

**CITY OF WEST HOLLYWOOD
PUBLIC FACILITIES COMMISSION
SPECIAL MEETING MINUTES
WEDNESDAY, JULY 11, 2018**

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

A. ROLL CALL:

PRESENT: Chair Rodriguez, Vice Chair Dolan, Commissioner Millan, Commissioner Torres, Commissioner Block, and Commissioner Sunnanon.

ABSENT: None.

ALSO PRESENT: Helen Collins, Facilities and Field Services Manager, and Debbie Gonzalez, Administrative Coordinator.

B. PLEDGE OF ALLEGIANCE:

2. APPROVAL OF AGENDA

ACTION: Approve the July 11, 2018 Agenda.

Motion by Commissioner Millan, seconded by Commissioner Torres and approved unanimously.

3. APPROVAL OF MINUTES

ACTION: Approve the meeting minutes dated June 13, 2018 with an amendment to the Commissioner Comments section.

Motion by Commissioner Millan, seconded by Commissioner Torres and approved unanimously.

4. PUBLIC COMMENTS: None

5. CONSENT CALENDAR: None.

6. PUBLIC HEARINGS: None.

7. **NEW BUSINESS.**

**A. Design District Streetscape Master Plan Working Group –
Appointment of Representative**

SUBJECT: The Public Facilities Commission will consider appointing one member of the Commission to the Design District Streetscape Master Plan Working Group.

The Public Facilities Commission appointed Vice Chair Dolan to the District Streetscape Master Plan Working Group and Commissioner Torres to serve as his alternate through a general consensus of the Commission.

B. Election of Chair and Vice Chair

SUBJECT: In accordance with the Commission's By-Laws, the election of Chair and Vice Chair was placed on the Commission's July 11th meeting Agenda.

1. The current Chair opened Nominations for the position of Chair.

ACTION: Nominated Commissioner Torres for Chair. **Motion by Vice Chair Dolan, seconded by Commissioner Block.**

ACTION: Commissioner Torres elected as Chair to the Public Facilities Commission.

2. The current Chair opened Nominations for the position of Vice Chair.

ACTION: Nominated Commissioner Millan for Vice Chair. **Motion by Vice Chair Dolan, seconded by Chair Rodriguez.**

ACTION: Commissioner Millan elected as Vice Chair to the Public Facilities Commission.

C. Standing and Ad Hoc Committees

The Committee Roster was updated as follows through a general consensus of the Commission. (Highlighted names are new members)

1. Greening West Hollywood - Standing Committee.

- Chair
- Larry Block
- Brandon Milan

2. Heritage Tree - Standing Committee

- Chair
- Tai Sunnanon
- Vacant

3. Memorial / Tribute Tree Review - Standing Committee. *

- Commission Chair

* Member of Committee established by Council Resolution No. 04-3135 A Memorial, Tribute Tree and Plaque Policy.

4. Naming Policy Guideline - Standing Committee. **

- Commission Chair

** Member of Committee established by Council Resolution No. 00-2297 A Naming Policy Guideline.

5. Parks and Recreation Rules and Guidelines – Representative

- Noemi Torres

8. **UNFINISHED BUSINESS: None.**

9. **PUBLIC COMMENT: None.**

10. **ITEMS FROM STAFF**

Facilities and Field Services Manager, Helen Collins, updated the Commission on items that will be brought back to the Commission such as the Tree Management Plan, Parkway Beautification Program, and information on a new Net Zero Green Initiative. She provided an update on the retrofitting of city facilities. She also stated that staff will be bringing back the item on the Tipa trees infestation. She went on to provide an update on the West Hollywood Dog Parks and discussed the steps the City is taking to mitigate issues such as the turf temperature and disruptions caused from various park activities.

11. **ITEMS FROM SUBCOMMITTEE REPORTS/COMMISSIONERS**

Commissioner Block congratulated newly elected Chair, Noemi Torres. He requested for an item to be put on the agenda to discuss issues occurring in the Dog Parks.

Commissioner Millan thanked Chair Rodriguez for leading the Commission over the last year and congratulated Commissioner Torres on her election as Chair. He also thanked the Commission for electing him as Vice Chair. He welcomed back Commissioner Sunnanon and acknowledged the work that he did in Texas to reunite families.

Commissioner Torres congratulated Commissioner Millan and thanked Chair Rodriguez for his leadership. She invited the Commission to attend LAHSA, a community information fair on Homelessness taking place in Downtown Los Angeles on July 14th at 12pm.

Commissioner Sunnanon thanked Chair Rodriguez and Vice Chair Dolan for their leadership over the last year. He congratulated the newly elected Chair and Vice Chair. He requested that items in the Public Facilities purview be brought to the Commission before they go on the Council Agenda. He asked to get a quarterly update on the construction for the West Hollywood Park. He invited the Commission to a family reunification panel discussion he will be hosting on July 31st.

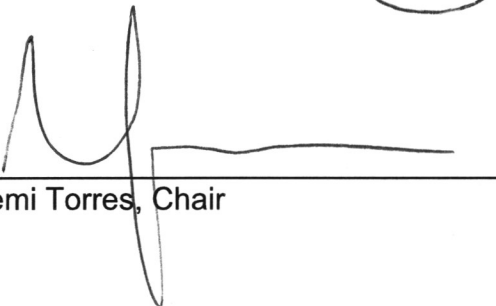
Vice Chair Dolan congratulated the newly elected Chair and Vice Chair. He thanked Chair Rodriguez for a wonderful year serving as Chair of the Commission and also thanked the Commission for the great work done in the past year. He requested an update on the Hart Park lease signing.

Chair Rodriguez thanked the Commission for allowing him to serve as Chair for the past year. He thanked staff for assisting him during his time as Chair. He congratulated the newly elected Chair and Vice Chair.

12. **ADJOURNMENT** – The meeting adjourned at 7:21p.m. to the next meeting of the Public Facilities Commission scheduled for August 8, 2018 at City Hall – 8300 Santa Monica Blvd., West Hollywood, CA 90069.



Debbie Gonzalez, Recording Secretary



Noemi Torres, Chair