

MINUTES

Approved, 6/5/86

MAY 8, 1986

CITY COUNCIL MEETING

STUDY SESSION
COUNCIL CHAMBERS

WEST HOLLYWOOD CITY HALL
8611 SANTA MONICA BLVD.

6:00 P.M.

CALL TO ORDER: The meeting was called to order by Mayor Heilman at 6:17 P.M.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was led by Mayor Heilman.

ROLL CALL:

Present:	Albert, Viterbi, Schulte, Mayor Heilman
Absent:	None
Also Present:	City Manager - Brotzman

UNFINISHED BUSINESS:

1. PROPOSITIONS 43 and 51:

a. **PROPOSITION 43: THE COMMUNITY PARKLANDS ACT OF 1986.** ACTION: That Council support Proposition 43. Motion Mayor Heilman second Schulte.

AYES: Albert, Viterbi
Schulte,
Mayor Heilman

NOES: None
Motion carried.

b. **PROPOSITION 51: THE FAIR RESPONSIBILITY ACT OF 1986.** ACTION: No action taken.

2. **STUDY SESSION ON GOALS:** The meeting was adjourned to a study session on goals. The following is a list of goals reviewed by Council and any additions or changes to tasks recommended by staff under each goal.

GOAL REVIEWED:

8. Reduce Crime and Ensure A Safe Environment For West Hollywood.

ADDITIONS OR CHANGES IN TASKS OUTLINED:

Public Information Officer:

Council recommended that items 1 and 2 be reworded by staff.

Sheriff's Department:

Add community issues awareness training for all personnel in the Sheriff's Department.

"Sheriff's Department" used twice. Direction to delete typo.

Direction for staff to expand upon services provided in contract.

Rent Control:

Add a section for Rent Control as outlined in memorandum from Mayor Heilman dated December 29, 1985.

GOAL REVIEWED:

9. Ensure A Climate That Maintains Social, Economic and Demographic Diversity.

Public Information Office:

Find better term for "melting pot".

Strike out, "Counteract media's tendency to focus on city as solely a "gay city".

GOAL REVIEWED:

10. Promote a Positive, Progressive Image For the City of West Hollywood.

Add changes in Administrative Services, PIO or Community Services and Sheriff's Department as instructed by Mayor Heilman in memorandum dated December 29, 1985.

Public Information Office:

Find better term for "melting pot".

Community Services:

Insert "market the city", in place of "improve the city image".

Directed that staff reword task #3 under Community Services.

Human Services:

Put "develop city speaker's bureau" under Public Information Office.

Council recessed to a closed session to discuss potential litigation at 6:53 P.M.

Council reconvened at 8:10 P.M.

The Council set the following City Council meeting schedule for May through August 1986:

May 22	Study Session	July 10	Council Meeting
May 29	No Meeting	July 17	Study Session
June 5	Council Meeting	July 24	Council Meeting
June 9	Budget Study	July 31	No Meeting
	Session	Aug. 7	No Meeting
June 12	No Meeting	Aug. 14	No Meeting
June 19	Council Meeting	Aug. 21	Council Meeting
June 26	Study Session	Aug. 28	Study Session

ADJOURNMENT:

The study session was adjourned at 8:15 P.M. to a regular Council Meeting at West Hollywood Park at 7:00 P.M. on May 15, 1986.

M E M O R A N D U M

TO: Paul Brotzman, City Manager

FROM: John Heilman, Mayor *JH*

RE: GOALS

DATE: December 29, 1985

Paul, I have read the draft on Goals and I think it is a very good document. I have reviewed it and I have some suggestions on how we can improve it in areas where we may have missed something. I would also like to discuss the document with some people in the community. Please let me know if you have any objections to me sharing my thoughts on the draft as it stands:

GOAL #1

Add to Administrative Services the following:

- 1) Make sure notices from Clerk's office encourage involvement of affected parties and community, and adequately apprise public of potential agenda items.

Add to Administrative Services or PIO or both the following:

- 1) Train new Commission Members and staff so they are aware of City departments and services and so they respect and encourage citizen involvement.

Add to Community Development Department the following:

- 1) Hold public meetings and neighborhood meetings on proposed developments and public improvements.
- 2) Develop programs for on-going community ^{of} ~~of~~ neighborhood planning committees to oversee implementation of the general plan.

Add to Sheriff's Department the following:

- 1) Train officers regarding City officers and departments so they know who to refer members of the public to for questions.

December 29, 1985

GOAL #2

Add to Community Development Department the following:

- 1) Recruit and hire a handyman specialist.
- 2) Revise #1 on page 4 under Human Services. It is vague and needs to be made more concrete and specific.
- 3) Modify #3 under Rent Stabilization Department: It should read as follows: "keeping rents affordable for seniors, families, recent immigrants, and others in need."

Add to Sheriff's Department the following:

- 1) Train officers to recognize social service needs in community and know who to refer people to for social services.

GOAL #3

Add to Administrative Services the following:

- 1) Develop and maintain effective agenda procedures so decisions are scheduled for maximum public input at a time when input is likely.
- 2) Modify #1 in Rent Stabilization Department so it is broken down into specific parts.

Add to Rent Stabilization Department the following:

- 1) Revise computer list so we can accurately correspond with those not in compliance with our law.

Add to Sheriff's Department the following:

- 1) Develop and maintain effective complaint investigation procedures and follow-up.

GOAL #4

Add to Administrative Services the following:

- 1) Develop programs to allow City to take advantage of bulk rate discounts and prompt payment discounts.
- 2) Develop programs to allow city to quickly recover debts owed by private parties.
- 3) Train all staff to take advantage of available grant programs and investigate public-private cooperation when possible to save the City's resources. (As this is written now only under Human Services is there any discussion of applying for appropriate private and public grants. I think this should be expanded to include all Departments.)

December 29, 1985

GOAL #4 (cont'd.)

Add to Community Development Department the following:

- 1) Develop programs for "exactions".
- 2) Provide ^{information} estimated income to City to decision-makers on all major development projects.

Add to Administrative Services or Human Services or both the following:

- 1) Develop volunteer programs to take advantage of those in the community who want to donate their time to the City.

Add to the Sheriff's Department the following:

- 1) Develop programs to insure prompt collection of fines and forfeitures from those who do not pay voluntarily.

GOAL #5

Add to Administrative Services Department the following:

- 1) Develop in-house energy conservation and recycling programs.

Add to Community Development Department the following:

- 1) Insure that new developments provide adequate public infrastructure improvements or contribute to a fund in amounts sufficient to cover the expenses of such improvements.

Add to Human Services Department the following:

- 1) Develop and implement a city-wide recycling and clean-up program.
- 2) Remove #3 from the Human Services Department (development of prevention program and social services, etc.). This item seems out of place under this Goal or it is not being adequately expressed.

GOAL #6

Add to Administrative Services Department the following:

- 1) Develop volunteer and internship programs to enable citizens to participate in the running of government.

December 29, 1985

GOAL #7

Add to PIO or Human Services or both the following:

- 1) Develop programs to make sure residents are aware that programs sponsored by the City and social services provided by the City are available to all those who qualify, regardless of their race, religion, sexual orientation, etc.. (For your information, Paul, a number of people in the community think that the services provided by Jewish Family Services are available only to Jewish people.)

GOAL #8

Under Public Information Office delete the first two items. These seem out of place with the role of the PIO.

Add to the Community Development Department the following:

- 1) Staff and implement the home security programs currently being provided by the handyman worker.
- 2) Add earthquake safety to the last item under the Community Development Department.

Add a section for the Rent Control Department including the following:

- 1) Develop programs to encourage security upgrading of existing housing stock.
- 2) Provide mechanisms that encourage building repairs and improvements for health and safety reasons.

GOAL #9

Nothing.

GOAL #10

Add to Administrative Services the following:

- 1) Develop programs to insure that staff morale is high and that staff maintains enthusiasm for the City, its residents, and its guests.
- 2) Work with PIO to make sure staff knows how to respond to media.

December 29, 1985

GOAL #10 (cont'd.)

Add to PIO or Community Services or both the following:

- 1) Develop a visitor's guide for guests that promotes the City's diversity and excitement.

Under Rent Control the second item regarding the Tenant-Landlord Mediation Program seems out of place under this Goal. It also seems vague the way it is written.

Add to the Sheriff's Department the following:

- 1) Develop specialized programs to alert out-of-town visitors of potential risks to their safety or property. Also develop programs that assist out-of-town guests in recovering their property or pressing charges against those accused.

JH:jdg