

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

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| Meeting Date: <u>12/01/09</u>                                                                                                                                                                                        |  | Item Number: <u>A-1</u>                                                |                                                  |
| <b>AGENDA ITEM: Recommendations for Future Discussions Regarding the Duties and Responsibilities of the Parks, Recreation and Community Services Commission.</b>                                                     |  |                                                                        |                                                  |
| Contact Person/Dept.: Bill La Pointe,<br>PRCS Director                                                                                                                                                               |  | Phone Number: (310) 253-6655                                           |                                                  |
| Fiscal Impact: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                                                                                                                                   |  | General Fund: Yes <input type="checkbox"/> No <input type="checkbox"/> |                                                  |
| Public Hearing: <input type="checkbox"/>                                                                                                                                                                             |  | Action Item: <input checked="" type="checkbox"/>                       | Attachments: <input checked="" type="checkbox"/> |
| 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<br>(11/24/09) (by P. Mooney)                                                                                                                                                     |  | 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 make recommendations for future discussions regarding the duties and responsibilities of the Parks, Recreation and Community Services Commission and/or receive and file the report.

**BACKGROUND/DISCUSSION:**

The duties and responsibilities of the Parks, Recreation and Community Services Commission are explicitly 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:

***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.***

Given this provision in the New Charter, The City Council has the opportunity to review the City's Commissions as it considers the existing regulations in the Culver

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City Municipal Code (CCMC), as well as current City Council Policies and Resolutions. In addition, 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 April 8, 2008, a municipal election was held and three community members were elected as new Council Members and were seated on April 28, 2008. At the May 27, 2008 City Council meeting the Council consensually gave direction to staff to have each of the Commissions appoint two (2) Commissioners to represent each Commission as a Council/Commission Subcommittee for the purpose of representing their Commission in discussions with the Council/Commission Subcommittee of the City Council regarding Council/Commission/Staff working relationships.

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 in order to represent the Parks and Recreation Commission at future Council/Commission Subcommittee meetings.

This staff report has been prepared as a recurring Agenda Item due to the ongoing importance of issues related to the duties and responsibilities and the PRCS Commission and the Commission's role and interactions with relation to the City Council and staff. As a matter of course, a summary of the discussions on these issues will be provided as Attachment C of this report. The discussions are arranged in the subcategories of: (1) Discussions/comments at PRCS Commission meetings; and (2) Discussions at Council/Commission Subcommittee meetings. Discussion dates are listed in reverse chronological order so that the most recent Commission comments/discussions can be reviewed first.

**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. Make recommendations for future discussions regarding the duties and responsibilities of the Parks, Recreation and Community Services Commission;

and/or

2. Receive and file the report.