

MEETING DATE: December 8, 2008

AGENDA ITEM: Adoption of a Resolution Naming the Culver City Senior Center Courtyard in Honor of Mrs. Gladys L. Paetzold.

ATTACHMENTS

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2. City of Culver City Facility Naming Policy	3-5
3. April 7, 2008 City Council Agenda Item A-1: <i>Discussion and Final Approval Regarding the Use of Mrs. Gladys L. Paetzold's Bequest to the City of Culver City Senior Center and Approval of the Necessary Budget Amendment</i>	6-14
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RESOLUTION NO. 2008-R_____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
CULVER CITY, CALIFORNIA, NAMING THE SENIOR
CENTER COURTYARD IN HONOR OF MRS. GLADYS L.
PAETZOLD.

WHEREAS, Mrs. Gladys L. Paetzold was a long-time, active member of the
Culver City Senior Center and the Culver City Retired and Senior Volunteer (RSVP)
Program who enjoyed and was very dedicated to the RSVP Wednesday Work Project
(Mailing Group); and,

WHEREAS, Mrs. Paetzold contributed almost 3,000 lifetime hours to RSVP
and rarely missed a day at the Wednesday Work Project, which provides a valuable service
to the community each week by assisting nonprofit organizations and our City with mailings
and similar projects; and,

WHEREAS, Mrs. Paetzold left a bequest to the Culver City Senior Center
upon her death in 2007 with the stipulation that these funds be used for one or more
projects benefiting the Culver City Senior Center, and the remodeling of the Center's
Courtyard is one of the Council-approved projects funded by the "Paetzold Bequest"; and,

WHEREAS, on December 10, 2007 the City Council accepted the Paetzold
Bequest on behalf of the Culver City Senior Center and on April 7, 2008, in accordance
with the City's Facility Naming Policy (Resolution 2006-R089), City Council calendared
consideration of naming the Senior Center Courtyard in honor of Mrs. Paetzold for
December 2008 in order that a minimum of one year pass before such naming.

NOW, THEREFORE, the City Council of the City of Culver City, California,
DOES HEREBY RESOLVE as follows:

1 That the courtyard of the Culver City Senior Center be hereafter named "The
2 Mrs. Gladys L. Paetzold Courtyard."

3 APPROVED and ADOPTED this _____ day of _____ 2008.
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6 _____
7 D. SCOTT MALSIN, MAYOR
8 City of Culver City, California

9 ATTEST:

APPROVED AS TO FORM:

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11 _____
12 MARTIN COLE, City Clerk
A08-00523

11 _____
12 CAROL A. SCHWAB, City Attorney
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**CITY OF CULVER CITY
COUNCIL POLICY STATEMENT**

General Subject: **Naming of City Facilities**

Specific Subject:

Policy Number: TBD

Date Issued: 12/11/06

Effective Date: _____

Resolution No.: 2006-R089

PURPOSE

To define the policies, procedures and responsibilities associated with the naming of City facilities.

This policy is intended to:

1. Guide staff and the City Council in the naming of City facilities, including buildings, support facilities, park sites and recreation facilities.
2. Ensure that the naming of City facilities is accomplished in accordance with the City's laws, rules, regulations and procedures.

DEFINITIONS

For the purpose of this policy statement, the term **"City Facilities"** includes the following:

"Buildings" are City-owned facilities that house employees or are otherwise used to conduct City business. Examples of "Buildings" may include, but are not limited to, the City Hall, Police Facility, Transportation Facility, and Public Works Facility.

"Support Facilities" are City-owned facilities that are used to support field operations. Examples of "Support Facilities" may include, but are not limited to, the Public Works Yard, Transfer Station, Roads, Rooms and Pump Stations.

"Park Sites" are City-owned parks, open space, trails developed and undeveloped park areas.

"Recreation Facilities and Amenities" are facilities and amenities used primarily for recreation and leisure activities, which would include, but not limited to, plazas, athletic fields, sport courts, swimming pools, gymnasiums, recreation centers, meeting rooms and theatres.

"Streets, Plazas, and Public Areas" are City-maintained streets, plazas and public areas within the City of Culver City.

STATEMENT OF POLICY

The policy of the City is to name City Facilities using the criteria established by one of the following three types of naming strategies noted below: Descriptive Naming, Commemorative Naming, or Significant Donor/Contributor Naming.

Descriptive Naming

The following criteria may be considered in the Descriptive Naming of a City Facility:

1. **Geographic Location:** Geographical location or characteristics of the City Facility with consideration being given to archaeology, geology, topography, botany, zoology, or man-made geographical characteristics or a geographic location logically associated with the City Facility.
2. **Adjacent Street:** An adjacent street to the City Facility.
3. **Subdivision:** The subdivision in which the City Facility is located.
4. **History:** An historical person, place, culture, or event associated with the City Facility.
5. **Function:** The purpose for which the facility was built or is currently being used.

Commemorative Naming

Commemorative naming is assigning the name of an individual, organization or corporation to a City Facility under the following conditions. That:

1. there is a well-defined connection associated with the contributions of the individual, organization or corporation and the City.
2. the individual's, organization's or corporation's contributions are of an extraordinary nature.
3. the significance of the individual's, organization's or corporation's contributions is commensurate with the service impact of the associated City Facility. For example:
 - a. Individuals, organizations or corporations that have made regional contributions may be considered for the naming of regional facilities.
 - b. Individuals, organizations or corporations that have made local contributions may be considered for the naming of more local facilities such as would serve neighborhoods within the City, including, but not limited to, recreational facilities and amenities.
4. a City Facility may be named to honor a deceased person who has made extraordinary contributions to the community, which have been consistent and continuous over a considerable period of time, such as the long term public service of an elected official or a community volunteer. If a City Facility is proposed to be named after a person who is deceased, one year must have passed before the naming process is initiated.
5. no City Facility shall be named after a living person.

Significant Donor/Contributor Naming

Significant Donor/Contributor naming is assigning the name of an individual, family, business or organization to a City Facility under one or more of the following conditions. That:

1. more than 50% of the construction costs of a substantial City Facility have been contributed.
2. more than 50% of the cost of land has been contributed.
3. long term gifts, sponsorship agreements or endowments of a significant financial value have been contributed.

Renaming City Facilities

City Facilities that have been named by a formal action of the City Council shall not be renamed unless supported by a 4/5th vote of the City Council. This requirement shall not apply to City Facilities that have not been named by formal action of the City Council or action taken by City Council prior to the adoption of this Policy.

Plaques and Markers and Memorials

Plaques, markers and other memorials on City Facilities shall be consistent with existing signage. The cost of the purchase and installation of such plaques, markers and memorials may be paid by the individual, family, business or organization being honored, or by the City or both.

PROCEDURE

1. A letter of request for the naming of a City Facility shall be addressed to the City Council. This letter will include what type of naming is being requested along with all documentation and information to be considered in support of the request.
2. City Council shall either direct the request to the most appropriate City Commission, Committee, Council Emeritus or staff for review and recommendation or refuse consideration of the request. The review process should include some form of public outreach.
3. If City Council passes the request on for review and recommendation, the appropriate City Commission, Committee or staff shall review the request and provide one or more recommendations for consideration by the City Council. The recommendation(s) shall include the plaque, marker or memorial inscriptions and/or means of signage for each recommendation that is made. The City Council shall have the final approval of the proposed name and all related signage.

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Attachment 3

Meeting Date: 04/07/08		Item Number: A-1	
AGENDA ITEM: Discussion and Final Approval Regarding the Use of Mrs. Gladys L. Paetzold's Bequest to the City of Culver City Senior Center and Approval of the Necessary Budget Amendment.			
Contact Person/Dept.: Armando Abrego, Senior & Social Services Manager		Phone Number: (310) 253-6724	
Fiscal Impact: Yes ☐ No ☒		General Fund: Yes ☐ No ☐	
Public Hearing: ☐		Action Item: ☒	Attachments: ☒
Public Notification: Master Notification List (04/02/08)			
Department Approval: Bill La Pointe (by Pam Robinson) (3/27/08)		City Attorney Approval: Carol Schwab (by H. Baker) (03/31/08)	
Fiscal Impact Review: Jeff Muir (by N. Kimball) (04/01/08)		City Manager Approval: Jerry B. Fulwood (04/02/08)	

RECOMMENDATION:

Staff recommends the City Council consider, discuss and determine the use of Mrs. Gladys L. Paetzold's Bequest as recommended by the Culver City Senior Citizens' Association (CCSCA) Board of Directors and the Parks & Recreation Commission, and approve the necessary Budget Amendment.

A budget amendment requires a 4/5th vote of the City Council.

BACKGROUND:

Recently, Mrs. Gladys L. Paetzold, a long-time active member of the Culver City Senior Center and the Retired and Senior Volunteer Program (RSVP) passed away, leaving a bequest to the Culver City Senior Center in the amount of \$166,423.35 ("The Paetzold Bequest").

At the December 10, 2007 City Council meeting, two actions were taken with regard to this issue: (1) to accept the Paetzold Bequest in the amount of \$166,423.35 on behalf of the Culver City Senior Center, and (2) that staff present the CCSCA Board with the City Council's ideas and ask for their suggestions on the use of the funds (Attachment 1).

The CCSCA Board of Directors discussed the issue at their January and February meetings. At their meeting of February 11, 2008, the Board made the following recommendations on the use of the funds (Attachment 2):

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That the funds be:

1. Fully expended at the Culver City Senior Center
2. Used to purchase a high-end coffee cart with a dedication plaque to Mrs. Gladys L. Paetzold for use by RSVP's WWP and the Culver City Senior Center
3. Used to remodel the Courtyard including, but not limited to:
 - i. Removal of the large center planter box and installation of concrete surface to create a larger open area
 - ii. Redefining the perimeter planter boxes to create more open space
 - iii. Repair and detail the existing water fountain
 - iv. Installing new landscaping
 - v. Installing additional shade awning
 - vi. Purchasing and installing new patio furniture
 - vii. Purchasing and installing a dedication plaque naming it as the "Gladys L. Paetzold Courtyard"
4. Purchase and install an automatic bi-fold door system for the entrance to the Senior Center from the parking lot

At the March 4, 2008 Parks & Recreation Commission meeting, the Commission considered the use of the Paetzold Bequest and recommended that the City Council utilize the funds as recommended by the CCSCA Board of Directors (Attachment 3).

**Note: Per the City's "Facility Naming Policy," the City Council may consider naming of a facility after one year of the date of the persons passing has elapsed. Should Council direct, this item will be scheduled for consideration by the City Council in December, 2008.*

DISCUSSION:

The only stipulation of the Paetzold Estate is that the funding be used for any project that benefits the Culver City Senior Center, as long as the funds are not used for maintenance and/or operational costs.

Staff supports the use of the Paetzold's Bequest as recommended by the CCSCA Board of Directors and the Parks & Recreation Commission.

FISCAL ANALYSIS:

**City of Culver City, California
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At the December 10, 2007 City Council meeting, the Paetzold Bequest in the amount of \$166,423.35 was accepted on behalf of the Culver City Senior Center. Until such time that Council makes a determination on the appropriate use of the funds, they were deposited into an account of the City Treasury with strict accounting of the principal and accrued interest earnings.

If the appropriate use of the funds is determined by the City Council at tonight's meeting, staff recommends that a Budget Amendment in the amount of \$166,423.35 (plus any accrued interest) be approved in order to post the funds to Senior Center Revenue Account 10134100.386200 (Donations) and also appropriate the Senior Center Expenditure Account 10134100.514190 (Other Special Departmental Supplies).

ATTACHMENTS:

1. Excerpt of the minutes of the December 10, 2007 City Council Meeting
2. Excerpt of the minutes of the February 11, 2008 CCSCA Board Meeting
3. Excerpt of the minutes of the March 4, 2008 Parks & Recreation Commission Meeting

MOTION:

That the City Council:

1. Consider, discuss and determine the use of Mrs. Gladys L. Paetzold's Bequest as recommended by the Culver City Senior Citizens' Association (CCSCA) Board of Directors and the Parks and Recreation Commission;

And

2. Direct staff to calendar the consideration of the naming of the Courtyard after Mrs. Paetzold for consideration by the City Council in December, 2008.

And

3. Approve a Budget Amendment in the amount of \$166,423.35 (plus any accrued interest) to recognize the income to the Senior Center Revenue Account 10134100.386200 (Donations) and also appropriate the same amount to the Senior Center Expenditure Account 10134100.514190 (Other Special Departmental Supplies);

A budget amendment requires a 4/5ths vote.

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or

4. Discuss the item and provide direction to staff as deemed appropriate.

MEETING DATE: April 7, 2008

AGENDA ITEM: Discussion Regarding the Use of Mrs. Gladys L. Paetzold's Bequest to the City of Culver City Senior Center and Approval of the Necessary Budget Amendment.

ATTACHMENTS

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3. Excerpt of the minutes of the March 4, 2008 Parks & Recreation Commission Meeting	4

***EXCERPT OF THE MINUTES OF THE
REGULAR MEETING OF THE
CITY COUNCIL, CITY OF CULVER CITY,
CALIFORNIA***

December 10, 2007
7:11 P.M.

Call to Order & Roll Call

The meeting of the City Council was called to order at 7:11 P.M.

Present: Alan Corlin, Mayor
Carol A. Gross, Vice Mayor
D. Scott Malsin, Councilmember
Steven J. Rose, Councilmember
Gary Silbiger, Councilmember

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Item A-1

**Acceptance of a Bequest to the City of Culver City Senior Center
by Mrs. Gladys L. Paetzold and Discussion and Direction
Regarding the Appropriate Manner in which to Use these Funds.**

Staff provided a brief history of the item and outlined the decisions facing the Council.

Discussion ensued between the City Council and staff regarding the importance of honoring and remembering the person behind the bequest; pros and cons of the endowment option; naming the endowment after Mrs. Paetzold; whether the Senior Center had any input on the item; and asking the Senior Center Board for their ideas.

Following discussion, the following motions were made:

MOVED BY COUNCILMEMBER ROSE, SECONDED BY COUNCILMEMBER GROSS AND UNANIMOUSLY CARRIED, THAT THE CITY COUNCIL ACCEPT A BEQUEST TO THE CITY OF CULVER CITY SENIOR CENTER BY MRS. GLADYS L. PAETZOLD.

MOVED BY COUNCILMEMBER GROSS, SECONDED BY MAYOR CORLIN AND UNANIMOUSLY CARRIED, THAT THE CITY COUNCIL DIRECT STAFF TO PRESENT THE SENIOR CENTER BOARD WITH THE CITY COUNCIL'S IDEAS AND ASK FOR THEIR SUGGESTIONS ON THE USE OF THE FUNDS.

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EXCERPT OF THE MINUTES OF THE

REGULAR MEETING OF THE
CULVER CITY SENIOR CITIZEN'S ASSOCIATION
Culver City, California

February 11, 2008

Call to Order & Roll Call

The meeting of the Culver City Senior Citizen's Association was called to order at 1:00 P.M. The meeting was chaired by Sid Schulman, Vice President

Present:	Excused:
Sid Schalman, Vice President	Murray Silman
Barbara Silverstein, Treasurer	Robert Martz
Sharon Hyland-Elstein	Cliff Nelson
Myra Segal	
Mary Collim	
Edmundo Gonzalez	
Lionel Crown	
Joanne Higgins	
Elizabeth Oxley	
Neil Rubenstein	
Hope Seldin	

Staff: Armando Abrego
Julie Cobb
Debbie Cahill
Leslie Brandes
Bill LaPointe

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Item 4-A

Update from Subcommittee and Recommend a Motion as to the Use of the Gladys Paetzold Bequest at the Senior Center.

Barbara Silverstein reported that the Subcommittee formed to investigate potential projects to spend the Bequest and had agreed upon three initial items. Each, of which, were of special interest to Gladys Paetzold. They are a mobile coffee cart which can be used at various functions and locations at the Center; improvement of the gardens around the center with lots of flowers; and, modification to the patio to encourage more outdoor activities.

Also discussed was the modification to the door from the parking lot by the Welcome Desk. This is to reduce

the cold air coming in every time the automatic door opens.

MOVED BY MARY COLLIM, SECONDED BY EDMUNDO GONZALEZ AND UNANIMOUSLY PASSED TO ACCEPT THE SUBCOMMITTEE RECOMMENDATIONS TO PURCHASE A MOBILE COFFEE CART; IMPROVEMENT OF THE GARDENS AROUND THE CENTER TO INCLUDE LOTS OF FLOWERS; AND, MODIFICATION TO THE PATIO.

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**EXCERPT OF THE MINUTES OF THE
REGULAR MEETING OF THE
PARKS & RECREATION COMMISSION**

March 4, 2008
7:05 P.M.

Call to Order & Roll Call

The meeting of the City Council was called to order at 7:05 P.M.

Present: Jeffery Cooper, Chair
Anita Shapiro, Vice Chair
Charles Deen, Commissioner
Vicki Daly Redholtz, Commissioner
Jeannette James, Commissioner

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Item A-5

Consideration, discussion and recommendation regarding the use of Mrs. Gladys L. Paetzold's Bequest as recommended by the Culver City Senior Citizens' Association (CCSCA) Board of Directors. Discuss and consider recommending the use of Mrs. Gladys L. Paetzold's Bequest as recommended by the CCSCA Board of Directors.

Staff provided a brief history of the item and outlined the decisions presented to the Commission.

Following discussion, the following motion was made:

MOVED BY VICE-CHAIR SHAPIRO, SECONDED BY COMMISSIONER DALY REDHOLTZ, AND UNANIMOUSLY CARRIED, THAT THE COMMISSION RECOMMEND THE USE OF MRS. GLADYS L. PAETZOLD'S BEQUEST AS RECOMMENDED BY THE CCSCA BOARD.

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**EXCERPT OF THE MINUTES OF THE
ADJOURNED REGULAR MEETING OF THE
CITY COUNCIL, CITY OF CULVER CITY,
CALIFORNIA**

April 7, 2008
7:44 p.m.

Call to Order & Roll Call

The meeting of the City Council was called to order at 7:44 p.m.

Present: Alan Corlin, Mayor
Carol A. Gross, Vice Mayor
D. Scott Malsin, Councilmember
Steven J. Rose, Councilmember
Gary Silbiger, Councilmember

-----**EXCERPT BEGINS**-----

Item A-1

**Discussion and Final Approval Regarding the Use of Mrs. Gladys L.
Paetzold's Bequest to the City of Culver City Senior Center and
Approval of the Necessary Budget Amendment**

Discussion ensued between the City Council and staff regarding the priority of a public address system; and the recommendations by the Culver City Senior Citizens' Association for use of the bequest.

Following discussion, the following motion was made:

MOVED BY COUNCILMEMBER GROSS, SECONDED BY COUNCILMEMBER ROSE AND UNANIMOUSLY CARRIED, THAT THE CITY COUNCIL:

1. CONSIDER, DISCUSS AND DETERMINE THE USE OF MRS. GLADYS L. PAETZOLD'S BEQUEST AS RECOMMENDED BY THE CULVER CITY SENIOR CITIZENS' ASSOCIATION (CCSCA) BOARD OF DIRECTORS AND THE PARKS AND RECREATION COMMISSION;
2. CALENDAR THE CONSIDERATION OF THE NAMING OF THE COURTYARD AFTER MRS. PAETZOLD FOR CONSIDERATION BY THE CITY COUNCIL IN DECEMBER, 2008; AND
3. APPROVE A BUDGET AMENDMENT IN THE AMOUNT OF \$166,423.35 (PLUS ANY ACCRUED INTEREST) TO RECOGNIZE THE INCOME TO THE SENIOR CENTER REVENUE ACCOUNT 10134100.386200 (DONATIONS) AND ALSO APPROPRIATE THE SAME AMOUNT TO THE SENIOR CENTER EXPENDITURE ACCOUNT 10134100.514190 (OTHER SPECIAL DEPARTMENTAL SUPPLIES).

-----**EXCERPT ENDS**-----