

**CITY OF WEST HOLLYWOOD
PUBLIC FACILITIES COMMISSION
MEETING MINUTES
WEDNESDAY, OCTOBER 10, 2018**

1. **CALL TO ORDER:** Vice Chair Millan called the meeting to order at 6:32 p.m.

A. ROLL CALL:

PRESENT: Vice Chair Millan, Commissioner Block, Commissioner Rodriguez, and Commissioner Dolan, Commissioner Isaacs (arrived at 6:35p.m., and Commissioner Sunnanon (arrived at 6:35p.m.)

ABSENT: Chair Torres

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 October 10, 2018 Agenda.

Motion by Commissioner Rodriguez, seconded by Commissioner Dolan and approved unanimously.

3. **APPROVAL OF MINUTES**

ACTION: Approve the meeting minutes dated September 12, 2018.

Motion by Commissioner Rodriguez, seconded by Commissioner Block and approved unanimously.

4. **PUBLIC COMMENTS**

MICHAEL WOJTKIELEWICZ, WEST HOLLYWOOD: He spoke about ADA compliance at West Hollywood Park and Hart Park. He mentioned the need of a handrail at the ramp in West Hollywood Park located on the northwest corner.

5. **CONSENT CALENDAR: None.**

6. **PUBLIC HEARING: None.**

7. **UNFINISHED BUSINESS.**

A. Dog Park Recommendations

SUBJECT: The Public Facilities Commission received a summary of the recommendations to be included in the staff report to the City Council on the operations of the West Hollywood Dog Parks.

PUBLIC COMMENT:

MICHAEL WOJTKIELEWICZ, WEST HOLLYWOOD: He expressed concerns with the turf at the West Hollywood Dog Parks. He also expressed concerns with the benches inside the dog park. He went on to suggest putting in hanging hooks for people to hang their belongings away from dogs.

Commissioner Block spoke briefly about the importance of keeping the verbiage on the list of Dog Park Etiquette Rules simple and straight forward.

Commissioner Isaacs expressed the importance of using the Dog Parks as a place for dogs to socialize and not for the patrons to socialize.

Commissioner Sunnanon spoke about the Public Facilities Commission's role as stewards of the Dog Parks and the importance of keeping the patrons safe. He also thanked the public speaker for reminding the Commission to be mindful of the ADA community in the City. He spoke in favor of the public speakers' comment regarding installing a hand rail at the West Hollywood Park ramp.

Commissioner Rodriguez agrees with the recommendations from staff.

ACTION: Approve the final recommendations as presented by staff. **Motion by Commissioner Rodriguez, seconded by Commissioner Sunnanon.**

Roll Call Vote:

Commissioner Block: Yes

Commissioner Isaacs: Yes

Commissioner Sunnanon: Yes

Vice Chair Millan: Yes

Commissioner Rodriguez: Yes

Commissioner Dolan: Yes

8. **NEW BUSINESS.**

A. City Park Update

SUBJECT: The Public Facilities Commission received an overview on the City Parks and upcoming scheduled projects and maintenance.

PUBLIC COMMENT:

STEPHANIE HARKER, WEST HOLLYWOOD: Spoke about having an ADA ramp at Hart Park. She spoke about the maintenance of the AIDS memorial. She went on to speak about the public facility at Laurel Park not being available to the public. She also inquired about the Laurel Park grant money.

CATHY BLAIVAS, WEST HOLLYWOOD: Spoke about an upcoming event called Senor Plummer's Final Fiesta presented by Rogue Artists Ensemble.

MICHAEL WOJTKIELEWICZ, WEST HOLLYWOOD: Spoke about a trip that Commissioners and Advisory Board members took to tour the City's Affordable Housing Projects. He spoke about Hart Park and the ADA design requirements.

Commissioner Block spoke in favor of the public speakers' comment regarding the ramp at Hart Park and the status of the Hart Park lease.

Commissioner Sunnanon spoke about the importance of getting the lease for Hart Park renewed.

Commissioner Rodriguez thanked staff for the update.

Commissioner Dolan spoke about a former subcommittee he was a part of and their involvement with attempting to expedite the renewal of the Hart Park lease.

Vice Chair Millan inquired about drafting a letter on behalf of the Public Facilities Commission to the City of Los Angeles, urging them to expedite the process to renew the lease at Hart Park.

ACTION: Receive and file.

B. Trees

SUBJECT: The Public Facilities received an overview on the City maintenance process and shared online tree resources with the Commission.

PUBLIC COMMENT:

MICHAEL WOJTKIELEWICZ, WEST HOLLYWOOD: He spoke about the importance of the diversity of trees. He went on to read a passage from the Wayfarers Chapel.

ACTION: Receive and file.

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
- Michael Dolan

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

6. Design District Streetscape Master Plan Working Group - Representative
 - Michael Dolan - Primary
 - Noemi Torres - Alternate
7. Hart Park AD Hoc Committee
 - Noemi Torres
 - Susan Isaacs
 - **Brandon Millan**
8. Kings Road Park Playground AD Hoc Committee
 - Noemi Torres
 - Larry Block
 - **Vacant**
9. Parkway Beautification AD Hoc Committee
 - Chair
 - Vice Chair
 - Larry Block

9. **EXCLUDED CALENDAR:** None.

10. **PUBLIC COMMENTS:**

STEPHANIE HARKER, WEST HOLLYWOOD: She spoke about the City's disabled community and the importance of Hart Park being ADA compliant.

CATHY BLAIVAS, WEST HOLLYWOOD: She acknowledged public speaker Michael Wojtkielewicz and thanked him for bringing awareness to the Commission and the public about ADA non-compliant issues in the City.

11. **ITEMS FROM STAFF**

Facilities and Field Services Manager, Helen Collins, informed the Commission that there is a new staff member in the Division filling the Administrative Analyst position.

12. ITEMS FROM SUBCOMMITTEE REPORTS/COMMISSIONERS

Commissioner Block thanked the public speakers for their comments. He asked that the meeting be adjourned in memory of Howard Schlossberg.


Commissioner Sunnanon thanked Helen Collins for her responsiveness when issues are brought to her attention. He asked for an update on the pressure washing and street cleaning. He thanked the public speakers and acknowledged their comments. He expressed appreciation to Vice Chair Millan for taking the chairmanship for the meeting. He also thanked staff for their hard work.

Commissioner Dolan thanked staff for the informative presentations. He also thanked the public speakers for their comments. He thanked staff for tending to a dead tree that he reported. He expressed concern with a tree in Plummer Park that appears to be half dead.

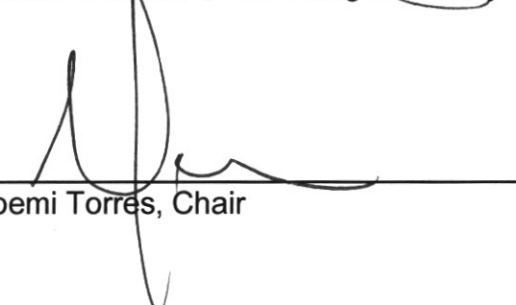
Commissioner Rodriguez thanked Vice Chair Millan for filling in as Chair for the meeting. He spoke about the median improvement work that the City is currently working on and shared that the work is coming along well.

Vice Chair Millan gave an update on the Greening West Hollywood Standing Committee and shared that beginning on October 15, they will be opening up a window for the Eastside Beautification pilot program and begin to send out applications. Vice Chair Millan requested to agendize a Hart Park recommendation to the City Council encouraging them to write a letter to the City of Los Angeles urging them to expedite the process to renew the lease. Vice Chair Millan also recommends expressing that the longer the lease is delayed the longer it will take for the City to become ADA compliant. He also asked to agendize an item to review what is in the Public Facilities Commission's purview.

- 13. ADJOURNMENT** – The meeting adjourned at 8:41 p.m. in memory of Howard Schlossberg to the next meeting of the Public Facilities Commission scheduled for November 14, 2018 at City Hall – 8300 Santa Monica Blvd., West Hollywood, CA 90069.



Debbie Gonzalez, Recording Secretary



Noemi Torres, Chair