

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

**WEDNESDAY, FEBRUARY 11, 2026
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").

Meeting materials submitted to the Public Facilities, Recreation, and Infrastructure Commission (Commission) shall be distributed within 72 hours of the meeting and are available for public inspection online at www.weho.org/pfc and at the staff table during the Commission meeting.

To comply with the Americans with Disabilities Act of 1990, Assistive Listening Devices (ALD) are available for check out at the meeting. For people who are Deaf or hard of hearing, please dial 711 or 1-800-735-2929 (TTY) or 1-800-735-2922 (voice) for California Relay Service (CRS) assistance. If you require accommodations to participate in the meeting (e.g., an American Sign Language interpreter), please contact the City Clerk's Office at (323) 848-6800 at least 72 hours before the meeting date.

If meeting-related transportation special accommodation is required, please submit your request to the Office of the City Clerk at (323) 848-6800 at least 48 hours prior to the meeting. For public transportation information, please call (323) GO-COMMUTE or (323) 466-3876 or visit www.metro.net.

RULES OF DECORUM

Audience members shall not engage in disorderly or boisterous conduct, including the utterance of loud, threatening, or abusive language, whistling, stamping of feet or other acts which disturb, disrupt, impede, or otherwise render the orderly conduct of the Commission meeting infeasible. An audience member who repeatedly or continuously engages in any such conduct shall, at the discretion of the Presiding Officer or a majority of the Commission, be subject to ejection from the meeting.

Each person addressing the Commission shall do so in an orderly manner and shall not make repetitious, slanderous, or irrelevant remarks, or engage in any other disorderly conduct which disrupts, disturbs, or otherwise impedes the orderly conduct of the Commission meetings. Any person who so disrupts the meeting may, at the discretion of the Presiding Officer or a majority of the Commission, be subject to ejection from the meeting.

STATEMENT OF SHARED RESPONSIBILITY FOR RESPECT

During public meetings, community gatherings, interactions with the public, and with one another, the City endeavors for all participants and attendees to conduct City business and treat others with respect, a core value of the City. This includes being polite, professional, and thoughtful when interacting with others. Our collective commitment to West Hollywood requires intention, cooperation, courtesy, consideration, tolerance, forgiveness, acceptance, inclusiveness, kindness, compassion, and patience. Our respect is expressed not only in the words we choose, but also in our tone, our demeanor, and our actions toward one another.

PROVIDING PUBLIC COMMENT

Any person wishing to speak on any item of business on the agenda before the Commission shall first complete a speaker request form and submit the form to the Secretary.

1. A speaker request form must be completed before the meeting begins.
Please include your name and the item number(s) you would like to speak.
2. No person shall address the Commission without first being recognized by the Presiding Officer.
3. Public comment is limited to three (3) minutes per speaker.

TO PARTICIPATE BY PROVIDING WRITTEN CORRESPONDENCE OR AN E-COMMENT

Staff strongly encourage the public to submit an email pfcpubliccomment@weho.org no later than 12:00 p.m. (noon) on the meeting day. All comments received by 12:00 p.m. will be forwarded to the Commission and posted on the City's website.

TO PARTICIPATE BY LISTENING TO THE MEETING AUDIO & PROVIDING PUBLIC COMMENT BY TELEPHONE

Any person wishing to speak by telephone on any item of business on the agenda before the Commission shall be required to submit a speaker request to pfcpubliccomment@weho.org no later than 12:00 p.m. (noon) on the meeting day in order to be added to the remote public speaker list.

1. A speaker request must be completed before the submission timeline noted above. Please include your name, phone number (for staff to identify your caller location on Zoom), and the item number(s) you would like to speak.
2. Staff will confirm your pre-registration by providing the call-in phone number and meeting ID number.
3. You may dial-in ten (10) minutes prior to the start of the meeting. The meeting begins at 6:30 p.m. You will be placed ON HOLD in the Virtual Meeting Room until the meeting commences. When you enter the meeting, please mute your telephone.
4. Public comment is limited to three (3) minutes per speaker.

Note 1: Public comment will become part of the official public record. If you do not want your personal information included in the official record, please do not include your address and/or phone number.

Note 2: Staff are unable to respond to emails during the meeting. All requests to speak by telephone must be confirmed in advance and requests to speak on additional agenda items cannot be accommodated during the meeting.

1. CALL TO ORDER – 6:30 P.M.
 - A. LAND ACKNOWLEDGEMENT
 - B. ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF THE AGENDA
MEETING OF FEBRUARY 11, 2026

4. APPROVAL OF THE MINUTES
MEETING OF JANUARY 14, 2026

5. PUBLIC COMMENTS

This public comment period is to address the Commission on Consent Calendar items, other agenda items (including if the member of the public cannot be present at the time the item is considered), or items of general interest within the jurisdiction of the Commission. Another period is also reserved for general comment later in the meeting for those that could not be heard at this time. Public hearing testimony will only be taken at the time of the hearing.

6. CONSENT CALENDAR – None

7. PUBLIC HEARINGS – None

8. NEW BUSINESS

- A. EXTERIOR PAINTING & ROOFING AT PLUMMER PARK HISTORIC BUILDINGS

SUBJECT: The Commission will be informed about upcoming work to exterior painting and roofing at Plummer Park historic buildings (Fiesta Hall, Great Hall, and Long Hall), in compliance with The Secretary of the Interior’s Standards for the Treatment of Historic Properties.

RECOMMENDATION: Receive and file.

- B. NEW PROJECT AT THE CITY’S MATTHEW SHEPARD HUMAN RIGHTS TRIANGLE AND CRESCENT HEIGHTS TRIANGLE

SUBJECT: The Commission will receive an update about a City Council directive – a new project at the City’s Matthew Shepard Human Rights Triangle

and Crescent Heights Triangle (at the intersection with Santa Monica Blvd).

RECOMMENDATION: Receive and provide feedback.

C. NEW SMART PUBLIC RESTROOMS PILOT PROGRAM

SUBJECT: The Commission will receive an update about a City Council directive – a new smart public restrooms pilot program in the mid-City area of West Hollywood.

RECOMMENDATION: Receive and provide feedback.

9. UNFINISHED BUSINESS

A. FY26-28 BIENNIAL CAPITAL BUDGET – BUDGET RECOMMENDATION LETTER

SUBJECT: The Commission will receive the proposed capital work plan budget amounts and consider approving the draft budget recommendation letter, to be presented to the City Council Finance & Budget Subcommittee for the FY26-28 biennial budget.

RECOMMENDATION: Approve the Commission’s budget recommendation letter, to be presented to the City Council Finance & Budget Subcommittee.

10. EXCLUDED CONSENT CALENDAR – None

11. ITEMS FROM STAFF

12. PUBLIC COMMENTS

This time is set aside for the public to address the Commission on any item of interest within the subject matter jurisdiction of the Commission that could not be heard under the Public Comments item at the beginning of the meeting.

13. ITEMS FROM COMMISSIONERS & SUBCOMMITTEE REPORTS

LOOK AHEAD CALENDAR FOR THE AGENDA PREP & COMMISSION ITEMS TRACKER

14. ADJOURNMENT

The Public Facilities, Recreation, and Infrastructure Commission meeting is adjourned to its next regular meeting on Wednesday, March 11, 2026, at 6:30 p.m. in the City Hall Community Meeting Room, 1st Floor, 8300 Santa Monica Boulevard, West Hollywood, CA 90069.

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

**WEDNESDAY, JANUARY 14, 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 Payton called the meeting to order at 6:30 p.m.

A. LAND ACKNOWLEDGEMENT – Read by Chair Payton.

B. ROLL CALL

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

ABSENT: None.

ALSO PRESENT: Helen Collins, Director of Public Works (she/her);
Phillip Ticun, Facilities & Field Services Manager
(he/him); Stephanie Martinez, Recreation
Services Manager, via Zoom (she/her); Clavon
Jubrey, Sr. Recreation Supervisor (he/him); Erin
Hamant, Sr. Administrative Analyst (she/her);
David Fenn, Sr. Planner (he/him); and Debbie
Gonzalez, Secretary (she/her).

2. PLEDGE OF ALLEGIANCE – Led by Commissioner Rogers.

3. APPROVAL OF THE AGENDA

ACTION: Approved the agenda for January 14, 2026. **Motion by Vice Chair Jackson, seconded by Commissioner Cottrell, and approved unanimously.**

Roll Call Vote:

Commissioner Cottrell – Y

Commissioner Karliss – Y

Commissioner Krishna – Y

Commissioner Rogers – Y
Commissioner Ragno – Y
Vice Chair Jackson – Y
Chair Payton – Y

4. APPROVAL OF THE MINUTES

ACTION: Approved the minutes of the prior Public Facilities, Recreation, and Infrastructure Commission meeting dated December 10, 2025. **Motion by Commissioner Karliss, seconded by Commissioner Rogers, and approved unanimously.**

Roll Call Vote:

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

5. PUBLIC COMMENTS – None.

6. CONSENT CALENDAR

A. PLUMMER PARK BASKETBALL COURT TEMPORARY MURAL

SUBJECT: The Commission will consider approval of a temporary mural to be installed at the Plummer Park outdoor basketball court adjacent to the Community Center located at 7377 Santa Monica Boulevard.

ACTION: Approve the creation of a temporary mural to be installed at the Plummer Park outdoor basketball court adjacent to the Community Center located at 7377 Santa Monica Boulevard. **Approved as part of the Agenda Approval.**

B. ANNUAL CALENDAR

SUBJECT: The Commission will review a proposed special meeting date in November to finalize its Annual Calendar for 2026.

ACTION: Select Wednesday, November 4, 2026 as a Special Meeting. **Approved as part of the Agenda Approval.**

7. PUBLIC HEARINGS – None.

8. NEW BUSINESS

A. METRO K LINE NORTHERN EXTENSION LOCALLY PREFERRED ALTERNATIVE PUBLIC HEARINGS

SUBJECT: The Commission will receive a brief update on the Northern Extension of the Metro K Line and consider appointing a member to represent the Public Facilities, Recreation, and Infrastructure Commission by providing public comment on behalf of the Commission at the Metro Planning and Programming Committee and Board of Directors meetings when the locally preferred alternative for the project is considered.

Staff provided an overview of Metro K Line Northern Extension and upcoming Metro hearings. Staff explained the need to appoint a Commission representative to provide public comment supporting the City's preferred route.

Commissioner Karliss spoke in support of the change from having a surface rail line to an underground rail line coming into the City, which would reduce neighborhood impacts.

Commissioner Cottrell asked for clarification on the public comment the appointed Commissioners will be making. Staff explained the Commissioners messaging would align with the City Council's position in supporting the San Vicente-Fairfax Alternative route. There will be other staff, stakeholders and community members speaking in support of the extension.

Commissioner Karliss asked the locations of the other West Hollywood stations. Staff provided a list of locations.

Commissioner Cottrell asked for background information on why the City has made the San Vicente-Fairfax Alternate route recommendation. Staff provided background information on the City's preferred line citing access to the Rainbow District and other iconic destinations, job access, higher population to be served in comparison to other alternate routes, and access to Cedars-Sinai.

Commissioner Ragno asked what the timeline for project completion looks like. Staff provided a rough estimate of a decade.

ACTION: Appoint Commissioner Rogers and Commissioner Krishna to represent the Commission by providing public comment on behalf of the Commission supporting the City's preferred route (the San Vicente-Fairfax Alternative) at the Metro Planning and Programming Committee and Board of Directors meetings when the locally preferred alternative for the Metro K Line Northern Extension is considered. **Motion by Vice Chair Jackson, Seconded by Commissioner Ragno, and approved with one No vote, noted below.**

Roll Call Vote:

Commissioner Cottrell – No

Commissioner Karliss – Y

Commissioner Krishna – Y

Commissioner Rogers – Y

Commissioner Ragno – Y

Vice Chair Jackson – Y

Chair Payton – Y

B. FY26-28 BIENNIAL CAPITAL BUDGET RECOMMENDATIONS

SUBJECT: The Commission will receive a presentation on the biennial budget process and consider approving proposed Capital Work Plan budget requests for the FY26-28 biennial budget.

Staff gave a presentation outlining the Commission duties, providing budget context, organizational structure, status updates on previously approved projects, and proposed items for the FY26-28 biennial capital budget.

Commissioner Karliss inquired about the water polo netting project and whether we should move forward with it. Staff provided an update explaining that the project has proven to be complex and costly due to structural, safety, and wind-load challenges requiring multiple design iterations and additional structural engineering.

Commissioner Krishna inquired about the current funding for the water polo netting project and whether the funding covers the implementation. Staff shared that while funding is available for design, sufficient funding for construction has not been identified, and final costs are expected to be significantly higher than originally anticipated. Krishna raised concerns about the high cost and will leave it to staff to determine whether it is feasible to move forward with the project. Staff advised that completing the design phase would allow for an informed decision on whether to proceed with the project.

Commissioner Rogers asked how this is affecting the water polo group. Staff remain in communication with the water polo players, which continue to support moving the project forward despite the delays.

Commissioner Krishna asked for more information on the Plummer Park Community Center item and asked questions about the budget. Staff shared that the Plummer Park project would include security upgrades, exterior restroom upgrades, and outdoor space upgrades. Krishna commented on items that the Commission has brought up in the past that can possibly conflict with future visioning projects and how they can be included in the budgeting request process as a lookahead item.

Commissioner Rogers commented on the dim lighting at Plummer Park and asked if the lighting is being addressed in areas other than the tennis courts. Staff confirmed not at this time but will be included in the larger visioning project.

Vice Chair Jackson commented on grant money opportunities for fitness equipment.

Chair Payton asked for clarification on the resurfacing of the Plummer Park tennis courts.

ACTION: Approve the FY26-28 proposed Capital Work Plan budget requests as

part of the biennial budget submissions for the Facilities and Field Services Division and Recreation Services Division and asked staff to return in February with recommended budget amounts which will be included in the draft budget recommendation letter to be presented to the City Council Finance & Budget Subcommittee. **Motion by Commissioner Karliss, seconded by Commissioner Krishna, and approved unanimously.**

Roll Call Vote:

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

C. AD HOC SUBCOMMITTEE TO REVIEW UPDATES TO CITY POLICIES

SUBJECT: The Commission will consider forming an Ad Hoc Subcommittee to conduct a comprehensive review of City policies under the purview of the Commission.

Staff introduced the item as outlined in the staff report and expressed the need to form an Ad Hoc Subcommittee to conduct a comprehensive review of City policies under the purview of the Commission (Naming Policy and Commemorations, Tribute Trees, and Plaques Policy). Staff explained that existing policies are outdated and difficult to implement. Staff have reviewed comparable policies from other cities and identified the need to revise multiple related policies currently.

ACTION: The Commission created an Ad Hoc Subcommittee to conduct a comprehensive review of City policies under the purview of the Commission (Naming Policy and Commemorations, Tribute Trees, and Plaques Policy); and appointed Vice Chair Jackson, Commissioner Karliss, and Commissioner Rogers to serve on the Ad Hoc. **Motion by Commissioner Krishna, seconded by Commissioner Ragno, and approved unanimously.**

Roll Call Vote:

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

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 – No changes.

Commissioner Ragno reported a light out at Plummer Park court #6. He commented on the lighting along Santa Monica Boulevard and suggested Holiday lighting in the future.

Commissioner Rogers reported a broken paper towel dispenser at West Hollywood Park and noted that it continues to break.

Commissioner Karliss highlighted the great work the Recreation division is doing with promoting events and programming. He informed staff that the foliage near the ARC respite deck continues to struggle and pointed out that it could be an irrigation issue. He asked for an update on the parkway at Dorrington and Ashcroft.

Commissioner Cottrell asked about the City Service Request App metrics and response time.

Vice Chair Jackson shared about an upcoming MLK event at Veteran’s Park on 1/17.

Chair Payton followed up on the West Hollywood Park playground seating, rat mitigation process, and general park maintenance. She raised concerns about winter recreation class enrollment decline and discussed the value of community feedback and surveys. She mentioned upcoming community events including the West Hollywood Beautification and WeHo Stories.

14. ADJOURNMENT
The Public Facilities, Recreation, and Infrastructure Commission meeting adjourned at 7:59 p.m. to its next regular meeting on Wednesday, February 11, 2026, at 6:30 p.m. in the City Hall Community Meeting Room, 1st Floor, 8300 Santa Monica Boulevard, West Hollywood, CA 90069.

Debbie Gonzalez, Secretary

Nicole Payton, Chair

NEW BUSINESS

SUBJECT: EXTERIOR PAINTING & ROOFING AT PLUMMER PARK
HISTORIC BUILDINGS

INITIATED BY: FACILITIES AND FIELD SERVICES DIVISION

Phillip Ticun, Facilities & Field Services Manager
Erin Hamant, Senior Administrative Analyst
Kevin Trudeau, Facilities & Landscape Maintenance Superintendent
Davie Gonzalez, Project Coordinator

STATEMENT ON THE SUBJECT:

The Commission will be informed about upcoming work to exterior painting and roofing at Plummer Park historic buildings (Fiesta Hall, Great Hall, and Long Hall), in compliance with The Secretary of the Interior's Standards for the Treatment of Historic Properties.

RECOMMENDATION:

Receive and file.

BACKGROUND:

Fiesta Hall, Great Hall, and Long Hall Painting

The exterior coatings of the Fiesta Hall, Great Hall, and Long Hall historic buildings at Plummer Park have surpassed their serviceable life cycle and are exhibiting significant degradation. Given these structures' status on the National Register of Historic Places, all remediation efforts were coordinated with the City Planning Department's Historic Preservation team to ensure long-term exterior wall substrate protection and architectural integrity.

In consultation with Chattel, Inc. (historic preservation consultants), an analysis of the building's finish coating history was conducted. The findings indicated that the extant color palette is non-historic and inconsistent with the original 1938 period of

construction. Per the Planning Department's directive, the restoration strategy requires a return to a historically accurate color profile.

Technical specifications for the coating system were developed in collaboration with Dunn-Edwards Paints to meet the following criteria:

- Standard Compliance: Adherence to The Secretary of the Interior's Standards for the Treatment of Historic Properties.
- Performance: High-durability formulations tailored for historic substrates.
- Regulatory Approval: Alignment with specific municipal preservation guidelines.

Following the finalization of the technical scope, the project was tendered to pre-qualified painting contractors with substantial experience in historic preservation methodologies. A Certificate of Appropriateness has been formally issued by the City Planning Department, authorizing the commencement of the work. Refer to Attachment A to reference the approved Certificate of Appropriateness. Refer below to view the approved paint colors.

**Proposed Historically Appropriate Colors for
Fiesta Hall, Great Hall, and Long Hall**

Doors



Walls



Trim



Fiesta Hall Roofing

The roofing assembly at the Fiesta Hall historic building at Plummer Park consists of two distinct configurations: a low-slope (flat) system at the primary roof level and a clay tile system covering the loggia elements. Both systems utilize non-historic materials. Based on archival research and physical site evaluations, it has been determined that both roof systems underwent full replacement estimated sometime circa 1970, preceding the City of West Hollywood's incorporation and subsequent stewardship of the facility.

A recent condition assessment indicates the primary roof low-slope system is in a dilapidated state, exhibiting significant deterioration that necessitates a comprehensive replacement. The loggia clay tile system is currently in good condition, requiring only localized, intermittent repairs to maintain structural integrity. Considering the building's potential eligibility for the National Register of Historic Places, staff collaborated with the City Planning Department's Historic Preservation Team, Chattel Inc., and Independent Roofing Consultants (IRC) to evaluate rehabilitation options. Following consultation, the below determinations were presented to ensure both functional performance and historical compliance with The Secretary of the Interior's Standards for the Treatment of Historic Properties.

Primary Roof: Full replacement with a modern, high-performance roofing system. The Secretary of the Interior's Standards for the Treatment of Historic Properties allows for the use of non-historic roofing materials. While replacement in-kind with original materials is usually the first recommendation, substitute materials are permitted when using the original is not technically or economically feasible. This roofing system is not visible by the public from park level view, and original circa-1930s roofing assemblies are technologically obsolete with significant challenges regarding specialized labor availability and long-term maintenance. Modern systems offer superior thermal resistance, waterproofing integrity, and life-cycle durability, therefore, due to the lack of visibility and the prohibitive costs/technical limitations of sourcing and installing period-accurate materials, a "replacement in-kind" is deemed not viable. It is recommended to proceed with a high-performance roof recover system consisting of a

Cool Roof Rating Counsel (CRRC) approved and Energy Star® rated, 80 mil thick, mechanically attached PVC single-ply membrane that ensures superior building envelope protection while adhering to preservation guidelines regarding non-visible surfaces.

Loggia Roof: Rehabilitation of the existing system is recommended. The loggia roof system is in good condition requiring minimal attention; therefore, only localized, intermittent repairs are required to ensure continued structural integrity. To preserve the architectural character of the historic structure, repairs will utilize the previously approved MCA custom replacement tiles with modern substrate materials and contemporary application techniques to ensure long-term structural integrity and moisture protection. This strategy is consistent with The Secretary of the Interior's Standards for the Treatment of Historic Properties, City Planning Department's Historic Preservation team and Historic Preservation Consultants' recommendations.

Refer to Attachment B to reference the approved Certificate of Appropriateness. Refer below to view the existing roof and samples of approved custom MCA clay tile.

Fiesta Hall Existing Roof



Approved Samples of MCA Custom Tile for Fiesta Hall



Great Hall and Long Hall Roofing

The existing roof system at the Great Hall and Long Hall historic buildings at Plummer Park is composed of original clay tile dating back to 1938. The roof and substrate system are in a state of severe dilapidation requiring immediate attention. Staff consulted with Independent Roofing Consultants, Inc. (IRC) to provide an in-depth roof system assessment and recommendations on remediation of the waterproofing system. IRC's report indicated a severely compromised substrate and severely dilapidated clay tile units requiring complete replacement.

Based on consultations with IRC and specialized roofing contractors, it has been determined that salvaging the existing clay roof tiles is not a viable option. Due to the advanced material degradation and brittleness of the tiles, a significant percentage would likely fracture during removal. Consequently, the volume of intact material recovered would be insufficient to complete the reroofing project, necessitating a full material replacement to ensure structural integrity and aesthetic uniformity. An assessment of available original 1938 replacement materials identified a single supplier within the greater Southern California area; however, their inventory demonstrated significant brittleness and failed to meet quality standards. Utilizing this material would pose an unacceptable risk of structural failure and substantial collateral damage during transit.

In accordance with The Secretary of the Interior's Standards for the Treatment of Historic Properties, project staff collaborated with MCA Clay Roof Tile to fabricate custom replacement tiles. These units were engineered using period-correct clay compositions and cast from exact molds derived from the original historic fabric to ensure profile accuracy. To achieve an identical replacement product, MCA developed three distinct sample tiles for each building, featuring varying degrees of patina and kiln-fired finishes designed to match the weathered aesthetic of the existing roof. Following a technical evaluation, these samples were formally reviewed and approved by the City Planning Department's Historic Preservation Team and Chattel, Inc. A Certificate of Appropriateness approving the proposed work plan was issued by City

Planning Department. Refer to Attachment B to reference the approved Certificate of Appropriateness.

Staff commissioned IRC to develop comprehensive construction documents and technical specifications in accordance with The Secretary of the Interior's Standards for the Treatment of Historic Properties. The project scope integrates the previously approved MCA custom replacement tiles with high-performance modern substrate materials and contemporary application techniques to ensure long-term structural integrity and moisture protection.

Upon completion, these plans will be submitted to the City Building & Safety Division for regulatory review and permitting. Following jurisdictional approval, the project will be released for competitive bid to qualified contractors with documented expertise in historic preservation and specialized masonry roofing.

Refer below to view photo of existing roof and approved samples of MCA custom tile for Great Hall and Long Hall.

Great Hall and Long Hall Existing Roof



Approved Samples of MCA Custom Tile for Great Hall and Long Hall



Attachment A – Approved Certificate of Appropriateness (Fiesta Hall, Great Hall, and Long Hall Painting)

Attachment B – Certificate of Appropriateness (Fiesta Hall, Great Hall, and Long Hall Roofing)

SCOPE OF WORK

- Repaint building exterior and all attached fences and gates at Great Hall, Long Hall & Fiesta Hall.
- Repair and painting of damaged wood, plaster, window frames, gates, fences and rain gutters with in-kind materials and installation methods.
- Scope of work does not include alterations to the building.
- All work shall confirm to the Secretary of the Interiors Standards for the Treatment of Historic Buildings.

PLUMMER PARK

AREA OF WORK: EXTERIOR PAINTING

GREAT HALL
LONG HALL
FIESTA HALL

Specifications

- See Dunn Edwards Specifications Paint Colors
- Exterior Walls: Dunn Edwards, Fresh Snow, DET679
- Exterior Trim: Dunn Edwards, Muscat Blanc, DET676
- Exterior Window Systems: Dunn Edwards, Muscat Blanc, DET676
- Exterior Rain Gutters: Dunn Edwards, Muscat Blanc, DET676

City of West Hollywood Planning & Development Services Department
APPLICATION APPROVAL

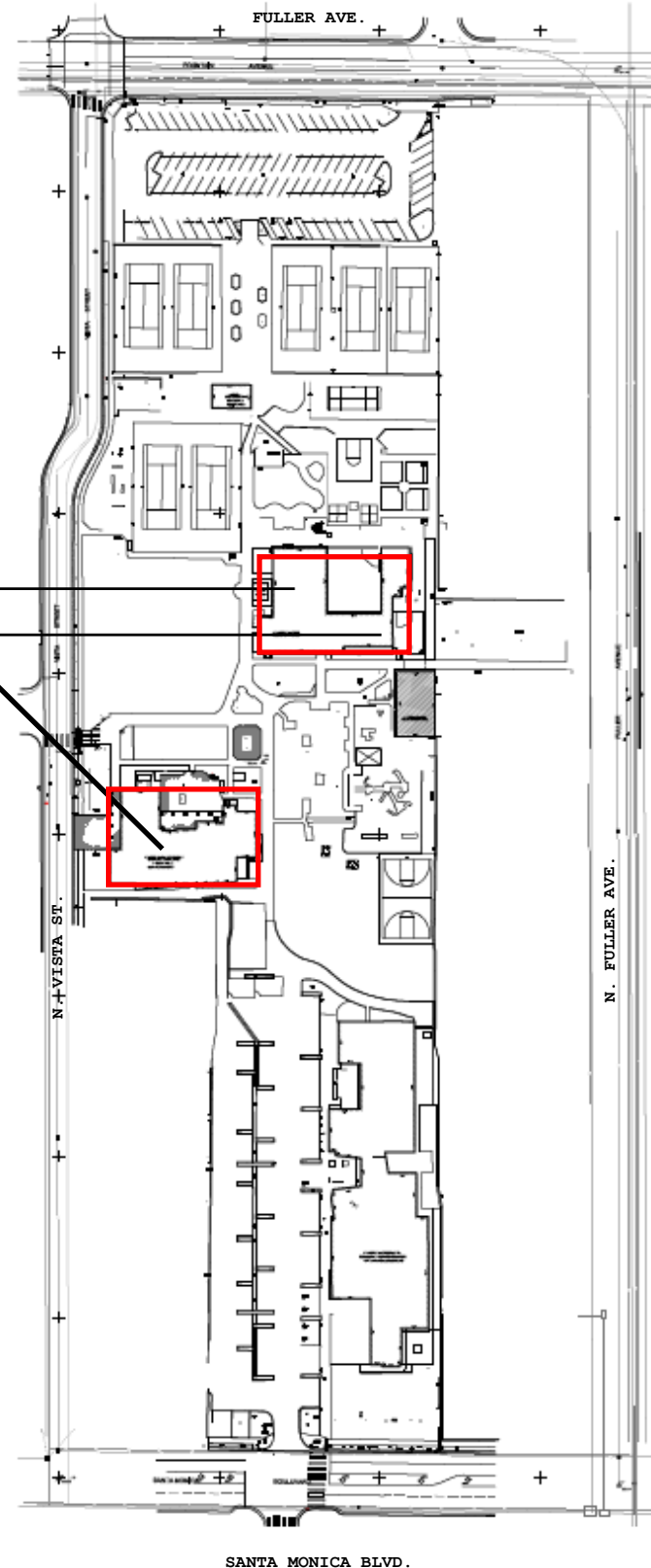
Director: Kasey Conley Date: 12/10/2025

This approval is for ZC25-0017

At: 7377 Santa Monica Boulevard

APPROVED SUBJECT TO THE FOLLOWING CONDITIONS:

1. Must comply with all requirements of the West Hollywood Zoning Ordinance and the specific zoning of the subject property.
2. Approved as shown in plans.
3. Needs Building and Safety Division Approval.
4. Approved for Repaint building exterior and all attached fences and gates at Great Hall, Long Hall, and Fiesta Hall; repair and painting of damaged wood, plaster, window frames, gates, fences, and rain gutters with in-kind material and installation methods; Scope of work does not include alterations to the building! All work shall conform to the Secretary of the Interior Standards



GREAT HALL LONG HALL - SOUTH ELEVATION



GREAT HALL LONG HALL - COURTYARD NORTH ELEVATION



FIESTA HALL - WEST ELEVATION



FIESTA HALL - NORTH ELEVATION



01.30.2026 UPDATE
Colors changed to the following:

- Exterior Walls: Dunn Edwards Gunnysack, DET674
- Exterior Post & Beams: Dunn Edwards, Gunnysack, DET674
- Exterior Eaves and Loggia Ceiling: Dunn Edwards, Fresh Snow, DET679
- Exterior Window Systems: Dunn Edwards Fresh Snow, DET679
- Exterior Rain Gutters: Dunn Edwards, Fresh Snow, DET679
- Exterior Down Spouts: Dunn Edwards, Gunnysack, DET674
- Exterior Doors and Frames: Color Match Existing Green



Site:	Plummer Park 7377 Santa Monica Boulevard West Hollywood, CA 90046	Drawing:	Site Plan	Project:	Repaint Exterior of Fiesta, Great & Long Hall Per Secretary of the Interiors Standards	Drawn:		Notes:	Page 1 of 1	SITE PLAN
Title:	Certificate of Appropriateness_Supporting Documentation	Scale:	NTC	Date:	Nov 19, 2025	Rev:	A			

**APPLICATION FOR CERTIFICATE OF APPROPRIATENESS
NARRATIVE**

The following narrative outlines how the proposed painting project at Great Hall, Long Hall, and Fiesta Hall complies with the Secretary of the Interior’s Standards for Rehabilitation and the Standards for the Treatment of Historic Properties.

—

The City of West Hollywood plans to initiate an exterior restoration and repainting project for Fiesta Hall and Great Hall / Long Hall, located within Plummer Park. The project scope includes the repair and application of protective coatings to the exterior damaged wood, plaster surfaces, window assemblies, associated gates, fencing components, and conveyance systems (rain gutters), utilizing in-kind materials and installation methodologies.

As both Fiesta Hall and Great Hall / Long Hall are recognized as contributing resources on the National Register of Historic Properties, this initiative is obligated to conform to the *Secretary of the Interior's Standards for Rehabilitation* [1].

The application of in-kind materials and repair methods ensures the preservation of the intrinsic historic character of both facilities. All replacement materials and associated installation practices will adhere specifically to the following standards outlined within the *Secretary of the Interior's Standards for the Treatment of Historic Properties* [2]:

Standard 6: Repair or Replace Historic Features

Standard 6 mandates a preference for the repair of historic components over total replacement when deterioration has occurred. Replacement is only permissible when the existing feature is determined to be technically or economically non-viable for repair.

- The existing exterior elements, including rain gutters, window frames and trim, plaster facades, and attached gates and fences, exhibit deterioration necessitating repair. The use of in-kind materials and corresponding protective coatings (paint) is consistent with the parameters of this standard.
- Replacement components and finishes will replicate the original elements regarding design, hue, texture, and all other pertinent visual and physical characteristics as permitted by this section. The chosen paint colors align with the original construction time period, architectural style, and geographic location, thereby ensuring historical accuracy.

Standard 5: Preserve Distinctive Materials

Standard 5 requires the preservation of distinctive materials, architectural features, finishes, and construction techniques or examples of craftsmanship that define the property's character. This standard ensures that elements contributing to the historical significance or architectural integrity of the structure are retained throughout the rehabilitation process.

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS NARRATIVE

- **Repair Over Replacement Mandate:** Deteriorated components must be prioritized for repair rather than automatic replacement. This requires utilizing the minimum degree of intervention necessary—such as patching, splicing, consolidation, or localized reinforcement—following recognized preservation methodologies
- The repair and application of protective coatings to the building’s exterior façade, rain gutters, gates, and fences will adhere to a "preservation-first" methodology, consistent with Standard 5. This approach emphasizes the repair of existing materials utilizing skilled labor and appropriate historical methods and materials to sustain the property’s historic character.

Material Integrity and Consistency

The implementation of in-kind materials and methodologies ensures that all repairs maintain crucial visual and physical integrity relative to the original structure. Considerations include:

- **Composition:** Repairing original building elements with in-kind materials provides an accurate material match, preventing the introduction of modern, non-historic substitute materials.
- **Design:** All repairs will mirror the original design specifications, ensuring the historic design integrity of the building remains uninterrupted.
- **Color and Texture:** The specified color and texture of repairs and final coatings will be consistent with the historic aesthetic, mitigating potential visual discrepancies or a "false sense of historical development." New coatings will be appropriate to the historic building. The specific palette has been verified through historic paint analysis or other documented evidence, as the application of non-historic or inappropriate colors is prohibited.

[1] A copy of these guidelines is available on the National Park Service website: <https://home.nps.gov/subjects/taxincentives/secretarys-standards-rehabilitation.htm>

[2] A copy of these guidelines is available on the National Park Service website: <https://home.nps.gov/orgs/1739/secretary-standards-treatment-historic-properties.htm>

CITY OF WEST HOLLYWOOD
PLANNING & DEVELOPMENT SERVICES
APPROVED

December 10, 2025

Subject to all applicable conditions
of approval

SCOPE OF WORK

- Great Hall
 - Complete rgrncegogpv"qh"all tqqhkpi"ocvgtkcnu"cv" Great Hall, Long Hall with approved MCA Roof Tiles as specified in project specifications.
 - Repair or replacement of roofing substrate as needed with in-kind materials as specified in project specifications.
 - Repair or replacement of rain gutters as needed with in-kind materials as specified in project specifications. Paint to match.
 - Replacement of louvered vents at dormers with flush mount, fixed system as specified in project specifications.
- Fiesta Hall
 - Repair all damaged roofing tiles with approved MCA Roof Tiles as specified in project specifications.
 - Repair or replacement of roofing substrate as needed with in-kind materials as specified in project specifications.
 - Repair or replacement of rain gutters as needed with in-kind materials as specified in project specifications. Paint to match.
 - Alterations to the structure are not included in the scope of work.
- All work shall confirm to the Secretary of the Interiors Standards for the Treatment of Historic Buildings.

TILE URGEKHKECVKQPU

Fiesta Hall

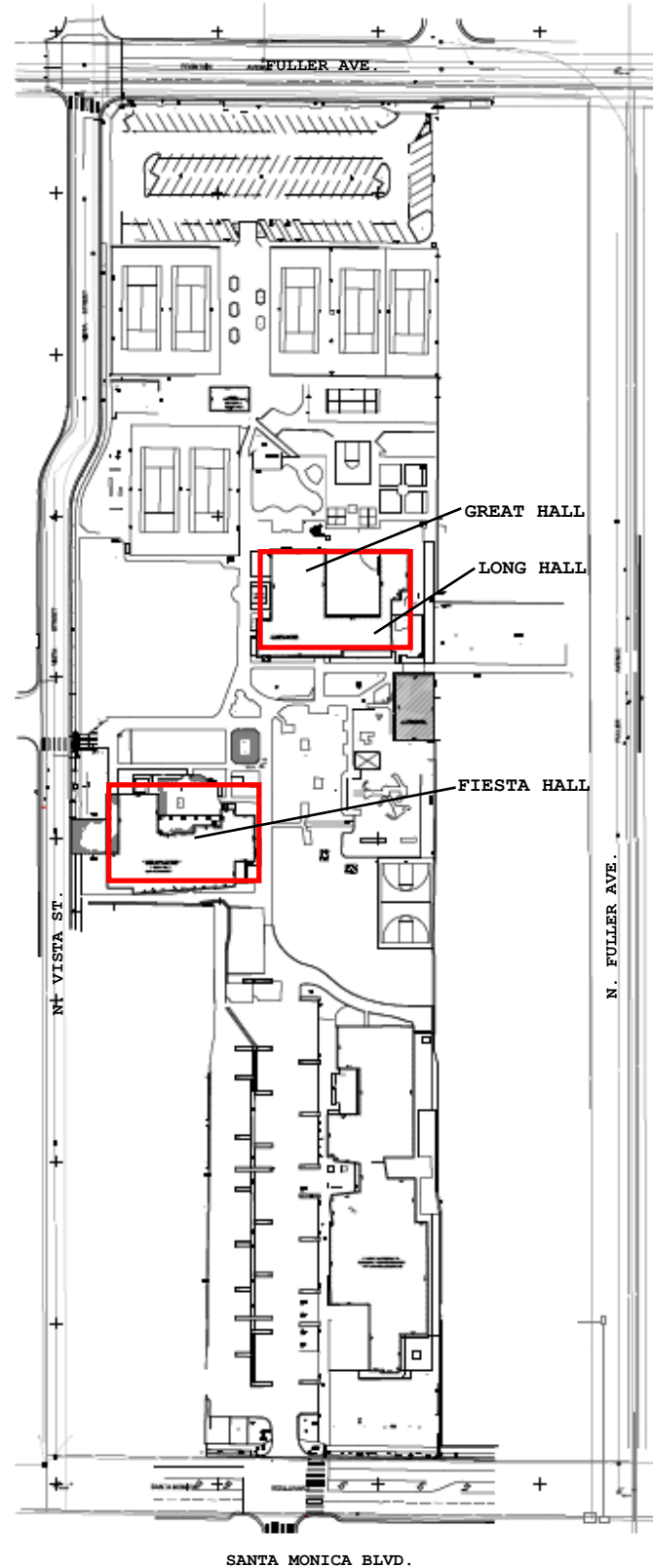
- Tile:
 - SV01 San Valle S Tile
- Color:
 - SV01 CC16L Old Santa Barbara Light Smooth.
- Supplier:
 - MCA Clay Tile Company
1985 Sampson Avenue, Corona, CA. 92879

Great Hall / Long Hall:

- Tile:
 - TSV02 San Valle Tile
- Color:
 - 60% TSV02-18 CC16M Old Santa Barbara Light Smooth.
 - 40% TSV02-18 CC16L Old Santa Barbara Light Smooth.
- Supplier:
 - MCA Clay Tile Company
1985 Sampson Avenue, Corona, CA. 92879

All materials and installation specifications shall be provided in the official bid documents.

PLUMMER PARK



GREAT HALL LONG HALL - SOUTH ELEVATION



GREAT HALL LONG HALL - COURTYARD NORTH ELEVATION



FIESTA HALL - WEST ELEVATION



FIESTA HALL - NORTH ELEVATION



City of West Hollywood Planning & Development Services Department
APPLICATION APPROVAL

Director: Kasey Conley Date: 1/30/2026

This approval is for COA26-0003

At: 7377 Santa Monica Boulevard

APPROVED SUBJECT TO THE FOLLOWING CONDITIONS:

1. Must comply with all requirements of the West Hollywood Zoning Ordinance and the specific zoning of the subject property.
2. Approved as shown in plans.
3. Needs Building and Safety Division Approval.
4. Approved for Scope of work identified on Site Plan dated 1/17/2026 in addition all damaged wood on eaves and loggia roof to be repaired or replaced as needed



Site:	Plummer Park 7377 Santa Monica Boulevard West Hollywood, CA 90046	Drawing:	Site Plan	Project:	Roofing Replacement at Fiesta, Great & Long Hall Per Secretary of the Interiors Standards	Drawn:		Notes:	Page 1 of 1	SITE PLAN
Title:	Certificate of Appropriateness_Supporting Documentation	Scale:	NTC	Date:	Jan. 17, 2026	Rev:	A			

January 30, 2026

Subject to all applicable conditions
of approval

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS NARRATIVE

This narrative describes how the proposed roofing rehabilitation project at Great Hall, Long Hall, and Fiesta Hall, situated within Plummer Park, complies with federal guidelines for protecting historic buildings, specifically the Secretary of the Interior's Standards for Rehabilitation [1] and the Standards for the Treatment of Historic Properties [2].

Project Overview and Scope of Work

The City of West Hollywood, Facilities & Field Services Division intends to execute a comprehensive roof replacement project across three contributing resources to the National Register of Historic Properties: Fiesta Hall, Great Hall, and Long Hall.

The Fiesta Hall project follows a "preservation-first" methodology, prioritizing the retention of the building's historic character. The scope of work includes precision substrate preparation, targeted repairs, and the integration of both new and salvaged roofing components. All new materials will be exact duplicates of the original roofing tiles, engineered using cast-replica molds to ensure architectural consistency.

Due to the advanced deterioration of existing materials, it is economically not viable to repair the roof system at Great Hall and Long Hall, thus requiring a comprehensive replacement of the entire roofing system. This approach transitions from preservation to full replacement. Adhering to the Secretary of the Interior's Standards and the Standards for the Treatment of Historic Properties, all new roof tiles will be custom made using modern fabrications engineered from cast-replica molds that precisely replicate the original design shape, color and aged patina appearance.

Compliance with the Secretary of the Interior's Standards and the Standards for the Treatment of Historic Properties.

As these structures are designated historic resources, the rehabilitation scope is governed by the Secretary of the Interior's Standards for Rehabilitation. The proposed intervention specifically aligns with the mandates set forth in the *Standards for the Treatment of Historic Properties* via the application of in-kind materials and repair methodologies.

Standard 6: Repair or Replace Historic Features

Standard 6 dictates a prescriptive hierarchy for addressing material deterioration, prioritizing the repair of extant historic fabric over complete replacement. Replacement is authorized exclusively when the feature is determined to be technically infeasible or economically non-viable for repair.

- **Deterioration Assessment:** The existing roofing systems exhibit advanced deterioration necessitating intervention. The proposed application of in-kind materials and protective coatings (e.g., paint) satisfies the parameters of this standard.

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS NARRATIVE

- **Replication Parameters:** All replacement materials shall replicate the original components in architectural design, composition, texture, color, and finish, thereby maintaining visual and physical continuity with the historic resource. The proposed replacement roofing tiles are modern fabrications engineered from cast-replica molds that precisely replicate the original tile. Featuring an accelerated weathering finish that duplicates the existing patina, these materials align with the established Secretary of the Interior's Standards for material compatibility and replacement.

Standard 5: Preserve Distinctive Materials

Standard 5 mandates the preservation of distinctive materials, architectural features, finishes, and construction techniques that define the property's character and contribute to its historical significance or architectural integrity.

- **Repair Over Replacement Mandate:** A calculated degree of intervention strategy will be deployed. Areas determined to be in sound condition will be repaired utilizing preservation methodologies such as patching, splicing, consolidation, and localized reinforcement, thereby minimizing material loss. Deteriorated or non-salvageable components will be prioritized for replacement utilizing exact match modern replacement materials.
- **Implementation Strategy:** The scope of work suggests the salvaging of viable original materials for reinstallation on the highly visible courtyard North entrance. In-kind modern replacement materials, consistent with historic installation processes, will be utilized exclusively on the balance of the structure. This replacement approach adheres to Secretary of the Interior's Standards for economically viability, material compatibility and replacement.
- **Labor and Techniques:** This approach necessitates the engagement of skilled labor trained in appropriate historical installation methods to sustain the property's historic character and material integrity.

Material Integrity and Consistency

The project design ensures visual and physical integrity by utilizing in-kind materials and installation methodologies. When modern substitute materials are required due to material sourcing limitations, they shall mimic the original in size, shape, color, and texture.

- **Composition:** The use of modern in-kind materials (e.g., specific roofing tiles) ensures accurate visual and material matching. The introduction of superior, modern materials is authorized provided they ensure longevity and visual fidelity without compromising historical accuracy.

**APPLICATION FOR CERTIFICATE OF APPROPRIATENESS
NARRATIVE**

- **Design:** All repairs and replacements will rigorously adhere to original design specifications, ensuring the historic design integrity of the structure remains uninterrupted.
- **Color and Texture:** The specified color and texture of modern in-kind materials will align with the historic aesthetic, mitigating potential visual discrepancies or the introduction of a "false sense of historical development." Verification of in-kind materials has been established through historic review documentation; the application of non-historic shape, texture or color materials is strictly prohibited.

[1] A copy of these guidelines is available on the National Park Service website:
<https://home.nps.gov/subjects/taxincentives/secretarys-standards-rehabilitation.htm>

[2] A copy of these guidelines is available on the National Park Service website:
<https://home.nps.gov/orgs/1739/secretary-standards-treatment-historic-properties.htm>

NEW BUSINESS

SUBJECT: NEW PROJECT AT THE CITY'S MATTHEW SHEPARD HUMAN
RIGHTS TRIANGLE AND CRESCENT HEIGHTS TRIANGLE

INITIATED BY: FACILITIES AND FIELD SERVICES DIVISION
Phillip Ticun, Facilities & Field Services Manager
Erin Hamant, Senior Administrative Analyst

STATEMENT ON THE SUBJECT:

The Commission will receive an update about a City Council directive – a new project at the City's Matthew Shepard Human Rights Triangle and Crescent Heights Triangle (at the intersection with Santa Monica Blvd.).

RECOMMENDATION:

Receive and provide feedback.

BACKGROUND:

On March 17, 2025, the City Council approved the following: 1) Direct staff to take steps to update the City's Matthew Shepard Human Rights Triangle and Crescent Heights Triangle, located at the intersection of Crescent Heights and Santa Monica Boulevard, to be completed and unveiled by 2028, the 30th anniversary of Matthew Shepard's murder; 2) Direct staff to develop a community outreach plan to receive input on design concepts from the Public Facilities, Recreation, and Infrastructure Commission and broader community stakeholders; and 3) Return to the City Council with recommended design concepts, estimated costs, and timeline for the site improvements.

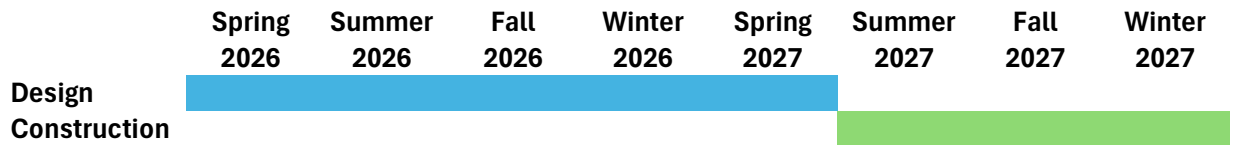
The anticipated schedule for this project will begin with the solicitation of a design consultant in March or April of this year. Following the solicitation process, staff anticipate selecting a consultant and executing a professional services agreement by early summer, with the consultant expected to be under contract and prepared to begin

by June or July.

The design phase is anticipated to take approximately six months to complete. This phase will include development of design concepts, coordination with City staff, and preparation of construction-ready plans and specifications. Completion of the design phase is expected by late 2026 to early 2027.

Upon completion of the design, the City will proceed with soliciting bids from qualified construction contractors. The contractor procurement phase, including advertising the project, reviewing bids, selecting a contractor, obtaining City Council approval, and executing a construction agreement, is expected to take approximately two to three months.

Construction is anticipated to commence shortly thereafter, with project completion targeted for winter of 2027.



Attachment A – City Council staff report dated March 17, 2025

CITY COUNCIL
NEW BUSINESS

MARCH 17, 2025

SUBJECT: UPDATE THE CITY'S MATTHEW SHEPARD HUMAN RIGHTS TRIANGLE AND CRESCENT HEIGHTS TRIANGLE

**INITIATED BY: COUNCILMEMBER DANNY HANG
VICE MAYOR JOHN HEILMAN**

PREPARED BY: COMMUNITY SERVICES DEPARTMENT
Yvonne Quarker, Director of Community Services
Andi Lovano, Community & Legislative Affairs Manager
Jennifer Del Toro, Community & Legislative Affairs Supervisor

STATEMENT ON THE SUBJECT:

The City Council will consider directing staff to begin efforts to update the City's Matthew Shepard Human Rights Triangle and Crescent Heights Triangle, located at the intersection of Crescent Heights and Santa Monica Boulevard in West Hollywood.

RECOMMENDATIONS:

- 1) Direct staff to take steps to update the City's Matthew Shepard Human Rights Triangle and Crescent Heights Triangle, located at the intersection of Crescent Heights and Santa Monica Boulevard, to be completed and unveiled by 2028, the 30th anniversary of Matthew Shepard's murder.
- 2) Direct staff to develop a community outreach plan to receive input on design concepts from the Public Facilities, Recreation, and Infrastructure Commission and broader community stakeholders.
- 3) Staff will return to the City Council with recommended design concepts, estimated costs, and timeline for the site improvements.

BACKGROUND / ANALYSIS:

The intersection of Santa Monica Boulevard and Crescent Heights Boulevard contains a small area of landscaped open space, as it was originally designed as a xeriscape garden. The area was previously referred to as the Crescent Heights Triangle. Shortly after the

murder of Matthew Shepard in 1998, the City Council gave direction to rename the triangle on the eastside of the intersection in his memory. The Matthew Shepard Human Rights Triangle serves as a place of reflection and remembrance, offering a powerful symbol of the City's commitment to human rights and LGBTQ+ equality. In addition to the Matthew Shepard Memorial, the site has other plaques recognizing Transgender Day of Remembrance and the AIDS Memorial Walk, and a tree dedicated to Ivy Bottini.

The landscaping and features of the intersection are well-maintained, but the design has not been reimaged or upgraded in decades. This item provides direction to staff to explore updates to the site that enhance its appearance, sustainability, and functionality. As part of this effort, staff will engage a landscape architect to develop design concepts that maintain the xeriscape garden aesthetic, incorporating drought-tolerant plants, low-maintenance greenery, and other improvements. Given the high-traffic nature of the intersection, the design will prioritize visibility and safety while creating a welcoming space for reflection. The existing memorial plaques and tree dedicated to Ivy Bottini will be included in any future upgrades, ensuring that these tributes continue.

On October 7, 1998, Matthew Shepard, a 21-year-old student, was brutally attacked and left to die in Laramie, Wyoming. Shepard was targeted because of his sexuality in this anti-gay hate crime. His death was shocking and traumatic, and it inspired a movement that led to transformative change in addressing hate crimes and LGBTQ+ rights. 2028 marks the 30th anniversary of Matthew Shepard's murder. A reimaged memorial is one way the City can honor Shepard and continue to recognize his legacy.

As part of community engagement, staff will present preliminary design concepts to the Public Facilities, Recreation, and Infrastructure Commission for input and develop a community outreach plan to gather broader community feedback before returning to the City Council for project review and approval.

STAFF ANALYSIS:

This item will have a medium to high impact on staff's workload due to the need to develop a community outreach plan including receiving input from the Public Facilities, Recreation, and Infrastructure Commission, and oversee the design process of the project. Staff will return to the City Council with proposed design concepts, community feedback, and

associated cost estimates.

In addition to this initiative, staff is concurrently working on other memorial projects, including those honoring victims of the Pulse Nightclub shooting and an LGBTQ+ suicide memorial. As plans for these memorials evolve, there is potential to incorporate them into the Crescent Heights Triangle and Matthew Shepard Memorial site, creating a unified space of remembrance and reflection.

CONFORMANCE WITH VISION 2020 AND THE GOALS OF THE WEST

HOLLYWOOD GENERAL PLAN:

This item is consistent with the Primary Strategic Goal(s) (PSG) and/or Ongoing Strategic Program(s) (OSP) of:

- OSP-6: Value and Encourage our Broad Diversity of Cultures.
- OSP-9: Upgrade Existing Buildings & Infrastructure.

In addition, this item is compliant with the following goal(s) of the West Hollywood General Plan:

- G-2: Maintain transparency and integrity in West Hollywood's decision-making process.
- PR-3: Provide high quality, functional, safe and well-maintained parks, open space and recreational facilities.

EVALUATION PROCESSES:

N/A

ENVIRONMENTAL SUSTAINABILITY AND HEALTH:

N/A

COMMUNITY ENGAGEMENT:

Staff will develop a community outreach plan as part of this project to ensure the community has an opportunity to provide input on the proposed upgrades. The plan will include a presentation to the Public Facilities, Recreation, and Infrastructure Commission on design concepts.

OFFICE OF PRIMARY RESPONSIBILITY:

DEPARTMENT OF PUBLIC WORKS / FACILITIES & FIELD SERVICES DIVISION

CITY COUNCIL INITIATIVE CATEGORY:

ORGANIZATIONAL & INTERGOVERNMENTAL OPERATIONS

FISCAL IMPACT:

None at this time. Staff will return with recommended design concepts, estimated costs, and timeline for the site improvements.

ATTACHMENT:

None.

NEW BUSINESS

SUBJECT: NEW SMART PUBLIC RESTROOMS PILOT PROGRAM

INITIATED BY: FACILITIES AND FIELD SERVICES DIVISION

Phillip Ticun, Facilities & Field Services Manager
Erin Hamant, Senior Administrative Analyst

STATEMENT ON THE SUBJECT:

The Commission will receive an update about a City Council directive – a new smart public restrooms pilot program in the mid-City area of West Hollywood.

RECOMMENDATION:

Receive and provide feedback.

BACKGROUND:

On November 3, 2025, the City Council approved the following: 1) Direct staff to explore and evaluate options for additional public restrooms in West Hollywood, including the implementation of a pilot program to install a smart public restroom in the mid-City area of West Hollywood that is accessible 24 hours a day, seven days a week; and 2) Return to City Council with the proposed details for the pilot program and a request for funding.

Staff is currently reviewing potential restroom vendors and bathroom locations that meet necessary placement requirements, including installation on a solid surface, proximity to an accessible roadway for servicing, adequate clearance for ADA-compliant ramps, and full sun exposure. Ideally, units will be fully self-contained and not require permanent connections to water, sewer, or power, relying instead on integrated systems such as solar panels.

The three locations currently being considered are 8461 Santa Monica Blvd adjacent to the Veterans' Memorial, the parking lot between 8325 Santa Monica Blvd (former Coast Playhouse) and 8315 Santa Monica Blvd (former Crossroads), and the Crescent

Heights Parking Lot at 8120 Santa Monica Blvd. Once on-site meetings are conducted with vendors, staff will have a clearer understanding of what product would be a viable option for the City.

Attachment A – City Council staff report dated November 3, 2025

CITY COUNCIL
NEW BUSINESS

NOVEMBER 3, 2025

SUBJECT: **CONTINUED EXPLORATION OF ADDITIONAL PUBLIC RESTROOMS IN WEST HOLLYWOOD AND IMPLEMENTATION OF A PUBLIC RESTROOM PILOT PROGRAM**

INITIATED BY: **COUNCILMEMBER DANNY HANG**

STATEMENT ON THE SUBJECT:

The City Council will consider directing Staff to continue to explore and evaluate options for additional public restrooms in West Hollywood, including the implementation of a pilot program using modern public restroom technology.

RECOMMENDATIONS:

- 1) Direct Staff to explore and evaluate options for additional public restrooms in West Hollywood, including the implementation of a pilot program to install a smart public restroom in the mid-City area of West Hollywood that is accessible 24 hours a day, seven days a week.
- 2) Return to City Council with the proposed details for the pilot program and a request for funding.

BACKGROUND / ANALYSIS:

The City of West Hollywood has been discussing options for expanding access to public restrooms for several years. On November 15, 2021, the City Council received a request from the Council Subcommittee on Homelessness to direct staff to explore increased access to public restrooms through additional and alternative facilities. On August 25, 2022, staff returned to the Subcommittee to discuss and receive input. At that time, the Subcommittee directed staff to investigate options and return to the Subcommittee before beginning outreach to the City’s Advisory Boards and Commissions. On August 21, 2023, the City Council directed staff to proceed with the implementation of 24/7 restrooms at West Hollywood Park and continue to analyze options for the restrooms at Plummer Park,

taking into consideration safety concerns received through public engagement. On January 21, 2025, Council approved the design for two renovated outdoor public restrooms at the Plummer Park. Staff will return to City Council once the restroom construction is completed to discuss the hours of operation.

Based on feedback from business owners and community members, as well as the number of service requests received on a regular basis by the City, additional public restrooms are needed throughout West Hollywood. Despite the availability of a 24-hour restroom at West Hollywood Park and the prospective addition of a restroom at Plummer Park, there remains a lack of public restrooms, especially during evening and late night hours, in the mid-City area of West Hollywood.

This item directs staff to continue to explore and evaluate options for expanding public restrooms in the City, specifically with the development of a pilot program to install a smart public restroom in the mid-City area of West Hollywood. Smart public restrooms are modern, technology-enhanced facilities that use sensors, automations, and data to improve hygiene, safety, and maintenance. The restrooms may have self-cleaning mechanisms, remote monitoring for maintenance, and user-based accountability features. Some of the modern smart public restrooms have built-in safety features to ensure the restrooms are being used properly.

The smart restroom pilot program will likely be six months to one year. Staff will determine the most appropriate location for the restroom based on accessibility, safety, and infrastructure needs. Staff, along with the chosen vendor, will monitor the program and address any issues that may arise. The program should be as flexible and adaptable as possible to ensure it is meeting the needs of the community.

Examples of Smart Public Restrooms

[Throne](#) is a smart public restroom that includes a toilet, a urinal, and a sink, with an ADA-accessible ramp. To access the Throne, most users scan a QR code outside the restroom that generates a text message to open a specific restroom. Physical access cards can also be available. A digital sign alerts users whether the bathroom is available, in use, being cleaned, or closed. The restrooms are cleaned and maintained by Throne and

include 24/7 remote monitoring, sensors, and user feedback to determine if additional cleaning is needed. The Throne restroom is self-contained and does not require external plumbing or infrastructure, which reduces upfront capital costs and makes it more flexible if the location needs to be adjusted. There are safeguards in place to ensure people are using the restroom properly. There is a ten-minute time limit and after that set limit, the doors automatically open. In addition, if users misuse the Throne, such as staying too long or smoking inside, their access can be restricted. The cost of a Throne, including cleaning and maintenance, ranges from \$4,250 to \$10,000 per month.

The City of Long Beach recently completed a pilot program to install four Throne restrooms at Belmont Pier, Shoreline Marina, Harvey Milk Promenade Park, and DeForest Park. These are high foot traffic areas with limited public restroom access. The pilot program was extremely successful and at the end of a four-month pilot, Long Beach extended the contract with Throne for another year. Throne restrooms have also been installed at several Metro stations and at Will Rogers Memorial Park in Beverly Hills. The Throne is a good choice for a pilot program as it does not require any external utility connections or infrastructure upgrades.



Image of the Throne Restroom

The [Portland Loo](#) is a freestanding public restroom facility. It has a modern design focused on function and durability. It is also an accessible restroom, but does not include smart features like the Throne. It is designed to prevent common public toilet issues like crime, vandalism, and deterioration. It has a small overall footprint that allows it to be installed on sidewalks or other tight spots. The Portland Loo is pre-fabricated off-site and delivered fully assembled. It is a more long-term structure that requires installation, including connection to water, sewer, and electrical connections. The maintenance and cleaning of the Portland Loo would be the responsibility of the City.



Image of the Portland Loo

[Urban Blu](#) is a smart public restroom option equipped with a state-of-the-art cleaning, disinfecting, and drying system that guarantees a clean environment for users. The concept is custom-built for public places that require a safe and easy-to-use building. The restroom is fully automated and programmable for operating hours, cleaning cycles, occupancy time, heating and lighting, and can be controlled and monitored remotely. There is a display panel on the outside of the restroom that indicates if the restroom is available. To enter, the user can press the automatic opening button or pull the door to access the toilet.

For installation, Urben Blu requires a flag surface. It is installed on a concrete slab that is integrated into the pre-fabricated restroom. It does require connection to utilities for water and power.



Image of Urben Blu

Each of these options, and potentially others, will be explored to determine the most appropriate choice based on available space, costs, and overall applicability to the City of West Hollywood's needs.

STAFF ANALYSIS:

This directive will primarily be led by the Facilities & Field Services Division for installation, operations, and maintenance, in consultation with the Human Services and Rent Stabilization Department and the Economic Development Department as related to potential user profiles, data analysis, and community impact.

The funding for the pilot program will be included as part of the Department of Public Works budget for Fiscal Year 2026-27. Staff anticipates beginning the research and evaluation of the program in 2026, in order for the installation and implementation of the program to begin once funding is available in FY 27.

CONFORMANCE WITH VISION 2020 AND THE GOALS OF THE WEST

HOLLYWOOD GENERAL PLAN:

This item is consistent with the Primary Strategic Goal(s) (PSG) and/or Ongoing Strategic Program(s) (OSP) of:

- OSP-5: Support People through Social Services.
- OSP-9: Upgrade Existing Buildings & Infrastructure.

In addition, this item is compliant with the following goal(s) of the West Hollywood General Plan:

- HS-1: Maintain and pursue humane social policies and social services that address the needs of the community.

EVALUATION PROCESSES:

The pilot program will include an evaluation process to gather quantitative information including utilization data related to number of uses, length of use, day and time, as well as qualitative feedback from community stakeholders, residents, and users. This information will be evaluated to determine community impact and value in order to inform long-term implementation decisions.

ENVIRONMENTAL SUSTAINABILITY AND HEALTH:

N/A

COMMUNITY ENGAGEMENT:

N/A

OFFICE OF PRIMARY RESPONSIBILITY:

DEPARTMENT OF PUBLIC WORKS / FACILITIES & FIELD SERVICES DIVISION

CITY COUNCIL INITIATIVE CATEGORY:

COMMUNITY SAFETY & WELL-BEING

FISCAL IMPACT:

None at this time. Staff will return to City Council with the proposed details for the pilot program and a request for funding. It is anticipated that a one-year pilot program for one restroom unit can cost between \$100,000 to \$250,000 depending on the specific restroom chosen, any infrastructure upgrades needed for installation, and maintenance/cleaning costs. Funding for this pilot program will be requested as part of the Fiscal Year 2026-27 budget cycle.

ATTACHMENT:

None.

UNFINISHED BUSINESS

SUBJECT: FY26-28 BIENNIAL CAPITAL BUDGET – BUDGET
RECOMMENDATION LETTER

INITIATED BY: FACILITIES AND FIELD SERVICES DIVISION
Phillip Ticun, Manager

RECREATION SERVICES DIVISION
Stephanie Martinez, Manager

STATEMENT ON THE SUBJECT:

The Commission will receive the proposed capital work plan budget amounts and consider approving the draft budget recommendation letter, to be presented to the City Council Finance & Budget Subcommittee for the FY26-28 biennial budget.

RECOMMENDATION:

Approve the Commission's budget recommendation letter, to be presented to the City Council Finance & Budget Subcommittee.

BACKGROUND:

The City of West Hollywood's biennial budget is a two-fiscal year budget cycle that includes the City's Operating Budget and Capital Work Plan. It is formally adopted by the City Council every two years at a scheduled Council meeting every June. It includes accomplishments from prior year activities, work plans that set out departmental goals and objectives for the next year, and the Capital Improvement Program (CIP) which guides major capital investments and maintenance programs. The City's fiscal year is July 1 to June 30.

On January 14, 2026, the Commission approved the FY26-28 proposed Capital Work Plan budget requests as part of the biennial budget submissions for the Facilities and Field Services Division and Recreation Services Division and asked staff to return in February with recommended budget amounts which will be included in the draft budget

recommendation letter to be presented to the City Council Finance & Budget Subcommittee.

Proposed Items

Project Name	Proposed Budget
West Hollywood Park Lights	\$450,000
Kings Road Park Playground	\$375,000
Plummer Park Community Center	\$2,000,000

In accordance with the West Hollywood Municipal Code:

2.56.080 Duties. The Public Facilities, Recreation, and Infrastructure Commission shall analyze public facilities, including those fixed in the public right-of-way, capital improvements, parks, and recreation programs to ensure the highest quality of land use, design, and transportation planning to meet community goals for aesthetics, durability, and functionality.

The Public Facilities, Recreation, and Infrastructure Commission shall have the power and be required to:

- a. On an annual basis, review the condition of public facilities and the public right of way including parks, city-owned buildings, landscaping, streetscapes, and the urban forest;
- b. Make recommendations to the City Council regarding funding for repairs or improvements for inclusion in the annual budget or five-year capital improvement program;
- c. Review and make recommendations to the City Council on plans for new public facilities;
- d. Twice a year, review and discuss recreation programs and use of recreation facilities.

ATTACHMENT A – Draft Budget Recommendation Letter



TO: CITY OF WEST HOLLYWOOD – CITY COUNCIL FINANCE & BUDGET
SUBCOMMITTEE

FROM: PUBLIC FACILITIES, RECREATION, AND INFRASTRUCTURE COMMISSION

RE: PFC RECOMMENDATIONS – FY26-28 CAPITAL WORK PLAN

DATE: FEBRUARY 11, 2026

Dear City Council Finance & Budget Subcommittee:

Our Commission appreciates the opportunity to present for consideration to the City Council Finance & Budget Subcommittee our capital improvement projects funding recommendations for the FY26-28 budget cycle. An important duty of the Public Facilities, Recreation, and Infrastructure Commission (PFC) is to make recommendations to the City Council regarding funding for repairs or improvements for inclusion in the annual budget or five-year capital improvement program. The PFC has received community input at our regular meetings and worked diligently with staff to identify projects we feel will most benefit our residents, businesses, and visitors.

As outlined in the City's budget, capital projects are investments in new facilities or long-term improvement and maintenance programs designed to preserve the City's physical systems and facilities. For City-owned properties and parks, the programs are broad and include land and building acquisitions, development of new city or community-based facilities, monuments and public plazas, off-street parking, street and sidewalk rehabilitation, sewer reconstruction, public lighting projects, affordable housing development and park acquisition, amenities, and renovations. The City's Capital Projects Budget, as shown below, shows a strong commitment by City leadership to continuously improve City facilities and infrastructure.

Capital Projects	FY25 Budget	FY25 Year-End Estimate	FY26 Budget	FY27 Estimate	FY28 Estimate	FY29 Estimate
Grand Total	\$42,459,135	\$98,323,551	\$12,933,786	\$63,352,872	\$4,861,442	\$34,870,460

Capital Plan Summary: FY26 Proposed Budget
2025-2029 Five-Year Plan

The Commission feels fortunate to participate in the capital project planning process. While we understand and support staff submitting additional items as part of their budget submission, the Commission is providing its identified priorities below for your consideration.

The following are the Commission’s FY26-28 budget recommendations with a focus on maintaining, expanding, and managing our facilities and services while preparing for growing future demands. The items are listed in order of priority:

1. West Hollywood Park Lights
 - a. Replacement of park lighting to be removed due to structural deficiencies and installation of additional lighting to support expanded evening programming and increased use of the park, using modern, energy-efficient fixtures that meet current design standards.

2. Kings Road Park Playground
 - a. Replace end-of-life playground equipment at Kings Road Park, including design services, removal of obsolete equipment, and installation of new, safety-compliant, and accessible play structures.

3. Plummer Park Community Center
 - a. Security upgrades to the facility, outdoor space enclosure, and exterior bathroom upgrades.

Priority	Description	FY27 Request	FY28 Request	FY29 Estimate	FY30 Estimate	FY31 Estimate
1	West Hollywood Park Lights	\$450,000				
2	Kings Road Park Playground	\$375,000				
3	Plummer Park Community Center	\$2,000,000				

Respectfully submitted,

Public Facilities, Recreation, and Infrastructure Commission
City of West Hollywood

Members:

Chair Nicole Payton

Vice Chair Dorian J. Jackson

Commissioner Jonathan Cottrell

Commissioner Richard Karliss

Commissioner Deepa Krishna

Commissioner Santo Ragno

Commissioner Kali Rogers

**PUBLIC FACILITIES, RECREATION, AND INFRASTRUCTURE COMMISSION
LOOK AHEAD CALENDAR FOR AGENDA PREP
2026**

Item Description	Item Type	Commission Request	Staff Request	Agenda Date
Annual Calendar - November Special Meeting	Unfinished Business		P. Ticun	01. Jan
CIP - Biennial Budget Recommendations	New Business	Subcommittee	P. Ticun	01. Jan
City Policies (Naming & CTPP)	New Business	Subcommittee	P. Ticun	01. Jan
Metro Light Rail Meeting	New Business		P. Ticun	01. Jan
PP Basketball Court Temporary Mural	Consent	Arts & Cultural Affairs Commission	R. Ehemann	01. Jan
CIP - Biennial Budget Letter	Unfinished Business		P. Ticun	02. Feb
Crescent Heights Triangle and Memorials Improvements	New Business	Council Directive	P. Ticun	02. Feb
PP Historic Building Exterior Painting & Roofing	New Business		P. Ticun	02. Feb
Throne Restroom	New Business	Council Directive	P. Ticun	02. Feb
KRP Community Meeting Room Rentals	New Business	Consensus	S. Martinez	03. Mar
PP Restrooms & Concessionaire Project Update	Unfinished Business		P. Ticun	03. Mar
Restricted Access of Public Spaces for General Use	Unfinished Business	Consensus	S. Martinez	03. Mar
Annual Tree Planting Event	Unfinished Business	Work Plan		03. Mar - Annual
Recreation Topics	New Business	By-Laws	S. Martinez	04. Apr - Annual
City Policies (Naming & CTPP)	Unfinished Business	Subcommittee	P. Ticun	04./05. Apr/May
Election Process Overview	New Business		M. Crowder	06. Jun - Annual
Adopted Budget Update	Unfinished Business		H. Collins	07. Jul - Annual
Election of Chair and Vice Chair	New Business		M. Crowder	07. Jul - Annual
Park and Recreation Month Proclamation	New Business		S. Martinez	07. Jul - Annual
Fiscal Year Work Plan	New Business	Work Plan		07./08. Jul/Aug - Annual
Annual Overview of Public Facilities	Consent	Work Plan		08. Aug - Annual
Locations - Annual Tour of Public Facilities	Consent	Work Plan		08. Aug - Annual
Subcommittee Roster	New Business	By-Laws		08. Aug - Annual
Annual Tour Discussion	Unfinished Business			09. Sep - Annual
Annual Tour of Public Facilities	New Business	Work Plan		09. Sep - Annual
Recreation Topics	New Business	By-Laws	S. Martinez	11. Nov - Annual
Annual Calendar 2027	New Business			12. Dec - Annual
Naming Request - Andrew Campbell Theater	Public Hearing		P. Ticun	TBD
PP Exercise Equipment	New Business	Consensus	P. Ticun	TBD
PP Farmers Market Parking and Street Cleaning	New Business	Consensus	P. Ticun	TBD
Quimby and Park Development Fee Schedules	New Business	Consensus	P. Ticun	TBD
Results from the Recreation Facilities & Operational Study	Unfinished Business		S. Martinez	TBD
Special Events Calendar & Related City Facilities Closures	New Business	Consensus	C. Smith	TBD

LEGEND:

COMPLETED ITEMS

NEW/UPDATED ITEMS

