

**PUBLIC FACILITIES COMMISSION  
CITY OF WEST HOLLYWOOD  
MINUTES  
WEDNESDAY, JUNE 12, 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 6:30 P.M.**

**A. ROLL CALL**

**PRESENT:** Chair Torres; Vice Chair Millan; Commissioner Block; Commissioner Isaacs; Commissioner Polachek; Commissioner Sunnanon; and Commissioner Stapleton.

**ABSENT:** None.

**ALSO PRESENT:** Helen Collins, Facilities and Field Services Manager; Francisco Contreras, Innovation Manager; Kate Kigongo, Innovation Analyst; Richard Garland, Principal Traffic Engineer; Erin Hamant, Senior Administrative Analyst; and Debbie Gonzalez, Administrative Coordinator.

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

**2. OATH OF OFFICE**

The Oath of Office was administered to Edward Stapleton.

The Oath of Office was administered by Councilmember Heilman.

**3. APPROVAL OF AGENDA**

**ACTION:** Approve the June 12, 2019 Agenda.

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

**4. APPROVAL OF MINUTES**

**ACTION:** Approve the minutes, dated May 8, 2019, of the prior Public Facilities Commission meeting.

**Motion by Commissioner Polachek, seconded by Commissioner Block, and approved unanimously with abstentions by Commissioner Sunnanon and Commissioner Stapleton.**

5. **PUBLIC COMMENT:** None.

6. **COMMISSIONER COMMENTS**

Vice Chair Millan welcomed back Commissioner Sunnanon and welcomed newly appointed Commissioner Stapleton. He expressed gratitude for being appointed to represent the Commission at LA Pride on the City's pride float.

Commissioner Block inquired about the City's parklet program.

Commissioner Sunnanon welcomed Commissioner Polachek and Commissioner Stapleton. He commended city staff for an excellent clean-up after LA Pride.

Commissioner Polachek welcomed Commissioner Stapleton.

Commissioner Isaacs welcomed back Commissioner Sunnanon and welcomed Commissioner Stapleton.

7. **CONSENT CALENDAR** – None.

8. **PUBLIC HEARINGS** – None.

9. **NEW BUSINESS**

A. **WEHO SMART CITY STRATEGIC PLAN UPDATE**

**SUBJECT:** The Public Facilities Commission received an update on the WeHo Smart City Strategic Plan.

Commissioner Sunnanon spoke in favor of the real time arrival displays. He inquired about the maintenance of the street furniture. He spoke about the public safety cameras and the privacy of people's identity.

Vice Chair Millan inquired about Internet-of-Things (IOT) devices in the city. He inquired if there are any partnerships for the project.

Commissioner Block inquired about the digital advertisement regulations. He inquired if there were any recommendations made by the Disability Board.

Commissioner Polachek inquired if the bus shelters are being provided free of cost to the City. Staff stated that the vendor will upgrade all existing bus shelters. They stated that there will also be additional furniture installed and additional Big Belly trash receptacles as part of the agreement. Commissioner Polachek asked for clarification on the design of the shelter canopies. She also inquired if the coating material used on the bus shelters is anti-graffiti.

There was discussion about the public safety camera data and privacy agreements.

Commissioner Stapleton inquired about time limitations for repairs and maintenance frequency.

**ACTION: Receive and File.**

**B. INSTALLATION OF BIKE LANES ON SANTA MONICA BOULEVARD BETWEEN ALMONT DRIVE AND DOHENY DRIVE.**

**SUBJECT:** The Public Facilities Commission received a presentation with different options to consider and identify the preferred approach for providing bike lanes on Santa Monica Boulevard between Almont Drive and Doheny Drive, which will complete a missing link in the City's bike lane network.

**PUBLIC COMMENT:**

**GEOFFREY BUCK, WEST HOLLYWOOD,** shared what other cities are doing for bike lane safety.

**ALEXIS LYAPUSTIN, WEST HOLLYWOOD,** spoke on behalf of himself the West Hollywood Bicycle Coalition. He expressed that painting bike lanes green is a great way to demarcate them and it increases safety. He spoke in favor of option 3 of the presentation.

Commissioner Polachek expressed concern with removing 5ft from the median.

Commissioner Isaacs expressed concern with the removal of parking.

Commissioner Sunnanon inquired about the cost breakdown. He spoke about bicyclist and pedestrian safety.

Vice Chair Millan expressed concern with giving up part of the median and spoke about protecting the City's public spaces. Vice Chair Millan expressed support for option 2 and option 4.

Chair Torres spoke about bicyclist safety.

**ACTION:** Provide a recommendation to the City Council to adopt option number 3 which calls for elimination of parking on the south side and reduce the median width on the north side.

**Motion by Commissioner Block, seconded by Commissioner Polachek.**

**Roll Call Vote:**

**Commissioner Stapleton – Yes**

**Commissioner Polachek – Yes**

**Commissioner Isaacs – Yes**

**Commissioner Block – Yes**

**Commissioner Sunnanon – Yes**

**Vice Chair Millan – No**

**Chair Torres– Yes**

**C. STANDING COMMITTEES, AD HOC COMMITTEES & WORKING GROUP APPOINTMENTS**

**SUBJECT:** The Commission reviewed the current list of Standing Committees, Ad Hoc Committees & Working Groups and made adjustments and appointments.

**The Committee Roster was updated by a general consensus.**

**D. ELECTION OF THE CHAIR AND VICE-CHAIR AT JULY MEETING**

**SUBJECT:** The Commission received an overview of the election process to select the next Chair and Vice-Chair at its next regular meeting.

**ACTION:** Receive and File.

**10. UNFINISHED BUSINESS**

**A. ANNUAL TOUR OF CITY FACILITIES**

**SUBJECT:** The Commission considered dates for its Annual Tour of City Facilities.

**September 21, 2019 was chosen for the Annual Tour by a general consensus.**

**B. URBAN FOREST MANAGEMENT PLAN**

**SUBJECT:** The Commission will consider delegating to its Greening West Hollywood Committee the role of examining the draft Urban Forest Management Plan prior to its next regular meeting.

**PUBLIC COMMENT:**

**KEVIN BURTON, WEST HOLLYWOOD, spoke in favor of the UFMP. He urged the City to continue to include public input in the process.**

**ACTION: Move to have the UFMP plan redistributed to the Commission for review; The Commission will review minutes and listen to Commission meeting recordings; The Commission will approach staff with any questions; Request to bring back the UFMP to the August meeting for final approval.**

**Motion by Commissioner Polachek, seconded by Commissioner Isaacs.**

**Roll Call Vote:**

**Commissioner Stapleton - Yes**

**Commissioner Polachek – Yes**

**Commissioner Isaacs – Yes**

**Commissioner Block – Yes**

**Commissioner Sunnanon- Yes**

**Vice Chair Millan – Yes**

**Chair Torres– Yes**

**11. EXCLUDED CONSENT CALENDAR – None.**

**12. PUBLIC COMMENTS – None.**

**13. ITEMS FROM STAFF**

**Helen Collins informed that Council approved an item to begin a feasibility study for the Laurel House. She provided the Commission with a list of current projects that the Division is working on.**

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

**Commissioner Sunnanon inquired if the foot pedals on the Big Belly trash receptacles have been installed.**

**Commissioner Stapleton expressed that it is a pleasure to be on the Public Facilities Commission.**

**Vice Chair Millan thanked staff for a great meeting.**

**Chair Torres welcomed back Commissioner Sunnanon and welcomed Commissioner Stapleton.**

15. ADJOURNMENT

The Public Facilities Commission meeting adjourned at 8:59 P.M. to its next regular meeting, which is scheduled to be on July 10, 2019 at 6:30 P.M. at West Hollywood City Hall – Community Room (EOC), 8300 Santa Monica Blvd., West Hollywood, CA 90069.



Debbie Gonzalez, Recording Secretary



Noemi Torres, Chair