

***These Meeting Minutes are not official until approved by
the Parks, Recreation and Community Services Commission.***

SPECIAL MEETING OF THE
PARKS, RECREATION AND
COMMUNITY SERVICES COMMISSION
CULVER CITY, CALIFORNIA

February 16, 2016
7:00 P.M.

Call to Order & Roll Call

Chair Zeidman called the meeting of the Parks, Recreation and
Community Services Commission to order at 7:00 P.M.

Present: Chair Scott Zeidman
Vice Chair Kay Heineman
Commissioner Laura Stuart

Absent: Commissioner Scott Garland

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Pledge of Allegiance

Dan Hernandez led the Pledge of Allegiance.

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Public Comment for Items NOT on the Agenda

Chair Zeidman invited public participation.

No cards were received and no speakers came forward.

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Consent Calendar

Item C-1

Meeting Minutes - January 5, 2016

MOVED BY COMMISSIONER HEINEMAN AND SECONDED BY
COMMISSIONER STUART THAT THE PARKS, RECREATION AND
COMMUNITY SERVICES COMMISSION APPROVE THE MINUTES FOR THE
REGULAR MEETING OF JANUARY 5, 2016.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: HEINEMAN, STUART, ZEIDMAN
NOES: NONE
ABSENT: GARLAND

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Action Items

Item A-1

**Witness the Administration of the Oath of Office to the
Newly Appointed Parks, Recreation and Community Services
Commission Member**

Dan Hernandez, Parks, Recreation and Community Services
Director, reported that Mr. William ("Bill") Rickards had
been appointed by the City Council on February 8, 2016.

Patricia Mooney, Senior Management Analyst, administered the
Oath of Office to Mr. Rickards, and he took his seat at the
dais.

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Item A-4
(Out of Sequence)

**(Standing Item) Review of Upcoming Agenda Items to be
Considered by the Parks, Recreation and Community Services
(PRCS) Commission and Its Ad Hoc Subcommittees**

Discussion ensued between staff and Commissioners
regarding scheduling a Community Conversation for May;
adding a discussion of budget information to the July
agenda; and the City Council schedule of budget
discussions.

MOVED BY COMMISSIONER STUART AND SECONDED BY VICE CHAIR
HEINEMAN THAT THE PARKS, RECREATION AND COMMUNITY SERVICES
COMMISSION RECEIVE AND FILE THE REPORT.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: HEINEMAN, RICKARDS, STUART, ZEIDMAN

NOES: NONE
ABSENT: GARLAND

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Item A-3
(Out of Sequence)

**(Standing Item) Updates from the Parks, Recreation and
Community Services (PRCS) Commission Ad Hoc Subcommittees
and Representative Appointees to Various Outside
Associations and City Committees**

Vice Chair Heineman reported that she serves as the liaison for the California Association of Parks and Recreation; announced the upcoming annual California Parks and Recreation Society (CPRS) conference in Long Beach; discussed proposed bylaw changes; reported on the Senior Center Valentines Party; discussed the upcoming St. Patrick's Day Party at the Senior Center; noted concerns regarding the Culver City Senior Citizens Association Board of Directors; discussed evaluation of MOUs between the Commission, the City and the Senior Center; and MOU renewal.

Discussion ensued between staff and Commissioners regarding jurisdiction; Commission review of the MOU; the time for St. Patrick's Day activities; and waiting until the March Commission meeting to fill subcommittee positions.

MOVED BY COMMISSIONER STUART AND SECONDED BY VICE CHAIR HEINEMAN, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION RECEIVE AND FILE THE REPORT. THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: HEINEMAN, RICKARDS, STUART, ZEIDMAN
NOES: NONE
ABSENT: GARLAND

Items were considered out of sequence.

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Public Comment - Items Not on the Agenda

Chair Zeidman invited public comment.

No cards were received and no speakers came forward.

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Receipt and Filing of Correspondence

Patricia Mooney, Senior Management Analyst, indicated that no correspondence had been received.

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Items From Staff

Dan Hernandez, Parks Recreation and Community Services Director, provided an update on the patio project for the Senior Center; reported interviewing finalists for the Park Supervisor position; announced that the California Parks and Recreation Society had chosen the Senior Citizens Association for the Champions of the Community award with recognition scheduled at the Conference on March 11, 2016; he reported work on the departmental work plan and budget calendars noting that they would be going before the City Council in the coming weeks and would return to the Commission for review and comment; he discussed operational work plans noting that the Commission could adopt their own work plans for the year if desired; he discussed County approval of funding for the Syd Kronenthal Park Age 2 - 5 Playground Rehabilitation project; and the finalization of bid documents.

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Items From Commissioners

Commissioner Stuart expressed appreciation to Mr. Hernandez for his diligence in moving the Syd Kronenthal project forward; she requested a meeting with the new Park Supervisor once that position is filled; she asked for a report on Fiesta La Ballona in July; and she asked that last year's letter request to the City Council be sent to Commissioner Rickards for his information.

Vice Chair Heineman discussed criteria for the selection process for the Champions of the Community award and she thanked staff for their hard work putting the nominations together.

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Item A-2

(1) Review of the Parks, Recreation and Community Services (PRCS) Department Capital Improvement Projects Managed by the Parks Division: (2) Review of the Parks Division's Proposed Fiscal Year 2016-2017 Staffing Recommendation; and (3) Consideration of Providing Comments to the City Council Regarding the Information Contained Herein, as Part of the Fiscal Year 2016-2017 Budget Process.

Chair Zeidman invited public comment.

No cards were received and no speakers came forward.

Dan Hernandez, Parks, Recreation and Community Services Director, provided a summary of the material of record; discussed maintenance and renovation to parks; communication with neighborhood associations; capital improvement projects managed by the Parks Division; funding sources; ongoing repairs and improvements; irrigation audits; addressing drought conditions; carryover; operating in a reactive fashion rather than being proactive; increasing part time labor hours; reclassifying current part time student workers; pending and planned projects; current staffing; and the need for a Project Manager and a regular part time maintenance worker classification.

Discussion ensued between staff and Commissioners regarding the Culver West playground rehabilitation; playground surfacing; wish list items; the shade structure at Culver City Park; new lights for Veterans Park; costs; hiring a grant writer; the Lindbergh Park playground rehabilitation; adding an item to install a walking path around the park since there is no sidewalk; the suggestion to create a resting area below the trail; irrigating the slopes at Culver City Park; the focus on City medians; jurisdiction of the trees; plans for the Senior Center; outreach to the neighborhood before moving forward with

Blair Hills Park; the need for more staff; the letter from the Commission to the City Manager last year; agreement by Commissioner Stuart to draft the letter for this year; funding for Lindbergh Park; corporate outreach; untapped financial resources; changing neighborhoods; concern with getting people's hopes up; concern with other neighborhoods feeling slighted; creating an unfunded wish list; waiting until projects are tentatively funded; concern with outreach and deadlines once a project is funded; concern with discussing projects prematurely; the number of projects already in process; and Culver City fees vs. fees of other comparable cities in the area.

Commissioner Stuart confirmed items to be contained in the letter to the City Council including, but not limited to: a grant writer; new lights at Veterans Park; Culver West Playground resurfacing; and support for the Blair Hills neighborhood Park, and staffing recommendations.

Additional discussion ensued between staff and Commissioners regarding how a development agenda is created for individual parks; the Master Plan and the Open Space Plan; the Syd Kronenthal Park playground; the changing neighborhood; changes in the design of play structures; hiring a part time counselor for the Senior Center; and adding resurfacing the asphalt basketball courts at Vets and Culver West to the wish list.

MOVED BY VICE CHAIR HEINEMAN AND SECONDED BY COMMISSIONER STUART THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION SUPPORT THE RECOMMENDATIONS OUTLINED BY COMMISSIONER STUART TO BE INCLUDED IN CORRESPONDENCE PROVIDED TO THE CITY COUNCIL AND CITY MANAGER REGARDING THE FISCAL YEAR 2016-2017 PRCS DEPARTMENT BUDGET.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: HEINEMAN, RICKARDS, STUART, ZEIDMAN
NOES: NONE
ABSENT: GARLAND

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Items From Commissioners
(Continued)

Commissioner Rickards provided background on himself.

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Adjournment

There being no further business, at 7:58 P.M., the Parks, Recreation and Community Services Commission adjourned to the next regular meeting on Tuesday, March 1, 2016.

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Patricia A. Mooney
ATTENDING SECRETARY of the Parks, Recreation and
Community Services Commission

APPROVED _____

Scott Zeidman
CHAIR of the PARKS, RECREATION AND COMMUNITY SERVICES
COMMISSION
Culver City, California

I declare under penalty of perjury under the laws of the State of California that, on the date below written, these minutes were filed in the Office of the City Clerk, Culver City, California and constitute the Official Minutes of said meeting.

Martin R. Cole
CITY CLERK

Date