

**PUBLIC FACILITIES COMMISSION  
CITY OF WEST HOLLYWOOD  
MEETING MINUTES  
May 10, 2017  
6:30 P.M.  
8300 SANTA MONICA BLVD, CITY HALL**

1. **CALL TO ORDER:** Chair Rorie called the meeting to order at 6:35 p.m.

**A. ROLL CALL:**

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

**ABSENT:** Commissioner Donna Saur and Commissioner Buckles.

**ALSO PRESENT:** Helen Collins, Senior Administrative Analyst, Facilities and Field Services, Michelle Bell, Administrative Analyst, Department of Public Works and Scott Smith, Urban Forest and Landscape Maintenance Supervisor, Facilities and Field Services Division and Paul Hertz, Facilities and Landscape Maintenance Superintendent, Facilities and Field Services Division.

2. **PLEDGE OF ALLEGIANCE:** Chair Rorie led the pledge.

3. **APPROVAL OF AGENDA:**

**ACTION:** Approve the May 10, 2017 Agenda. **Motion by Commissioner Omelczenko , seconded by Commissioner Vice Chair Rodriguez and unanimously approved.**

4. **APPROVAL OF MINUTES:**

**ACTION:** Approved the meeting minutes dated April 12, 2017. **Motion by Commissioner Bass, seconded by Commissioner Omelczenko and approved 4-1 with Vice Chair Rodriguez abstaining due to his absence at the last meeting.**

5. **PUBLIC COMMENT:**

**STEPHANIE HARKER, WEST HOLLYWOOD:** spoke about newly transplanted trees at Plummer Park and that they are happy, especially with the recent rains. Ms. Harker went on to mention that the paint on the north wall Fiesta Hall is peeling and she then thanked Commissioner Omelczenko for his service to the Commission.

CATHY BLAIVAS, WEST HOLLYWOOD: stated ditto on Ms. Harker's comments and then she thanked Commissioner Omelczenko for his service to the Commission. Ms. Blaivas also mentioned that the Arbor Day event nice event and then spoke about a grant she received from the City for a free library in front of her house.

6. **NEW BUSINESS:**

A. Arts Update – Andrew Campbell, Arts Manager

Mr. Campbell provided an overview of the existing art exhibits and upcoming exhibits and events. Mr. Campbell then fielded questions from the Commissioners.

**PUBLIC COMMENT:**

CATHY BLAIVAS, WEST HOLLYWOOD: spoke regarding an upcoming screening by the LA Conservancy of LGBT short films at Plummer Park Great Hall, on May 25, 2017.

STEPHANIE HARKER, WEST HOLLYWOOD: thanked Mr. Campbell for his presentation and mentioned an upcoming performance at Plummer Park on the Senor Plummer book. Ms. Harker also thanked the City for the Tiny Parks.

**ACTION:** The Commission received and filed the Arts Update on consensus.

7. **UNFINISHED BUSINESS:**

A. Urban Forest Master Plan

Staff provided an introduction of the City's draft Urban Forest Management Plan and advised the Commission that over the next six months to a year, they will be receiving segments of the plan for review and comment, prior to making a recommendation to Council for adoption.

The Commissioners posed questions about the safeguarding and protection of City trees as part of construction projects. Staff responded regarding the current policies and procedures, in general terms. In addition, Commissioner Dolan inquired about surveying the City for vacant planting locations and staff responded that this in an ongoing process.

**PUBLIC COMMENT:**

STEPHANIE HARKER, WEST HOLLYWOOD: spoke regarding the removal of trees as a result of construction in the public right of way and private property.

**ACTION:** The Commission received and filed the Urban Forest Management Plan.

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

B. Tree Trimming Services RFP

Staff provided an overview of the RFP process and the recommendation from the review panels to award an Agreement to West Coast Arborists.

**ACTION:** The Commission recommends to the City Council to award an Agreement to West Coast Arborists, Inc., for the City of West Hollywood's Tree Trimming Services.

Motion by Vice Chair Rodriguez, seconded by Commissioner Bass and unanimously approved.

8. **EXCLUDED CONSENT CALENDAR – None**

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

Commissioner Bass thanked Commissioner Omelczenko for his service on the Commission.

Vice Chair Rodriguez thanked Commissioner Omelczenko for his service on the Commission.

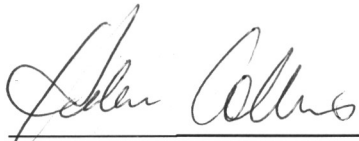
Chair Rorie thanked Commissioner Omelczenko for his service on the Commission. Chair Rorie spoke about the success of the Arbor Day Event and commented on the family feel. Chair Rorie also commented on the move of the Kids Fair to Plummer Park and that he preferred the event at Plummer Park. He went on to suggest that next year they should have more signage directing attendees to events in different parts of the park.

Commission Dolan thanked Commissioner Omelczenko for his service on the Commission.

Commissioner Omelczenko stated that he has enjoyed his time on the Commission and he feels it is time to step aside and allow someone new to come in. He went on to speak about Park Development and Micro Parks. In addition, he encouraged the Commission to look more closely at the center of the City when considering projects. He mentioned Hart Park to include ADA compliance and the Aids Monument, Laurel House as a possible site for a Community/Cultural Center and to maintain the Park portion of the property; and he mentioned the City owned property at 8120 Santa Monica Blvd and the need for green space at that location.

**ADJOURNMENT:**

The meeting was adjourned, at 8:15 p.m. to its next meeting, which will be held on Wednesday, June 14, 2017 at 6:30 p.m., Community Meeting Room (City Hall) at 8300 Santa Monica Blvd., West Hollywood, CA. 90069.



---

Helen Collins, Recording Secretary



---

Manny Rodriguez, Vice 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.)**