

City of Culver City, California
Agenda Item Report

Meeting Date: <u> 0703/12 </u>		Item Number: <u> A-1 </u>	
PRCS COMMISSION AGENDA ITEM: (1) Election of Chair and Vice Chair of the Parks, Recreation and Community Services Commission; (2) Adoption of Motions Appointing Commissioners to Various Outside Agency Boards, City Committees and Other Related Bodies; and, (3) Dissolution/Creation of Certain Ad Hoc Subcommittees and Adoption of Motions Appointing Commissioners to Remaining/Newly Created Ad Hoc Subcommittees.			
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: Public Notification: (Email) Meetings and Agendas – Parks, Recreation and Community Services Commission (06/28/12).			
Department Approval: Dan Hernandez (06/27/12)		City Attorney Approval: N/A	
Chief Financial Officer Approval: N/A		City Manager Approval: N/A	
<u>RECOMMENDATION:</u> Staff recommends that the Parks, Recreation and Community Services (PRCS) Commission (1) elect the Chair and Vice Chair of the PRCS Commission; (2) adopt motions appointing Commissioners to various outside Agency Boards, City Committees and other related bodies; and, (3) dissolve/create certain Ad Hoc Subcommittees and adoption of motions appointing Commissioners to remaining/newly created Ad Hoc Subcommittees. <u>REORGANIZATION 2012:</u> 1. <u>Election of Chair and Vice Chair</u> 1-A. NOMINATIONS FOR CHAIR Chair Kim announces that this is the time and place to receive nominations for Chair, calls for nominations, closes the nominations, and calls for the vote. <i>Recommended Motion:</i> That the Parks, Recreation and Community Services Commission elect Commissioner _____ as Chair of the Parks, Recreation and Community Services Commission for the period July 1, 2012 to June 30, 2013.			

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1-B. NEW CHAIR OPENS NOMINATIONS FOR VICE CHAIR

The new Chair then assumes the Chair, and after any remarks he/she may wish to make, opens the nominations for Vice Chair. The Chair announces that this is the time and place to receive nominations for Vice Chair, calls for nominations, closes the nominations, and calls for the vote.

Recommended Motion: That the Parks, Recreation and Community Services Commission elect Commissioner _____ as Vice Chair of the Parks, Recreation and Community Services Commission for the period July 1, 2011 to June 30, 2012. The new Vice Chair then assumes the appropriate chair.

1-C. COMMENTS BY PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION

The Chair calls on Commissioners for any remarks they may wish to make at this time. There is no special action necessary by the Commission. In the past, Commissioners have made comments about the previous year and the future of the new officers.

2. Appointment of Commissioners to Outside Agency Boards, City Committees, and Other Related Bodies.

Each year the Commission reviews the list Commissioner appointments as liaison representatives to various committees and organizations, and considers appointing one or two Commissioners to work with staff members and to ensure Commission representation on all issues relating to parks, recreation and community services.

ASSOCIATIONS

(1) California Association of Park and Recreation Commissioners and Board Members (CAPRCBM)

The current representatives to the California Association of Park and Recreation Commissioners and Board Members (CAPRCBM) are Commissioner Stuart, Delegate, and Commissioner Yanda, Alternate Delegate.

Recommended Motion: That the Parks, Recreation and Community Services Commission appoint Commissioner _____ as Delegate and Commissioner _____ as Alternate Delegate of the California Association of Park and Recreation Commissioners and Board Members (CAPRCBM).

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(2) La Ballona Creek Renaissance

The current Delegate to the La Ballona Creek Renaissance is Commissioner Yanda and Commissioner Kim is Alternate Delegate.

Recommended Motion: That the Parks, Recreation and Community Services Commission appoint Commissioner _____ as Delegate and Commissioner _____ as Alternate Delegate of the La Ballona Creek Renaissance.

(3) Senior Citizens' Association Board of Directors

The current Delegate to the Senior Citizens' Association Board of Directors is Commissioner Greene and Commissioner Yanda is Alternate Delegate.

Recommended Motion: That the Parks, Recreation and Community Services Commission appoint Commissioner _____ as Delegate and Commissioner _____ as Alternate Delegate of the Senior Citizens' Association Board of Directors.

CITY COMMITTEES

(4) City Committee - Community Development Block Grant (CDBG)

The current Delegate to the Community Development Block Grant (CDBG) is Commissioner Greene and Commissioner Stuart is Alternate Delegate.

Recommended Motion: That the Parks, Recreation and Community Services Commission appoint Commissioner _____ as Delegate and Commissioner _____ as Alternate Delegate of the Community Development Block Grant (CDBG).

(5) City Committee - Disability Advisory Committee

The current Delegate to the Disability Advisory Committee is Commissioner Kim and Commissioner Hudson is Alternate Delegate.

Recommended Motion: That the Parks, Recreation and Community Services Commission appoint Commissioner _____ as Delegate and Commissioner _____ as Alternate Delegate of the Disability Advisory Committee.

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3. Dissolution/Creation of Certain Ad Hoc Subcommittees and Adoption of Motions Appointing Commissioners to Remaining/Newly Created Ad Hoc Subcommittees.

On September 6, 2011, pursuant to guidance provided by the City Attorney's Office, the PRCS Commission took action to dissolve all of the existing PRCS Commission Subcommittees and, where appropriate, form ad hoc subcommittees. This action was related to regulations set forth in the Brown Act that state that a "standing" subcommittee, which has a continuing subject matter jurisdiction is considered to be a "legislative body" and is subject to the requirements of the Brown Act. Therefore, its meetings must be noticed and open to the public.

In contrast, an "ad hoc" subcommittee serves only a limited or single purpose, it is not perpetual and it is dissolved when its specific task is completed. Ad-hoc subcommittees do not constitute a "legislative body" and are not subject to the Brown Act. With this in mind, the Commission may wish to dissolve certain Ad Hoc Subcommittees listed below that have completed their specific tasks and create new Ad Hoc Subcommittees as deemed appropriate.

COMMISSION AD HOC SUBCOMMITTEES

(6) Commission Ad Hoc Subcommittee – Culver City Youth Advisory Committee

Commissioners Hudson and Green are currently serving on this Ad Hoc Subcommittee. The purpose of the Culver City Youth Advisory Committee Ad Hoc Subcommittee is to work with staff and the City Council's Youth Advisory Subcommittee to create a Youth Council using the Youth Making Changes infrastructure at the Teen Center. However, the City Council dissolved their Youth Advisory Subcommittee at the May 7, 2012 City Council meeting. Therefore, staff is recommending that the Commission dissolve this Ad Hoc Subcommittee.

Recommended Motion: That the Parks, Recreation and Community Services Commission hereby dissolves the Culver City Youth Advisory Committee Ad Hoc Subcommittee.

(7) Commission Ad Hoc Subcommittee –CC Giving Donation/Sponsorship Program

Commissioners Stuart and Yanda are currently serving on this Ad Hoc Subcommittee. The purpose of the CC Giving Donation/Sponsorship Program is to work with staff to develop promotional materials for the Program. This project is nearing completion and is a topic of discussion at this evening's Commission meeting.

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Recommended Motion: That the Parks, Recreation and Community Services Commission appoint Commissioner _____ and Commissioner _____ to the CC Giving Donation/Sponsorship Ad Hoc Subcommittee.

(8)Commission Ad Hoc Subcommittee – Community Gardens

Commissioners Green and Kim are currently serving on this Ad Hoc Subcommittee. The purpose of the Community Gardens Ad Hoc Subcommittee is to work with community groups as advisors to assist such groups in forming new community gardens. To staff's knowledge, no Community Groups have approached the members of the Commission Ad Hoc Subcommittee since its formation in 2011. Therefore, staff is recommending that the Commission dissolve this Ad Hoc Subcommittee.

Recommended Motion: That the Parks, Recreation and Community Services Commission hereby dissolves the Community Gardens Ad Hoc Subcommittee.

(9) Commission Ad Hoc Subcommittee – Community Conversations – Topic #3

Commissioners Green and Kim are currently serving on this Ad Hoc Subcommittee. Community Conversations – Topic #3 was presented at the May 1, 2012 PRCS Commission meeting. It was titled, *“Healthy Living in Tough Times: Identifying and Coping with Stress from Financial Hardships”* and featured Guest Speakers Michael Tolwin, MD; Kathleen Lally-Arena, RN, MSN, FNP; and Harry Mitterbauer, BS, NASM-PES, CES. Therefore, staff is recommending that the Commission dissolve this Ad Hoc Subcommittee and form the Community Conversations – Topic #4 Ad Hoc Subcommittee.

Recommended Motion: That the Parks, Recreation and Community Services Commission hereby dissolves the Community Conversations – Topic #3 Ad Hoc Subcommittee and forms the Community Conversations – Topic #4 Ad Hoc Subcommittee.

AND

Recommended Motion: That the Parks, Recreation and Community Services Commission appoint Commissioner _____ and Commissioner _____ to the Community Conversations – Topic #4 Ad Hoc Subcommittee.

FISCAL IMPACT:

Parks, Recreation and Community Services Commission Ad Hoc Subcommittees involve a significant amount of staff resources, of which the amount is difficult to

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quantify. The majority of any related fiscal impact would be absorbed within the PRCS Departmental budget. Given the current budget issues facing the City, it is particularly important to allocate the even scarcer staff and financial resources to those areas which maintain the City's core services consistent with the Council-Manager form of government.

MOTION:

That the Parks, Recreation and Community Services Commission:

1. Elect a Commission member as Chair; and,
2. Elect a Commission member as Vice Chair; and,
3. Adopt respective motions related to the appointment of Commissioners to various outside Agency Boards, City Committees and other related bodies and dissolve/create certain Ad Hoc Subcommittees and adopt motions appointing Commissioners to remaining/newly created Ad Hoc Subcommittees.