

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

Meeting Date: <u>07/02/13</u>	Item Number: <u>A-2</u>
PRCS COMMISSIONAGENDA ITEM: (1) Review the Schedule of Remaining 2013Parks, Recreation and Community Services Commission Meetings; (2) Make a Determination Regarding the Date and Location of the June 2014 and September 2014 Commission Meetings; and, (3) Approve a 2014 Meeting Calendar.	
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 (06/27/13).	
Department Approval: Dan Hernandez (06/25/13)	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 (1) review the schedule of remaining 2013 Parks, Recreation and Community Services Commission meetings; (2) make a determination regarding the date and location of the June 2014 and September 2014 Commission meetings, since the Council Chambers will not be available on the first Tuesday of the month; and, (3) approve a 2014 meeting calendar.

BACKGROUND:

The meetings of the Parks, Recreation and Community Services Commission typically occur on the first Tuesday of the month. It is customary for the Commission to set the meeting schedule for the next calendar year at the July meeting.

DISCUSSION:

The previously approved meeting schedule for the remainder of 2013 is as follows:

DATE	DAY	TYPE	LOCATION	CONFLICT?
August 6, 2013	Tuesday	Regular	Council Chambers	NO
September 3, 2013	Tuesday	Regular	Council Chambers	NO
October 1, 2013	Tuesday	Regular	Council Chambers	NO
November 7, 2013	Thursday	Regular	Senior Center	CCUSD Election on 11/05/13
December 3, 2013	Tuesday	Regular	Council Chambers	NO

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The table below displays the dates associated with the first Tuesday of each month in 2014; bolded dates are those that the Commission may wish to discuss.

DATE	DAY	TYPE	LOCATION	CONFLICT?
January 7, 2014	Tuesday	Regular	Council Chambers	NO
February 4, 2014	Tuesday	Regular	Council Chambers	NO
March 4, 2014	Tuesday	Regular	Council Chambers	NO
April 1, 2014	Tuesday	Regular	Council Chambers	NO
May 6, 2014	Tuesday	Regular	Council Chambers	NO
June 3, 2014	Tuesday	Regular	Council Chambers*	Primary Election
<i>June 5, 2014</i>	<i>Thursday</i>	<i>Regular</i>	<i>Senior Center</i>	<i>Suggested Alternate</i>
July 1, 2014	Tuesday	Regular	Council Chambers	NO
August 5, 2014	Tuesday	Regular	Council Chambers	NO
September 2, 2014	Tuesday	Regular	Council Chambers	NO
October 7, 2014	Tuesday	Regular	Council Chambers	NO
November 4, 2014	Tuesday	Regular	Council Chambers*	General Election
<i>November 4, 2014</i>	<i>Thursday</i>	<i>Regular</i>	<i>Senior Center</i>	<i>Suggested Alternate</i>
December 2, 2014	Tuesday	Regular	Council Chambers	NO

**During elections, the Council Chambers is used to tabulate and televise election results and the Patacchia Conference Room is used as a voting site.*

FISCAL IMPACT:

Although not quantified here, significant staff and financial resources are expended for the purpose of holding PRCS Commission meetings. The majority of these expenditures fall within the Administrative Division budget (account number 10130100). 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.

ATTACHMENT:

2014 Calendar with Table of Holidays and Observances

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MOTION:

That the Parks, Recreation and Community Services Commission:

1. Review the schedule of remaining 2013 PRCS Commission meetings;
2. Make a determination regarding the date and location of the June 2014 and November 2014 Commission meetings, since the Council Chambers will not be available on the first Tuesday of the month; and,
3. Approve a 2014 meeting calendar.