

**CITY OF WEST HOLLYWOOD
SPECIAL MEETING PUBLIC FACILITIES COMMISSION
MINUTES
November 5, 2015**

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

A. ROLL CALL:

PRESENT: Commissioner Bass, Commissioner Dolan and Commissioner Omelczenko, Commissioner Buckles, Chair Saur and Vice Chair Rorie.

ABSENT: Commissioner Rodriguez.

ALSO PRESENT: Department of Public Works, Steve Campbell, Manager of Facilities and Field Services Division, and Helen Collins, Senior Administrative Analyst, Facilities and Field Services Division.

B. PLEDGE OF ALLEGIANCE:

2. **APPROVAL OF AGENDA:**

ACTION: Approval of the Agenda for November 5, 2015.

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

3. **APPROVAL OF MINUTES:**

ACTION: Approval of the minutes dated September 30, 2015.

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

4. **PUBLIC COMMENT:**

YOLA DORE, WEST HOLLYWOOD – introduced herself as the Disability Advisory Board (DAB) liaison to the Public Facilities Commission and the selected representative from DAB regarding the Werle Building Project.

MICHAEL WOJTKIELEWICZ, WEST HOLLYWOOD – spoke about the need for an off-leash dog park on the Eastside and he also spoke about the accessibility of Hart Park.

JEFFREY WAACK – introduced himself as the Public Safety Commission liaison to the Public Facilities Commission and he provided an overview of the upcoming agenda items and activities for his Commission.

JAMES WEN - introduced himself as the new Chair of the Transgender Advisory Board liaison he invited the Commission to attend the Transgender Day of Remembrance.

5. **PUBLIC HEARINGS - None.**
6. **CONSENT CALENDAR - None.**
7. **UNFINISHED BUSINESS: None.**
8. **NEW BUSINESS:**

A. Street Media Project:

Kate Mayerson, Innovation Analyst from the Innovation and Strategic Initiatives Division in the City Managers Department, provided an overview of the Street Media Project. Ms. Mayerson then requested a representative from the Public Facilities Commission to serve on the Street Media Project Design Ad Hoc Committee and report back to the Public Facilities Commission on a regular basis. She added that the Committee will meet the first Tuesday of every month from 5:00 p.m. to 6:30 p.m. starting on January 5, 2016.

Commissioner Buckles inquired if the 5:00 P.M. start time was set in stone, Ms. Mayerson stated yes. Commissioner Buckles noted that would exclude her from being able to take part.

Commissioner Dolan inquired if they had already selected a designer, Ms. Mayerson responded that no the RFP was currently out. Commissioner Dolan inquired if the street furniture would change from district to district, Ms. Mayerson responded that possibly. Commissioner Dolan added that it would be an opportunity for district identities. Commissioner Dolan noted that he would be interested in representing the Commission.

Commissioner Rorie stated that he thought it was wonderful and he is looking forward to seeing the progress.

Commissioner Omelczenko stated that he is favor of anything that will provide visibility to the City's Gateways and he mentioned the entry opportunities especially on the Westside. Commissioner Omelczenko also mentioned that consideration should be given to landmark signage and how we identify landmarks in the City as part of this process.

Commissioner Bass stated that he is very excited and he stated that he recalls the conversation about 8225 Sunset.

Chair Saur stated that she hopes the Eastside will be looked at as part of the process. Chair Saur then commented that Commissioner Dolan would be a great representative.

ACTION: Appoint Commissioner Dolan to represent the Commission on the Street Media Project Design Ad Hoc Committee.

Motion by Commissioner Bass, seconded by Commissioner Rorie an approved unanimously.

B. 626 N. Robertson Blvd. – Werle Building Project

Staff introduced John Silber from IDS Group as the project Architect. Mr. Silber provided an overview of the planned project.

Commissioner Buckles inquired if the proposed outside terrace/deck would be wheelchair accessible, Mr. Silber responded yes.

Commissioner Dolan inquired about the status of the existing windows. Mr. Silber responded that changing the windows has not been contemplated. Commissioner Dolan inquired about the Mazer Collection preservation, Mr. Silber responded that there are plans to provide a temperature controlled environment for collection. Mr. Silber went on to tell the Commission that the Mazer had a study done to provide recommendations for the preservation archives collection and he has a copy to reference. Commissioner Dolan then inquired about plans for the width of sidewalk on Robertson Boulevard; Mr. Silber responded that the plans do not extend beyond the boundaries of the property at this time. Commissioner Dolan mentioned a drop-off and loading zone area as a thought.

Commissioner Omelczenko inquired about the visual facing north on the 2nd floor, staff and Mr. Silber responded that it is a building. Commissioner Omelczenko requested clarification on the current location of the One Gallery; it was clarified by Mr. Silber. Commissioner Omelczenko stated that he is excited about the project. He went on to state that he is happy to see that City is retaining the character of the building and this project is a wonderful example of re-adaptive use.

PUBLIC COMMENT:

MICHAEL WOJTKIELEWICZ, WEST HOLLYWOOD – inquired if this project would conflict with Phase II of West Hollywood Park. He then stated that he is happy accessibility is being addressed.

END OF PUBLIC COMMENT

Commissioner Bass inquired about mitigation plans for displaced user groups, in particular the West Hollywood Recovery Center. Staff assured the Commission that there has been much discussion with the user groups representatives and staff is actively looking for relocation space during the construction process. Staff stated that relocation space will be in-place before the project starts. Commissioner Bass went on to state that he likes the project but he is a little concerned about the sizes of the rooms for the West Hollywood Recovery Center, since they have a few meetings in the current large room which are standing room only. He also mentioned that the program currently has office space and he would hope that continues in the new plan. In addition, he mentioned his concern about the un-monitored Gallery space. In conclusion, he recommended that staff should conduct a pop-up meeting to gather input from the program users of the West Hollywood Recovery Center. Staff stated that they would conduct a pop-up meeting on-site to gather additional input.

Chair Saur inquired if a new roof is part of the project, staff commented that yes it will be replaced.

Commissioner Bass inquired if staff received input from the West Hollywood Recovery Center, staff commented yes they met with Board Members but they would be more than willing to conduct a pop-up meeting. Commissioner Bass mentioned that possibly a security guard could be used to alleviate some of the concerns.

ACTION: Request that staff conduct a pop-up meeting on-site to gather input from the West Hollywood Recovery Center users and send a recommendation to the City Council to move forward with the project.

Motion by Commissioner Bass, seconded by Commissioner Rorie an approved unanimously.

C. 1000 Kings Road – Kings Road Park:

Staff introduced the project and reviewed the outreach meeting held on September 15, 2015 on-site for the local residents. John Silber from IDS Group the project Architect, then provided a presentation outlining the project scope.

Chair Saur inquired about the lighting, Mr. Silber stated that it was not in the initial scope but that it is definitely something that can be looked at to fall more in line with the character of the building.

Commissioner Rorie inquired about mitigation during the project, staff stated that some of the work could be scheduled during non-peak times and portable restrooms could be brought in. Staff and Mr. Silber mentioned that the work would most likely start inside the structure and then move outside, with the majority of the work being done inside. In addition, some tunneling or an alternate entrance could be provided when the entry way arbor was being worked on.

Commissioner Dolan talked about the community outreach meeting and stated

that there was good input provided at the meeting. Commissioner Dolan added that maybe ceiling fans with lighting could be considered.

Commissioner Buckles inquired about new signage and an announcement board. Staff recommended that it be part of a separate process since the scope of the current project did not include those items.

Commissioner Dolan mention that during the community outreach meeting a community board at the front of the park was brought up as well.

Commissioner Omelczenko inquired about separation from the kitchen. Mr. Silber stated that it was brought during the community outreach meeting and he will make sure it is incorporated into the process. Commissioner Omelczenko inquired about removing the beam and how would that work. Mr. Silber explained the process of reinforcing the ceiling supports with steel. Commissioner Omelczenko commented that the reduction of the restroom noise is great and he added that he is very much in support of the project.

Commissioner Bass mentioned that he is concerned that ceiling fans may reduce space for performances, he is not sold on fans but he likes the project.

Commissioner Rorie inquired if there was something creative that could be done with the beam once it was removed. Staff acknowledged the comment.

Chair Saur stated that she is happy that the fountain depth is being addressed.

PUBLIC COMMENT:

ELENA GOLDENBERG, WEST HOLLYWOOD – mentioned that she is sad that the vine is going to be removed; she also discussed the floor and hoped that multi-purpose surface will be installed. In addition, she discussed safety and accessibility of the fountain.

ACTION: Approve the design concept as presented.

Motion by Commissioner Omelczenko, seconded by Commissioner Buckles an approved unanimously.

9. EXCLUDED CONSENT CALENDAR: None.

10. PUBLIC COMMENTS:

ELENA GOLDENBERG, WEST HOLLYWOOD – talked in favor of improving the medians on Santa Monica Boulevard.

11. ITEMS FROM STAFF:

Staff provided an overview of Halloween and the Divisions role in clean-up.

12. COMMISSIONER COMMENTS/SUBCOMMITTEE REPORTS:

Commissioner Dolan provided an update on the Hart Park Off-Leash Dog Park Committee meeting. He stated that the Committee tabled an item on shade structures until they can create and prioritize a comprehensive list of improvements needed at the site.

Commissioner Bass mentioned that he is excited about the upcoming "Can You Dig It" RFP review. He went on to congratulate staff for the great job on cleaning up after Halloween. He also added that with several new Commissioners it is time for training from the City Clerk on protocol.

Commissioner Buckles stated that she shares Commissioner Bass' sentiments about training and she would welcome it. She went on to thank the public speakers and she spoke about the honor of being in a city that is so inclusive and recognizes transgender rights.

Commissioner Rorie inquired about the status of park signage discussed at previous meetings; staff responded that installations are underway. He also thanked the speakers and the liaisons in attendance and stated that having the meeting at Kings Road Park was refreshing and he would encourage new locations such as Laurel.

Chair Saur mentioned that we don't want to change the location too often because the public needs to know where we meet. Staff added that the meetings will most likely return to City Hall early next year.


Commissioner Omelczenko thanked everyone and encouraged the members of the Park Acquisition Guidelines Ad Hoc Committee to meet. He mentioned the potential of the Detroit Garden location and stated that the lot next door was also up for sale. Commissioner Omelczenko inquired if staff had an update on the purchase of the lot since it was presented in closed session to the Council. Staff responded that yes it had been to closed session but there is nothing further to report. Commissioner Omelczenko inquired about the status of the Commission's recommendation to the City Council regarding the West Hollywood Park - Dog Park; to remove the utility box. Staff stated if the Commissioner is interested that they can provide the link to the report sent to Council. Commissioner Omelczenko concluded by stating that he is looking forward to training.

Commissioner Dolan inquired if there was any word on a new date for the televised meeting and he would be in favor of 1343 Laurel Avenue returning back to LGBT Housing. Staff responded that they are not aware of the final outcome of the visioning process for 1343 Laurel Avenue.

13. **ADJOURNMENT:**

ACTION: The meeting was adjourned, at 8:35 pm to their next meeting, which will be held on Wednesday, December 9, 2015 at 6:30 p.m. in the Community Meeting Room (CMR) at the West Hollywood Park Library – 625 N. San Vicente Boulevard, West Hollywood, CA 90069.

Motion by Commissioner Bass, seconded by Commissioner Omelczenko an 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.)