

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

Meeting Date: <u>02/03/09</u>		Item Number: <u>A-1</u>	
AGENDA ITEM: Consideration of a recommendation to City Council regarding the reassignment of Parks and Playgrounds Recreation Leaders to provide supervision at the Culver City Skate Park.			
Contact Person/Dept.: Pam Robinson, Recreation Manager		Phone Number: (310) 253-6632	
Fiscal Impact: Yes ☐ No ☒		General Fund: Yes ☐ No ☐	
Public Hearing: ☐		Action Item: ☒	Attachments: ☒
Public Notification: PRCS Master Notification List (01/29/09).			
Department Approval: Pam Robinson, Recreation Manager (01/28/09)		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 Commission consider making a recommendation to City Council regarding the option of reassigning Parks and Playgrounds Recreation Leaders to provide supervision at the Culver City Skate Park. <u>BACKGROUND:</u> The Parks, Recreation and Community Services Commission, at its November 6, 2008 meeting, took action to make the following recommendations to the City Council regarding operations of the Culver City Skate Park: 1. <i>Supervision:</i> That the Skate Park operate as a supervised facility with established operating hours during which City staff is on-site to monitor participant entry/exit and rule compliance and recommending the hours of operation outlined in City-Staffed Supervision Option B of the staff report; and 2. <i>User Fees:</i> That the Skate Park user fees proposed in the report be established. The staff report from the November 6, 2008 Commission meeting is provided as Attachment A; the meeting minutes are provided as Attachment B. The City Council, at its December 1, 2008 meeting, considered the implementation of supervision at the Skate Park, approval of budget amendment(s) for staffing costs related to supervision and/or additions to the Skate Park facility, and adoption of user fees. In considering the options for providing City-staffed supervision and funding allocation, the City Council indicated interest in reassigning existing Recreation			

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Leaders from the Parks and Playgrounds program to provide supervision at the Skate Park. The City Council requested that staff provide an analysis of the effects such reassignment would have on current Parks and Playgrounds staffing.

DISCUSSION:

Currently the Parks and Playgrounds program is in place at eight park facilities: Blanco, Culver City, Culver West Alexander, El Marino, Fox Hills, Syd Kronenthal, Lindberg and Veterans' Memorial Parks. Recreation Leaders organize and oversee free drop-in activities, encourage compliance with park rules, provide customer service to park patrons, collect information pertaining to park usage, and assist with maintaining cleanliness in the parks. The current Parks and Playgrounds salaries budget of \$193,319 provides approximately 13,560 part-time staff hours per year. Approximately 25% of these hours are dedicated to non-school year staffing (late June – early September) with the remainder committed to school year staffing and training.

Staff reviewed the number of hours Recreation Leaders are assigned to each of the Parks and Playgrounds sites and the number of staff hours needed to provide supervision at the Skate Park for each option identified in the Skate Park Supervision staff report of November 6, 2008. Recreation Leader reassignments from current parks to the Skate Park were proposed based on park usage and the presence of other PRCS staff on site. Using these criteria, the most significant reassignments occurred at Culver City, El Marino, Lindberg and Veterans' Memorial Parks dependent on the selected Skate Park hours of operation (option A, B or C).

Staff sought to maximize the number of hours Recreation Leaders were present in the parks during peak-use while maintaining the greatest amount of scheduling consistency across parks. Were supervision at the Skate Park to be implemented using existing Parks and Playgrounds staff, the Recreation Division would continue to evaluate the scheduling changes and further adjust the distribution of Recreation Leaders as appropriate.

A summary of how Recreation Leaders may be reassigned to fulfill the supervision needs of the Skate Park is presented in the tables below. A graphical representation of the overall percentage of the Parks and Playground staff hours allocated to each park is presented in Attachment C: Parks and Playground School Year Staffing and Attachment D: Parks and Playground Non-School Year Staffing.

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Park	School Year Total Hours Staffed per Week			
	Current	Option A	Option B	Option C
Blanco	14	14	10	8
Culver City	14	0	0	0
Culver West Alexander	39	34	30	28
CWA: 2nd Staff hrs/wk	25	20	20	20
El Marino	14	0	0	0
Fox Hills	39	34	30	28
Lindberg	29	14	10	0
Kronenthal	44	34	30	28
Veterans	39	14	10	8
Skate Park	0	38	47	63
Skate Park: 2nd Staff hrs/wk	0	38	47	63
Skate Park: 3rd staff hrs/wk	0	0	0	0

Park	Non-School Year Total Hours Staffed per Week			
	Current	Option A	Option B	Option C
Blanco	29	10	10	10
Culver City	39	0	0	0
Culver West Alexander	44	35	35	30
CWA: 2nd Staff hrs/wk	30	25	25	20
El Marino	44	10	10	0
Fox Hills	44	35	35	30
Lindberg	39	35	35	10
Kronenthal	44	35	35	30
Veterans	44	35	10	10
Skate Park	0	70	70	70
Skate Park: 2nd Staff hrs/wk	0	70	70	70
Skate Park: 3rd staff hrs/wk	0	49	49	49

Staff foresees a number of challenges in reassigning Recreation Leaders in order to provide staff supervision at the Skate Park. With the exception of the Skate Park, reassigning staff would decrease the average Parks and Playgrounds staff shift from 5-7 hours to 4-5 hours. The Recreation Division expects this may create additional difficulty in the recruitment and retention of part-time Parks and Playgrounds Recreation Leaders. Staff further expects that such reassignments would reduce the level of customer service provided to park patrons and availability of drop-in recreation programs. In addition, decreased supervision may lead to greater misuse of fields.

The Recreation Division continues to build the Parks and Playground program with the long-term goal of growing the program to include nine City Parks with Recreation Leaders in parks for 5-8 hours a day. Staff estimates that doing so would require a budget of \$278,416, an increase of 44% over the current Parks and Playgrounds budget. In contrast, if the Parks and Playgrounds program were to begin providing supervision at the Skate Park, this in effect decreases the budget available to other parks by 37% - 53% annually.

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To minimize the effects of reassigning Parks and Playgrounds Recreation Leaders, the Commission may wish to consider the following:

- Recommending that the Skate Park hours be adjusted to have greater consistency with the Parks and Playgrounds program hours;
- Recommending that the 3rd Recreation Leader proposed at the Skate Park during the non-school year period be eliminated, and these 490 hours be made available to provide staff at other parks; or
- Other recommendations from Commissioners.

The City Council is scheduled to consider the implementation of supervision at the Skate Park, including the option of reassigning Parks and Playgrounds staff, at its February 9, 2009 meeting. Though materials for that meeting will have been finalized prior to this discussion by the Commission, any recommendation made by the Commission will be provided to the City Council on or before February 9, 2009.

FISCAL IMPACT:

There is no fiscal impact associated with the discussion of this agenda item.

ATTACHMENTS:

- A. November 6, 2008 PRCS Commission Agenda Item A-2. "Consideration of a Recommendation to City Council Regarding Options for Supervising the Skate Park and Establishing User Fees"
- B. Excerpt of the Minutes of the November 6, 2008 PRCS Commission Meeting
- C. Comparison Graphs for Parks & Playgrounds: School Year Staffing
- D. Comparison Graphs for Parks & Playgrounds: Non-School Year Staffing

MOTION:

That the Parks, Recreation and Community Services Commission:

1. Recommend to the City Council that if City-staffed supervision is to be provided at the Skate Park that staff from the Parks and Playground Program are reassigned to provide such supervision;

or

2. Recommend to the City Council that if City-staffed supervision is to be provided at the Skate Park that staff from the Parks and Playground Program are not reassigned to provide such supervision;

and/or

3. Provide staff with additional comments.