

**CITY OF WEST HOLLYWOOD  
PUBLIC FACILITIES COMMISSION  
MINUTES  
February 10, 2016**

1. **CALL TO ORDER:** Chair Saur called the meeting to order at 6:30 p.m.

**A. ROLL CALL:**

**PRESENT:** Commission Rodriguez, Commissioner Dolan  
Commissioner Omelczenko, and Chair Saur, Vice  
Chair Rorie, and Commissioner Bass.

**ABSENT:** Commissioner Buckles.

**ALSO PRESENT:** Department of Public Works, Helen Collins, Senior  
Administrative Analyst, Facilities and Melissa Crowder,  
Deputy City Clerk.

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

2. **APPROVAL OF AGENDA:**

**ACTION:** Moved to approve the February 10, 2016 agenda.

**Motion by Commissioner Rorie, seconded by Commissioner Omelczenko,  
and unanimously approved.**

3. **APPROVAL OF MINUTES:**

**ACTION:** Approve the minutes dated January 13, 2016.

**Motion by Commissioner Rodriguez, seconded by Commissioner Dolan, and  
unanimously approved.**

4. **PUBLIC COMMENT:**

NIR ZILBERMAN, WEST HOLLYWOOD – thanked the Commission for its motion  
in support of the Homeless at its last meeting. Mr. Zilberman went on to speak  
about his issues with homelessness.

STEPHANIE HARKER, WEST HOLLYWOOD – wanted to alert the Commission  
about an upcoming item on the City Council Agenda, item 5B. Capital Project  
West Hollywood Park. She then asked when things would start to happen at  
Plummer Park since the City was receiving back 9.25 million dollars from the  
State.

MICHAEL WOJTKIELWICZ, WEST HOLLYWOOD – Spoke about the Park  
Needs Assessment meeting last. He also spoke about accessibility at Hart Park.  
Then he spoke about conditions at Sierra Bonita housing.

5. **CONSENT CALENDAR - NONE**

6. **PUBLIC HEARINGS - NONE.**

7. **UNFINISHED BUSINESS**

A. Commissioner Training – Provided by City Clerk's Office

Ms. Crowder provided an overview of the Rosenberg's Rules or Order and the Brown Act and then fielded questions from the Commissioners.

Commissioner Omelczenko asked for clarification regarding conversations between Commissioners. Ms. Crowder stated that while it is not illegal for less than a quorum to have discussion, there is always question if it is ethical.

Commissioner Omelczenko inquired about talking with staff, Ms. Crowder stated that staff is a voting member of the Commission, so Commissioners are free to discuss items with staff.

Commissioner Bass provided an example of what he felt was consensus gathering.

Commissioner Omelczenko stated that he has tried to engage Commissioners on a topic and they immediately state that they cannot talk because of the Brown Act. He went on to state that he feels the Brown Act term is over used.

Commissioner Bass inquired about a Commissioners attending a meeting and representing themselves as Commissioners at that meeting. Ms. Crowder reminded the Commissioners that you can identify yourselves as Commissioner but not as representing the Commission, unless given that authority by the entire Commission.

Ms. Crowder went on to say that the Commissioner are all able to all attend others meetings at the same time but should not discuss items which may come before the Commission at any time.

Commissioner Omelczenko inquired as to the definition of items before the Commission. Ms. Crowder stated that items within the purview of the Commission.

Commissioner Dolan inquired about the process of offering a second motion.

Ms. Crowder provided and an overview of the process for the Commission and also field other procedural questions to include the need for Roll-Call votes.

Commissioner Rorie inquired about when should public comment be taken on an item; before or after Commissioner Comments. Ms. Crowder said either way is fine.

Commissioner Rodriguez stated that sometimes questions by Commissioners are helpful to the public comment process.

8. **NEW BUSINESS – 6:40 p.m.**

A. Commissions Annual Calendar

1. The Commission agreed by consensus that the March 9, 2016 meeting will be dedicated to a Budget Workshop.
2. The Commission agreed by consensus that the date for Arbor Day would be April 2, 2016 as the primary date and April 9, 2016 as the alternate and the Proclamation would go before Council on March 21<sup>st</sup>. date. Staff stated they would provide the Commission and update the exact date and location at the next meeting.
3. The Commission agreed by consensus to schedule the annual tour for the month of September with the exact focus of the tour to be determined at a later date.
4. The Commission agreed by consensus to not cancel the October 12, 2016 meeting due to an anticipated conflict with the City's Annual Commission and Board Congress. The Commission agreed to wait until a conflict was verified before cancelling the meeting.

**ACTION:** Approve the calendar changes as provided by staff with the added exceptions of returning to the Commission with options for the September tour and to wait on the determination to cancel or not to cancel the October meeting.

**Motion by Commissioner Bass, seconded by Commissioner Omelczenko, and unanimously approved.**

9. **EXCLUDED CONSENT CALENDAR: None.**

10. **PUBLIC COMMENTS: None.**

11. **ITEMS FROM STAFF: None.**

Commissioner Dolan provided an update on the "Can you Dig It" Art Project installations as one of the Commission's representatives to the process.

Commissioner Dolan then discussed the Hart Park Off-Leash Dog Park Committee and the trouble having a meeting due to a lack of quorum. Commissioner Dolan asked if an item could be agendaized for the next meeting to look at sending the Committee's duties back to the entire Commission.

Commissioners Rodriguez and Bass recommended trying to fill the vacant seats on the Committee first.

Commissioner Bass referred to Ms. Harker's public comments regarding the West Hollywood Park Phase II Project on the upcoming City Council Agenda and he encouraged his fellow Commissioners to take a look at the Agenda item as related to the recommendations to remove items.

Commissioner Rorie stated that he concurs that the Dog Park Committee should first try and fill it's vacancy before the Commission looks at taking any action.

Commissioner Omelczenko mentioned that he attended the Human Services Commission meeting and let them know that the Public Facilities Commission unanimously made a recommendation to the City Council regarding the establishment of warming shelters in the City at the last Commission meeting. Commissioner Omelczenko went on to discuss the West Hollywood Park Phase II upcoming Council Report. He mentioned the recommendation to review the status of the AIDS Monument and consider establishing the AIDS Monument as a separate project from the West Hollywood Park Phase II Project and to review the status of the Mural Art Program.

Commissioner Saur recommended placing an item on the Agenda in April to have someone from the Sheriff's Department to come in provide an update on public safety in the Parks. The Commission agreed by consensus.

12. **COMMISSIONER COMMENTS/SUBCOMMITTEE REPORTS:**

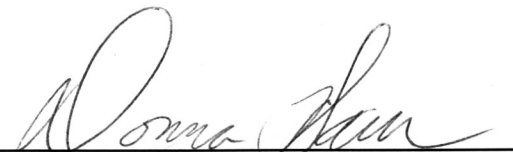
13. **ADJOURNMENT:**

The meeting was adjourned, at 8:13 pm to their next regularly scheduled meeting, which will be held on Wednesday, April 13, 2016 at 6:30 p.m. in the West Hollywood Public Meeting Room (Council Chambers) at, West Hollywood Park, located at 625 N. San Vicente Boulevard.

**Motion by Commissioner Rorie seconded by Commissioner Bass, and approved unanimously.**



Helen Collins, Recording Secretary



Donna Saur, Chair

A copy of the audio recording of this meeting can be obtained from the City Clerk's office upon request. *(Disclaimer: Staff records the meetings for the sole purpose of composing the official meeting minutes; therefore the recordings are not of commercial quality.)*