

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

Meeting Date: <u>08/06/13</u>		Item Number: <u>A-5</u>	
PRCS COMMISSIONAGENDA ITEM: Selection of Alternate Dates for the Parks, Recreation and Community Services Commission Meetings which Coincide with Election Days: November 5, 2013; June 3, 2014; and November 4, 2014.			
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 (08/02/13).			
Department Approval: Dan Hernandez (07/30/13)		City Attorney Approval: N/A	
Chief Financial Officer Approval: N/A		City Manager Approval: N/A	

RECOMMENDATION:

Staff recommends that the Parks, Recreation and Community Services (PRCS) Commission select alternate dates for the Parks, Recreation and Community Services Commission meetings which coincide with Election Days: November 5, 2013; June 3, 2014; and November 4, 2014.

BACKGROUND:

The meetings of the Parks, Recreation and Community Services Commission typically occur on the first Tuesday of the month. At the July 2, 2013 Commission meeting, the Commission reviewed the meeting schedule for the remainder of 2013 and approved the following meeting dates for 2014:

January 7, 2014
February 4, 2014
March 4, 2014
April 1, 2014
May 6, 2014
July 1, 2014
August 5, 2014
September 2, 2014
October 7, 2014
December 2, 2014

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Also at that meeting, the Commission determined that on the three (3) Commission meeting dates that coincide with Election Day, when the Mike Balkman Council Chambers is used to tabulate and televise election results and the Patacchia Conference Room is used as a voting site, members prefer to find alternate available dates in the Council Chambers instead of moving to other venues.

DISCUSSION:

The meeting schedule for the Mike Balkman Council Chamber is as follows:

DAY	TIME	WEEK	BODY
Monday	7:00 p.m.	2 nd & 4 th	City Council Additional Mondays at Council discretion
Tuesday	7:00 p.m.	1 st 2 nd 4 th	PRCS Commission Cultural Affairs Commission CCUSD Board of Education
Wednesday	7:00 p.m.	1 st 2 nd & 4 th 3 rd	Civil Service Commission Planning Commission Traffic Committee
Thursday	5:30 p.m.	Every week	YMCA Youth in Government Hiatus from mid-March until early-September
Friday			None / Closed Alternate Fridays

Staff was able to confirm that the following dates are available in the Council Chambers for a 7:00 p.m. meeting. All dates fall on the third Tuesday of the month.

- Alternate date for November 5, 2013 = **Tuesday, November 19, 2013**
- Alternate date for June 3, 2014 = **Tuesday, June 17, 2014**
- Alternate date for November 4, 2014 = **Tuesday, November 18, 2014**

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FISCAL IMPACT:

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

MOTION:

That the Parks, Recreation and Community Services Commission:

1. Select the following alternate dates for the Parks, Recreation and Community Services Commission meetings which coincide with Election Days:

Alternate date for November 5, 2013 = **Tuesday, November 19, 2013;**

Alternate date for June 3, 2014 = **Tuesday, June 17, 2014;** and,

Alternate date for November 4, 2014 = **Tuesday, November 18, 2014.**

OR

2. Provide staff with alternate suggestions.