

**CITY OF WEST HOLLYWOOD
PUBLIC FACILITIES COMMISSION
MINUTES
August 13, 2014**

1. **CALL TO ORDER:** Chair Bass called the meeting to order at 6:31 p.m.

A. ROLL CALL:

PRESENT: Commissioner Rorie, Commissioner Goldenberg, Commissioner Ettman, Commissioner Anthony, Commissioner Woodell, Chair Bass, Vice Chair Saur

ABSENT: None.

ALSO PRESENT: Department of Public Works, Steve Campbell, Manager of Facilities and Field Services, Helen Collins, Sr. Administrative Analyst, Facilities and Field Services Division and Sr. Administrative Specialist, Michelle Bell.

- B. PLEDGE OF ALLEGIANCE:** Duke Mason led the Pledge of Allegiance.

2. **APPROVAL OF AGENDA:**

ACTION: Approve the August 13, 2014 agenda.

Motion by Vice Chair Saur, seconded by Commissioner Anthony and unanimously approved.

3. **APPROVAL OF MINUTES:**

ACTION: Approve the minutes dated July 9, 2014.

Motion by Commissioner Woodell, seconded by Commissioner Anthony and unanimously approved.

4. **PUBLIC COMMENT:**

CATHY BLAIVAS, WEST HOLLYWOOD-inquired about the yellow bike racks at Plummer Park and she talked about the process to refurbish Great Hall/Long Hall.

STEPHANIE HARKER, WEST HOLLYWOOD - congratulated the new Chair and Vice Chair, thanked the staff for replacing a tree at 1137 Vista and talked about revisiting rehabilitation of Great Hall/Long Hall. She provided staff with a printout from the National Register of Historic Places to illustrate that Plummer Park was included.

MICHAEL WOJTKIELEWIKZ, WEST HOLLYWOOD - asked about the black asphalt at the Detroit Garden and questioned the process of assigning gardeners

MARCY NORTON, WEST HOLLYWOOD- Vice Chair of the Public Safety Commission and now the liaison to the Public Facilities Commission.

LARRY BLOCK, WEST HOLLYWOOD - requesting a report of all the public buildings and their disability access; he also asked for a liaison from Public Facilities Commission to attend the Disability Advisory Board meetings, which are the 4th Wednesday of the month.

5. **PUBLIC HEARINGS: NONE.**

6. **CONSENT CALENDAR: NONE.**

8. **UNFINISHED BUSINESS:**

A. Design District Streetscape Master Plan:

1. Public Gathering Places - Presentation:

Steve Campbell, Manager of Facilities and Field Services introduced Georgia Sheridan, Assistant Planner. She provided a presentation on the West Hollywood Design District Streetscape Master Plan. She specifically focused her presentation on the areas of Melrose/Norwich and Beverly/Robertson. Ms. Sheridan presented the plan objectives, design district project area and the project timeline.

2. Tree District Designation - Eastern Sunset Blvd.

Steve Campbell, Manager of Facilities and Field Services provided a brief background report. He introduced Steve Afriat, President of The Afriat Consulting Group Inc., and Aaron Green, Vice President of The Afriat Consulting Group, Inc. Aaron Green presented three options for the Commission to consider for their recommendation.

GENIEVE MORRELL, MARINA DEL REY- President of the West Hollywood Chamber of Commerce spoke in support of the project.

STEPHANIE HARKER, WEST HOLLYWOOD - spoke in support of the project.

Commissioners discussed the pros and cons of the different options of plants that were presented.

ACTION: Motion by Vice Chair Saur, seconded by Commissioner Goldberg to re-designate eleven tree sites in the current Flowering Tree District adjacent to 8225, 8228 and 8240 Sunset Blvd to a Palm Tree District; and provide a recommendation to the City Council regarding the request to remove two trees from the

current Flowering Tree District adjacent to 8225 and replace with Bougainvillea and Jasmine.

Commissioner Ettman asked staff if there was a preferred option. Steve Campbell stated that the applicant has agreed to maintain and upkeep the plant material that they are installing. He did state that he agreed with a drought tolerant plant but that there seems to be a consensus on the Commission for Option 2 with the Bougainvillea "Barbara Karst" and the Star Jasmine. He further stated that the Star Jasmine can be changed out with another plant material plant if it did not work out for some reason.

ACTION: Commissioner Ettman made a friendly amendment to have staff and the applicant choose the plants together. Motion was unanimously carried.

C. Dog Park Discussion Item:

1. Draft Update

Steve Campbell, Manager of Facilities and Field Services provided a brief presentation and a draft staff report to go into the City Council Agenda Packet.

Commissioner Rorie stated that he wanted the Commission to take into consideration the work that has been done in the visioning of Laurel Park what he would amend the motion to include the word possibly before 1343 Laurel Park.

Commissioner Goldenberg spoke in support of inserting the word "possibly" before 1343 Laurel Park. She also stated that dog parks are for the people as well as the dogs.

Commissioner Anthony stated that he support inserting the word "possible" before 1343 Laurel Park. He also said that he supported an off-leash dog area.

Vice Chair Saur spoke in support of adding the word "possibly" before 1343 Laurel Park. She spoke in support of the visioning for 1343 Laurel Park and the fact that an off leash dog park or a dog park was not being considered as part of that process.

Chair Bass spoke in support of the visioning committee for Laurel Park coming before the Commission at some point and that recommendations could be made then from the Commission. He spoke in support of the word possible being inserted before Laurel Park. He also stated that the charge of the Commission is to look at other options for an off-leash dog park.

Commissioner Woodell spoke about two attempts to get a letter to the City Council in previous years.

Commissioner Ettman spoke in support of being specific in the request to the City Council. He spoke in support of the report to City Council being specific to West Hollywood Park Phase II and that the sub-committee should discuss Plummer Park and Laurel 1343 Park. Commissioner Ettman asked staff to clarify the lease of Hart Park Dog Park.

Steve Campbell explained that Hart Park is being leased from the City of Los Angeles. It is also being operated as a temporary dog park.

Commissioner Ettman suggested disregarding paragraph 2 of the draft report.

Vice Chair Saur agreed with Commissioner Ettman.

CATHY BLAIVIS, WEST HOLLYWOOD - spoke about Councilmember comments and she spoke in support of having the dog park at West Hollywood Park since it isn't surrounded by residents.

MICHAEL WOJKIELEWKZ - spoke in support of more dog parks to cover the eastside and the westside.

LARRY BLOCK, WEST HOLLYWOOD - spoke in support of the item and recommended registering dogs, requiring clean up after your dog and separate parks for large dogs and small dogs.

ACTION: Motion by Commissioner Ettman to remove paragraph two of the staff report, seconded by Vice Chair Saur. Motion failed.

ACTION: Motion by Commissioner Anthony to make the following changes to the second paragraph: 1.) remove "expressed interest in requesting" and insert "requests"; 2.) insert "possibly" after "and" and before "1343 Laurel Park", seconded by Commissioner Goldberg and carried, noting the NO votes of Commissioner Rorie and Vice Chair Saur.

Item 8A. was discussed after Item 7.C.

- D. Urban Forest Management Plan:**
- 1. Update**

Steve Campbell, Manager of Facilities and Field Services gave a brief introduction regarding an update on the proposed City's Forest Urban Management Plan. He introduced the new consultants from Inland Urban Forest Group. Dave Rogers, Consultant provided a power point presentation on the plans to complete the plan.

8. NEW BUSINESS:

A. Tree Removal and Planting:

1. 8564-8568 Melrose Avenue:

Sandy Hutchins, Consultant to Restoration Hardware. He provided a brief background on the trees that were damaged during construction. He proposed to remove the damaged three trees on the south side of Melrose Avenue between Westmount and West Knoll replacing them with four trees.

Commissioners discussed the pros and cons of accepting their proposal given the fact that the trees for the area have not been chosen. Sandy Hutchins stated that if the trees need to be replaced that they will be donated to the City of West Hollywood.

ACTION: Motion by Commissioner Ettman to approve the proposal as presented and if the planted trees need to be changed that they be used on the site or donated to the City of West Hollywood, seconded by Commissioner Anthony and unanimously carried.

B. Annual Commission and Board Congress:

1. Commission Input:

Michelle Bell, Sr. Administrative Specialist gave a brief description on the request from the City Clerk to receive some memories and images that speak to the history of West Hollywood, the good times the challenging times, times of sorrow and times of triumph and how the respective Commission was involved in the memory.

Helen Collins, Sr. Facilities and Field Services Analyst volunteered to be the receptacle of the pictures and ideas that the Commissioners submit as well as go through her archives. The deadline set to Friday, August 22, 2014.

9. EXCLUDED CONSENT CALENDAR: NONE.

10. PUBLIC COMMENTS: NONE.

11. ITEMS FROM STAFF: NONE.

12. COMMISSIONER COMMENTS/SUBCOMMITTEE REPORTS:

Commissioner Anthony provided an update on 1343 Laurel Park Visioning Committee. He stated that future proposed programming will be vetted through the Commissions and sent on to the City Council.

Commissioner Anthony provided an update on the recommendations that have been made by the West Hollywood Park Phase II Committee. He also stated that a presentation will be given to the Commission prior to the item going to the City Council.

Commissioner Woodell reported on the Hart Park Dog Park sub-committee meeting. He stated that he met Mr. Ramos, from Animal Control and that his presence encourages people to adhere to the regulations. He also thanked staff for moving the benches to the DeLongpre side of the park. He expressed a desire to meet more than quarterly. He thanked the city staff for National Night Out. He also thanked staff on responding promptly to a fallen tree.

In response to Commissioner Woodell's questions, Steve Campbell stated that the asphalt at Detroit Community Gardens was put there for the recycling container. He also stated that the programming of the gardens is a function of the Recreation Division. Staff is actively working on compiling and ADA report for all the public buildings.

Commissioner Ettman requested a report on the steps being taken to help relieve the strain on the water reserves. He spoke in support of the Commission being proactive on specific items to have an impact with the City Council.

Commissioner Rorie thanked everyone for coming and congratulated the Chair and Vice Chair.

Commissioner Goldenberg congratulated the Chair and Vice Chair. She also congratulated Commissioner Rorie on his new baby girl. She encouraged the Commissioners to attend Phase II of West Hollywood Park Design meetings, especially the changing room design. She commented on new art, dusty umbrellas and the changing area on the second floor.

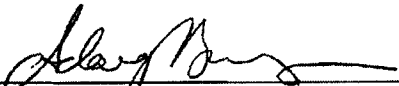
Commissioner Anthony congratulated the Chair on running a great meeting.

Vice Chair welcomed Marcy Norton, Public Safety Commissioner to the meeting. She congratulated the Chair on a running a great meeting.

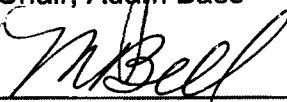
Chair Bass stated that he met with all of the City Council offices, city staff and the Vice Chair to talk about the next year and what the charge should be. He supported Commissioner Ettman's request for the report on the steps being taken to help relieve the strain on the water reserves.

13. ADJOURNMENT:

Motion Vice Chair Saur, seconded by Commissioner Goldenberg to adjourn the Public Facilities Commission in memory of Max Steinberg at 9:15pm to their regularly scheduled meeting, which will be held on Wednesday, September 10, 2014 at 6:30 p.m. in the West Hollywood Community Room at, West Hollywood Park, located at 625 N. San Vicente Boulevard.



Chair, Adam Bass



Michelle Bell, Recording Secretary