

**CITY OF WEST HOLLYWOOD
PUBLIC FACILITIES COMMISSION
MEETING MINUTES
August 14, 2013**

6:30 P.M. – REGULAR MEETING

1. **CALL TO ORDER:** Chair Anthony called the meeting to order at 6 32pm.

A. ROLL CALL.

PRESENT Commissioner Woodell, Commissioner Saur,
Commissioner Ettman arrived at 6 39pm,
Commissioner Rorie, Commissioner Bass,
Commissioner Goldenberg and Chair Anthony.

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

B PLEDGE OF ALLEGIANCE: Commissioner Rorie led the Pledge of Allegiance

2. **APPROVAL OF AGENDA:**

ACTION: Approve the agenda with a change to the date of the minutes from May 8, 2013 to July 10, 2013.

Motion by Commissioner Woodell and seconded by Commissioner Bass and unanimously approved.

3. **APPROVAL OF MINUTES:**

ACTION: Approve the minutes of July 10 2013, adding Commissioner Goldberg as present.

Motion by Commissioner Bass, seconded by Commissioner Woodell and unanimously approved.

4. **PUBLIC COMMENT:**

DIXON, PAT, WEST HOLLYWOOD – commented that the flashing beacon at the Westbourne crosswalk is not visible to the pedestrian.

GILLIG, VIRGINIA, WEST HOLLYWOOD – commented that the cost of the automated parking garage has increased from 16 million to 19 million and that the original proposal was for a community center

5. **PUBLIC HEARINGS: NONE.**

6 **CONSENT CALENDAR: NONE.**

NEW BUSINESS. Item 8a. Moved to this location on the Agenda

A. Tree Removal Requests

1. Review of Tree Removal Guidelines – Steve Campbell provided a summary of the City's Tree Removal Guidelines.
2. Cedar Sinai Medical Center Request –

Mr. Ezequiel Triana, AIA, LEED AP, the Director of Facilities Planning, Design and Construction for Cedar-Sinai, provided an overview of the intended uses of the property and renovations planned for 8900 Beverly Boulevard, as part of the process he requested permission to remove a two trees from the public right of way at this location

Commissioner Woodell inquired if they had thought about widening the sidewalk for ADA Access. He then went on to say that he feels that there is no need to remove the tree if the sidewalk is not being removed. Mr. Triana commented that the tree is an obstruction.

Mr. Campbell stated that it appears the plans have changed since the original submission. The original discussion outlined a taxi drop off and curb extension, which is now not shown.

Commissioner Bass asked if there is any intention to create a general space for patient drop off.

Commissioner Saur commented that if the lease is for 10 years they should propose improvements to the sidewalk area.

Commissioner Goldenberg inquired if there was underground parking, the answer was yes. She went on to comment that most people use the underground parking.

Commissioner Rorie inquired if there was any documentation of complaints regarding the tree. He went on to say that he believes that Cedar-Sinai is a great organization and he wants to help them within the guideline but he feels this request is premature.

Commissioner Ettman commented that they should look at a curb cutout and other options before removing a tree.

Public Comment for this item.

Stephanie Harker, West Hollywood stated that the tree guidelines are

good and she wanted to know if they apply to Plummer and West Hollywood Park.

Cathy Blaivias, West Hollywood, commented that the tree is not in the way, a curb cutout is needed

ACTION: Deny the request for the removal a two trees at 8900 Beverly Boulevard
Motion made by Commissioner Ettman and seconded Goldenberg and the motion passed unanimously.

7. **UNFINISHED BUSINESS:**

A. Annual Commission Tour

- 1 October 5, 2013 – Ms. Collins provided the following proposed schedule for the tour.

Begin at the West Hollywood Library at 9:00 a.m.

The visit the Werle Building

Tiny Tot Building

Review the site for the West Hollywood Park Expansion, Phase II

The group would then board a bus to 1343 Laurel Avenue

Commissioner Ettman asked if the Commission would be able to enter the Laurel House as part of the tour Ms Collins replied that it will depend if the roofing repairs have started yet. Mr. Campbell commented that the inside tour may need to be scratched

B Election

- 1 Vice Chair

Chair Anthony called for nominations:

Commissioner Goldenberg nominated Commissioner Saur but with no second so the motion failed

Commissioner Woodell nominated Commissioner Ettman and it was seconded by Commissioner Rorie

Roll Call Vote:

Commissioner Woodell – yes

Commissioner Ettman - yes

Commissioner Bass - yes

Commissioner Saur – no

Commissioner Anthony – yes

Commissioner Goldenberg – no
Commissioner Rorie - yes

Commissioner Ettman was elected to the position of Vice-Chair and he will take on his new duties at the next meeting

8. NEW BUSINESS:

B Standing Committee and AD Hoc Committee

1 Appointments to vacancies. – Revised list attached.

C. Annual Televised Meeting

1 Agenda – September 11, 2013

Staff recommended that the annual meeting consist of guest presentations. Staff provided some suggested topics for the Commission to review and comment.

Commissioner Ettman stated that he would like to showcase items within the purview of the Commission such as dog parks, parkland and other items relative to the commission.

Commissioner Saur recommended a presentation on Plummer Park.

Commissioner Bass stated that he would like to see something on the eastside for example Plummer Park instead of the shuttle recommended by staff

Commissioner Anthony stated that he did not feel the shuttle was relevant.

Staff mentioned that there is not really anything new to report about Plummer Park.

Commissioner Goldenberg stated that she still wants to hear something on Plummer Park even if it is repeating previously discussed information.

Commissioner Rorie stated that he would like to hear about historical information in lieu of the pick-up line

Commissioner Rorie inquired about the process for consensus of an agenda. Staff mentioned that normally this is not the process for all agenda's just the televised agenda.

Commissioner Bass stated that he would like to hear about Plummer Park and Dog Parks.

Commissioner Ettman inquired as to what the process is for identifying new dog parks in West Hollywood Staff stated that the process is actually one of the charges of the Hart Dog Park Committee

Commissioner Saur mentioned that Werle Building update would be a good item as well.

Commissioner Bass stated that to be clear he wanted to note that the Commission feels strongly about something on Plummer Park.

Staff noted the Commission's recommendations.

Public Comment for this item.

Stephanie Harker, West Hollywood – she discussed items associated with Plummer Park.

9 EXCLUDED CONSENT: NONE.

10 PUBLIC COMMENT:

Stephanie Harker, West Hollywood – she thanked staff for removing the bus rails and replacing them with benches She mentioned that the City should acquire Poinsettia Park and that she is waiting for the plaque for Great Hall/Long Hall.

Cathy Blaivias, West Hollywood – mentioned the Protect Plummer Park and how they came about and their focus

11 ITEMS FROM STAFF:

Ms. Collins mentioned that the City is out to bid for the replacement of the roof of the Laurel House

Mr. Campbell gave the Commission an update on the reconfiguration of City Hall

Mr Campbell also mentioned the recruitment for the Urban Forest and Landscape Supervisor Position

12 COMMISSIONER COMMENTS/SUBCOMMITTEE REPORTS:

Commissioner Woodell requested an updated copy of the Commissioners contact information.

Commissioner Ettman thanked everyone for his election to Vice Chair and he went on to state that he is happy we are going to talk about Plummer Park. He also stated that the new bike racks look good. He went on to mention that the dog waste station removed from the Sunset Lot should be re-installed. He concluded by saying we should look at a dog park in Plummer Park.

Commissioner Bass thanked staff for their service.

Commissioner Saur mentioned that she has been walking the eastside and she has noticed areas for greening at Martel and Santa Monica

Commissioner Anthony provided an update on the progress of the 1343 N Laurel Avenue Park Committee. He also congratulated Commissioner Ettman on his appointment as the Vice Chair. He went on to state that the Sunset Strip Music Festival was great. Commissioner Anthony then asked about the relocation of trees and the process.

Mr. Campbell stated that it is done on a case by case basis.

Commissioner Goldenberg congratulated Commissioner Anthony and Commissioner Ettman on their respective appointments as Chair and Vice Chair and she thanked staff. She also mentioned that there are not enough chairs at West Hollywood Park, she discussed the problem with dog waste on the sidewalks, she mentioned that the new bike racks are nice and that she was recently in Long Beach and they have bike racks that look like art.

Commissioner Rorie mentioned working with Chair to standardize the agenda prior to the 72 hour deadline. He also requested that if anything happens at City Council that pertains to this Commission he would like to see the staff to come back and provide an update to the Commission.

13 **ADJOURNMENT:**

A motion to adjourn the Public Facilities Commission was made by Commissioner Saur, seconded by Commissioner Bass at 8.20 pm to their next regularly scheduled meeting, which will be held on Wednesday, September 11, 2013 at 6:30 P.M. at Public Meeting Room, West Hollywood Park, located at 625 N San Vicente Boulevard.


Michelle Bell, Recording Secretary