

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

**WEDNESDAY, JULY 9, 2025
6:30 P.M.**

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

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 Karliss called the meeting to order at 6:30 p.m.

A. LAND ACKNOWLEDGEMENT – Read by Chair Karliss.

B. ROLL CALL

PRESENT: Commissioner Cottrell (he/him);
Commissioner Jackson (she/her);
Commissioner Krishna (she/her);
Commissioner Ragno (he/him);
Commissioner Rogers (she/her);
Vice Chair Payton (she/her); and
Chair Karliss (he/him).

ABSENT: None.

ALSO PRESENT: Helen Collins, Director of Public Works (she/her);
Scott Smith, Facilities and Field Services Division
Acting Manager (he/him); Erin Hamant, Senior
Administrative Analyst (she/her); Yvonne
Quarker, Director of Community Services
Department (she/her); Stephanie Martinez,
Recreation Services Manager (she/her); Clavon
Jubrey, Recreation Supervisor (he/him); Cortez
Jordan, Aquatics Supervisor (he/him); Andrea
Lujan, Acting Recreation Coordinator (she/her);
Andrea Yanez, Recreation Coordinator (she/her);
Destiny Nieto, Recreation Coordinator (she/her);
Kim Hubbard, Aquatics Coordinator (she/her);
David Michael de Guzman, Recreation Specialist
(he/him); and Eduardo Herrera, Recreation
Specialist (he/him).

2. PLEDGE OF ALLEGIANCE – Led by Commissioner Krishna.

3. APPROVAL OF THE AGENDA

ACTION: Approved the agenda for July 9, 2025 with the following change: will hear the Proclamation for Parks and Recreation Month, as noted in Item 11, after Item 5 Public Comment. **Motion by Commissioner Jackson, seconded by Commissioner Ragno, and approved unanimously.**

Roll Call Vote:

Commissioner Cottrell – Y
Commissioner Jackson – Y
Commissioner Krishna – Y
Commissioner Ragno – Y
Commissioner Rogers – Y
Vice Chair Payton – Y
Chair Karliss – Y

4. APPROVAL OF THE MINUTES

ACTION: Approved the minutes of the prior Public Facilities, Recreation, and Infrastructure Commission meeting dated June 11, 2025. **Motion by Vice Chair Payton, seconded by Commissioner Krishna, and approved with one abstention by Commissioner Rogers.**

Roll Call Vote:

Commissioner Cottrell – Y
Commissioner Jackson – Y
Commissioner Krishna – Y
Commissioner Ragno – Y
Commissioner Rogers – Abstained
Vice Chair Payton – Y
Chair Karliss – Y

5. PUBLIC COMMENTS

Tiffany Dyson, WEST HOLLYWOOD, shared they are a recent graduate from the City's Civic Leadership Academy and attended the Healthy City By Design Symposium. She spoke about the city being green space poor and asked staff to consider greening the declining plants located west of the stairs at the Aquatic and Recreation Center, and to consider pursuing Wildlife Habitat certification.

6. CONSENT CALENDAR – None.

7. PUBLIC HEARINGS – None.

8. NEW BUSINESS

A. ELECTION OF CHAIR AND VICE CHAIR

SUBJECT: The Commission will nominate and elect a new Chair and Vice Chair.

Lulu Morales, Assistant City Clerk, described the elections process including the term, eligibility, and roles for the Chair and Vice Chair in accordance with Section 3 of the Commission's By-laws. The elections opened and closed for the Chair with one nomination received, and the elections opened and closed for the Vice Chair with one nomination received. The City Clerk's Office announced the Commission's next Chair and Vice Chair who will serve a one-year term commencing on 8/1/25 and ending on 7/31/26.

ACTION: Nominate Vice Chair Payton to be Chair. **Motion by Chair Karliss, seconded by Commissioner Jackson, and approved unanimously.**

Roll Call Vote:

Commissioner Cottrell – Y
Commissioner Jackson – Y
Commissioner Krishna – Y
Commissioner Ragno – Y
Commissioner Rogers – Y
Vice Chair Payton – Y
Chair Karliss – Y

ACTION: Nominate Commissioner Jackson to be Vice Chair. **Motion by Commissioner Ragno, seconded by Commissioner Krishna, and approved unanimously.**

Roll Call Vote:

Commissioner Cottrell – Y
Commissioner Jackson – Y
Commissioner Krishna – Y
Commissioner Ragno – Y
Commissioner Rogers – Y
Vice Chair Payton – Y
Chair Karliss – Y

B. FY25-26 WORK PLAN

SUBJECT: The Commission will consider adopting their proposed FY25-26 Work Plan.

Staff reviewed the proposed work plan and provided status updates on various projects. The Commission asked staff various questions, made adjustments, and approved its work plan.

ACTION: Adopt the Commission's FY25-26 Work Plan. **Motion by Commissioner Jackson, seconded by Commissioner Krishna, and approved unanimously.**

Roll Call Vote:

Commissioner Cottrell – Y
Commissioner Jackson – Y
Commissioner Krishna – Y
Commissioner Ragno – Y
Commissioner Rogers – Y
Vice Chair Payton – Y
Chair Karliss – Y

9. UNFINISHED BUSINESS

A. FY25-26 BUDGET ADOPTION UPDATE

SUBJECT: The Commission will receive an update on the adopted budget for FY25-26.

Staff provided a presentation on the City's adopted budget for FY25-26 including an overview of the City's organizational structure, expenditures by department and by division, capital plan summary, and capital plan projects list. The new Transportation and Mobility Division falls under the Department of Public Works. The Commission asked staff various questions.

ACTION: Receive and provide feedback.

10. EXCLUDED CONSENT CALENDAR – None.

11. ITEMS FROM STAFF

PROCLAIM JULY AS PARK AND RECREATION MONTH IN THE CITY OF WEST HOLLYWOOD – Chair Karliss read a Proclamation to proclaim July as Park and Recreation Month in the City of West Hollywood. Recreation staff provided additional comments.

Staff shared information about the upcoming Plummer Park Visioning/Community Brainstorming Workshop on Saturday, 7/12.

Recreation staff shared information about the City's upcoming recreation programs.

12. PUBLIC COMMENTS

Will Harrison, WEST HOLLYWOOD, shared they recently moved the city and information about their company which focuses on parks and recreation software.

13. ITEMS FROM COMMISSIONERS & SUBCOMMITTEE REPORTS

LOOK AHEAD CALENDAR FOR AGENDA PREP & COMMISSION ITEMS TRACKER – No changes.

KINGS ROAD PARK VISIONING AD HOC SUBCOMMITTEE MEETING ON 07/03/25 – Subcommittee members Karliss, Payton, and Jackson provided a report out on their meeting held on July 3, 2025. The budget for park visioning was not approved. The group will proceed with conducting community outreach for the playground replacement project.

Commissioner Rogers thanked staff for the Tiny Tots Program.

Commissioner Krishna congratulated the new Chair and Vice Chair on their elections.

Commissioner Jackson asked if the pool tear was repaired. Staff confirmed all work has been completed.

Vice Chair Payton attended the Healthy City By Design Symposium. She thanked the Commission and looks forward to this upcoming year serving as Chair. She encouraged the Commission to attend National Night Out on August 5, 2025.

Chair Karliss attended the Healthy City By Design Symposium and the City Council Hart Park Ad Hoc Subcommittee meeting on June 30, 2025. Staff shared information about the City Council's direction regarding the dog park surface material for the Hart Park Phase I Project. He asked staff if they are still evaluating vacant lots as possible community garden locations. Staff confirmed they are and will remind appropriate staff of this effort.

14. ADJOURNMENT

The Public Facilities, Recreation, and Infrastructure Commission meeting adjourned at 7:50 p.m. to its next regular meeting on Wednesday, August 13, 2025, at 6:30 p.m. at City Hall Community Meeting Room, 1st Floor, 8300 Santa Monica Boulevard, West Hollywood, CA 90069.

DocuSigned by:

Erin Hamant

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Erin Hamant, Acting Secretary

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Nicole Payton

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Nicole Payton, Chair