

-Approved Minutes-

REGULAR MEETING OF THE
PARKS, RECREATION AND
COMMUNITY SERVICES COMMISSION
CITY OF CULVER CITY,
CALIFORNIA

January 6, 2009
7:00 P.M.

Call to Order & Roll Call

The meeting of the Parks, Recreation and Community Services Commission was called to order at 7:01 P.M.

Present: Vice Chair Vicki Daly Redholtz
Commissioner Jeffrey Cooper
Commissioner Rick Hudson
Commissioner Marianne Kim

Absent: Chair Anita Shapiro (Excused)

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Pledge of Allegiance

The Pledge of Allegiance was led by Keith Jeffries.

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Public Comment Not on the Agenda

None.

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CONSENT CALENDAR

Item C-1

Agenda Posting

MOVED BY COMMISSIONER COOPER, SECONDED BY COMMISSIONER HUDSON, AND UNANIMOUSLY CARRIED (ABSENT CHAIR SHAPIRO) TO RECEIVE AND FILE THE SECRETARY'S REPORT ON THE POSTING OF THE AGENDA.

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Item C-2

Meeting Minutes - November 6, 2008

MOVED BY COMMISSIONER COOPER, SECONDED BY COMMISSIONER HUDSON, AND UNANIMOUSLY CARRIED (ABSENT CHAIR SHAPIRO) TO APPROVE THE MINUTES OF NOVEMBER 6, 2008.

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Item C-3

Meeting Minutes - December 2, 2008

MOVED BY COMMISSIONER COOPER, SECONDED BY COMMISSIONER KIM, AND UNANIMOUSLY CARRIED (ABSENT CHAIR SHAPIRO) TO APPROVE THE MINUTES OF DECEMBER 2, 2008.

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Action Items

Item A-1

Update and Discussion on Plan-it Culver City: The Parks and Recreation Master Plan

Staff provided a summary of the material of record.

Discussion between Council and staff included: clarification that MIG submitted additional plans at no additional cost as a result of comments made at the community meeting; scheduling and next steps in the process; clarification that the item included all of Vets Park; a suggestion to focus more on the buildings; a request that MIG provide the plan in print form rather than on a CD at their cost; clarification that the Commission was considering a draft; and assurances that the final document would be given to the City with proper binding and cover pages.

MOVED BY COMMISSIONER COOPER, SECONDED BY COMMISSIONER KIM, AND UNANIMOUSLY CARRIED (ABSENT CHAIR SHAPIRO) TO RECEIVE AND FILE THE REPORT.

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Item A-2

Discussion of Matters Covered in Past Meetings and Possible

**Topics for Future Meetings Between the Council/Commission
Subcommittees of the City Council, the Parks, Recreation
and Community Services Commission and Staff**

Staff provided a summary of the material of record.

Commissioner Cooper provided a report on the Council/Commission Subcommittee meeting noting that they had successfully conveyed to the Council that the Commission was prepared to do the Council's footwork noting that more items were now being given to the Commission to investigate.

Vice Chair Daly Redholtz requested that a copy of minutes from that meeting be provided to the Commission noting that the meeting had been productive. She stated that it was important to remind the Council that the Commission only meets once per month so they understand the amount of time it takes for items to be considered.

Vice Chair Daly Redholtz discussed the policy with regard to canceling Commission meetings noting that the Commission asked that meetings be cancelled only by consensus of Commissioners and staff. Additional items discussed at the subcommittee meeting included: level of detail in meeting minutes; Commissioner code of conduct; the role of the Chair; attire; punctuality; attendance; forfeiture of Commission seats; and Commissioner orientation training. She asked that input from fellow Commissioners on the role of the Commission and how they could best serve the City and the Council be placed on next month's agenda so she could report back to the subcommittee.

Commissioner Kim suggested keeping roles and responsibilities broad so they would not be limited.

Vice Chair Daly Redholtz clarified that the first part of the description was general to all Commissions and the last page referred to their specific role. She asked that Commissioners make substantive suggestions, not changes to wording.

Staff and the Commission discussed: new Commissioner training; Brown Act training; AB1234 training; other training available to Commissioners; and the time frame for

completing training.

MOVED BY COMMISSIONER KIM, SECONDED BY COMMISSIONER HUDSON,
AND UNANIMOUSLY CARRIED (ABSENT CHAIR SHAPIRO) TO RECEIVE
AND FILE THE REPORT.

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Item A-3

**Review of the 2009 Schedule of Parks, Recreation and
Community Services (PRCS) Commission Meetings**

Staff provided a summary of the material of record.

Vice Chair Daly Redholtz noted that the scheduled November meeting conflicted with the election and she asked that the Commission agree to discuss a date change at the February Commission meeting.

MOVED BY COMMISSIONER COOPER, SECONDED BY COMMISSIONER KIM
AND UNANIMOUSLY CARRIED (ABSENT CHAIR SHAPIRO) TO RECEIVE
AND FILE THE REPORT.

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Item A-4

**Review and Discussion of Upcoming Issues and Agenda Items
to be Considered by the Parks, Recreation and Community
Services (PRCS) Commission and its Subcommittees**

Staff provided a summary of the material of record.

Discussion between the Commission and staff included: a suggestion that a 90-day forecast was sufficient; acknowledgement that items always change; the Youth Committee item; clarification that the agenda list would be on the agenda each month; concern with getting caught up in discussing future items rather than current business; a request for periodic park patrol updates, periodic code enforcement updates, staff updates, and a skateboard park update; acknowledgement that the archery group item would not be on the February agenda; and agreement that the list helped them focus and to see what was coming.

MOVED BY COMMISSIONER HUDSON, SECONDED BY COMMISSIONER COOPER, AND UNANIMOUSLY CARRIED (ABSENT CHAIR SHAPIRO) THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION RECEIVE AND FILE THE REPORT.

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Public Comment for Items Not on the Agenda

None.

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Receipt of Correspondence

None.

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Items From Staff

Bill La Pointe, Director of Parks, Recreation and Community Services, reported on tentative dates for upcoming City Council agenda items and updated the Commission on the status of the Bill Botts Field Lighting Project. He reviewed correspondence distributed to Commissioners and announced a party at Culver West Alexander Park on January 10.

Patricia Mooney, Administrative Analyst, reported that 11,000 postcards would be mailed to residents within 500 feet of any Culver City Park, and to all dog owners regarding upcoming Council items about the pooch path and staffing changes in the parks if the skate park gets supervision.

Commissioner Kim asked for, and received consensus for Park Patrol reports to be emailed to the Commission in the future to save on paper.

Discussion between staff and the Commission included: a suggestion that the City might provide their facilities for a Citizenship Day event in Culver City in cooperation with a non-profit organization; clarification regarding an

incident in Fox Hills at a football game; Sony's vacation of the parking lot by the paddle court; the impacts of pulling staff from existing parks to supervise the skate park; directives about the hiring freeze, affects on the department, budgetary issues, the budget submission for the next year, and keeping the Commission involved so they can be supportive; clarification that the City Council is updated when there are altercations, but does not receive Park Patrol Reports; the two-hour parking zone at Bill Botts Park; and the status and funding for the leveling project at Bill Botts Field.

MOVED BY COMMISSIONER COOPER, SECONDED BY COMMISSIONER HUDSON, AND UNANIMOUSLY CARRIED (ABSENT CHAIR SHAPIRO) TO ADJOURN THE MEETING IN MEMORY OF TOBI RUBENSTEIN.

Additional discussion between the Commission and staff included: consensus to put an item on the agenda to discuss a recommendation to Council not to dilute the recreation leaders; clarification that the Council had not directed staff to solicit feedback from the Commission regarding skateparks; concern with issues listed on upcoming agendas before they were ready and an explanation that many issues were put on agendas as placeholders; clarification that the Council had not directed the Youth Survey to go back to the Commission; a request for clarification about whether the Commission was to continue the process of providing a recommendation to the City Council regarding the Youth Committee; clarification that the Archery item had been moved to the March 23 Council agenda; and an update on Drink, Eat, Play.

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Items From Commissioners

Commissioners wished everyone a Happy New Year.

Commissioner Kim commented that there were many commercial activities going on in City parks and she was pleased that a policy would be considered regarding that.

Vice Chair Daly Redholtz reported serving on the Community Development Block Grant subcommittee and she described the purpose of the grants and their usage. She noted that the

subcommittee had granted a request from staff to use any left over money to upgrade the playground to be accessible for children with disabilities at Vets Park.

Vice Chair Daly Redholtz requested advertising for PEP grants as she felt the community needed to know about them and that there is a need. She thanked staff for their hard work and reported attending the tree lighting ceremony and Breakfast with Santa noting Santa needed a new suit, and that the events would benefit from better advertising. She extended get well wishes to Chair Shapiro.

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Adjournment

There being no further business, at 8:11 P.M., the Parks, Recreation and Community Services Commission adjourned its meeting in memory of Toby Rubenstein to a Regular Meeting to be held at 7:00 P.M. on February 3, 2009 in the Mike Balkman Council Chambers at City Hall.

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Vicki Daly Redholtz
VICE-CHAIR of the Culver City Parks, Recreation and
Community Services Commission

Eugene Paulish
Secretary

Minutes Preparation: Kristi Callan