

MEETING DATE: May 4, 2010

AGENDA ITEM: Review the Structure and Function of the Parks, Recreation and Community Services Commission's Subcommittees and Make Recommendations Regarding Future Adjustments, if any.

ATTACHMENTS

	<u>Pages</u>
A. 2009-2010 Parks, Recreation and Community Services Commission Assignments/Appointments to Associations, Committees, and Subcommittees	1
B. Agenda Item Number A-3 for the Meeting Date of October 6, 2009: <i>(1) Consideration of Consolidating the Comprehensive Plan, Skate Park and Dog Park Subcommittees of the Parks, Recreation and Community Services Commission into the "Capital Improvement and Special Projects Subcommittee;" and, (2) if Approved, Make Appointments to the Newly Formed Subcommittee.</i>	2-4
C. Excerpt of the Approved Meeting Minutes Relating to Parks Recreation and Community Services Commission Agenda Item Number A-3 for the Meeting Date of October 6, 2009	5

**PARKS, RECREATION & COMMUNITY SERVICES COMMISSION
RESPONSIBILITIES
2009-2010**

ASSOCIATIONS		
California Association of Parks & Recreation Commissioners & Board Members (CAPRCBM)	Marianne Kim Laura Stuart	(Delegate) (Alternate)
La Ballona Creek Renaissance	Laura Stuart <i>open</i>	(Delegate) (Alternate)
Senior Citizens' Association Board of Directors	Mary Ann Greene <i>open</i>	(Delegate) (Alternate)
CITY COMMITTEES		
Community Development Block Grant (CDBG)	Mary Ann Greene Laura Stuart	(Delegate) (Alternate)
Disability Advisory Committee	Rick Hudson Laura Stuart	(Delegate) (Alternate)
Homelessness Committee	Marianne Kim Mary Ann Greene	(Delegate) (Alternate)
COMMISSION ADVISORY SUBCOMMITTEES		
Council/Commission	Vicki Daly Redholtz Rick Hudson	
Human Relations	Vicki Daly Redholtz Mary Ann Greene	
Youth Outreach	Rick Hudson Laura Stuart	
Skateboard Park	Rick Hudson Marianne Kim	
Financial Resource Development	Vicki Daly Redholtz Laura Stuart	
Parks & Recreation Comprehensive Plan	Mary Ann Greene Marianne Kim	
Dog Park	Rick Hudson Marianne Kim	

Updated: 07/2009

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ATTACHMENT B

Meeting Date: <u>10/06/09</u>		Item Number: <u>A-3</u>	
AGENDA ITEM: (1) Consideration of Consolidating the Comprehensive Plan, Skate Park and Dog Park Subcommittees of the Parks, Recreation and Community Services Commission into the "Capital Improvement and Special Projects Subcommittee;" and, (2) if Approved, Make Appointments to the Newly Formed Subcommittee.			
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 (10/01/09)			
Department Approval: Bill La Pointe (09/30/09)(by P. Mooney)		City Attorney Approval: N/A	
Fiscal Impact Approval: N/A		City Manager Approval: N/A	

RECOMMENDATION:

Staff recommends that the Parks, Recreation and Community Services Commission: (1) consolidate the Comprehensive Plan, Skate Park and Dog Park Subcommittees of the PRCS Commission into the "Capital Improvement and Special Projects Subcommittee;" and, (2) if approved, make appointments to the newly formed subcommittee.

BACKGROUND:

On July 7, 2009, the members of the Parks, Recreation and Community Services Commission elected the Vicki Daly Redholtz as Chair and Rick Hudson as Vice Chair and appointed Commissioners to various outside agency boards, City committees, Commission subcommittees and other related bodies. The 2009-10 list of Commission assignments/appointments to Associations, Committees, and Subcommittees is attached. In the ensuing months, staff has considered both the structure and the function of the Commission Subcommittees and is proposing this agenda item for the Commission's consideration.

DISCUSSION:

Staff is requesting that the Commission consider consolidating the Comprehensive Plan, Skate Park and Dog Park Subcommittees of the PRCS Commission into the "Capital Improvement and Special Projects Subcommittee." This action can be seen

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as a way of streamlining the Commission's Subcommittee activities by reconfiguring three similar subcommittee activities into a single, more comprehensive body. Since this new Subcommittee would have a broader purview, at the Commission's direction the two Subcommittee members could seamlessly expand their focus to include future PRCS Department capital and special projects.

The purpose of the Capital Improvement and Special Project Subcommittee would be to consider and review capital improvement and special projects that would come forward as elements that have been described in the Parks and Recreation Master Plan. These projects would include, but not be limited to, prioritizing present and future deferred maintenance projects, capital and ancillary facility projects.

Since the Comprehensive Plan (a.k.a., Master Plan) has been completed and the primary purpose of that subcommittee was to assist in the development of the Comprehensive Plan, it is staff's recommendation that its present and future activities be placed under a newly created Capital Improvement and Special Project Subcommittee.

Since the Skate Park and Dog Park Subcommittees consider and review special and ancillary projects for these facilities, it is staff's recommendation that its present and future activities also be placed under a newly created Capital Improvement and Special Project Subcommittee.

Staff further recommends that if the Commission takes action to consolidate the Comprehensive Plan, Skate Park and Dog Park Subcommittees of the PRCS Commission into a Capital Improvement and Special Projects Subcommittee, appointments to the newly formed subcommittee be made at this evening's meeting.

FISCAL IMPACT:

Parks, Recreation and Community Services Commission Subcommittees involve staff resources, the amount of which is difficult to quantify. The majority of any related fiscal impact is absorbed within the PRCS Departmental budget; however, it is seems reasonable to assume that consolidating three Subcommittees with similar topic areas into one Subcommittee with a broader scope is a more efficient use of City resources and Commissioner time and effort.

ATTACHMENT:

2009-10 List of Associations, Committees, and Subcommittees to which PRCS Commissioners are Assigned as Liaison Representatives.

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MOTION:

That the Parks, Recreation and Community Services Commission:

1. Consolidate the Comprehensive Plan, Skate Park and Dog Park Subcommittees of the PRCS Commission into the “Capital Improvement and Special Projects Subcommittee;”

and

2. Appoint Commissioner _____ and Commissioner _____ to the Capital Improvement and Special Projects Subcommittee;

or

3. Provide staff with additional comments.

APPROVED MINUTES OF THE REGULAR MEETING
OF THE PARKS, RECREATION AND
COMMUNITY SERVICES COMMISSION
CITY OF CULVER CITY, CALIFORNIA

October 6, 2009,
7:00 P.M.

Call to Order & Roll Call

The meeting of the Parks, Recreation and Community Services Commission was called to order at 7:02 P.M.

Present: Chair Vicki Daly Redholtz
Vice Chair Rick Hudson
Commissioner Marianne Kim
Commissioner Laura Stuart
Commissioner Mary Ann Greene

*****EXCERPT BEGINS*****

Item A-3

(1) Consideration of Consolidating the Comprehensive Plan, Skate Park and Dog Park Subcommittees of the Parks, Recreation and Community Services Commission into the “Capital Improvement and Special Projects Subcommittee;” and, (2) if Approved, Make Appointments to the Newly Formed Subcommittee

Bill La Pointe, Director of Parks, Recreation and Community Services, provided a summary of the material of record.

Discussion between staff and the Commission included: concerns with consolidating the subcommittees due to the large amount of work already done individually; a suggestion to increase the size of the subcommittee if it is consolidated; Brown Act issues; the ability to open up special projects subcommittees; concern that the subcommittees don't meet often enough; the importance of having knowledgeable subcommittee members; the Comprehensive Plan subcommittee; consolidating the Skate park and Dog park subcommittees into the Ongoing Project subcommittee; the function of the Capital Improvement subcommittee; efficiencies gained by combining the subcommittees; formation and management of subcommittees; prioritizing issues; acknowledgement that issues of the Skate park and Dog park subcommittees are currently being combined; and a suggestion to discuss the issue again in May or June and reevaluate the subcommittees structure at the end of the next fiscal year.

MOVED BY COMMISSIONER HUDSON, SECONDED BY COMMISSIONER KIM, AND UNANIMOUSLY CARRIED THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION: MAKE NO CHANGES AT THIS TIME.

*****EXCERPT ENDS*****