

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

Meeting Date: <u>07/01/14</u>		Item Number: <u>A-1</u>	
PRCS COMMISSION AGENDA ITEM:(1) Administration of the Oath of Office to Appointed Parks, Recreation and Community Services Commission Members; and (2) Selection of Chair and Vice Chair of the Parks, Recreation and Community Services Commission.			
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 (06/26/14).			
Department Approval: Dan Hernandez (06/24/14)		City Attorney Approval: N/A	
Chief Financial Officer Approval: N/A		City Manager Approval: N/A	

RECOMMENDATION:

Staff recommends (1) the Commission Meeting Secretary administer the Oath of Office to the Parks, Recreation and Community Services (PRCS) Commission Members appointed by the City Council on May 12, 2014; and (2) the PRCS Commission elect the Chair and Vice Chair of the Commission.

REORGANIZATION 2014:

1. Administration of the Oath of Office to the Newly Appointed Commission Members

1-A. ADMINISTRATION OF THE OATH OF OFFICE

Commission Meeting Secretary Patricia Mooney calls newly appointed Parks, Recreation and Community Services Commission Members Kay R. Heineman and Scott Garland to the podium and administers the constitutional and loyalty oaths and presents each with a copy of their signed documents. The newly appointed PRCS Commission Members then take their seats at the dais.

2. Election of the Chair and Vice Chair

The PRCS Commission does not have a formal policy for the election of the Chair and Vice Chair. Traditionally the Vice Chair becomes the Chair and the Member with the most seniority becomes the Vice Chair. However, election of Chair and Vice Chair is at the discretion of the Commission Members.

City of Culver City, California
Agenda Item Report

2-A. NOMINATIONS FOR CHAIR

Vice Chair Hudson announces that this is the time and place to receive nominations for 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 Chair of the Parks, Recreation and Community Services Commission for the period July 1, 2014 to June 30, 2015.

2-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 2, 2013 to June 30, 2014. The new Vice Chair then assumes the appropriate chair.

2-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 officer(s).

FISCAL IMPACT:

There is no fiscal impact associated with the discussion of this Agenda Item.

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.