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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, JUNE 3, 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, June 3, 2013 was posted at City Hall, Plummer Park, the Sheriff's Station and at the West Hollywood Library on Thursday, May 30, 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 May 20, 2013.

**2.C. DEMAND REGISTER NO. 723, RESOLUTION NO. 13-4453:**

*SUBJECT: The City Council is requested to approve payment of bills due as presented by the Director of Finance.*

**RECOMMENDATION:** Approve Demand Register No. 723 and adopt Resolution No. 13-4453, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST HOLLYWOOD ALLOWING AND APPROVING THE PAYMENT OF DEMANDS ON DEMAND REGISTER NO. 723".

**2.D. CLAIMS ADMINISTRATION:**

*SUBJECT: The City Council is asked to deny Claims filed against the City, as a routine administrative step in claims processing.*

**RECOMMENDATION:** Deny the claims of Roman Melchior and Jahangir Haghighi and refer to the City's claims adjuster.

**2.E. TREASURER'S REPORT FOR JANUARY 2013 [D. WILSON, L. QUIJANO, N. CORONADO]:**

*SUBJECT: The City Council will receive the Treasurer's Report for the month ended January 2013 pursuant to Section 53646 of the Government Code of the State of California.*

**RECOMMENDATION:** Receive and file.

**2.F. COMMISSION AND ADVISORY BOARD ACTION REPORTS:**

*SUBJECT: The City Council will receive reports from the Arts and Cultural Affairs Commission, Public Facilities Commission and the Public Safety Commission on actions taken at recent meetings.*

**RECOMMENDATION:** Receive and file.

**2.G. RESOLUTION IN SUPPORT OF A.B. 10 (ALEJO) TO INCREASE THE STATE MINIMUM WAGE [A. LAND, K. HASHMI, J. PRANG, M. HAIBACH, J. SCHWEIGERT]:**

*SUBJECT: The City Council will consider adopting a resolution in support of A.B. 10 (Alejo) an act to increase the state minimum wage by amending Section 1182.12 of the Labor Code.*

**RECOMMENDATIONS:** 1) Adopt Resolution No. 13-4454, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST HOLLYWOOD IN SUPPORT OF A.B. 10 (ALEJO) TO INCREASE THE STATE MINIMUM WAGE"; and 2) Direct staff to send copies of signed resolution to Governor Jerry Brown, State Senator Ted Lieu, Assembly member Luis A. Alejo, Assembly member Richard Bloom.

**2.H. A RESOLUTION OF THE CITY OF WEST HOLLYWOOD DECLARING THE INTENTION TO REIMBURSE EXPENDITURES FROM THE PROCEEDS OF OBLIGATIONS TO BE ISSUED BY THE CITY AND DIRECTING CERTAIN ACTIONS [D. WILSON, J. LEONARD]:**

*SUBJECT: The City Council will consider adopting the attached resolution to provide for reimbursement of the City for expenditures related to the development of the West Hollywood Park Master Plan Phase II Implementation Project from the proceeds of debt.*

**RECOMMENDATION:** Adopt Resolution No. 13-4455 "A RESOLUTION OF THE CITY OF WEST HOLLYWOOD DECLARING THE INTENTION TO REIMBURSE EXPENDITURES FROM THE PROCEEDS OF OBLIGATIONS TO BE ISSUED BY THE CITY AND DIRECTING CERTAIN ACTIONS".

**2.I. APPROVE AMENDMENT WITH GRANICUS, INC. TO PROVIDE VIDEO STREAMING, VIDEO ARCHIVING, PODCASTING, AND ELECTRONIC VOTING AND AGENDA SERVICES TO THE CITY [C. SCHAFFER, Y. QUARKER, S. BAXTER, B. WHITE, K. EGENBERGER]:**

*SUBJECT: The City Council will consider amending the current contract with Granicus, Inc. to extend the time period and to increase the dollar amount to allow for the addition of electronic voting for Planning Commission meetings.*

**RECOMMENDATIONS:** 1) Approve an amendment to the existing contract with Granicus, Inc. to extend the time period for two years until June 30, 2015; and to increase the dollar amount to an amount not-to-exceed \$30,000 per year; and 2) Authorize the City Manager to execute the amendment.

**2.J. CO-SPONSORSHIP OF THE 2013 AMERICAN CANCER SOCIETY "MAKING STRIDES AGAINST BREAST CANCER" EVENT [A. LAND, K. HASHMI, J. HEILMAN, F. SOLOMON]:**

*SUBJECT: The City Council will consider co-sponsorship of the American Cancer Society's "Making Strides Against Breast Cancer" event, scheduled for August 25, 2013 beginning at 9:00 A.M.*

**RECOMMENDATIONS:** 1) Approve sponsorship of the American Cancer Society's "Making Strides Against Breast Cancer" event; 2) Approve fee waivers for use of West Hollywood Park and Special Events permit; 3) Authorize the American Cancer Society to utilize the City of West Hollywood's name and logo on printed and online promotional materials; and 4) Authorize the Public Information Office to utilize all appropriate communications tools to promote the event.

- 2.K. JUNE, HIV PREVENTION MONTH [E. SAVAGE, D. GIUGNI]:**  
*SUBJECT: The City Council will recognize June as HIV Prevention Month.*  
RECOMMENDATION: Receive and file.
- 2.L. SALE OF SURPLUS COINS, SLUGS & TOKENS [O. DELGADO, J. ROCCO, D. NORTE]:**  
*SUBJECT: The Parking Division requests authorization to sell its inventory of coins, slugs and tokens received through the City's parking meters to the highest bidder.*  
RECOMMENDATION: Authorize the Parking Division to solicit purchase proposals and sell its inventory of coins, slugs and tokens to the highest bidder.
- 2.M. AGREEMENT FOR SERVICES WITH DEKRA-LITE INDUSTRIES FOR THE INSTALLATION, MAINTENANCE, REMOVAL AND STORAGE OF HOLIDAY LIGHTS [P. AREVALO, J. HUFFER, L. BIERY]:**  
*SUBJECT: The City Council will consider entering into an agreement with Dekra-Lite Industries for installation, maintenance, removal and storage of the holiday lights for Santa Monica Boulevard associated with Santa Monica Boulevard Maintenance District, Zones 1, 2 and 3.*  
RECOMMENDATION: 1) Approve an agreement with Dekra-Lite Industries (Dekra-Lite) in an amount not-to-exceed \$70,115.07 for the installation, maintenance, removal and storage of the holiday lights along Santa Monica Boulevard for the 2013 holiday season provided the Santa Monica Boulevard Maintenance District is renewed by the City Council for FY 2013-14; and 2) Authorize the City Manager or his designee to sign the agreement.
- 2.N. NOTICE OF COMPLETION FOR CIP 1306, CONCRETE REPAIR PROGRAM EAST SIDE [O. DELGADO, S. PERLSTEIN]:**  
*SUBJECT: The City Council will consider approving the Notice of Completion for CIP 1306 Concrete Repair Program East Side by FS Construction, Inc.*  
RECOMMENDATION: Accept the work and authorize the following: a) Filing a Notice of Completion by the City Engineer; b) Final payment to the contractor at the end of the 35 day lien period; c) Release of the Performance Bond on the date of recordation of the Notice of Completion; and d) Release of the Payment Bond 35 days after the date of recordation of the Notice of Completion, pending no receipt of Stop Notices.
- 2.O. RELEASE OF RFP FOR "TLC" DOOR TO DOOR TRANSIT SERVICE [E. SAVAGE, D. DENNIS, P. SLOANE GOODMAN]:**  
*SUBJECT: The City Council will consider approving the release of a Request for Proposals for a new "TLC" Door to Door Service.*

RECOMMENDATION: Approve the release and related schedule for a Request for Proposals for the "TLC" Door to Door Transit service.

**2.P. MID-YEAR REPORT ON SOCIAL SERVICES PROGRAMS [E. SAVAGE, D. DENNIS, D. GIUGNI]:**

*SUBJECT: The City Council will receive the mid-year report of social services contract programs.*

RECOMMENDATION: Receive and file the mid-year report.

**2.Q. ENTERTAINMENT SHUTTLE – PILOT PROGRAM SERVICE REQUEST TO MODIFY AND RE-ISSUE RFP [P. AREVALO, J. HUFFER, L. BELSANTI, L. BIERY]:**

*SUBJECT: The City Council will consider directing staff to modify and re-issue the Request for Proposals (RFP) to provide vehicles and drivers for a 6-month pilot program for an entertainment shuttle on weekend nights along Santa Monica Boulevard.*

RECOMMENDATION: Re-open and modify Request for Proposals to provide vehicles and drivers for a 6-month pilot program for the City of West Hollywood Entertainment Shuttle.

**3. PUBLIC HEARINGS:**

**3.A. REVIEW OF THE CITY SEWER SERVICE CHARGE FOR FISCAL YEAR 2013-14 [O. DELGADO, S. PERLSTEIN]:**

*SUBJECT: The City Council will consider approving the City Sewer Service Charge rates for the FY 2013-14 program.*

RECOMMENDATIONS: 1) Make a finding that there is no majority protest by property owners within the assessment area; and 2) Approve Resolution No. 13-\_\_\_\_\_, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST HOLLYWOOD CONFIRMING THE LEVYING OF AN ANNUAL ASSESSMENT FOR SEWER SERVICES FOR FISCAL YEAR 2013-2014 PURSUANT TO CHAPTER 15.12 OF ARTICLE 1 OF TITLE 15 OF THE CITY OF WEST HOLLYWOOD MUNICIPAL CODE".

**3.B. REVIEW OF THE CITY SOLID WASTE AND RECYCLABLE COLLECTION AND DISPOSAL SERVICE CHARGE FOR FISCAL YEAR 2013-14 [O. DELGADO, S. PERLSTEIN]:**

*SUBJECT: The City Council will consider approving the Solid Waste and Recyclable Material Collection and Disposal Service Charge rates for FY 13-14.*

RECOMMENDATIONS: 1) Make a finding that there is no majority protest by property owners within the assessment area; 2) Approve Resolution No. 13-\_\_\_\_\_, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST HOLLYWOOD CONFIRMING THE LEVYING OF AN ANNUAL ASSESSMENT FOR SOLID WASTE AND RECYCLING SERVICES FOR FISCAL YEAR 2013-14 PURSUANT TO TITLE 15, CHAPTER 15.48 OF THE CITY OF WEST HOLLYWOOD MUNICIPAL

CODE"; and 3) Approve Resolution No. 13-\_\_\_\_\_, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST HOLLYWOOD ADOPTING THE CONSUMER PRICE INDEX FOR ALL URBAN CUSTOMERS (CPI-U) INCREASE TO RATES FOR SOLID WASTE SERVICES FOR COMMERCIAL AND MULTI UNIT (OVER FOUR UNITS) RESIDENTIAL PROPERTIES".

**3.C. ASSESSMENT OF DELINQUENT SOLID WASTE FEES OWED TO ATHENS SERVICES ONTO THE PROPERTY TAX BILL OF TWO DELINQUENT ACCOUNT HOLDERS [O. DELGADO, S. PERLSTEIN]:**

*SUBJECT: The City Council will consider whether or not to request the County Auditor to assess the property tax bills of two delinquent solid waste account holders.*

**RECOMMENDATION:** Direct the Director of Finance to submit the required information to the County Auditor for the purpose of assessing the delinquent solid waste amount, plus a \$120.00 administrative fee, onto the property tax bills of two delinquent account holders.

**3.D. PROPOSED FEE RESOLUTION FOR FY 2013-14 [D. WILSON, D. HATCHER]:**

*SUBJECT: The City Council will consider adopting a resolution establishing fees and charges for certain services provided by the City of West Hollywood.*

**RECOMMENDATION:** Adopt Resolution No. 13-\_\_\_\_\_, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST HOLLYWOOD ESTABLISHING FEES AND CHARGES FOR CERTAIN SERVICES PROVIDED BY THE CITY OF WEST HOLLYWOOD AND REPEALING RESOLUTIONS NO. 12-4332, 12-4338, 13-4392, and 13-4421".

**4. UNFINISHED BUSINESS:**

**4.A. 2013-2014 OPERATING BUDGET AND CAPITAL WORK PLAN UPDATE [P. AREVALO, D. WILSON, D. HATCHER]:**

*SUBJECT: The City Council will consider adopting the City of West Hollywood operating budget and capital work plan for fiscal year 2013-2014.*

**RECOMMENDATIONS:** 1) Adopt Resolution Number 13-\_\_\_\_\_ "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST HOLLYWOOD ADOPTING THE BUDGET FOR FISCAL YEAR 2013-2014" as specified in the Statement of Changes to Fund Balance (Attachment A), or as amended by the City Council; 2) Approve eliminating the following vacant positions: Director of Public Information & Prosecution Services, Public Safety Manager, Human Resources Manager, Project Development Administrator and two part-time Recreation Leader I positions; 3) Approve adding the following new positions: Director of Public Safety, Assistant Director in the Community Development Department, Strategic Initiatives Manager, Public

Information Manager, Human Resources Analyst, Recreation Coordinator, Special Events Technician, Parking Analyst and a half-time Senior Lifeguard position; 4) Approve changing the title of the Department and the Director from Administrative Services to Human Resources and Administrative Services; 5) Approve the classification specification for the new position of Strategic Initiatives Manager within the City Manager's Department and authorize a salary of \$123,277 to \$157,523 annually (Attachment B); 6) Approve the classification specification for the new position of Parking Analyst within the Parking Division of the Department of Public Works and authorize the salary placement of Grade 5260 with a salary of \$73,170 to \$93,496 annually (Attachment C); 7) Approve the classification specification for the new position of Senior Lifeguard within the Recreation Division of the Human Services & Rent Stabilization Department and authorize the salary placement of Grade 5170 with a salary of \$38,181 to \$48,785 annually (Attachment D); 8) Approve the List of Pre-Approved Organizations & Events for City Council Members to attend at the City's expense (Attachment E); and 9) Adopt the division work plans presented in the 2013-2014 Operating Budget and Capital Work Plan Update (Attachment F - Previously provided to the City Council and available online, at the City Clerk's office and at the Library).

**4.B. CITY SUPPORT OF THE 2013 SUNSET STRIP MUSIC FESTIVAL [P. AREVALO, J. HUFFER, L. BIERY, E. SAVAGE, C. SMITH]:**

*SUBJECT: The City Council will consider support of the 6th Annual Sunset Strip Music Festival (SSMF) and reconfirm the authorization of a closure for a portion of Sunset Boulevard for a street music festival component scheduled for August 1 through August 3, 2013.*

**RECOMMENDATIONS:** 1) Approve support of the SSMF and authorize the use of the City name and logo in promotions and on invitations, programs and other collateral materials; 2) Authorize the Economic Development/Special Projects Division, Public Information and Prosecution Services Department, Department of Human Services and Rent Stabilization to work with the Sunset Strip Business Association and SSMF, LLC the event producers to organize and publicize the event; 3) Approve a waiver of special event permit fees and other City related fees for the SSMF to be held on August 1 through 3, 2013 on Sunset Boulevard in West Hollywood; 4) Confirm the previously-approved closure of Sunset Boulevard between San Vicente Boulevard/Clark Street and Doheny Drive from 2:30 am Saturday, August 3, 2013 until no later than 7:00 am on Sunday, August 4, 2013. This street closure is to accommodate the festival schedule of 3 pm-11 pm on Saturday, August 3<sup>rd</sup>; 5) Approve temporary signs promoting the SSMF located on public and private property along Sunset Boulevard upon approval of the Festival's Special Event Permit. Temporary signage (approximately 20 feet by 30 feet) at 9000 Sunset Boulevard and temporary signage (approximately 33 feet by 70 feet) at 8730 Sunset Boulevard Building shall be in place no longer than 45 days once all requirements are met with the

Community Development Department. Any signage must be removed within one week following the Festival; 6) Approve the waiver of residential permit parking for districts 3, 4 and 5 from 7:00 pm on Saturday, August 3 through 7:00 am Sunday, August 4, 2013; 7) Direct the Sunset Strip Business Association (SSBA) and SSMF event producers to conduct neighborhood and business meetings in advance of the Festival and to mail notices to the adjacent businesses and residents in West Hollywood and Los Angeles; 8) Direct the SSBA and/or the SSMF to staff a "hotline" telephone number 24 hours a day during the event to deal with any issues from public safety officials, residents and the adjoining neighborhoods and the Sunset Strip business community; 9) Approve in kind support in the form of fee waivers for the event totaling a not-to-exceed amount of \$12,000 (Class A Special Event Permit Fee; Encroachment Permit and Meters Fees; and Building and Safety Inspection Fees and overtime labor costs); and 10) Authorize the City Manager to sign and execute any documents or forms with the Sunset Strip Business Association and/or SSMF, LLC that may be necessary for the successful implementation of this event.

**4.C. DISCUSSION OF CITY COUNCIL MEETING SCHEDULE FOR SUMMER 2013 [C. SCHAFFER, Y. QUARKER]:**

*SUBJECT: The City Council will consider revising the City Council Regular Meeting Schedule for the summer months of 2013; specifically the meetings of July 1, 2013 and September 3, 2013 due to their proximity to City holidays.*

*RECOMMENDATIONS: 1) Consider cancelling the July 1, 2013 City Council meeting due to its proximity to the 4th of July Holiday; 2) Consider cancelling the September 3, 2013 City Council meeting, due to its proximity to Labor Day; and 3) Consider rescheduling or cancelling City Council meetings from the August and September Council meeting schedule.*

**5. NEW BUSINESS:**

**5.A. COMMISSION AND ADVISORY BOARD APPOINTMENTS [C. SCHAFFER, Y. QUARKER]:**

*SUBJECT: The City Council will consider making direct appointments to City Commissions and Advisory Boards.*

*RECOMMENDATIONS: 1) Mayor Pro Tempore D'Amico to make a direct appointment to the Business License Commission; 2) Mayor Land to make a direct appointment to the Public Safety Commission; and 3) Councilmember Prang to make a direct appointment to the Russian Advisory Board and the Transgender Advisory Board.*

**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, June 24, 2013 at 6:30 P.M. at West Hollywood Park Public Meeting Room - Council Chambers.

**UPCOMING MEETING SCHEDULE:**

Date: June 24 – Monday – 6:30 PM – Joint Study Session with the Planning Commission – West Hollywood Park Public Meeting Room - Council Chambers.

Date: July 1 – Monday – 6:30 PM – Regular Meeting – West Hollywood Park Public Meeting Room - Council Chambers.

Date: July 15 – Monday – 6:30 PM – Regular Meeting – West Hollywood Park Public Meeting Room - Council Chambers.

Date: August 5 – 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, JUNE 3, 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.....54956.9(d)(1)**

616 Croft LLC v. City of West Hollywood  
Los Angeles Superior Court Case No. BC 498004

**2. INITIATION OF LITIGATION..... 54956.9(d)(4)**

One matter

AFFIDAVIT OF POSTING

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I declare under penalty of perjury that I am employed by the City of West Hollywood in the Administrative Services Department in the Office of the City Clerk and that I posted this agenda on:

Date: May 30, 2013

Signature           *C. Res*