

City of Culver City, California
Parks, Recreation and Community Services Commission Agenda Item Report

Meeting Date: <u>01/05/10</u>		Item Number: <u>A-1</u>	
AGENDA ITEM: Hear the City Manager's Comments Regarding the Duties and Responsibilities of the Parks, Recreation and Community Services Commission, Discuss this Matter and Receive and File the Report.			
Contact Person/Dept.: Bill La Pointe, 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 (11/25/09); (Email) Ongoing Topics – Parks, Recreation and Community Services Department Updates (11/25/09).			
Department Approval: Bill La Pointe (11/29/09)		City Attorney Approval: N/A	
Chief Financial Officer Approval: N/A		City Manager Approval: N/A	
<u>RECOMMENDATION:</u> On the January 5 meeting agenda, City Manager Mark Scott has requested time to address the Commission regarding the status of efforts by the City Council Subcommittee on Commissions, and particularly the discussion of duties and responsibilities of Commissions under the conversion to a Council-Manager form of government. <u>BACKGROUND/DISCUSSION:</u> Mr. Scott will be speaking to the Commission regarding the duties and responsibilities of the Parks, Recreation and Community Services Commission. The duties and responsibilities of the Parks, Recreation and Community Services Commission are stated in Chapter 3 of the Culver City Municipal Code (Attachment A). On April 11, 2006, the voters of Culver City approved a new City Charter (New Charter) that became effective on July 1, 2006. Among several significant changes implemented as part of the New Charter, the following provision related to the City's Commissions was adopted: <i>SECTION 1100. IN GENERAL - The City Council may, by Ordinance, establish and abolish such commissions and boards as it may determine, from time to time, to be necessary for the effective and efficient governance of the City, to encourage citizen participation in local government and maintain positive human relations in the community.</i>			

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While the City remains very committed to active, involved citizen commissions, there are changes in the descriptions of duties that need to be made to bring the existing enabling ordinances into conformance with the New Charter. The City Council Subcommittee has been engaged in the effort to make the required changes for almost two years and has asked that the matter be brought forward as soon as practicable.

At a facilitated meeting held in February 2007, where all City Council Members and City Commissioners were invited (and some attended), the City Council discussed the operations of the City Commissions and considered several insightful comments by City Commissioners.

As a result of these meetings, at the May 29, 2007 City Council meeting, the City Council adopted Resolution No. 2007-R029, thereby adopting City Council Policy Statement Number 2007-01, entitled "City Commissions," which provides Commissioners with a code of conduct, guidelines interaction with the City Council and staff and other topics (Attachment B). While City Council Policy Statement Number 2007-01 is an informative and useful guide for Commissioners, the issue of the duties and responsibilities of the individual Commissions is not addressed in this document.

On May 27, 2008, the newly seated City Council gave consensual direction to staff to have each commission appoint two Commissioners to be representatives to a City Council/Commission subcommittee for discussions regarding working relationships among City Council, Commissions, and Staff.

At the June 3, 2008 Parks and Recreation Commission meeting, the Commission took action to form a Council/Commission Subcommittee to serve in this capacity. Chair Cooper and Commissioner Daly Redholtz were selected as the members of this Subcommittee to represent the Parks, Recreation and Community Services Commission at future Council/Commission Subcommittee meetings.

The City Council Subcommittee has asked the City Manager to meet with each of the commissions. He is being asked to make formal recommendations on how the existing enabling ordinances for each commission can be brought into conformance with the Charter language relating to the duties and authorities of the City Manager under the new Council-Manager form of government. Mr. Scott has asked for an opportunity to hold an interactive discussion of the subject. He has also suggested that it might facilitate the discussion if held in a study session format (i.e., around a table) rather than in a formal meeting format.

FISCAL ANALYSIS:

There is no fiscal impact associated with the discussion of this Agenda Item.

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ATTACHMENTS:

- A. Sections of the Culver City Municipal Code Relating to the Parks, Recreation and Community Services Commission
- B. Resolution Number 2007-R029 adopting City Council Policy 2007-01: "City Commissions"
- C. Summary of Previous PRCS Commission and Commission/Council Subcommittee Discussions on the Commission's Duties and Responsibilities

MOTIONS:

- 1. Discuss this matter and receive and file the report.