



In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please call the City Clerk's office at (818) 706-1613 at least 48 hours prior to the meeting.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the City to the City Council less than 72 hours prior to that meeting are available for public inspection at City Hall (31200 Oak Crest Drive, Westlake Village) during normal business hours.

AGENDA
Meeting of the City Council's
ADMINISTRATIVE COMMITTEE

Westlake Village City Hall
31200 Oak Crest Drive
Westlake Village

Thursday, November 18, 2021, 4:00 p.m.

Due to the ongoing COVID-19 pandemic, City Councilmembers and staff are participating in this meeting via teleconference pursuant to Government Code Section 54953(e). In the interest of maintaining appropriate social distancing, a physical location is not being provided for the public to attend or comment. Members of the public may observe the meeting telephonically or otherwise electronically by using Zoom teleconference service, and may offer comment in real time, with the following steps:

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/81857360776>

Or One tap mobile :

US: +16699009128,,81857360776# or +12532158782,,81857360776#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799 or +1 646 558 8656 or
+1 301 715 8592 or +1 312 626 6799

Webinar ID: 818 5736 0776

CALL TO ORDER: 4:00 p.m.

ROLL CALL: Mayor McSweeney, Mayor Pro Tem Halpern

PUBLIC COMMENTS:

COUNCIL RESPONSE:

BUSINESS:

1. Review Records Retention Policy
2. Recommendation for two professional services agreements a) Public Relations and Communications, and b) Legislative Advisor
3. Discussion on options and policies for use of teleconference for Council and Committee meetings

ADJOURNMENT: