

**TRANSPORTATION AND MOBILITY COMMISSION  
CITY OF WEST HOLLYWOOD  
DRAFT MINUTES  
February 21, 2024  
6:30 P.M.**

THE CITY OF WEST HOLLYWOOD HAS ADOPTED SUMMARY AND ACTION MEETING MINUTES, WHICH PROVIDE A BRIEF SUMMARY OF THE ACTIONS TAKEN AND POINTS OF DISCUSSION ONLY. ADDITIONAL COMMENTS OR INDIVIDUAL DISCUSSIONS REGARDING ANY ITEM SUMMARIZED IN THESE MINUTES MAY BE OBTAINED BY ACCESSING THE ARCHIVED RECORDINGS OF THE TRANSPORTATION AND MOBILITY COMMISSION MEETINGS AT [www.weho.org/city-government/city-clerk](http://www.weho.org/city-government/city-clerk) AND SELECTING ACCESS CITY RECORDS.

**Land Acknowledgment:** “The West Hollywood Historic Planning 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.”

1. **CALL TO ORDER** – Chair Kroll called the meeting to order at 6:32pm.
2. **LAND ACKNOWLEDGMENT**
3. **ROLL CALL**  
**Present:** Adam Darvish, Steven B. Greene, Jessica Harris, Kimberly Winick, Vice Chair Wentzel, Chair Adam Kroll  
**\*Absent Commissioner David Mason Eichman.**  
  
**Also Present:**  
Bob Cheung, Senior Transportation Planner/Staff Liaison  
Gabriele Gonzales, Transportation and Mobility Commission Secretary  
Paige Portwood, Associate Planner
4. **PLEDGE OF ALLEGIANCE** – Chair Kroll led the Pledge of Allegiance.
5. **APPROVAL OF THE AGENDA**  
SUBJECT: The Transportation and Mobility Commission is requested to approve the Agenda.  
ACTION: Motion by Commissioner Darvish to approve the February 21, 2024 Agenda, seconded by Commissioner Greene and approved.  
All Aye. Motion passes.

**6. APPROVAL OF MINUTES**

*SUBJECT: The Transportation and Mobility Commission is requested to approve the minutes of prior Transportation and Mobility Commission meeting.*

**ACTION:** Motion by Commissioner Winick to approve the January 17, 2024 minutes as amended, seconded by Chair Kroll, and approved.

All Aye. Motion passes.

**7. PUBLIC COMMENT: No public comment.**

**8. CONSENT CALENDAR: None.**

**9. PUBLIC HEARINGS: None.**

**10. NEW BUSINESS:**

**A. BICYCLE GIVEAWAY PILOT PROGRAM UPDATE:**

The Transportation and Mobility Commission received an update by Paige Portwood, Associate Planner, on the Bicycle Giveaway Pilot Program, including estimated bike utilization metrics and the program's general impacts on the participants' transportation mode behavior.

Kevin Burton, West Hollywood Bicycle Coalition, spoke in favor of the program and made suggestions for the program.

The Commission spoke in support of the program and emphasized the importance of the addition of necessary equipment be added in the giveaway for the program.

The Commission discussed different avenues for participation selection and disqualifications.

The Commission inquired about the program's online reporting process results and possible alternatives.

The Commission discussed possibly offering incentives for the program and/or applying fees to the program.

The Commission spoke on possible collaborations with other businesses to promote the program and education on bicycle infrastructure.

The Commission inquired about the terms for the program.

The Commission asked for clarification on bike donation and the usage of the funds.

The Commission expressed concern about City resources.

The Commission spoke on possible collaborations with Metro.

## **11. UNFINISHED BUSINESS:**

### **A. UPDATE ON PERSONAL DELIVERY DEVICE PILOT PROGRAM :**

The Transportation and Mobility Commission received an update from Bob Cheung on the findings of the Personal Delivery Devices (PDD) pilot program.

#### **No Public Comment**

The Commission inquired if the delivery systems have cameras and observation reports concerning sidewalks.

The Commission expressed concerns about ADA mobility on sharing the sidewalks with the PDD's.

The Commission discussed different avenues for delivery by non-automotive means.

The Commission inquired about opt-out options on the delivery system when ordering delivery and that the option be easy to find and clear when ordering.

The Commission inquired about complaints for the program and the process for how the complaints are submitted to the City.

The Commission expressed concern about sidewalks and the need to widen them.

The Commission inquired about size parameters for the PDD's.

The Commission inquired if revenue is applied to the PDD's in the future, that portion of those funds be applied to improving sidewalks.

The Commission expressed the need for this to go to the Disability Advisory Board for feedback.

The Commission expressed concern about the impact of economic development and possible permitting for the PDD's.

**Motion by Chair Kroll to recommend to City Council to make the program permanent, seconded Commissioner Greene. All Aye. Motion Passes.**

**12. ITEMS FROM STAFF:**  
**Bob Cheung**

- Parking Division will be launching the curb-space management plan.
- Reminder for mandatory training for all appointed officials by the City Clerk's office in Council Chambers on February 29<sup>th</sup> 6pm.

**13. ITEMS FROM COMMISSIONERS | SUBCOMMITTEE REPORTS**

**Commissioner Harris**

- Spoke on Community Open House by City of Weho March 2<sup>nd</sup> at Kings Road Park for Strategic Plan Update 11am-2pm
- Will be absent for March meeting
- Suggestion by community member for Willoughby Greenway to make the sharrows be green in color
- CicLAvia on Sunday February 25<sup>th</sup>
- West Hollywood Bicycle Coalition Feeder Ride

**Commissioner Wentzel**

- Spoke on Metro Service Council Meeting's Customer Service Plan and the budget for Fiscal '25.
- Spoke on Santa Monica Big Blue Bus annual review.
- Thanked staff, public and Chair

**14. PUBLIC COMMENT:**

Kevin Burton, West Hollywood Bicycle Coalition, welcomed Commissioner Greene and spoke on greenback sharrows in Beverly Hills, new bike lane between Burton Way and Wilshire Boulevard, and another CicLAvia on August 18<sup>th</sup>.

- 14. ADJOURNMENT:** The Transportation and Mobility Commission adjourned at 8:00 PM to a regularly scheduled meeting on Wednesday, March 20, 2024 beginning at 6:30 PM at the Community Conference Room, 8300 Santa Monica Blvd., West Hollywood 90069.

**PASSED, APPROVED AND ADOPTED** by the Transportation and Mobility Commission of the City of West Hollywood at a regular meeting held this 20<sup>th</sup> day of March 2024 by the following vote:

AYES: Commissioner:

NOES: Commissioner:

ABSENT: Commissioner:

ABSTAIN: Commissioner:

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ADAM KROLL, CHAIRPERSON

ATTEST:

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BOB CHEUNG, COMMISSION LIAISON