

**CITY OF WEST HOLLYWOOD
PUBLIC FACILITIES COMMISSION
MEETING MINUTES
July 10, 2013**

6:30 P.M. – REGULAR MEETING

CALL TO ORDER: Vice Chair Anthony called the meeting to order at 6:37pm.

PLEDGE OF ALLEGIANCE: Commissioner Ettman led the Pledge of Allegiance.

ROLL CALL:

PRESENT: Commissioner Woodell, Commissioner Saur, Commissioner Ettman, Commissioner Rorie, Commissioner Bass, Vice Chair Anthony and Chair Goldenberg

ALSO PRESENT: Steve Campbell, Manager of Facilities & Field Services, Helen Collins Sr. Administrative Analyst and Michelle Bell, Sr. Administrative Specialist, Dept. of Public Works

2. INTRODUCTION OF NEW COMMISSIONERS:

- A. Adam G. Bass was sworn in by Councilmember Duran.
- B. Frank Rorie was sworn in by Councilmember Duran.

3. APPROVAL OF AGENDA:

ACTION: Approve the agenda as posted.

Motion by Commissioner Woodell and seconded by Commissioner Bass.

4. APPROVAL OF MINUTES:

ACTION: Approve the minutes of May 8 2013.

Motion by Commissioner Saur, seconded by Vice Chair Anthony and unanimously approved.

5. PUBLIC COMMENT: NONE.

6. PUBLIC HEARINGS: NONE.

7. CONSENT CALENDAR: NONE.

8. UNFINISHED BUSINESS:

A. LaBrea Avenue Streetscape Project:

1. Update

Donn Uyeno, Sr. Engineer, provided a history from March, 2009 when the concept was first introduced to the Eastside Project Committee through the current status of the project. Construction commenced on June 19, 2013 and will end in September, 2013.

Commissioner Woodell asked about the infiltration system and whether the street oil was part of the infiltration or not. It was explained that the water off the street does not go into the filtration.

Commissioner Saur asked about reflectors on the edge of the new medians to make them more visible to motorists. Mr. Uyeno stated that the tips are being painted yellow with reflective beads and additional reflectors will be installed.

Vice Chair Anthony asked about displaced ficus trees. Steve Campbell stated that when it is appropriate the trees are relocated. Vice Chair Anthony proposed that the staff and commission look at repurposing trees.

Vic Chair Anthony also inquired whether LED lights could be installed in the rest of the lights. Donn Uyeno stated that SCE owns the other lights and there is no benefit to them installing LED lights.

Commissioner Rorie asked how many new trees were planted. Donn Uyeno stated that a net of four additional new trees were planted. He also asked if the color for the alternative to decomposed granite had been chosen yet since the color should match the rest of what is already on Santa Monica Blvd.

Chair Goldenberg expressed concern regarding trees that shed leaves into the gutters. It was stated that the streets are swept daily and that falling leaves will not be an issue. It was further stated that the trees were chosen because they are drought tolerant, provide shade, and that they are airy trees.

9. NEW BUSINESS:

A. Green Streets Policy:

1. Overview:

Sharon Perlstein, City Engineer, provided an overview regarding the proposed greening policy for street projects.

Commissioner Saur stated that when parking next to a parkway and exiting from the car on the passenger side it is easy to step into the dirt.

Vice Chair Anthony thanked Sharon Perlstein for her presentation and he inquired if this policy applies to new projects only. Ms. Perlstein stated that it was not feasible to tear up existing landscape to implement this policy but once the policy is in place, areas will be investigated as to where the policy can apply.

ACTION: Support the policy which will be presented to the City Council for approval.

Motion by Commissioner Woodell, seconded by Commissioner Cole.

B. Commission Tour:

1. Date and Format:

Helen Collins, Sr. Administrative Analyst provided background information on what tours have been done in the past. She suggested that this tour include behind the scenes of the West Hollywood Library and the civic function along with a tour of 1343 Laurel and all that is included for the stabilization process. The Commission expressed interest in entering the House at 1343 Laurel; staff noted the request and stated that they would check and see if it was possible since some construction may be taking place at that time.

Commissioner Woodell asked that the tour include the Werle Building and the Tiny Tot facility.

Chair Goldenberg requested that the tour include a walk of the park and an overview of the Phase II of the Park Master Plan

Two dates October 5th, October 12th were offered and the commission agreed to send their date of choice to Helen Collins and an agreement would be achieved via email.

The tour will be from 9am until 12pm.

The Commission agreed by consensus that the tour would include:

1. The Library and Civic functions;
2. The Werle Building;
3. The Tiny Tot Building;
4. An overview of the West Hollywood Park Phase II Project and location; and
5. 1343 Laurel Avenue stabilization Plan and possible tour of house.

PUBLIC COMMENT:

Harker, Stephanie, West Hollywood – spoke in support of inviting the public to take the tour.

D. Turf Refurbishment West Hollywood Park:

1. Overview:

Steve Campbell, Field Services and Maintenance Manager, provided an overview of the turf refurbishments. He stated that staff installed 45,000 sq. ft. of hybrid Bermuda turf around the basketball courts. He further stated that it was extremely resilient and occasionally staff will have to replace areas depending on use but not all of it.

Harker, Stephanie, West Hollywood – expressed concern regarding the existing grass policy.

E. Election of Chair and Vice Chair:

Chair Goldenberg opened the nominations for Chair:

ACTION: Motion Chair Goldenberg nominated Vice Chair Anthony, seconded by Commissioner Cole and unanimously carried.

ACTION: Motion Chair Goldenberg nominated Commissioner Saur, seconded by Commissioner Bass, motion failed.

ACTION: Motion Commissioner Woodell nominated Commissioner Ettman, seconded by Chair Anthony.

Roll Call:

Chair Anthony	Yes
Commissioner Goldberg	No
Commissioner Woodell	Yes
Commissioner Saur	No
Commissioner Ettman	Yes
Commissioner Bass	Abstained
Commissioner Rorie	Abstained

Motion failed.

ACTION: Motion Commissioner Bass to table item to next meeting, August 14, 2013, seconded by Commissioner Rorie and unanimously carried.

10. EXCLUDED CONSENT: NONE.

11. PUBLIC COMMENT:

Blaivas, Cathy, West Hollywood – thanked staff for meeting to resolve issues with a tree in Plummer Park. She also commented on funds to build West Hollywood Park and the funding source for Plummer Park.

Harker, Stephanie, West Hollywood – welcomed new commissioners. She also commented on replacement of a deceased tree at 1137 Vista; 2 each, 15' palm trees in the parkway in front of the Veteran Memorial; and 2 each, trees on Holloway that were planted on Arbor Day that did not survive.

12. ITEMS FROM STAFF:

Steve Campbell welcomed the new commissioners. He also commented on the issue regarding the tree at Plummer Park which was mentioned by Ms. Harker.

He stated that the narrow bus benches were going too removed and new regular styled ones put in.

Steve Campbell also reported that the Werle Building initial scope of work has been expanded and the Commission will be updated in future meetings.

13. COMMISSIONER COMMENTS/SUBCOMMITTEE REPORTS:

Commissioner Woodell gave a brief presentation on the Bicycle Pedestrian Workshop he attended on June 15, 2013.

Commissioner Ettman welcomed the new commissioners. He also thanked Chair Goldberg for her service and congratulated Chair Anthony. He asked for more training and education on issues within the purview of the commission. He also asked for printed reports prior to the meeting.

Commissioner Bass stated that he was excited to be a member of the commission.

Commissioner Saur welcomed the new commissioners.

Chair Anthony welcomed the new commissioners. He also asked about guidelines for tree removals.

Steve Campbell responded to Chair Anthony that each tree removal is looked at on a case by case basis and that he would email the commission the guidelines.

13. ADJOURNMENT:

A motion to adjourn the Public Facilities Commission was made by Commissioner Woodell, seconded by Commissioner Saur at 8:41 pm. to their next regularly scheduled meeting, which will be held on Wednesday, August 14, 2013 at 6:30 P.M. at Community Meeting Room, City Hall, located at 8300 Santa Monica Boulevard.



Michelle Bell, Recording Secretary