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To comply with the Americans with Disabilities Act of 1990, Assistive Listening Devices (ALD) will be available for check out at the meeting; If you require special assistance to participate in this meeting, (e.g., a signer for the hearing impaired), 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 TDD line for the hearing impaired is (323) 848-6496.

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If you would like additional information on any item appearing on this agenda, please contact the Office of the City Clerk at (323) 848-6409.

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, MARCH 16, 2020
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, March 16, 2020 was posted at City Hall, Plummer Park, the Sheriff's Station, and at the West Hollywood Library on Wednesday, March 11, 2020.

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 March 2, 2020.

- 2.C. APPROVAL OF DEMAND REGISTER NO. 862 [L. QUIJANO, C. CORRALES]:**
SUBJECT: The City Council shall receive the Demand Register for period ending March 6, 2020 pursuant to Sections 37201 to 37210 of the Government Code of the State of California.
RECOMMENDATION: Approve Demand Register NO. 862 and adopt Resolution No.20-5260, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST HOLLYWOOD APPROVING PAYMENT OF DEMANDS PRESENTED ON DEMAND REGISTER NO. 862"
- 2.D. ADOPT ORDINANCE NO. 20-1100 (2ND READING) "AN ORDINANCE OF THE CITY OF WEST HOLLYWOOD AMENDING TITLE 17 OF THE WEST HOLLYWOOD MUNICIPAL CODE IMPLEMENTING AN ALTERNATIVE REQUIRED PAINTING SCHEDULE FOR PROPERTIES DESIGNATED AS CULTURAL RESOURCES, AND CLARIFYING INCOME CALCULATION FOR DETERMINING THE RELOCATION FEE FOR A NO CAUSE EVICTION." [Y. QUARKER, M. CROWDER]:**
SUBJECT: The City Council will waive further reading and adopt Ordinance No. 20-1100, "An Ordinance of the City of West Hollywood amending Title 17 of the West Hollywood Municipal Code implementing an alternative required painting schedule for properties designated as cultural resources, and clarifying income calculation for determining the relocation fee for a no cause eviction."
RECOMMENDATION: Waive further reading and adopt Ordinance 20-1100, "AN ORDINANCE OF THE CITY OF WEST HOLLYWOOD AMENDING TITLE 17 OF THE WEST HOLLYWOOD MUNICIPAL CODE IMPLEMENTING AN ALTERNATIVE REQUIRED PAINTING SCHEDULE FOR PROPERTIES DESIGNATED AS CULTURAL RESOURCES, AND CLARIFYING INCOME CALCULATION FOR DETERMINING THE RELOCATION FEE FOR A NO CAUSE EVICTION."
- 2.E. COMMISSION AND ADVISORY BOARD MEETING SYNOPSES [Y. QUARKER, M. CROWDER]:**
SUBJECT: The City Council will receive Synopses from the Arts and Cultural Affairs Commission, Historic Preservation Commission, Planning Commission, Public Facilities Commission, Rent Stabilization Commission, Disabilities Advisory Board, and the Senior Advisory Board regarding actions taken at their recent meeting.
RECOMMENDATION: Receive and file.
- 2.F. TREASURER'S REPORT FOR JANUARY 2020 [L. QUIJANO, C. CORRALES, K. BARENG, N. CORONADO]:**
SUBJECT: The City Council will receive the Treasurer's Reports for the month ended January 2020 pursuant to Section 53646 of the Government Code of the State of California.
RECOMMENDATION: Receive and file the January 2020 Treasurer's Report.

- 2.G. ARTS FESTIVAL FEASIBILITY STUDY [F. CONTRERAS, A. CAMPBELL, R. EHEMANN]:**
SUBJECT: The City Council will receive and file the Arts Festival Feasibility Study as part of the City's cultural plan, WeHo Arts: The Plan.
RECOMMENDATION: Receive and file the Arts Festival Feasibility Study as a component of WeHo Arts: The Plan, the City's community-based cultural plan as recommended by the Arts and Cultural Affairs Commission.
- 2.H. WATER BOTTLE REFILLING STATIONS – UPDATE [S. CAMPBELL, H. COLLINS]:**
SUBJECT: City Council will consider a plan to install water bottle refilling stations in City parks and facilities including a marketing plan to encourage use.
RECOMMENDATIONS: Approve the recommended plan for installation of water bottle refilling stations in City parks and facilities and the associated marketing plan, as outlined in this staff report.
- 2.I. CITY OF WEST HOLLYWOOD ARCHIVES PROJECT [F. CONTRERAS, A. CAMPBELL]:**
SUBJECT: The City Council will consider approval of policies, procedures and guidelines for the City of West Hollywood Archives project.
RECOMMENDATION: Approve the policy, procedures and related guidelines for the City of West Hollywood Archives project as provided in the attachments.
- 2.J. GREEN BUILDING STRATEGIC PLAN FOR CITY FACILITIES – UPDATE [S. CAMPBELL, H. COLLINS]:**
SUBJECT: The City Council will receive an update on measures to reach either zero net energy or carbon neutrality in existing, new, and future City facilities.
RECOMMENDATION: Receive and file.
- 2.K. AGREEMENT FOR SERVICES WITH FEHR & PEERS FOR TRAVEL DEMAND DATA FOR THE CLIMATE ACTION PLAN UPDATE [J. KEHO, R. EASON]:**
SUBJECT: The City Council will consider approval of an agreement with Fehr & Peers to provide travel demand data to support the Climate Action and Adaption Plan.
RECOMMENDATIONS: 1) Approve an agreement for services with Fehr & Peers in the amount not to exceed \$4,260 to develop and submit necessary travel demand data for the Climate Action and Adaptation Plan; and 2) Authorize the City Manager or designee to execute documents incident to the agreement.

2.L. ASSIGNMENT AGREEMENTS BETWEEN THE CITIES OF LAKEWOOD AND WALNUT AND THE CITY OF WEST HOLLYWOOD FOR THE EXCHANGE OF PROPOSITION A LOCAL RETURN FUNDS [L. QUIJANO, A. RUIZ, C. SCHROEDER, D. GIUGNI, L. ISENBERG, F. GOMEZ]:

SUBJECT: The City Council will consider General Fund trade agreements for Prop A Local Return Funds with the City of Lakewood and the City of Walnut.

RECOMMENDATIONS: 1) Approve an Assignment Agreement for Proposition A local return fund exchange with the City of Lakewood for \$700,000 in City of West Hollywood General Fund dollars in exchange for \$1,000,000 in City of Lakewood Proposition A funds and authorize the City Manager to execute documents incident to the Agreement; 2) Approve an Assignment Agreement for Proposition A local return fund exchange with the City of Walnut for \$350,000 in City of West Hollywood General Fund dollars in exchange for \$500,000 in City of Walnut Proposition A funds and authorize the City Manager to execute documents incident to the Agreement; and 3) Authorize the Director of Finance and Technology Services to allocate \$1,050,000 from reserves committed for Proposition A purchases in the General Fund, to the Expenditure for Traded Funds account (100-1-03-31-531016).

2.M. AMENDMENT NO. 1 TO AGREEMENT FOR SERVICES WITH PECKHAM AND MCKENNEY FOR MANAGEMENT AND EXECUTIVE RECRUITMENTS [C. SCHROEDER, S. SCHUMACHER, C. KOKUBUN]:

SUBJECT: The City Council will consider amending the agreement for services with Peckham and McKenney to increase the not-to-exceed amount and extend the term of the agreement to provide recruitment services for management and executive level positions for current and upcoming vacancies.

RECOMMENDATIONS: 1) Approve Amendment No. 1 to the Agreement for Services with Peckham and McKenney to increase the amount of the agreement by \$50,000 for a total not-to-exceed amount to \$75,000 and to extend the agreement by one year from June 30, 2020 to June 30, 2021; and 2) Authorize the City Manager or designee to execute the documents incident to the agreement.

2.N. AMENDMENT NO. 1 TO THE AGREEMENT FOR SERVICES WITH KILTER LA FOR GRAPHIC DESIGN SERVICES [L. BELSANTI, J. SCHARE, S. JACKSON]:

SUBJECT: The City Council will consider amending the Agreement for Services with Kilter LA for graphic design services.

RECOMMENDATIONS: 1) Approve Amendment No. 1 to the Agreement for Services with Kilter LA for graphic design services to increase the amount of the agreement by \$25,000 for FY19-20 for a three-year not-to-

exceed total contract amount of \$130,000; and 2) Authorize the City Manager or designee to execute documents incident to the agreement.

2.O. AMENDMENTS TO THE AGREEMENTS FOR SERVICES WITH EMERSON & ASSOCIATES AND THE ROBERT GROUP [J. KEHO, R. EASON, D. FENN, J. LEONARD]:

SUBJECT: The City Council will consider amendments to the Agreements for Services with Emerson & Associates and the Robert Group (TRG).

RECOMMENDATIONS: 1) Approve Amendment No. 7 to the Agreement for Services with Emerson & Associates to increase the amount of the agreement by \$80,000 for a total not-to-exceed amount of \$975,000 to sustain project support through the end of the fiscal year; 2) Approve Amendment No. 3 to the Agreement for Services with The Robert Group (TRG) to increase the amount of the agreement by \$36,540 for a total not-to-exceed amount of \$207,790 to sustain project outreach and mobilization support through the end of the fiscal year and upcoming critical project milestones; and 3) Authorize the City Manager or designee to execute documents incident to the Agreements.

2.P. AMENDMENT NO. 6 TO THE AGREEMENT FOR SERVICES WITH LPA, INC. [S. CAMPBELL, H. COLLINS]:

SUBJECT: The City Council will consider approving Amendment No. 6 with LPA, Inc. to increase the not-to-exceed amount for Design Services for the West Hollywood Park Phase II Project.

RECOMMENDATIONS: 1) Approve Amendment No. 6 to the Agreement with LPA, Inc. for providing Design Services for the West Hollywood Park Master Plan Implementation Project Phase II, increasing the base amount of the Agreement for \$5,886,303, by an additional \$1,210,000, for a total of \$7,096,303 to cover the costs of providing additional services and increase the contract contingency of \$800,000 by an additional \$150,000 for a new contingency amount of \$950,000 and for the total compensation amount not-to-exceed \$8,046,303; and 2) Authorize the City Manager or designee to execute all documents incident to the Agreement.

2.Q. APPROVE A CONSTRUCTION CONTRACT WITH S&H CIVILWORKS AND AMENDMENT NO. 4 TO THE AGREEMENT FOR SERVICES WITH MICHAEL BAKER INTERNATIONAL FOR THE ANNUAL CDBG-FUNDED SIDEWALK REPAIR PROJECT [J. ROCCO, H. DEMITRI, M. SOLOGUB]:

SUBJECT: The City Council will consider approval of a construction contract with S&H Civilworks to construct CIP 2001, Concrete Repair Program- Phase IX, CDBG Project No. 602077-19 and will consider amending the agreement for services with Michael Baker International for construction management and inspection services to increase the not-to-exceed amount.

RECOMMENDATIONS: 1) Approve a construction contract with S&H Civilworks in the amount of \$296,350.00 for the construction of CIP 2001,

Concrete Repair Program– Phase IX, CDBG Project No. 602077-19, and authorize the City Manager or designee to execute documents incident to the agreement; 2) Authorize the City Engineer to approve change orders to the construction agreement in an amount not to exceed 5%, (\$14,817.50), of the total agreement amount; 3) Adopt Resolution No. 20-_____, “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST HOLLYWOOD APPROVING THE DESIGN AND PLANS FOR THE CONSTRUCTION OF CIP 2001, CONCRETE REPAIR PROGRAM– PHASE IX, CDBG PROJECT NO. 602077-19, PURSUANT TO GOVERNMENT CODE SECTION 830.6 AND ESTABLISHING A PROJECT PAYMENT ACCOUNT;” 4) Make a finding that pursuant to the provisions of the California Environmental Quality Act (CEQA – Public Resources Code, Section 21084 et. Seq.), CIP 2001, Concrete Repair Program– Phase IX, CDBG Project No. 602077-19, meets the requirements for a categorical exemption in compliance with Article 19, Section 15301, (Class 1 – Existing Facilities); and 5) Approve Amendment No. 4 to the agreement for services with Michael Baker International to increase the amount of the agreement by \$69,281.00 for a total not-to-exceed amount of \$441,076.83 and authorize the City Manager or designee to execute documents incident to the agreement.

2.R. APPROVE A 3-YEAR AGREEMENT WITH MCCAIN INC. FOR TRAFFIC SIGNAL SOFTWARE SERVICES AND EQUIPMENT [J. ROCCO, H. DEMITRI, R. GARLAND]:

SUBJECT: The City Council will consider approval of an agreement with McCain Inc. for updated traffic signal software services, 3-year licensing, and equipment for the citywide traffic signal system. This request is in connection with Capital Improvement Project (CIP) 84-26, already in the existing Work Plan.

RECOMMENDATIONS: 1) Approve an agreement for services with McCain Inc. in the amount of \$119,732.50 for traffic signal software services, licensing, ongoing maintenance, and equipment; and 2) Authorize the City Manager or designee to execute documents incident to the agreement.

2.S. APPROVAL OF FINAL TRACT MAP NO. 68379 FOR THE CONDOMINIUM PROJECT LOCATED AT 1342 HAYWORTH AVE [J. ROCCO, H. DEMITRI]:

SUBJECT: The City Council will consider approval of Final Tract Map No. 68379, a subdivision for a sixteen (16) unit condominium development, located at 1342 Hayworth Ave.

RECOMMENDATIONS: 1) Make findings for the Final Tract Map as follows: a. That this project will not violate any of the provisions of Sections 66474, 66474.1, and 66474.6 of the Subdivision Map Act, b. That the proposed subdivision, together with the provisions for its design and improvement, is consistent with the General Plan required by Article 5 (commencing with Section 65300) of Chapter 3 of Division 1 of the

Government Code or any specific plan adopted pursuant to Article 8 (commencing with Section 65450) of Chapter 3 of Division 1 of the Government Code, c. That the development of the property in the manner set forth on the subject division of land will not unreasonably interfere with the free and complete exercise of any public entity and/or public utility rights of way and/or easements within the subject division of land, pursuant to Section 66436(a)3A(i-viii) of the Subdivision Map Act; 2) Approve Final Tract Map No. 68379; and 3) Instruct the City Clerk to endorse on the face of the map of Final Tract Map No. 68379 the certificate that embodies the approval of said map.

- 2.T. CITY OF WEST HOLLYWOOD LIST OF TRANSPORTATION-RELATED PROJECTS ELIGIBLE FOR FUNDING UNDER SB-1 (BEALL) TRANSPORTATION FUNDING FY2020-2021 [J. ROCCO, H. DEMITRI]:**
SUBJECT: The City Council will consider adopting a resolution specifying certain transportation-related projects eligible for funding under SB-1 (Beall) Transportation Funding to be completed during the next fiscal year. The project list included in the resolution will be submitted to the California Transportation Commission (CTC) before the deadline of May 1st, 2020.
RECOMMENDATIONS: 1) Adopt Resolution No. 20-_____ "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST HOLLYWOOD ESTABLISHING A LIST OF TRANSPORTATION-RELATED PROJECTS ELIGIBLE FOR FUNDING UNDER SB-1 (BEALL) TRANSPORTATION FUNDING"; and 2) Direct staff to submit the list of City projects to the California Transportation Commission (CTC) before the May 1st, 2020 deadline.
- 2.U. LAND ACKNOWLEDGEMENT POLICY [J. D'AMICO, L. HORVATH, J. LEONARD, A. LOVANO]:**
SUBJECT: The City Council will consider directing staff to develop a land acknowledgement policy, which includes language to be posted on the City's website, printed on City Council, Commission, and Advisory Board agendas, and may be read aloud at official City events.
RECOMMENDATIONS: 1) Direct staff to develop a land acknowledgement policy, which includes language to be posted on the City's website, printed on City Council, Commission, and Advisory Board agendas, and may be read aloud at official City events; and 2) Direct the Communications Department to utilize all appropriate communications tools to promote the new policy, such as the City's website and social media tools, and a press release.
- 2.V. DOMESTIC VIOLENCE ADVOCACY AND EDUCATION [L. MEISTER, J. D'AMICO, J. LEONARD, A. LOVANO]:**
SUBJECT: The City Council will consider directing staff to advocate for additional protections for victims of domestic violence at the state and federal level and to use the City's social media channels to educate the public on domestic violence issues.

RECOMMENDATIONS: 1) Direct legislative affairs staff to advocate for additional protections for victims of domestic violence at the state and federal level; 2) Direct staff to educate the public on domestic violence issues through the City's social media channels leading up to National Domestic Violence Awareness Month in October; and 3) Direct staff to work with our contracted providers to evaluate the current level of services provided for domestic violence prevention and assistance and determine if additional resources are necessary to meet the community need.

2.W. APPROVAL OF LEASE/PURCHASE AGREEMENT AND SUBLEASE FOR 617-621 N. ROBERTSON BOULEVARD [S. CAMPBELL, H. COLLINS]:

SUBJECT: The City Council will consider approving a lease to purchase agreement with the City of Beverly Hills, for the properties located at 617-621 N. Robertson Boulevard (APNs 4336-010-271 and 4336-010-270) and a sublease agreement with the West Hollywood Recovery Center for use of the structure ("Log Cabin") located at 621 N. Robertson Boulevard (APN 4336-010-270).

RECOMMENDATIONS: 1) Authorize the City Manager to negotiate and execute any and all documents necessary to complete the lease agreement with an option purchase on behalf of the City of West Hollywood with the City of Beverly Hills, for the properties located at 617-621 N. Robertson Boulevard (APNs 4336-010-271 and 4336-010-270); and 2) Authorize the City Manager to negotiate, finalize and execute all documents incident to a sub-lease agreement with the West Hollywood Recovery Center for use of the structure ("Log Cabin") located at 621 N. Robertson Boulevard (APN 4336-010-270).

3. PUBLIC HEARINGS:

3.A. AMENDMENTS TO THE WEST HOLLYWOOD MUNICIPAL CODE PROHIBITING SMOKING IN ENCLOSED COMMON AREAS AND NEW UNITS WITHIN MULTI-FAMILY DWELLINGS, CREATING A REGISTRATION PROGRAM THAT REQUIRES DESIGNATION OF UNITS' SMOKING STATUS, AND PROHIBITING SMOKING IN ANY PARK OR WITHIN FIVE (5) FEET OF ANY PARKLET [J. ROCCO, D. RIVAS, D. MICK]:

SUBJECT: The City Council will consider amendments to the West Hollywood Municipal Code prohibiting smoking in enclosed common areas and in new units within multi-family dwellings, creating a registration program that requires designation of units' smoking status to gradually transition smoking units to non-smoking units, and prohibiting smoking in any park or within five (5) feet of any parklet.

RECOMMENDATIONS: 1) Introduce on first reading Ordinance 20-_____: AN ORDINANCE OF THE CITY OF WEST HOLLYWOOD PROHIBITING SMOKING IN ENCLOSED COMMON AREAS AND NEW UNITS LOCATED IN MULTI-FAMILY DWELLINGS AND ESTABLISHING

A REGISTRATION PROGRAM THAT REQUIRES DESIGNATION OF UNITS' SMOKING STATUS BY ADDING CHAPTER 7.10 (SMOKING IN MULTI-FAMILY DWELLINGS) TO TITLE 7 (HEALTH) OF THE WEST HOLLYWOOD MUNICIPAL CODE AND AMENDING CHAPTER 1.08 (GENERAL PENALTY PROVISIONS) TO MAKE VIOLATIONS OF CHAPTER 7.10 SUBJECT TO THE ADMINISTRATIVE PENALTY PROCEDURES; 2) Introduce on first reading Ordinance 20-____: AN ORDINANCE OF THE CITY OF WEST HOLLYWOOD PROHIBITING SMOKING IN PUBLIC PARKS AND PARKLETS BY AMENDING CHAPTERS 11.12 (PARK RULES AND REGULATIONS) AND 11.29 (PARKLETS) OF TITLE 11 (Streets, Sidewalks, Public Places and Infrastructure) OF THE WEST HOLLYWOOD MUNICIPAL CODE and AMENDING CHAPTER 1.08 (GENERAL PENALTY PROVISIONS) TO MAKE VIOLATIONS OF SECTION 11.12.050 AND CHAPTER 11.29 SUBJECT TO THE ADMINISTRATIVE PENALTY PROCEDURES; and 3) Adopt Resolution 20-____: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST HOLLYWOOD AMENDING THE MASTER FEE RESOLUTIONS FOR FISCAL YEAR 2019-20 TO INCLUDE VIOLATIONS OF CHAPTER 7.10 (SMOKING IN MULTI-FAMILY BUILDINGS), SECTION 11.12.050 (SMOKING PROHIBITED IN CITY PARKS), AND CHAPTER 11.29 (PARKLETS) TO SCHEDULE C OF THE ADMINISTRATIVE CITATION FEE SCHEDULE.

4. UNFINISHED BUSINESS:

4.A. PUBLIC SAFETY UPDATE [K. COOK, E. RAMIREZ, M. BROWN, J. JIMENEZ, D. RIVAS, C. PLANCK, D. GIUGNI]:

SUBJECT: The City Council will receive an update on public safety activities and provide additional direction to staff.

RECOMMENDATIONS: 1) The City Council will receive an update on public safety activities and provide additional direction to staff regarding public safety priorities such as crime prevention, resources to address homelessness, park safety, and neighborhood livability; and 2) Receive an update on Plummer Park security enhancements.

4.B. DISCUSSION OF COUNCIL METRO SUBCOMMITTEE AND COUNCIL METRO LIAISON APPOINTMENT [J. KEHO, R. EASON, D. FENN, J. LEONARD, Y. QUARKER]:

SUBJECT: The City Council will discuss the future of the Council Metro Subcommittee and consider appointing a Council Metro Liaison.

RECOMMENDATIONS: 1) Disband the existing Council Metro Subcommittee; 2) Direct staff to return to the City Council every six months to provide updates on the Metro project and solicit feedback as needed from the full City Council on items of importance over the following six-month period; and 3) Appoint a Council Metro Liaison.

4.C. RIGHT TO COUNSEL PROGRAM [C. SCHROEDER, A. REGAN, C. SCHROEDER, D. GUIGNI, P. NOONAN]:

SUBJECT: The City Council will consider adopting a right-to-counsel initiative providing full-scope legal representation for West Hollywood tenants facing eviction, as well as early intervention services to prevent the initiation of eviction proceedings.

RECOMMENDATIONS: Staff recommends that the City Council take the following actions: 1) Direct staff to draft a right-to-council ordinance providing full-scope legal representation to all residents facing eviction; 2) Direct staff to release a request for proposals for legal services organizations to provide services for a right to counsel program within the parameters outlined in the staff report, including outreach and education, early intervention, and legal representation in eviction proceedings; and 3) Provide guidance to staff as to acceptable costs of the program.

5. NEW BUSINESS:

5.A. URBAN DESIGN & ARCHITECTURE STUDIO WORK PROGRAM LAUNCH [O. DELGADO, R. ABRAMSON, S. CAMPBELL, J. KEHO, J. ALKIRE, R. EASON]:

SUBJECT: The City Council will receive a briefing on the proposed work program for the City's newly established Urban Design & Architecture Studio ("UDAS").

RECOMMENDATION: Staff recommends that the City Council review and comment on the proposed work program for the Urban Design & Architecture Studio.

5.B. HOUSING ELEMENT ANNUAL PROGRESS REPORT FOR CALENDAR YEAR 2019 [C. SCHROEDER, P. NOONAN, J. KEHO, R. EASON, J. ALKIRE]:

SUBJECT: The City Council will receive the Annual Housing Element Report for calendar year 2019 and authorize staff to submit the report to the California Department of Housing and Community Development in compliance with state requirements.

RECOMMENDATION: Authorize staff to submit the 2019 Annual Housing Element Report to the California State Department of Housing and Community Development.

5.C. INCLUSIONARY HOUSING REQUIREMENTS FOR MIXED-USE PROJECTS IN COMMERCIAL ZONES [J. D'AMICO, J. HEILMAN, J. LEONARD, A. LOVANO]:

SUBJECT: The City Council will consider directing staff to evaluate ways to maximize the number of inclusionary units provided in mixed-use projects in commercial zones by requiring the affordable units to be a percentage of square footage rather than a percentage of unit count. This amendment would adjust for the fact that the City's Zoning Code does not have a maximum average unit size requirement in commercial zones as it

does in residential zones. Larger market rate units in mixed-use projects can decrease the overall unit count in the building envelope and, as a result, decrease the inclusionary units required in the project.

RECOMMENDATIONS: 1) Direct staff to evaluate ways to maximize the number of inclusionary units provided in mixed-use projects in commercial zones through a requirement to provide twenty percent of gross residential floor area as affordable housing rather than twenty percent of the unit count, if it would result in a greater number of affordable housing units provided; and 2) Present the proposal for consideration at a public hearing of the Planning Commission prior to returning to City Council for final approval.

5.D. POP-UP BUSINESSES IN VACANT STOREFRONT SPACES [L. MEISTER, J. DURAN, J. LEONARD, A. LOVANO]:

SUBJECT: The City Council will consider directing staff to evaluate ways to encourage pop-up businesses in vacant storefront spaces.

RECOMMENDATIONS: 1) Direct staff to evaluate ways to encourage pop-up businesses in vacant storefront spaces in order to encourage economic development, improve public safety, and enhance the City's brand as a creative, innovation center; and 2) Report back to the City Council with recommendations for consideration.

EXCLUDED CONSENT CALENDAR: Items removed from the Consent Calendar for separate discussion are considered at this time.

6. LEGISLATIVE:

6.A. AN ORDINANCE OF THE CITY OF WEST HOLLYWOOD AMENDING PROVISIONS OF CHAPTER 3.08 OF TITLE 3 OF THE WEST HOLLYWOOD MUNICIPAL CODE RELATING TO APPROVAL OF CONTRACTS [D. WILSON, M. RIOS]:

SUBJECT: The City Council will consider the adoption of an ordinance to increase the City Manager's purchasing authority from \$25,000 to \$75,000 in order to improve efficiency and reduce administrative burdens that may impede projects.

RECOMMENDATION: Introduce on first reading the following Ordinance 20-_____, "AN ORDINANCE OF THE CITY OF WEST HOLLYWOOD AMENDING PROVISIONS OF CHAPTER 3.08 OF TITLE 3 OF THE WEST HOLLYWOOD MUNICIPAL CODE RELATING TO APPROVAL OF CONTRACTS."

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 its next regular meeting, which will be on Monday, April 20, 2020 at 6:30 P.M. at West Hollywood Park Public Meeting Room - Council Chambers.

UPCOMING MEETING SCHEDULE				
Date	Day	Time	Meeting Type	Location
April 20	Monday	6:30 PM	Regular Meeting	West Hollywood Park Council Chambers
May 4	Monday	6:30 PM	Regular Meeting	West Hollywood Park Council Chambers
May 18	Monday	6:30 PM	Regular Meeting	West Hollywood Park Council Chambers
June 1	Monday	6:30 PM	Regular Meeting	West Hollywood Park Council Chambers

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CITY COUNCIL
CITY OF WEST HOLLYWOOD
CLOSED SESSION AGENDA

MONDAY, MARCH 16, 2020
6:00 P.M.

COUNCIL CHAMBERS, CLOSED SESSION ROOM,
625 N. SAN VICENTE BLVD.
WEST HOLLYWOOD, CA 90069

1. PUBLIC COMMENT ON THE CLOSED SESSION AGENDA
2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS G.C. 54956.8
 - a. Property: 4336-010-270 and 4336-010-271
617-621 North Robertson Blvd.
City Negotiator: City Manager or designee
Property Owner: City of Beverly Hills
Under Negotiation: Price and Terms of Payment (Lease/Purchase)

AFFIDAVIT OF POSTING

State of California)
County of Los Angeles)
City of West Hollywood)

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

Date: March 11, 2020
Signature: Alyssa Pobador