

**CITY OF WEST HOLLYWOOD
PUBLIC FACILITIES COMMISSION
MINUTES
June 11, 2014**

1. **CALL TO ORDER:** Chair Anthony called the meeting to order at 6:31 p.m.

A. ROLL CALL:

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

ABSENT: Steve Campbell, Manager of Facilities and Field Services Division

ALSO PRESENT: Department of Public Works, Helen Collins, Sr. Administrative Analyst, Facilities and Field Services Division, Department of Public Works and Michelle Bell, Sr. Administrative Analyst, Department of Public Works.

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

2. **APPROVAL OF AGENDA:**

ACTION: Approve the June 11, 2014 agenda.

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

3. **APPROVAL OF MINUTES:**

ACTION: Approve the minutes dated May 10, 2014 as amended.

Motion by Commissioner Ettman, seconded by Commissioner Rorie and approved, noting the abstention of Commissioner Bass.

4. **PUBLIC COMMENT: NONE.**

5. **PUBLIC HEARINGS: NONE.**

6. **CONSENT CALENDAR: NONE.**

7. **NEW BUSINESS:**

- A. Off-leash Dog Area Committee:**

1. Overview of Committee:

Helen Collins, Sr. Administrative Analyst, provided background information dating back to its development on June 20, 2005 by the City Council. She stated that the working group is comprised of 3 Public Facilities Commissioners, 4 Off-Leash Dog users as appointed by the Public Facilities commission and 2 staff members. The Commissioners are Commissioner Bass, Woodell and Goldenberg. The staff members are Kevin Trudeau and Scott Smith. The Off-Leash Dog users are Jon Flinck, Gilbert Weingourt, Michael Wojtkielewicz and Bob Burnett. The Committee is charged with Monitoring off-leash dog use; establishing guideline of operation and use; recommending to the Public Facilities Commission enhancements to the off-leash area and exploring other locations in the city for off-leash dog use.

Commissioner Woodell requested a point of clarification regarding equal standing of the members of the sub-committee and Helen Collins also stated that their meetings are quarterly as directed by the City Council.

There was discussion regarding the charge of the Commission and the charge of the sub-committee on the issue of off-leash dog parks.

Commissioner Bass commented that now that there is a quorum the committee would be able to move forward looking for new locations for off-leash dogs.

Commissioner Ettman commented that he has requested a list twice a year of potential open space in the City.

Chair Anthony stated that off-leash dog park was suggested at the West Hollywood Park Phase II Design meeting but he was informed that a secondary environmental study needed to be done.

Commissioner Bass suggested that a recommendation from the sub-committee come back to the Public Facilities Commission after the sub-committee meets on Wednesday, June 25, 2014.

2. Appointment of Committee Members:

Kevin Trudeau, Facilities and Landscape Maintenance Supervisor, requested appointing two off leash dog users: Bobby Burnett and Michael Wojtkielewicz.

ACTION: Appoint Bobby Burnett and Michael Wojtkielewicz to the Off - Leash Dog Park Committee. **Motion Commissioner Goldenberg, seconded by Commissioner Rorie and unanimously approved.**

B. Election of Chair and Vice Chair - July 2014:

1. Overview of Process for July Meeting:

Helen Collins, Sr. Administrative Analyst provided information regarding the process.

Commissioner Rorie stated that he and his wife are expecting and that he could not promise to be in attendance in July.

8. UNFINISHED BUSINESS:

A. Budget Process 2014-2016:

1. Update:

Helen Collins, Sr. Administrative Analyst provided an overhead presentation of the 2014-2016 Draft Capital Budget for the Field Services and Landscape Division.

B. Facilities and Field Services Division:

1. Update:

Helen Collins, Sr. Administrative analyst provided an update on items that have gone before the City Council since the last meeting of the Commission. She listed contracts that have been awarded and any events which required staff assistance as well as miscellaneous upcoming items.

9. EXCLUDED CONSENT CALENDAR: NONE.

10. PUBLIC COMMENTS: NONE.

11. ITEMS FROM STAFF:

Steve Campbell sent his apologies for not being able to attend.

Kevin Trudeau commented that LA Pride had more attendance than ever before this year and that West Hollywood Park was back in operation by 6am. He stated that a meeting was scheduled to assess the park with Christopher Street West.

Helen Collins commented that the June 23rd City Council meeting will include approval of the 2014-2016 budget.

12. COMMISSIONER COMMENTS/SUBCOMMITTEE REPORTS:

Commissioner Saur provided an update to the Commission as a member of the 1343 Laurel Avenue Visioning Committee and as a member of the West Hollywood Park Phase II Design Committee. She also suggested a temporary dog park.

Chair Anthony requested a report on the mechanism of an off-leash dog park and an environmental analysis on the July agenda.

Commissioner Ettman stated that he would like to focus on park space that is in the planning phase now and that the workplan addresses any open space available in the City.

Commissioner Woodell stated that there are two dog stations on DeLongpre that are 100ft apart. He request that they be spread farther apart. He also spoke about the City float at LA Pride not being safe as well as signs for the LA Marathon being put in the wrong location.

Commissioner Bass congratulated staff on LA Pride cleanup. He also asked that the construction at the Werle Building have the least amount of disturbance to the groups who meet there.

Commissioner Rorie thanked the staff for the helpful information on the budget. He stated that he attended the open house for Laurel Park and enjoyed the exchange of ideas. He requested that the Romaine facility be put on the tour next year.

Commissioner Goldenberg thanked the staff. She stated that she attended open house for the Laurel visioning and she also attended the West Hollywood Park Phase II Design Committee meeting. She stated that she hopes the stairs for the West Hollywood Park Phase II are better than the stairs at the West Hollywood Library. She thanked staff for including exercise equipment in the draft Capital Budget.

Commissioner Saur requested that the meeting be adjourned in memory of Gary Augeri, a former member of the Public Facilities Commission for more than nine years.

Commissioner Ettman thanked staff for the budget information. He liked the roller rink at the LA Pride Festival and he said that it was the best one yet.

There was a consensus of the Commission for Chair Anthony to take the dog park item to the West Hollywood Park Phase II Committee. He also recommended to put off-leash dog park at the West Hollywood Park Phase II on our next agenda. He also recommended to keep all the names of people who applied to be a member of the Off-leash Dog Park Committee.

13. ADJOURNMENT:

A motion to adjourn the Public Facilities Commission was made by Commissioner Saur in memory of Gary Augeri, seconded by Commissioner Woodell at 9:08pm. to their next meeting, which will be held on Wednesday, July 9, 2014 at 6:30 p.m.

in the West Hollywood Community Room at, West Hollywood Park, located at 625
N. San Vicente Boulevard.


Michelle Bell, Recording Secretary