

**City of Culver City, California
Agenda Item Report**

Meeting Date: <u>08/02/11</u>		Item Number: <u>A-3</u>	
PRCS COMMISSION AGENDA ITEM: Schedule the Parks, Recreation and Community Services Commission Annual Park Tour.			
Contact Person/Dept.: Dan Hernandez, PRCS Director		Phone Number: (310) 253-6655	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☒ Attachments: ☐	
Public Notification: (Email) Meetings and Agendas – Parks, Recreation and Community Services Commission (07/28/11).			
Department Approval: Dan Hernandez (07/27/11)		City Attorney Approval: N/A	
Chief Financial Officer Approval: N/A		City Manager Approval: N/A	
<u>RECOMMENDATION:</u> Staff recommends that the Parks, Recreation and Community Services (PRCS) Commission schedule the PRCS Commission Annual Park Tour. <u>BACKGROUND:</u> Each year, one or more members of the Parks, Recreation and Community Services Department management staff accompany the PRCS Commission on a tour of Culver City parks and facilities. City Council members are usually invited to join the Commission on these tours. Last year, the City Manager and Culver City School District representatives were also invited to attend the tours. On behalf of the Commission, staff will invite all of these parties again this year. The purpose of the tours is to familiarize appointed and elected officials with the conditions at the public parks. Attendees have the opportunity to make observations at park sites and ask questions of staff. Staff engages in a dialogue with tour participants, takes them to sites of recent and upcoming capital improvement projects and provides information regarding a variety of issues relating to Culver City parks and facilities. <u>DISCUSSION:</u> At the July 5, 2011 PRCS Commission meeting, the Commission took action to express a preference for the two-day Park Tour format and deferred the discussion of Park Tour dates to this evening's meeting so that Commissioner Greene would have the opportunity to participate in the discussion. Staff recommends that the tours are held on two successive days, Saturday, October 22 and Sunday, October			

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23, 2011. The Annual Kids Carnival Celebration of Disability Month is being held on October 23 from 1:00 p.m. until 4:00 p.m.; the itinerary below, which is identical to last year's, will give Park Tour participants an opportunity to participate in the festivities when the tour of the Senior Center concludes at 1:00 p.m.

Saturday, October 22, 2011

TIME	LOCATION
8:30 AM	Meet at Historical Society
9:00 - 9:30 AM	Veterans' Memorial Park
9:40 - 9:55 AM	Coombs & Carlson Parks
10:05 - 10:20 AM	Lindberg Park
10:30 - 11:00 AM	Fox Hills Park
11:15 - 11:30 AM	Blair Hills Park
11:45 - 12:15PM	Syd Kronenthal Park
12:30 - 1:00 PM	The Plunge

Sunday, October 23, 2011

TIME	LOCATION
9:00 AM	Meet at Vets' Parking Lot
9:15 - 9:30 AM	Culver West Alexander Park
9:45 - 10:00 AM	Tellefson Park
10:10 - 10:25 AM	Blanco Park
10:35 - 10:50 AM	El Marino Park
11:00 - 11:30 AM	Culver City Park
11:40 - 11:55 AM	Linwood E. Howe School
12:00 - 1:00 PM	Culver City Senior Center

FISCAL ANALYSIS:

One of the Senior and Social Services Division's Paratransit Dial-A-Ride vans will be used to transport Park Tour participants. Van driver overtime expense and fuel costs are the primary direct expenses associated with the Parks Tour. The cost of overtime for van drivers is \$32.33/hour since weekend hours are calculated at time and a-half. At this rate, an eight hour park tour is \$258.60.

Van driver overtime associated with the Parks Tour does not qualify as a documentable Paratransit Program expense. Last year, staff was able to use salary savings from the vacant Recreation Manager position to pay the van driver. Since this position is still vacant, it is hoped that salary savings in account number 10132100 will once again be available to cover this expense.

MOTION:

That the Parks, Recreation and Community Services Commission:

Schedule a date and time for the PRCS Commission Annual Park Tour.