

MINUTES
PUBLIC FACILITIES COMMISSION
CITY OF WEST HOLLYWOOD
WEDNESDAY, NOVEMBER 13, 2019
WEST HOLLYWOOD CITY HALL, 1ST FLOOR CONFERENCE ROOM
8300 SANTA MONICA BLVD
WEST HOLLYWOOD, CA 90069

6:30 P.M. – REGULAR MEETING

1. CALL TO ORDER – Chair Block called the meeting to order at 6:30 P.M.

A. ROLL CALL

PRESENT: Chair Block; Commissioner Isaacs; Commissioner Karliss; Commissioner Polachek; Commissioner Stapleton; and Commissioner Torres.

ABSENT: Vice Chair Sunnanon.

ALSO PRESENT: Helen Collins, Facilities and Field Services Division Manager; Erin Hamant, Senior Administrative Analyst; Bob Cheung, Senior Transportation Planner; and Debbie Gonzalez, Administrative Coordinator.

B. PLEDGE OF ALLEGIANCE: Member of the public, Rob Bergstein, led the Pledge of Allegiance.

2. APPROVAL OF AGENDA

ACTION: Approve the November 13, 2019 Agenda.

Motion by Commissioner Stapleton, seconded by Commissioner Polachek, and approved unanimously.

3. APPROVAL OF MINUTES

ACTION: Approve the minutes, dated September 21, 2019, of the prior Public Facilities Commission meeting.

Motion by Commissioner Isaacs, seconded by Commissioner Karliss, and approved unanimously.

4. PUBLIC COMMENT:

JANET JIMENEZ, LOS ANGELES, presented as a City of West Hollywood employee, and shared with the Commission that the City of West Hollywood has begun the public engagement portion of the Vision 2050 Strategic Plan. She encouraged everyone to participate in the online survey and if anyone has any questions to please contact the City Manager's department.

ROB BERGSTEIN, WEST HOLLYWOOD, spoke about smoking in public spaces and the health effects of secondhand smoke. He encouraged the City to install cigarette butt receptacles in public spaces.

RICHARD MAGGIO, WEST HOLLYWOOD, presented as Liaison from the Rent Stabilization Commission, and provided the Commission with a copy of the Rent Stabilization Guide and a copy of the Hearings and Remedies Guidebook.

STEPHANIE HARKER, WEST HOLLYWOOD, thanked City Staff for the Plummer Park safety improvements. She informed staff that the bus benches in front of City Hall are in poor condition. She added that the screen railing on the City Hall ramp is also in poor condition.

5. COMMISSIONER COMMENTS:

Commissioner Karliss inquired if the recommendations made by the Design District Streetscape Masterplan Committee will be presented to the Public Facilities Commission prior to City Council. Staff confirmed that the recommendations will be brought to the Commission first.

Commissioner Polachek and Commissioner Isaacs thanked staff for a wonderful and educational Public Facilities Tour.

6. CONSENT CALENDAR - None.

7. PUBLIC HEARINGS – None.

8. NEW BUSINESS

A. POSTMATES PERSONAL DELIVERY DEVICES

SUBJECT: The Commission will review and provide feedback on the proposed operations of a potential pilot testing program for Personal Delivery Devices (PDD). Personal Delivery Devices are autonomous robots designed for the delivery of goods.

Bob Cheung introduced the subject. A representative from Postmates provided a presentation that included a demonstration of the autonomous robot.

PUBLIC COMMENTS:

STEPHANIE HARKER, WEST HOLLYWOOD, spoke in opposition of the pilot program due to the size in population in the City of West Hollywood. She also expressed that there could be potential challenges for people with disabilities when retrieving their goods.

Commissioner Isaacs expressed concerns with having the device operating in the City's sidewalks due to the large amounts of pedestrians. She also finds it to be inconvenient for the customer to have to go outside to retrieve their goods.

Commissioner Polachek asked about the length of the pilot program. She inquired about the location of the onsite handlers when monitoring the devices that are in service. Polachek encouraged the Postmates team to look at the different travel routes the device would be taking to determine if it is the right fit for the City of West Hollywood.

Commissioner Torres asked about the success of the pilot program in other cities. She asked how many merchants will be used during the pilot program. Torres shared that she believes that the pilot program could be successful if it is

limited to specific destinations.

Commissioner Stapleton asked if the autonomous robot will have voice capabilities. He asked if the devices will be rerouted when approaching an ADA non-compliant sidewalk. Stapleton suggested having a demonstration of the device in the West Hollywood streets to see its performance.

Commissioner Karliss asked if there are real time videos of the pilot program to target the challenges and successes. Karliss expressed safety concerns with the device operating in crowded and narrow streets.

Chair Block spoke against the pilot program and expressed concerns of having the autonomous device on highly trafficked sidewalks. He shared that it would be especially distracting for people that are visually impaired.

ACTION: Receive and provide feedback.

B. WEST HOLLYWOOD GREEN CITY AWARDS

SUBJECT: The Commission will consider the next steps for creating the “Green City” award program to include the possibility of appointing an Ad Hoc Committee to steer program development.

The Commission provided their feedback on the next steps for creating the “Green City” award program. The Commission reviewed the sample framework prepared by staff and provided feedback.

Commissioner Stapleton suggested that there be 3 recipients per category.

Commissioner Polachek suggested having local businesses sponsor an award.

Chair Block expressed that he would like to add a 4th Award type, one that is geared toward youth and school involvement.

There was discussion regarding the eligibility criteria whether the applicant must live, work, do business, or have a project in the City of West Hollywood in order to qualify.

There was discussion regarding the possible evaluation process for the Green City Awards. Chair Block shared the award evaluation process of other Boards and Commissions.

ACTION: Appoint an Ad Hoc Green City Awards Committee to steer program development.

Motion to appoint an Ad Hoc Green City Awards Committee by Commissioner Torres, Seconded by Commissioner Polachek.

The Commission had discussion and reached a consensus to appoint Commissioner Stapleton, Vice Chair Sunnanon, and Chair Block.

Roll Call Vote:

Commissioner Karliss – Yes

Commissioner Stapleton – Yes

Commissioner Polachek – Yes

Commissioner Isaacs – Yes

Commissioner Torres – Yes

Chair Block – Yes

C. ARBOR DAY CELEBRATION 2020

SUBJECT: The Commission will consider conducting its Annual Arbor Day Celebration event in the month of March in 2020.

PUBLIC COMMENTS:

STEPHANIE HARKER, WEST HOLLYWOOD, encouraged the City to gear the Arbor Day Celebration to children and get schools involved.

The Commission discussed potential dates in March to conduct its Annual Arbor Day Celebration.

ACTION: Move the Annual Arbor Day Celebration to the month of March.

Motion by Commissioner Karliss, seconded by Commissioner Polachek, and approved unanimously.

D. CENSUS 2020 COMPLETE COUNT COMMITTEE UPDATE

SUBJECT: The Commission will receive an update on the first meeting by the Complete Count Committee (CCC) on September 18, 2019.

ACTION: Receive and file.

9. UNFINISHED BUSINESS – None.

10. EXCLUDED CONSENT CALENDAR – None.

11. PUBLIC COMMENTS:

SAGE COBOS, WEST HOLLYWOOD, expressed interest in getting involved with the City in any environmental programs or events. He shared that he would like to start a community garden in the City of West Hollywood.

CATHY BLAIVAS, WEST HOLLYWOOD, expressed interest in having a community garden in the City of West Hollywood. She asked staff to look at the audio systems at the public meeting places to ensure they are loud and there are enough microphones. She requested that the monitors in the Council Chambers be raised for better visibility.

12. ITEMS FROM STAFF

Helen Collins provided a status update on the Council Chambers upgrades. She shared that the Commission will receive an item on the Hart Park Community Engagement plan and schedule at the December meeting. She provided an update on the Plummer Park improvements. Collins also informed the Commission that the Kings Road Park Playground Ad Hoc Committee will resume meeting very soon. She provided an update on the plans to replace the screen railing at City Hall and the bus benches in front of City Hall.

13. ITEMS FROM COMMISSIONERS & SUBCOMMITTEE REPORTS

Commissioner Isaacs thanked the public for their comments.

Commissioner Torres thanked staff for all the improvements at Plummer Park. She

shared with the Commission regarding an event she attended at the South Coast Botanic Gardens, Parks and Open Spaces. She encouraged the Commission to visit and take a tour of the garden.

Chair Block thanked the public for their attendance and involvement.

14. ADJOURNMENT

The Public Facilities Commission meeting adjourned at 8:36 P.M. to its next regular meeting on Wednesday, December 11, 2019 at 6:30 P.M. at West Hollywood City Hall, 1st Floor Conference Room, 8300 Santa Monica Blvd., West Hollywood, CA 90069.



Debbie Gonzalez, Recording Secretary



Larry Block, Chair