

**CITY OF WEST HOLLYWOOD
PUBLIC FACILITIES COMMISSION
MINUTES
December 10, 2014**

1. **CALL TO ORDER:** Chair Bass called the meeting to order at 6:30 p.m.

A. ROLL CALL:

PRESENT: Commissioner Goldenberg, Commissioner Ettman, Commissioner Rorie, Commissioner Woodell
Vice Chair Saur and Chair Bass, Commissioner Anthony arrived at 6:45pm.

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:** Michael Wojtkielewicz led the Pledge of Allegiance.

2. **APPROVAL OF AGENDA:**

ACTION: Approve the December 10, 2014 agenda.

Chair Bass requested that Item 7B. be moved to item 7A.

Motion by Chair Bass, seconded by Commissioner Rorie and unanimously approved.

3. **APPROVAL OF MINUTES:**

ACTION: Approve the minutes dated November 12, 2014.

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

4. **PUBLIC COMMENT:**

MICHAEL WOJTKIELEWICZ, WEST HOLLYWOOD thanked staff for the item on the Detroit Community Gardens and trimming the trees on Lexington. He also spoke in support of the direction that the West Hollywood Park Phase II and Plummer Park is going.

5. **PUBLIC HEARINGS - NONE.**

6. **CONSENT CALENDAR - NONE.**

7. **NEW BUSINESS**

A. Gender Neutral Restrooms

Helen Collins, Sr. Administrative Analyst provided a brief presentation informing the Commission of the City Council direction as well as the history of the ordinance to provide gender neutral pictogram sign for the single use restrooms. Ms. Collins stated that the next steps would be as follows:

1.) Meet with the Transgender Advisory Board on January 7, 2014; 2.) Design the pictogram sign and determine the cost; and, 3.) Implementation.

Staff recommended that a couple of pictogram sign options be presented to the Transgender Advisory Board by a staff member and a member of the Public Facilities Commission.

Commissioner Ettman spoke in support of a presentation to the Transgender Advisory Board. He also spoke in support of the pictogram of a man and a woman; and, changing the word "Restroom" to "Everyone".

A discussion ensued.

Chair Bass stated his support with one Commissioner going with a staff person to present to the Transgender Advisory Board.

ACTION: Adopt the proposal to send the item to the Transgender Advisory Board with support for the pictogram of a man and a woman; and, replace the word, "Restroom" with "Everyone."

Motion by Commissioner Rorie, seconded by Commissioner Anthony.

Discussion ensued whether to make a recommendation choice on a pictogram and the word change from "Restroom" to "Everyone", to the Transgender Advisory Board or to make the presentation and let the Transgender Advisory Board make their recommendations to the representatives of the Public Facilities Commission and staff.

Vote carried noting the NO votes of Commissioner Ettman and Commissioner Woodell.

**B. Detroit Community Garden
Moved from 7B. to 7A.**

1. Update

Olivia Walker, Manager of Recreation provided a brief presentation on the history of the gardens and the process by which they are leased out.

Commissioner Ettman asked about the vacancies at the Gardens.

Ms. Walker explained that there are 33 plots and 2 designated accessible gardening plots. She explained the outreach that is currently done to encourage gardeners to be enrolled.

Commissioner Goldenberg suggested that they have a contest exhibiting the products of the garden and create a completion amongst the gardeners to encourage more participation.

PUBLIC COMMENT:

MICHAEL WOJTKIELEWIKZ, WEST HOLLYWOOD - spoke about the three year limit and would like to have it extended and having more advertising about vacancies.

Commissioner Ettman supported Commissioner Goldenberg's suggestion and he spoke about meeting with the gardeners to gain feedback about the experience. He also spoke about possibly changing the policy to include more planting of flowers to increase interest in enrolling in the program.

8. UNFINISHED BUSINESS:

A. West Hollywood Park Phase II

1. Council Action - Update:

Steve Campbell, Manager of Facilities and Field Services provided a brief presentation on the history leading up to this item. He also updated the Commissioners and explained the City Council direction for the next steps as it involves the Public Facilities Commission.

2. Off-leash Dog Area - Next Steps:

Staff recommended that the Public Facilities Commission form an ad hoc committee composed of 2 or 3 Public Facilities Commissioners to work with staff and the Design Consultants to develop recommendations for materials to be used at the proposed West Hollywood Park Off-leash Dog Park/Area. A report will be going to the City Council on February 2, 2015.

Commissioner Woodell volunteered to be on the committee. He supported having the standing Hart Park Off-leash Committee to be the committee to meet with staff and the Design Consultants since it is already composed.

Staff explained the constraints imposed working with a standing Brown Act governed committee that is governed by the Brown Act.

Commissioner Ettman volunteered to be on the committee and spoke in support of adding a member of the public to the committee.

Commissioner Goldenberg volunteered to be on the committee.

Vice Chair Saur spoke in support of the item.

Commissioner Rorie spoke in support of the ad hoc committee; but he did not support adding a member of the public to the committee; he did support the public to be able to attend a committee meeting.

Chair Bass expressed his desire to be on the ad hoc committee. He also stated that he would like to be able to make the advisement in January. He supported the ad hoc committee since it can move in a more nimble way without Brown Act constraints.

ACTION: Create an Ad Hoc Committee to work with staff and the Design Consultants. Motion Commissioner Anthony, seconded by Commissioner Ettman and unanimously carried.

Chair Bass appointed Commissioner Ettman, Commissioner Woodell and himself to the Ad Hoc Committee.

9. EXCLUDED CONSENT CALENDAR: NONE.

10. PUBLIC COMMENTS: NONE.

11. ITEMS FROM STAFF: NONE.

12. COMMISSIONER COMMENTS/SUBCOMMITTEE REPORTS:

Commissioner Goldenberg commented on dirty sidewalks; thanked staff for repairing the showers at West Hollywood Park; spoke in support of low income housing at 1343 Laurel; and, she stated how happy she was with the progress of the Commission in working together to move the City Council in the direction to establish two off-leash dog park areas at West Hollywood Park Phase II.

Commissioner Anthony thanked staff for more relevant and important items on the agenda.

Commissioner Ettman thanked staff and Chair Bass. He commented on the good work done to have the dog park item come back to the Commission. He stated that he attended the Public Safety Commission and he spoke there regarding safety at the parks.

Commissioner Rorie thanked Chair Bass and expressed his happiness with the City Council direction regarding the Off-leash Dog Park/Area in West Hollywood Phase II Design.

Commissioner Woodell asked about the plans to recondition the Hart Park House.

Mr. Campbell explained that staff is aware of the condition and that there is a process for maintaining and reconditioning the house.

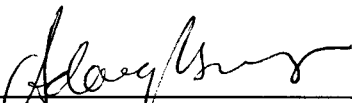
Vice Chair Saur spoke in support of accomplishing dog park in West Hollywood Park Phase II. She wished everyone a Happy Holiday.

Commissioner Goldenberg wished everyone Happy Holiday.

Chair Bass thanked staff and the Commissioners. He expressed that Mayor D'Amico showed leadership regarding the Off-leash Dog Park/Area and including the Public Facilities Commission.

13. ADJOURNMENT:

Motion by Chair Bass, seconded by Vice Chair Saur to adjourn the Public Facilities Commission at 8:16pm to their regularly scheduled meeting, which will be held on Wednesday, January 14, 2016 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