

**MINUTES
PUBLIC FACILITIES COMMISSION
CITY OF WEST HOLLYWOOD
WEDNESDAY, OCTOBER 13, 2021
TELECONFERENCE**

6:30 P.M. – REGULAR MEETING

1. **CALL TO ORDER** – Chair Polachek called the meeting to order at 6:30 P.M.
2. **OATH OF OFFICE**
 - A. The Oath of Office was administered to Richard Larry by Councilmember D’Amico.
3. **PLEDGE OF ALLEGIANCE:** Commissioner Larry led the pledge of allegiance.
4. **ROLL CALL**

PRESENT: Commissioner Isaacs; Commissioner Karliss; Commissioner Larry; Commissioner Solomon; Vice Chair Mason; and Chair Polachek.

ABSENT: Commissioner Torres.

ALSO PRESENT: Helen Collins, Facilities and Field Services Division Manager; Corri Planck, Strategic Initiatives Manager; Elizabeth Anderson, Strategic Initiatives Program Administrator; Erin Hamant, Senior Administrative Analyst; and Debbie Gonzalez, Administrative Coordinator
5. **APPROVAL OF AGENDA**

ACTION: Approve the October 13, 2021 Agenda
Motion by Commissioner Karliss, seconded by Commissioner Isaacs, and approved unanimously.
6. **APPROVAL OF MINUTES**

ACTION: Approve the minutes, dated August 11, 2021, of the prior Public Facilities Commission meeting.
Motion by Vice Chair Mason, seconded by Commissioner Karliss, and approved unanimously, with an abstention from Commissioner Larry.
7. **PUBLIC COMMENT** – None
8. **COMMISSIONER COMMENTS:**

The commissioners extended a warm welcome to Commissioner Larry.
9. **CONSENT CALENDAR** - None.
10. **PUBLIC HEARINGS** – None.
11. **UNFINISHED BUSINESS** - None

12. NEW BUSINESS

A. WEST HOLLYWOOD HOMELESS INITIATIVE: 2021 UPDATE ON FIVE-YEAR PLAN TO ADDRESS HOMELESSNESS AND REVIEW OF SERVICES DURING COVID-19 PANDEMIC

SUBJECT: The Public Facilities Commission will receive an update on the City's Homeless Initiative, "The City of West Hollywood Five-Year Plan to address Homelessness in Our Community," regional and local homeless services, City-funded non-profit agency program outcomes, and homeless services provided to the community during the COVID-19 pandemic.

Staff introduced the subject and provided a presentation.

Commissioner Solomon inquired about the location of the purple meters and how many there are. He also asked if there are plans to expand the service. Staff stated that there are 4 donation meters and shared their location. Currently there are no plans of expanding the program.

Commissioner Larry asked how the process of selection works and how they connect the unhoused community with housing. Staff shared how the program assesses the level of need of the unhoused community and how they connect them with housing.

Commissioner Karliss thanked staff for the comprehensive staff report and the great work that they are doing.

Commissioner Isaacs asked about the outreach efforts and how the efforts have been received. Staff shared about their outreach efforts and shared that there has been a range of responses from the people experiencing homelessness.

Vice Chair Mason inquired if the purple meters accept digital payments. Staff stated that they accept credit cards. Vice Chair Mason asked if there are public meetings where more information regarding homelessness can be obtained. Staff stated that the City Council has a council subcommittee on homelessness that meets monthly.

Chair Polachek inquired about their efforts in partnering up with the business community. Staff stated that they work closely with the chamber of commerce and the sheriff's department and shared about their involvement. Chair Polachek thanked staff for their efforts.

ACTION: Receive and file.

B. SELECTION OF 2021 GREEN CITY AWARDS PROGRAM RECIPIENTS

SUBJECT: The Commission will complete the selection process to pick the 2021 Green City Awards and Green Seedlings Prize recipients (also known as the 2021 Green Champions), in accordance with its Green City Awards Program Rules and Procedures.

Staff introduced the subject and provided a brief overview of the program and the selection process.

JAKE STEVENS, LOS ANGELES, thanked staff for their hard work. He congratulated newly appointed Commissioner Larry. He spoke about the conceptual project, 9176 Sunset Boulevard, and thanked staff for their generous consideration of the project for the Green Seedlings Prize.

Commissioner Karliss shared a few words about each of the projects that were submitted.

Commissioner Solomon thanked the Faring company for participating for a second year.

Vice Chair Mason stated that he would like to see future business category projects have a more direct impact on West Hollywood.

ACTION 1: Approve the entry type by Bikes and Hikes LA to be reassigned from the Organization/School category to the Business category, in accordance with #11 in the Green City Awards Program Rules and Procedures. **Motion by Vice Chair Mason, seconded by Commissioner Karliss.**

Roll Call Vote:

Commissioner Isaacs - Yes

Commissioner Karliss - Yes

Commissioner Larry - Yes

Commissioner Solomon - Yes

Vice Chair Mason - Yes

Chair Polachek – Yes

The Commission will now conduct the selection process for the Individual Adult Award, the Business Award, and the Green Seedlings Prize.

Chair Polachek opened nominations for the Individual Adult Award.

Motion by Commissioner Karliss to nominate Heidi's Garden Project, seconded by Chair Polachek.

Chair Polachek closed nominations and requested a roll call vote.

Roll Call Vote:

Commissioner Isaacs - No

Commissioner Karliss - Yes

Commissioner Larry - Yes

Commissioner Solomon - Yes

Vice Chair Mason - Yes

Chair Polachek – Yes

ACTION 2: Heidi's Garden Project has been selected for the Individual Adult Award.

Chair Polachek opened nominations for the Business Award.

Motion by Vice Chair Mason to nominate Bikes and Hikes LA Project, seconded by Commissioner Isaacs.

Chair Polachek closed nominations and requested a roll call vote.

Roll Call Vote:

Commissioner Isaacs - Yes

Commissioner Karliss - Yes

Commissioner Larry - Yes

Commissioner Solomon - Yes

Vice Chair Mason - Yes

Chair Polachek – Yes

ACTION 3: The Bikes and Hikes LA Project has been selected for the Business Award.

Chair Polachek opened nominations for the Green Seedlings Prize.

Motion by Commissioner Karliss to nominate 9176 Sunset Boulevard Project, seconded by Vice Chair Mason.

Chair Polachek closed nominations and requested a roll call vote.

Roll Call Vote:

Commissioner Isaacs - Yes

Commissioner Karliss - Yes

Commissioner Larry - Yes

Commissioner Solomon - Yes

Vice Chair Mason - Yes

Chair Polachek – Yes

ACTION 4: The 9176 Sunset Boulevard Project has been selected for the Green Seedlings Prize.

C. RECOMMENDATION TO CITY COUNCIL ON THE PET MEMORIAL/ PET TRIBUTE DIRECTIVE

SUBJECT: The Commission will review the recommendation proposed by the Pet Memorial Ad Hoc Committee (Commissioner Karliss, Commissioner Isaacs, Commissioner Solomon).

Staff provided background information as outlined in the staff report.

Commissioner Solomon thanked staff for their hard work in compiling the data from the survey results.

Commissioner Karliss commended staff for their hard work on the survey and community presentations.

ACTION 1: Accept the recommendation to not move forward with the pet memorial/ pet tribute at this time due to the unanticipated financial hardships sustained by the community that have resulted from the COVID-19 pandemic, and which were unanticipated by the City Council at the time when it made this Council Directive. Motion by Commissioner Larry, seconded by Commissioner Isaacs.

Roll Call Vote:

Commissioner Isaacs - Yes

Commissioner Karliss - Yes

Commissioner Larry - Yes

Commissioner Solomon - Yes

Vice Chair Mason - Yes

Chair Polachek – Yes

ACTION 2: Accept the recommendation to consider incorporating a pet tribute element into one of the City's capital projects - such as the redesign of Hart Park or Plummer Park, which could help to minimize overall budget impacts that would result from a standalone pet memorial/ pet tribute project. The Commission would request the Council to consider including the Commission's input on the design at a future date should it move forward. Motion by Commissioner Solomon, seconded by Commissioner Karliss.

Roll Call Vote:

Commissioner Isaacs - Yes
Commissioner Karliss - Yes
Commissioner Larry - Yes
Commissioner Solomon - Yes
Vice Chair Mason - Yes
Chair Polachek – Yes

ACTION 3: Forward the recommendations presented by the Ad Hoc Committee and as amended by the Commission to the City Council for consideration. Motion by Vice Chair Mason, seconded by Commissioner Isaacs.

Roll Call Vote:
Commissioner Isaacs - Yes
Commissioner Karliss - Yes
Commissioner Larry - Yes
Commissioner Solomon - Yes
Vice Chair Mason - Yes
Chair Polachek – Yes

D. DEVELOPMENT OF PLANTING PALETTES FOR TRAFFIC CIRCLES

SUBJECT: The Commission will consider providing direction to the Greening West Hollywood Standing Committee to work with staff on the development of standard planting palettes for new traffic circle projects and other traffic calming measures that include landscaping.

Staff introduced the subject and provided background information.

Chair Polachek asked about the roundabouts that do not have an elevation of concrete or dirt. Staff shared information regarding the different types of roundabouts and the requirements for the different types.

Commissioner Karliss spoke in support of the item.

Commissioner Solomon inquired about incorporating a public art element. Staff spoke about the height requirements and the safety aspect of having art installed in roundabouts.

ACTIONS:

- 1) Direct the Greening West Hollywood Standing Committee to work with staff to develop standard planting palettes for new traffic circle projects and other traffic calming measures that include landscaping.
- 2) Request the Greening West Hollywood Standing Committee to present its design concepts to the full Public Facilities Commission for final consideration and adoption.

Motion by Commissioner Solomon, seconded by Commissioner Larry.

Roll Call Vote:
Commissioner Isaacs - Yes
Commissioner Karliss - Yes
Commissioner Larry - Yes
Commissioner Solomon - Yes
Vice Chair Mason - Yes
Chair Polachek – Yes

13. EXCLUDED CONSENT CALENDAR – None.

14. PUBLIC COMMENTS – None.

15. ITEMS FROM STAFF

Staff updated the Commission on the Monarch Pledge and the resurfacing of the basketball courts and tennis courts at Plummer Park and West Hollywood Park. Staff shared information regarding the removal of bollards at West Hollywood Park. Staff also provided an update on the West Hollywood Park Project. Staff shared about the State of the Community 2021 virtual event taking place on October 10th at 6pm.

16. ITEMS FROM COMMISSIONERS & SUBCOMMITTEE REPORTS

The Commissioners welcomed new Commissioner Larry.

Commissioner Karliss expressed gratitude toward Corri and Elizabeth for the great work they are doing as part of the West Hollywood Homeless Initiative. He went on to congratulate the Green City Award winners.

Commissioner Larry thanked everyone for their warm welcome.

Commissioner Solomon thanked staff for great meeting.

Vice Chair Mason had a suggestion regarding surveys to help improve outreach.

Chair Polachek spoke about the great work that the staff is doing with the West Hollywood Homeless Initiative.

17. ADJOURNMENT

The Public Facilities Commission meeting adjourned at 8:47 P.M. to its next regular meeting, which will be held on Wednesday, November 10, 2021 at 6:30 P.M. via Teleconference.*

DocuSigned by:



5BB12A06CEC04C3

Debbie Gonzalez, Recording Secretary

DocuSigned by:



3F3956FD7933443

Elaine Polachek, Chair