recommendations to the City Council to address systemic racism in the City of West Hollywood. In addition, at its meeting on December 21, 2020, the City Council

gave direction to create a Business Recovery Task Force. The Task Force will be charged with bringing various stakeholders to the table to provide policy recommendations to support the business community and will create an Economic Blueprint for West Hollywood focusing on small business success, business diversification, and business recovery. If these Task Forces are created within an appropriate timeframe, they may be appropriate bodies to provide feedback and expertise for the proposed recommendations developed from this staff report. Other existing advisory boards such as the Women's Advisory Board, Lesbian and Gay Advisory Board, Disabilities Advisory Board and Transgender Advisory Board, may also be able to provide community input.

CONFORMANCE WITH VISION 2020 AND THE GOALS OF THE WEST HOLLYWOOD GENERAL PLAN:

This item is consistent with the Primary Strategic Goal(s) (PSG) and/or Ongoing Strategic Program(s) (OSP) of:

- OSP-3: Promote Economic Development while Maintaining Business Vitality & Diversity.
- OSP-1: Adaptability to Future Change.

In addition, this item is compliant with the following goal(s) of the West Hollywood General Plan:

- ED-1: Maintain a diverse and resilient economy.
- ED-6: Provide citywide access to neighborhood-serving retail and services.

EVALUATION PROCESSES:

N/A

ENVIRONMENTAL SUSTAINABILITY AND HEALTH:

N/A

COMMUNITY ENGAGEMENT:

N/A

OFFICE OF PRIMARY RESPONSIBILITY:

CITY MANAGER'S DEPARTMENT

FISCAL IMPACT:

None at this time.

ITEM 8

ATTACHMENT



SOCIAL JUSTICE TASK FORCE ACTION PLAN

SEPTEMBER 28, 2021

COMMUNITY AND LEGISLATIVE AFFAIRS DIVISION

Purpose of Task Force/City Council Direction

On December 7, 2020, the City Council of the City of West Hollywood directed staff to create the framework and guidelines for a Social Justice Task Force. As authorized by the City Council the purpose of the Social Justice Task Force is to:

“Advise on social and racial equity issues in the community and provide policy recommendations to the City Council to address systemic racism for the City of West Hollywood.”

On February 1, 2021, the City Council approved the framework and guidelines for the Social Justice Task Force. The Council directed the Task Force to meet once a month based on the general structure below:

Meetings 1-3: Introductions, outline of City protocols, outline of policy the City has purview over, presentations from staff on relevant City programs, and development of Task Force goals and work plan.

Meetings 4-6: Identification of actionable items within work plan and presentations from key community partners including educators, activists, and organizers.

Meetings 7-12: Formulate policy reforms and recommendations that advance equity, inclusion and diversity in West Hollywood and present final report to City Council.

The Social Justice Task Force has held five meetings to date. The attached draft action plan is an outline for the Task Force to consider and can be amended as necessary. The draft action plan sets out a series of actions for the months of October, November and December that are designed to help the Task Force formulate policy recommendations that further social and racial equity in the City of West Hollywood.

Action Plan

This action plan lays out a proposed process to assist the Social Justice Task Force in beginning to formulate key priority areas, as well as the formulation of policies, programs, and initiatives within those priority areas for recommendation to the City Council. This draft action plan can be amended by the Task Force as necessary to best meet its goals and purpose (as set forth by the City Council).

Previous Meetings

May 25, 2021

During the initial meeting, task force members were sworn in and introduced to City staff and the Aspire Group. The City Clerk provided an overview of the Task Force's meeting policies and Bylaws. Aspire Group gave a presentation and led a discussion on Diversity, Equity, and Inclusion (DEI) principles.

June 22, 2021

Members from the City's Government Alliance on Race and Equity provided an update on race and equity efforts within the organization. Community and Legislative Affairs' staff provided an overview of the City's structure and operations, and purview as a contract city.

July 27, 2021

The City's Strategic Initiatives Division gave a presentation on the City's multi-agency response to addressing homelessness in West Hollywood. The Task Force adopted an Action Plan and identified priority areas for the creation of three subcommittees. Staff recommended that the subcommittees consist of three Task Force members each (each Task Force member would participate in one subcommittee), the subcommittees will meet outside of the normal Task Force meetings and the meetings will include City staff and each subcommittee will report back to the Task Force at future meetings.

The Task Force approved the creation of an Economic/Community Development & City Contracting/RFP Process Subcommittee, Public Safety Subcommittee, and Housing & Homelessness and Social Services Subcommittee. The Aspire Group led a presentation and discussion on how to advance new ideas and concepts.

*On August 9, 2021, the City Clerk and City Attorney directed staff to pause the creation of all subcommittees in the City. With this in mind, the Task Force subcommittees were continued to the August 24th meeting.

August 24, 2021

The City's Social Services Division provided an overview of Social Service programs and resources, as well as social service utilization by community members of color. Due to absences at the previous meeting, Community and Legislative Affairs' staff reviewed the Action Plan and completed subcommittee appointments. The Aspire Group revisited their previous presentation and discussion on how to advance new ideas and concepts. The City Clerk administered the election of the Chair and Vice-Chair for the Task Force. Jonathan Wilson was elected as Chair and Daniel Zamilpa was elected as Vice-Chair.

Between August and September Meetings

All of the subcommittees met at least once and had initial conversations about their topics of concentration.

September 28, 2021

The City's Business Development Division will provide an update on economic incentives for Black, Indigenous, and People of Color (BIPOC) owned businesses in West Hollywood.

Task Force subcommittees will report back to the Task Force on their initial meetings and give updates on:

- A) Community Partners/Organizations the subcommittee is interested in hearing from
- B) Three areas of interest the subcommittee is interested in exploring
- C) Stakeholders the subcommittee would like to invite to future subcommittee meetings/listening sessions and task force meetings

Future Meetings / Next Steps

Between September and October Task Force Meetings

Subcommittees will continue to meet, hear from stakeholders, and refine areas of discussion and potential policy recommendations.

October 18, 2021, City Council Meeting

City staff prepares quarterly update for the City Council and provides it as a receive and file item at the October 18, 2021, City Council meeting.

October 26, 2021, Task Force Meeting

The Task Force will receive a presentation from the City's Strategic Initiatives Division regarding the development of a City Behavioral Health Crisis Response Unit and provide feedback to staff.

The Task Force will conduct a listening session to hear from some of the community stakeholders that were identified in the prior meeting.

In addition, the Task Force subcommittees will provide updates on subcommittee work and discuss the Task Force workplan for the next six months.

Between October and November Task Force Meetings

Subcommittees will continue to meet, hear from stakeholders, and refine areas of discussion and potential policy recommendations.

November 23, 2021, Task Force Meeting

The Task Force will explore tasking the subcommittees with coordinating pop-ups throughout West Hollywood to gather feedback from the community on the Task Force priority areas. The subcommittees will report back on the initial recommendations and feedback that they have for the Task Force.

Between November and December Task Force Meetings

Subcommittees will continue to meet, hear from stakeholders, and refine areas of discussion and potential policy recommendations.

December 28, 2021, Task Force Meeting

The Task Force will continue to receive presentations from staff and each subcommittee will begin to formulate policy recommendations to report to the Task Force.

Between December and January Task Force Meetings

Subcommittees will continue to meet, hear from stakeholders, and refine areas of discussion and potential policy recommendations.

January Task Force Meeting

The Task Force will discuss the next steps for the remaining six months of the Task Force.

Mid-Point Report to City Council

City staff will prepare a mid-point (six month) report for the City Council, updating the Council on the work of the Task Force.

Subcommittees

- Economic/Community Development & City Contracting/RFP Process
 - The purpose of this subcommittee will be to focus on ways to enhance economic/community development opportunities and provide recommendations that incorporate social and racial equity into the City's contracting/RFP process to increase access to opportunities for BIPOC members in West Hollywood. This subcommittee will be instructed to handle their work in two phases: economic development first, and then city contracting once the City Clerk and City Attorney give approval.

Members: Jonathan Wilson, Chela Demuir, Alexander Moore

- Housing & Homelessness and Social Services
 - The purpose of this subcommittee will be to research opportunities and mechanisms to increase access to housing and social services for BIPOC residents, community members, and members experiencing homelessness in West Hollywood.

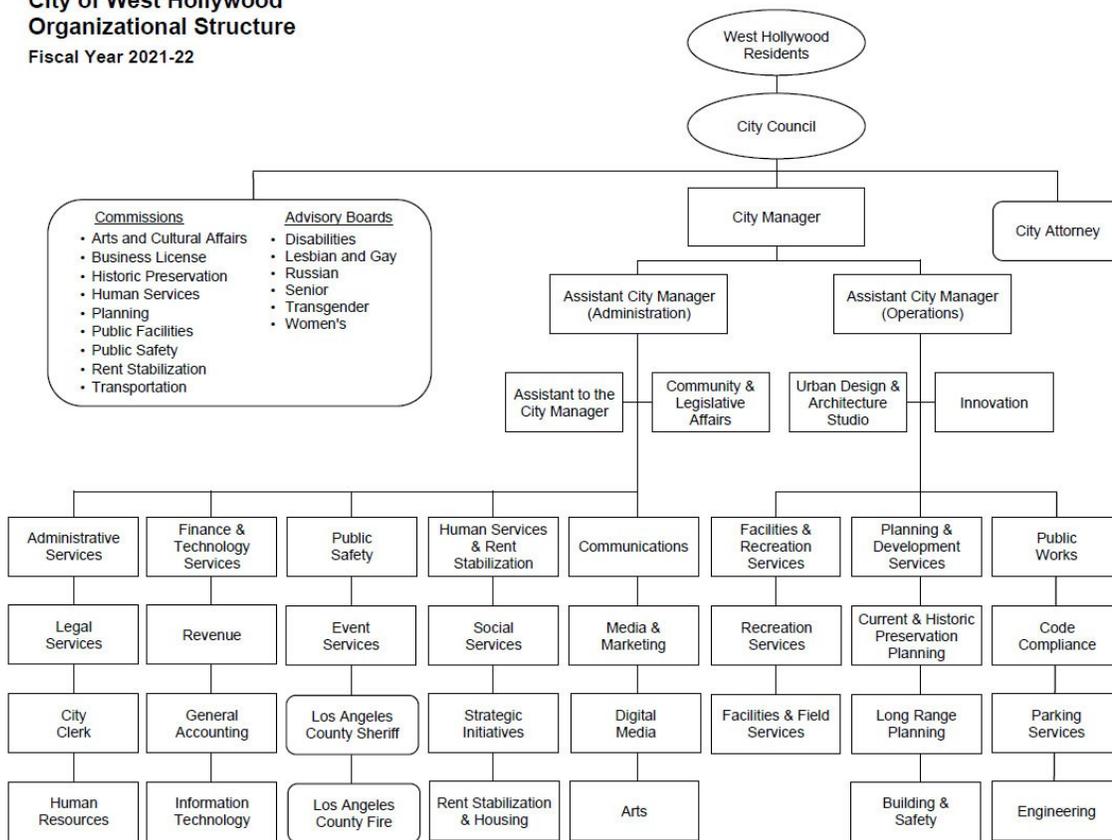
Members: Shannon Morton, Jorge Seperak, Giselle Washington

- Public Safety
 - The purpose of this subcommittee will be to focus on ways to increase outreach and strengthen relationships between law enforcement agencies and BIPOC community members in West Hollywood.

Members: Daniel Zamilpa, Krupa Desai, Marcus Smith

**City of West Hollywood
Organizational Structure**

Fiscal Year 2021-22



ver. 6-07-2021

City Attorney

Provides legal advice to City Council and City staff, supervision of all matters of legal significance, preparation of legal opinions, review and drafting of ordinances, resolutions, contracts, and program guidelines, and defense of challenges to City actions, laws, policies, and procedures.

City Manager's Department

Implements the vision, broad policy goals and ongoing strategic programs of the City Council and ensures City Operations remain true and to and consistent with the mission statement and core values of the City.

- Business Development
- Community and Legislative Affairs Division
- Urban Design & Architecture Studio
- Innovation Division

Administrative Services Department

Provides support to the City Council offices, boards, commissions, and internal staff including planning, direction, coordination and implementation of internal organizational programs and special projects as assigned by the City Manager.

- City Clerk
- Human Resources
- Legal Services

Communications Department

Coordinates Communications outreach for all City issues, programs and services.

- Media & Marketing
- Digital Media
- Arts

Planning & Development Services Department

Responsible for managing the City's urban environment and creating a livable community that balances the needs of residents, businesses, property owners and visitors. The divisions within the Department that assist in creating and implementing the community vision are:

- Current & Historic Preservation Planning
- Long Range Planning
- Building & Safety

Facilities and Recreation Services Department

Provides street maintenance functions and street tree maintenance, care, and planting. The Department also provides Recreation Services.

- Recreation Services
- Facilities & Field Services

Finance and Technology Services Department

Responsible for managing fiscal, financial and information technology in the City.

- Revenue
- General Accounting
- Information Technology

Human Services & Rent Stabilization

Provides planning, direction, coordination and implementation of the programs and projects of the Department, Rent Stabilization and Housing Division, the Social Services Division and the Strategic Initiatives Division.

- Social Services
- Strategic Initiatives
- Rent Stabilization & Housing

Public Safety

Provides oversight of law enforcement and coordinates community programs to reduce crime and increase public safety and the quality of life for citizens, businesses, and visitors to West Hollywood.

- Event Services
- Los Angeles County Sheriff
- Los Angeles County Fire

Public Works

Provides supervision for the development and maintenance of programs to improve, mobility, and infrastructure in the public right-of-way. The Department Director oversees the following divisions:

- Code Compliance
- Parking Services
- Engineering

ITEM 10
ATTACHMENT

Commissions

- Arts and Cultural Affairs
- Business License
- Historic Preservation
- Human Services
- Planning
- Public Facilities
- Public Safety
- Rent Stabilization
- Transportation

Advisory Boards

- Disabilities
- Lesbian And Gay
- Russian
- Senior
- Transgender
- Women's