

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

Meeting Date: <u>08/07/12</u>		Item Number: <u>A-2</u>																			
PRCS COMMISSIONAGENDA ITEM: Assignment of Alternate Dates and/or Venues for the November 2012 and the January 2013 Parks, Recreation and Community Services Commission Meetings.																					
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 (08/02/12).																					
Department Approval: Dan Hernandez (08/01/12)		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 assign alternate dates and/or venues for the November 2012 and the January 2013 Parks, Recreation and Community Services Commission Meetings. <u>BACKGROUND:</u> The meetings of the Parks, Recreation and Community Services Commission typically occur on the first Tuesday of each month in the Mike Balkman Council Chambers at City Hall. At the July 3, 2012 meeting, the Commission reaffirmed all of the 2012 meeting dates with the exception of the November meeting and the majority of the 2013 meeting dates, as follows (moved by Commissioner Kim; seconded by Vice Chair Greene; Passed 4 – 0, Excused Absence/Yanda): <table style="width: 100%; margin-top: 20px;"> <thead> <tr> <th style="text-align: center; width: 50%;">2012</th> <th style="text-align: center; width: 50%;">2013</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">August 7, 2012</td> <td style="text-align: center;">February 5, 2013</td> </tr> <tr> <td style="text-align: center;">September 4, 2012</td> <td style="text-align: center;">March 5, 2013</td> </tr> <tr> <td style="text-align: center;">October 2, 2012</td> <td style="text-align: center;">May 7, 2013</td> </tr> <tr> <td style="text-align: center;">December 4, 2012</td> <td style="text-align: center;">July 2, 2013</td> </tr> <tr> <td></td> <td style="text-align: center;">August 6, 2013</td> </tr> <tr> <td></td> <td style="text-align: center;">September 3, 2013</td> </tr> <tr> <td></td> <td style="text-align: center;">October 1, 2013</td> </tr> <tr> <td></td> <td style="text-align: center;">December 3, 2013</td> </tr> </tbody> </table>				2012	2013	August 7, 2012	February 5, 2013	September 4, 2012	March 5, 2013	October 2, 2012	May 7, 2013	December 4, 2012	July 2, 2013		August 6, 2013		September 3, 2013		October 1, 2013		December 3, 2013
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The following list of regularly scheduled meeting dates that may be problematic for various reasons was presented to the Commission:

DATE	DAY	TYPE	LOCATION	AVAILABLE?
November 6, 2012	Tuesday	Regular	Council Chambers	NO
January 1, 2013	Tuesday	Regular	Council Chambers	NO
April 2, 2013	Tuesday	Regular	Council Chambers	YES
June 4, 2013	Tuesday	Regular	Council Chambers	POSSIBLY NOT
November 5, 2013	Tuesday	Regular	Council Chambers	POSSIBLY NOT

Detail regarding the issues surrounding each date was provided:

November 6, 2012 – Although the Commission had previously determined that it will hold a meeting on November 6, 2012, the date of the General Election, the Council Chambers is not available since it will be used to televise and/or tabulate election results. Therefore, the Commission may wish to consider selecting either another location or another date for the November 2012 meeting.

January 1, 2013 – New Year's Day, a City holiday, falls on the first Tuesday of the month in 2013. Therefore, the Commission should select another date for the January meeting.

April 2, 2013 – The Jewish observance of Passover is from sunset on March 25 through nightfall of April 2. For those who are observant, no work is permitted on March 26-27 and April 1-2. Work is permitted only on March 28-29 and 31 with certain restrictions.

June 4, 2013 – As in previous years, the City Council often holds special meetings on the first Tuesday of June to conduct Budget Hearings.

November 5, 2013 – According to the Los Angeles County Registrar's Calendar of 2013 Election Schedules, this is the date of the Culver City Unified School District Election. Therefore, the Council Chambers may be used to televise and/or tabulate election results. The City Mangers' Office recommends that the Commission consider selecting another date or venue for the November meeting, since the Patacchia Conference Room may also be in use.

The Commission requested that staff return with suggestions of alternate dates and/or venues for the meetings listed above.

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DISCUSSION:

After looking into the matter, staff is providing the following suggestions of alternate dates and/or venues for the November 2012 and the January 2013 Commission meetings:

November 2012:

Tuesday, November 6 – Patacchia Room, City Hall
Garden Room, Veterans Memorial Building
B45-B47, Senior Center

Thursday, November 8 – Patacchia Room, City Hall
Rotunda Room, Veterans Memorial Building
Garden Room, Veterans Memorial Building
B45-47, Senior Center

January 2013:–

Thursday, January 3 – Patacchia Room, City Hall
Rotunda Room, Veterans Memorial Building
Garden Room, Veterans Memorial Building
B45-B47, Senior Center

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.

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MOTION:

That the Parks, Recreation and Community Services Commission:

1. Assign the following alternate date and/or venue for the November 2012
PRCS _____ Commission _____ meeting:
_____;and,
2. Assign the following alternate date and/or venue for the January 2013 PRCS
Commission meeting: _____;

AND/OR

3. Provide staff with alternate suggestions.