

**MINUTES
CITY OF WEST HOLLYWOOD
PUBLIC FACILITIES, RECREATION, AND INFRASTRUCTURE COMMISSION**

**WEDNESDAY, DECEMBER 13, 2023
CITY HALL COMMUNITY MEETING ROOM, 1ST FLOOR
8300 SANTA MONICA BOULEVARD
WEST HOLLYWOOD, CA 90069**

6:30 P.M. – REGULAR MEETING

LAND ACKNOWLEDGEMENT

THE PUBLIC FACILITIES, RECREATION, AND INFRASTRUCTURE COMMISSION ACKNOWLEDGES THAT THE LAND ON WHICH WE GATHER AND THAT IS CURRENTLY KNOWN AS THE CITY OF WEST HOLLYWOOD IS THE OCCUPIED, UNCEDED, SEIZED TERRITORY OF THE GABRIELEÑO TONGVA AND GABRIELEÑO KIZH PEOPLES. (PRONOUNCED “KEECH”)

- 1. CALL TO ORDER – Chair Solomon called the meeting to order at 6:30 p.m.**
 - A. LAND ACKNOWLEDGEMENT – Read by Chair Solomon.**
 - B. ROLL CALL**

PRESENT: Commissioner Jackson (she/her);
Commissioner Krishna (she/her);
Commissioner Mason (he/him);
Commissioner Payton (she/her);
Commissioner Ragno(he/him) ;
Vice Chair Karliss (he/him); and
Chair Solomon (he/him)

ABSENT:

ALSO PRESENT: Helen Collins, Facilities and Field Services Division Manager; Erin Hamant, Senior Administrative Analyst; Debbie Gonzalez, Administrative Coordinator; Stephanie Martinez, Recreation Services Manager; Brian League, Property Development Manager; and Alicen Bartle, Project Development Administrator.

- 2. PLEDGE OF ALLEGIANCE – Led by Commissioner Krishna.**

- 3. APPROVAL OF THE AGENDA**

ACTION: Approve the December 13, 2023, Agenda.

Motion by Mason, seconded by Karliss, and approved unanimously.

Roll Call Vote:

Commissioner Jackson – Y
Commissioner Krishna – Y
Commissioner Mason – Y
Commissioner Payton – Y
Commissioner Ragno – Y
Vice Chair Karliss – Y
Chair Solomon – Y

4. APPROVAL OF THE MINUTES

ACTION: Approve the minutes of the prior Public Facilities, Recreation, and Infrastructure Commission meeting dated November 8, 2023.

Motion by Mason, seconded by Ragno, and approved with one abstention.

Commissioner Jackson – Y
Commissioner Krishna – Y
Commissioner Mason – Y
Commissioner Payton – Y
Commissioner Ragno – Y
Vice Chair Karliss – Y
Chair Solomon - Abstain

5. PUBLIC COMMENTS – None.

6. CONSENT CALENDAR – None.

7. PUBLIC HEARINGS – None.

8. NEW BUSINESS

A. CIP PROJECT UPDATE - LAUREL HOUSE AND PARK

SUBJECT: Design update for the laurel house artist-in-residence renovation project

RECOMMENDATION: Staff recommends that the Public Facilities, Recreation, and Infrastructure Commission review the draft schematic plans and provide feedback for the architectural team and staff to continue forward with design development of the Laurel House and Park Renovation Project.

Staff introduced the item and shared a presentation included in the agenda packet.

Commissioner Payton made comments regarding the landscape and drainage in the dog area.

Commissioner Ragno inquired about the type of events that will be

held at the Laurel House. Staff shared that they are exploring small scale events.

Commissioner Mason expressed support with the performance space in the back of the house.

Commissioner Jackson expressed concern with the proposed barbecue areas as they could be a potential hazard.

Vice Chair Karliss asked what the hours of operation will be. Staff stated that the hours of operation are still being defined. Karliss inquired about accessible public restrooms for park patrons. Staff shared that there are no restrooms outside for the park in the current design plans.

Chair Solomon expressed the importance of having a publicly accessible restroom for patrons. He suggested having a water fountain in the park. Additionally, he suggested having rooms available for rent in the Chauffeur's Cottage. Solomon spoke against having a public barbecue area outside.

B. CIP PROJECT UPDATE - LOG CABIN

SUBJECT: The Public Facilities, Recreation, and Infrastructure Commission is asked to review and provide feedback on the draft schematic design plans for the Log Cabin located at 617-621 N. Robertson Boulevard.

RECOMMENDATION: Staff recommends that the Public Facilities, Recreation, and Infrastructure Commission review the draft schematic plans and provide feedback for the architectural team and staff to continue forward with design development of the Log Cabin renovation project

Staff introduced the item and shared a presentation included in the agenda packet.

Tanya Kim, WEST HOLLYWOOD, spoke about the importance of having a safe space for people in recovery to attend meetings.

Shawn Gillespie, WEST HOLLYWOOD, expressed concerns with the reduction of square footage of each meeting room. Shawn spoke about the importance of having more meeting space.

Chair Solomon commented on the parking lot and said that he would rather have more meeting space and less car stalls. Solomon spoke in favor of having a public restroom included in the design plans.

Vice Chair Karliss likes the vision of the architecture in the design

plans.

Commissioner Jackson commented on the landscape and trees at the site.

Commissioner Mason commented on the importance of having more meeting space. He also commented on the importance of having meeting space while the building is closed during construction.

Commissioner Ragno commented on the parking lot paint colors and said that the colors may fade easily.

Commissioner Krishna commented on the shade components in the plans.

Commissioner Payton agreed with having more meeting space over parking.

C. CITY FACILITY TENANT LEASES

SUBJECT: The Public Facilities, Recreation, and Infrastructure Commission will receive an overview of city-owned facilities with tenant leases.

RECOMMENDATION: Staff recommends that the Public Facilities, Recreation, and Infrastructure Commission receive an overview of city-owned facilities with tenant leases and provide feedback to staff.

Staff presented the item to the commission.

Commissioner Mason commented on number 11 of the property list, Aquatics Recreation Center. He suggested using the space under the stairs as storage.

Commissioner Payton commented on number 11 of the property list, Aquatics Recreation Center. She suggested using the space under the stairs as a community space.

Vice Chair Karliss stated that staff should be looking for an appropriate booth service type tenant for the café space adjacent to Council Chambers rather than block by block.

Chair Solomon commented on number 11 of the property list, Aquatics Recreation Center. He suggested using the space under the stairs for recreation programming.

D. BICYCLE REPAIR STATION PILOT PROGRAM

SUBJECT: The Commission will review the City Council's directive to develop and implement an eighteen (18) month bicycle repair station pilot program in the City of West Hollywood to provide feedback.

PUBLIC COMMENT:

John Hays, WEST HOLLYWOOD, expressed support for the proposed locations and provided feedback on the proposed bicycle repair stations and the amenities.

The commissioners provided feedback on the proposed bicycle repair station models and the proposed locations as outlined in the staff report.

ACTION: The Commission chose Plummer Park near Santa Monica Blvd. and West Hollywood Park near San Vicente Blvd. as the locations to install the two (2) pilot bicycle repair stations and selected to align the City's stations with the model and color installed in City of Beverly Hills which is the Fixit Plus in green with preferences for single-arms, tire chocks, and separated stations/tire pumps.

Motion by Mason, seconded by Solomon, and approved unanimously.

Roll Call Vote:

Commissioner Jackson – Y

Commissioner Krishna – Y

Commissioner Mason – Y

Commissioner Payton – Y

Commissioner Ragno – Y

Vice Chair Karliss – Y

Chair Solomon – Y

E. ALTERNATIVE RESTROOMS UPDATE

SUBJECT: The Public Facilities, Recreation, and Infrastructure Commission will receive a report on alternative and additional public restrooms.

RECOMMENDATIONS: Provide feedback on safety matters as it relates to the proposed opening of a public restroom at Plummer Park, 24 hours a day, 7-days per week.

Chair Solomon expressed concern with public safety with the proposed alternative restrooms. He commented on the service and maintenance of the restrooms and suggested the City have a third-party provider. He suggested the Commission look at the company Portland Loo as an example of a third-party provider.

Vice Chair Karliss commented on the potential public safety issues that can arise. He agreed to consider having a third-party provider to service and maintain the restrooms.

Commissioner Jackson commented on the visibility of the alternative restrooms and how that can become an issue with residents.

Commissioner Mason expressed concern with public safety and asked if blue emergency lights can be placed close to the alternative restrooms. Staff stated that there will be Block by Block staff onsite at all times. Mason suggested placing the restrooms closer to roads for better visibility and safety. He commented that Plummer Park is not the best fit for the alternative restrooms.

Commissioner Ragno suggested placing the alternative restrooms in front of Plummer Park for visibility and safety purposes.

Commissioner Krishna suggested considering self-cleaning restrooms.

Commissioner Payton suggested placing the alternative restrooms near the bike stations.

9. UNFINISHED BUSINESS – None.

10. EXCLUDED CONSENT CALENDAR – None.

11. ITEMS FROM STAFF – None.

12. PUBLIC COMMENTS - None.

13. ITEMS FROM COMMISSIONERS & SUBCOMMITTEE REPORTS

LOOK AHEAD CALENDAR FOR AGENDA PREP & COMMISSION ITEMS TRACKER

The commissioners wished everyone happy holidays and a happy new year.

Commissioner Krishna commented on the importance of continuing the search for opportunities for community gardens in the City.

Commissioner Ragno shared that he attended the Celebrate WeHo event.

Commissioner Mason asked staff to explore options on how to activate the space under the stairs at the Aquatics Recreation Center for programming.

Commissioner Jackson shared that she attended the Celebrate WeHo event. She inquired about the status of the Crescent Heights lot. Staff shared that it is currently going through plan check. Jackson expressed

concern with the unhoused community accessing abandoned buildings and commented on the risk of fires.

Vice Chair Karliss shared that he attended a West Hollywood Community Housing Core event. He asked staff to explore options for a landscaping plan for the Matthew Shepards Memorial.

Chair Solomon requested that all future city attorney opinions concerning the Commission should be stated ahead of time in writing.

14. **ADJOURNMENT**

The Public Facilities, Recreation, and Infrastructure Commission meeting adjourned at 9:52 p.m. to its next regular meeting on Wednesday, January 10, 2024, at 6:30 p.m. at City Hall Community Meeting Room, 1st Floor, 8300 Santa Monica Boulevard, West Hollywood, CA 90069.

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Debbie Gonzalez

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Debbie Gonzalez, Recording Secretary

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Andrew C Solomon

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Andrew Solomon, Chair