STATEMENT ON THE SUBJECT:
The City Council will receive Synopses from the Public Facilities Commission and the Rent Stabilization Commission regarding actions taken at their recent meeting.

RECOMMENDATION:
Receive and file.

BACKGROUND / ANALYSIS:
City Commissions and Advisory Boards submit a Synopsis Report to the City Council, listing some of the actions taken at their recent meetings. The reports promote transparency and communicate to City Council and the public, the actions of the Commission or Advisory Board.

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-2: Institutional Integrity.

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.

EVALUATION PROCESSES:
N/A

ENVIRONMENTAL SUSTAINABILITY AND HEALTH:
N/A
COMMUNITY ENGAGEMENT:
N/A

OFFICE OF PRIMARY RESPONSIBILITY:
ADMINISTRATIVE SERVICES DEPARTMENT / CITY CLERK DIVISION

FISCAL IMPACT:
None.

ATTACHMENTS:
Attachment A – Public Facilities Commission
Attachment B – Rent Stabilization Commission
1. CALL TO ORDER – Chair Block called the meeting to order at 6:30 P.M.

   A. ROLL CALL

   PRESENT: Chair Block; Vice Chair Sunnanon; Commissioner Karliss; Commissioner Stapleton; and Commissioner Torres; and Commissioner Isaacs.

   ABSENT: Commissioner Polachek.

   ALSO PRESENT: Helen Collins, Facilities and Field Services Division Manager; Robyn Eason, Senior Sustainability Planner; Erin Hamant, Senior Administrative Analyst; and Debbie Gonzalez, Administrative Coordinator.

   B. PLEDGE OF ALLEGIANCE: Stephanie Harker and Cathy Blavis led the pledge of allegiance.

2. APPROVAL OF AGENDA

   ACTION: Approve the January 8, 2020 Agenda.

   Motion by Commissioner Stapleton, seconded by Vice Chair Sunnanon, and approved unanimously.

3. APPROVAL OF MINUTES

   ACTION: Approve the minutes, dated December 11, 2019, of the prior Public Facilities Commission meeting.

   Motion by Commissioner Isaacs, seconded by Commissioner Karliss, and approved unanimously.

4. PUBLIC COMMENT:

   STEPHANIE HARKER, WEST HOLLYWOOD, spoke about the Plummer Park improvements and requested an update. She inquired if the Automated Parking Garage would become accessible for all vehicle sizes and vehicles with handicap equipment.

   CATHY BLAVIS, WEST HOLLYWOOD, wished everyone a happy new year and thanked the Commission and staff for the work that they do.

5. COMMISSIONER COMMENTS:

   The Commissioners wished everyone a happy new year.
Commissioner Karliss spoke about the Design District Streetscape update that was provided at the December Commission meeting and encouraged the City to consider including water features in the public gathering spaces.

Vice Chair Sunnanon requested an update on the new design and layout of the Plummer Park restrooms and asked if it has been effective in mitigating the cleanliness and safety concerns. Staff stated that the increase in security and the new improvements to the restrooms has been effective.

Chair Block shared about attending a Braille Institute meeting. He talked about their elevator audio and how it assists with the visually impaired. He encouraged the City to explore ways to enhance our elevator audio to assist with the visually impaired. He went on to share a constituent concern about insufficient lighting in the parks. He requested to agendize an item to discuss accessibility in the City’s public facilities.

6. **CONSENT CALENDAR** - None.

7. **PUBLIC HEARINGS** – None.

8. **NEW BUSINESS**

   A. **WEST HOLLYWOOD GREEN BUILDING PROGRAM UPDATE**

      SUBJECT: The Public Facilities Commission received a presentation on the status of the updated West Hollywood Green Building Program by the Long-Range Planning Division.

      Robyn Eason introduced the subject and provided a presentation.

      **PUBLIC COMMENT:**

      STEPHANIE HARKER, WEST HOLLYWOOD, shared that she would like to see the City set more sustainable requirements on developers.

      The Commission asked clarifying questions and provided feedback.

      **ACTION:** Receive and file.

   B. **PET MEMORIAL**

      SUBJECT: The Commission received direction from the City Council to partner with staff to evaluate community interest in establishing a memorial at one of the City’s dog parks in honor of community members’ pets who have passed away and present the findings of the evaluation, including a report on the community interest, feasibility, potential design options, and costs for the project, and the Commission’s recommendations to City Council for consideration.

      The Commission had discussion and provided feedback.

      **ACTION:** Appoint Commissioner Polachek, Commissioner Karliss, and Chair Block to serve on the Pet Memorial Ad Hoc Committee and work with staff in developing and implementing an outreach strategy to evaluate community interest in establishing a memorial and present the findings of the evaluation, including a report on the community interest, feasibility, potential design options, and costs for the project.
Motion by Chair Block and Seconded by Commissioner Stapleton.

Roll Call Vote:
Commissioner Karliss - Yes
Commissioner Stapleton – Yes
Commissioner Isaacs – Yes
Commissioner Torres – Yes
Vice Chair Sunnanon – Yes
Chair Block – Yes

C. ANNUAL CALENDAR

SUBJECT: The Commission reviewed its schedule of regular meetings in the Annual Calendar and considered various recommendations by staff to amend dates.

The Commission had discussion and provided feedback.

ACTION: Adopt the recommendations of staff with the scheduling of the Public Facilities Annual Tour in the month of November.

Motion by Commissioner Stapleton and Seconded by Commissioner Karliss.

Roll Call Vote:
Commissioner Karliss – Yes
Commissioner Stapleton – Yes
Commissioner Isaacs – Yes
Commissioner Torres – Yes
Vice Chair Sunnanon – Yes
Chair Block – Yes

9. UNFINISHED BUSINESS

A. GRAPHIC DESIGN UPDATE FOR THE GREEN CITY AWARDS

SUBJECT: The Commission considered moving forward with the solicitation for Green City Award nominations and promotion of the program without a graphic; allow staff to bring the proposed graphic designs for selection to its February 2020 meeting for inclusion on the actual award; and consider expanding use of the approved graphic for all “green” related items developed and distributed by the Facilities and Field Services Division.

The Commission had discussion and provided feedback.

ACTION: Accept staff recommendations as provided.

Motion by Commissioner Isaacs and Seconded by Commissioners Torres.

Roll Call Vote:
Commissioner Karliss – Yes
Commissioner Stapleton – Yes
Commissioner Isaacs – Yes
Commissioner Torres – Yes
Vice Chair Sunnanon – Yes
Chair Block – Yes

10. EXCLUDED CONSENT CALENDAR – None.
11. PUBLIC COMMENTS – None.

12. ITEMS FROM STAFF

Helen Collins reported on the increase of graffiti throughout the City and informed the Commission that the City’s contractor is working diligently on getting it removed. Collins provided an update on the AV upgrades in the City Council Chambers that are scheduled for March. She provided an update on the City Hall elevator modernization that is currently taking place.

13. ITEMS FROM COMMISSIONERS & SUBCOMMITTEE REPORTS

Commissioner Torres asked if the Commission will be collaborating with the Women’s Advisory Board (WAB) to include Women’s History Month as part of the Arbor Day Program. Collins informed the Commission that staff is currently working with representatives of WAB.

Vice Chair Sunnanon encouraged the Commission to assist in getting the word out about the Green City Awards.

Chair Block shared about the upcoming Hart Park Improvements outreach events.

14. ADJOURNMENT

The Public Facilities Commission meeting adjourned at 8:12 P.M. to its next regular meeting on Wednesday, February 12, 2020 at 6:30 P.M. at West Hollywood City Hall, 1st Floor Conference Room, 8300 Santa Monica Blvd., West Hollywood, CA 90069.
RENT STABILIZATION COMMISSION
CITY OF WEST HOLLYWOOD

SYNOPSIS
January 23, 2020
7:00 PM

West Hollywood Park Public Meeting Room – Council Chambers
625 North San Vicente Boulevard
West Hollywood, California 90069

1. CALL TO ORDER – Chair Bergstein called the meeting to order at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE – The Commission said the Pledge of Allegiance.

3. ROLL CALL

PRESENT: Commissioner Karen O’Keefe, Commissioner Richard Maggio, Commissioner Kellan Martz, Commissioner Garrett Charity, Chair Robert Bergstein.

Commissioner Josh Kurpies arrived at 7:07 p.m.

Vice Chair Agassi Topchian was absent.

ALSO PRESENT: Rent Stabilization and Housing Manager Peter Noonan, Legal Counsel to the Commission Alison Regan, and Commission Secretary Janene Sherrard.

4. APPROVAL OF THE AGENDA
SUBJECT: The Rent Stabilization Commission is requested to approve the Agenda.

ACTION: Approve the Agenda for Thursday, January 23, 2020. Motion by Commissioner Maggio, seconded by Commissioner Martz, and approved.

5. APPROVAL OF MINUTES
SUBJECT: The Rent Stabilization Commission is requested to approve the minutes of the prior Rent Stabilization Commission meeting.

ACTION: Approve the minutes of January 09, 2020 meeting. Motion by Commissioner Maggio, seconded by Commissioner Charity, and approved.

6. PUBLIC COMMENT:

There were no public comments.

ATTACHMENT B
7. **MANAGER REPORT:**

Rent Stabilization and Housing Manager Pete Noonan reviewed the Look Ahead Calendar.

8. **ITEMS FROM COMMISSIONERS:**

Commissioner Martz mentioned the community meet-and-greet pop-up event being held at West Hollywood Park Dog Park on January 25, 2020 at 10 a.m.

Chair Bergstein put forth an adjournment motion in honor of the memory of West Hollywood Sheriff Detective Amber Leist.

9. **APPEAL:**

*SUBJECT:* The Rent Stabilization Commission heard appeal D-4354CD3 (1224 N. La Cienega Blvd).

Following deliberation, a motion was made by Commissioner O'Keefe to adopt Resolution RSC 20-568 affirming the hearing examiner's decision. The motion was seconded by Commissioner Martz. The motion was approved by a vote of 5-1-1. Commissioner Maggio voted "No." Vice Chair Topchian was absent.

*SUBJECT:* The Rent Stabilization Commission heard appeal D-4460 (1224 N. La Cienega Blvd).

Following deliberation, a motion was made by Commissioner Charity to adopt Resolution RSC 20-569 affirming-in-part the hearing examiner's decision. The motion was seconded by Commissioner Martz. The motion was approved by a vote of 4-1-2. Commissioner O'Keefe voted "No." Commissioner Kurpies abstained. Vice Chair Topchian was absent.

10. **NEW BUSINESS:**

*SUBJECT:* Determining the cancellation of the March 26, 2020 and April 9, 2020 meetings or holding the meetings at Fiesta Hall on those dates.

After a brief discussion, the commission agreed to reserve Fiesta Hall for those two potential meeting dates.

11. **PUBLIC COMMENTS:**

There were no public comments.

12. **COMMISSIONER COMMENTS:**
Commissioner Kurpies attended the Beverly Hills Homeless Count and thanked West Hollywood community members who were participating in the count that evening.

Commissioner Martz encouraged members of the West Hollywood community to voice their opinions to the City of Beverly Hills regarding the lodge on Robertson.

Chair Bergstein inquired if another pop-up would be occurring later this year.

13. STAFF COMMENTS:

Mr. Noonan stated that he would be at the community pop-up on January 25, 2020 and invited the commissioners to stop by.

14. ADJOURNMENT:

The Rent Stabilization Commission adjourned at 8:20 p.m. to a regularly scheduled meeting at 7 p.m. on February 13, 2020 at West Hollywood Park Public Meeting Room – Council Chambers, 625 North San Vicente Boulevard.