

**PUBLIC FACILITIES COMMISSION  
CITY OF WEST HOLLYWOOD  
MINUTES  
WEDNESDAY, MARCH 13, 2019  
WEST HOLLYWOOD CITY HALL – COMMUNITY ROOM (EOC)  
8300 SANTA MONICA BLVD  
WEST HOLLYWOOD, CA 90069**

**6:30 P.M. – REGULAR MEETING**

**1. CALL TO ORDER – Chair Torres called the meeting to order at 6:34 P.M.**

**A. ROLL CALL**

**PRESENT:** Chair Torres; Vice Chair Millan; Commissioner Block; Commissioner Rodriguez; Commissioner Isaacs; and Commissioner Sunnanon (arrived at 6:43p.m.).

**ABSENT:** None.

**ALSO PRESENT:** Helen Collins, Facilities and Field Services Manager; John Gilmour, Principal Planner; Dan Mick, Code Compliance Supervisor; Erin Hamant, Senior Administrative Analyst; and Debbie Gonzalez, Administrative Coordinator.

**B. PLEDGE OF ALLEGIANCE:** Commissioner Rodriguez led the Pledge of Allegiance.

**2. APPROVAL OF AGENDA**

**ACTION:** Approve the March 13, 2019 Agenda.

**Motion by Commissioner Block, seconded by Vice Chair Millan, and approved unanimously.**

**3. APPROVAL OF MINUTES**

**ACTION:** Approve the minutes, dated February 13, 2019, of the prior Public Facilities Commission meeting.

**Motion by Commissioner Block, seconded by Commissioner Isaacs, and approved unanimously.**

**4. PUBLIC COMMENT – None.**

**5. COMMISSIONER COMMENTS**

Vice Chair Millan thanked members of the public for attending the Public Facilities Commission meeting.

6. **CONSENT CALENDAR** – None.

7. **PUBLIC HEARINGS** – None.

8. **UNFINISHED BUSINESS**

**A. PARKWAY STANDARDS ORDINANCE**

**SUBJECT:** The Public Facilities Commission received a presentation from the Parkway Standards Ordinance Ad Hoc Committee with their input on the draft Parkway Standards Ordinance.

**PUBLIC COMMENT:**

**RICHARD GIESBRET, WEST HOLLYWOOD,** spoke in favor of having parkways in the City of West Hollywood. He provided comments on the proposed Parkway Standards Ordinance. He e-mailed a letter prior to the meeting outlining his comments. A copy of the letter was distributed to the Commission.

Commissioner Block spoke about having parking delineators to prevent cars from double parking. He also spoke in regard to the depression in the parkway surface.

Staff provided clarity on the design criteria of the ground cover and depression on the parkway surface.

Commissioner Sunnanon asked for clarification on the ordinance violation.

Vice Chair Millan inquired if minimizing the 42” access strip path to 24” will pose an ADA non-compliance issue. Staff commented that the curbside parking does not fall under the purview of ADA Law.

**ACTIONS:** Received input and comments from the Parkway Standards Ordinance Ad Hoc Committee with a recommendation to the City Council to adopt the Parkway Standards Ordinance with the following changes:

- 1) Change the 42” path recommendation to a 24” path in the Parkway Design Guidelines.
- 2) Allow the use of rocks that are ¾” to 1” for ground cover in the Parkway Design Guidelines.
- 3) Discourage the use of concrete in the 18” convenience strip in the Parkway Design Guidelines.

**Motion by Commissioner Rodriguez, seconded by Commissioner Sunnanon.**

**Roll Call Vote:**  
**Commissioner Block – Yes**  
**Commissioner Isaacs – Yes**  
**Commissioner Sunnanon – Yes**  
**Chair Torres – Yes**  
**Vice Chair Millan– Yes**  
**Commissioner Rodriguez- Yes**

**B. 2019 ARBOR DAY & ANNUAL TOUR**

**SUBJECT:** The Public Facilities Commission was provided the proposed schedule for the Arbor Day Celebration and the Annual Tour locations.

**ACTION:** Approve the proposed schedule for the Arbor Day Celebration and the Annual Tour locations.

**Motion by Vice Chair Millan, seconded by Commissioner Block, and approved unanimously.**

9. **NEW BUSINESS**

**A. FACILITIES AND FIELD SERVICES DIVISION CAPITAL IMPROVEMENT PROGRAM PROJECT UPDATE**

**SUBJECT:** The Public Facilities Commission received an update on the existing and upcoming proposed Capital Improvement Program projects under the control of the Facilities and Field Services Division.

Staff presented the item and took questions from the Commission. Chair Torres inquired about the budgeting for the City Hall renovations. Commissioner Sunnanon asked if there are not-to-exceed limits for the projects. Commissioner Block inquired about funding for the Kings Road Park playground improvements. Staff further explained funding for each project.

**ACTION:** Receive and File.

10. **EXCLUDED CONSENT CALENDAR** – None.

11. **PUBLIC COMMENTS** – None.

12. **ITEMS FROM STAFF** – None.

13. **ITEMS FROM COMMISSIONERS & SUBCOMMITTEE REPORTS**

Commissioner Block requested that the meeting be adjourned in the name of Jim Chud. He thanked Commissioner Rodriguez for his work and bade him farewell.

Commissioner Sunnanon thanked the Parkway Standards Ordinance Ad Hoc Committee for their work and recommendations that were brought forth to the Commission. He informed the Commission that he will be absent beginning in April until June while he attends Officer Training with the United States Air Force. He wished Commissioner Rodriguez well.

Commissioner Rodriguez spoke about his time as a Commissioner and thanked the Commissioners and Staff for their hard work.

Vice Chair Millan thanked the Parkway Standards Ordinance Ad Hoc Committee for their work and dedication. He wished Commissioner Sunnanon well on his training. He thanked Commissioner Rodriguez for his hard work while serving in the Commission.

Chair Torres shared sentiments about Commissioner Rodriguez and wished him well. She wished Commissioner Sunnanon best of luck on his training. She wished everyone a happy Women's History month.

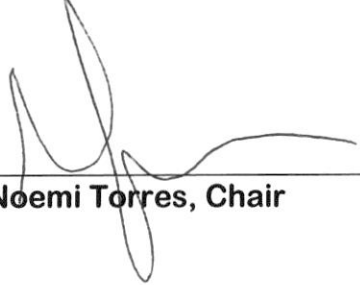
14. **ADJOURNMENT**

The Public Facilities Commission meeting adjourned in memory of Jim Chud at 8:03 P.M. to its next special meeting, which is scheduled to be on April 27, 2019 at 8:00 A.M. at West Hollywood City Hall – Community Room (EOC), 8300 Santa Monica Blvd., West Hollywood, CA 90069.



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Debbie Gonzalez, Recording Secretary



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Noemi Torres, Chair