

***These Meeting Minutes are not official until approved by  
the Parks, Recreation and Community Services Commission.***

JOINT SPECIAL MEETING OF THE  
PARKS, RECREATION AND  
COMMUNITY SERVICES COMMISSION  
AND THE CITY COUNCIL  
CULVER CITY, CALIFORNIA

March 7, 2017  
7:00 P.M.

**Call to Order & Roll Call**

Mayor Clarke called the joint special meeting of the Parks, Recreation and Community Services Commission and the City Council to order at 7:02 P.M. in the Mike Balkman Chambers at City Hall.

Present: Chair Kay Heineman  
Vice Chair Laura Stuart  
Commissioner Scott Garland  
Commissioner William Rickards  
Commissioner Scott Zeidman

Also Present: Jim B. Clarke, Mayor  
Jeffrey Cooper, Vice Mayor\*  
Göran Eriksson, Council Member  
Meghan Sahli-Wells, Council Member  
Thomas Small, Council Member

\*Vice Mayor Cooper exited the meeting at approximately 9:20 P.M.

o0o

**Pledge of Allegiance**

The Pledge of Allegiance was led by David McNeill, Executive Officer of the Baldwin Hills Conservancy.

o0o

**Community Announcements by City Council Members/  
Information Items from Staff**

Dan Hernandez, Parks, Recreation and Community Services Director, displayed the Outstanding Project Award from the California Association of Parks and Recreation Commissioners and Board Members (CAPRCBM) for Fiesta La Ballona and he reported that Chair Heineman had been appointed to the State Board of Directors of the CAPRCBM.

o0o

**Joint Public Comment - Items Not on the Agenda**

Mayor Clarke invited public comment.

The following member of the audience addressed the City Council and the Parks, Recreation and Community Services Commission:

Lemar Betts, of The Skateside Skateboarding School, discussed The Skateside School and asked that money be put into the skate park for equipment and improvements.

Discussion ensued between staff and Council Members regarding special allocations for facilities; 10% of revenue collected for capital projects and improvements; the installation of restrooms at the Culver City Skate Park; and a suggestion to have Mr. Betts contact staff with concerns.

o0o

**Receipt and Filing of Correspondence**

MOVED BY COMMISSIONER GARLAND, SECONDED BY VICE CHAIR STUART AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION RECEIVE AND FILE CORRESPONDENCE.

o0o

**Order of the Agenda**

No changes were made.

o0o

**Action Items**

Item A-1

CC:PRCSC - (1) City Council and Parks, Recreation and Community Services Commission Consideration of Establishing the "Ballona Creek Connection Designated Dog Path," which would Augment the Existing Culver City Park

**Designated Dog Path by Incorporating it into a Continuous Dog Path that Connects the Ballona Creek Bike Path with the Baldwin Hills Scenic Overlook Gateway; and (2) [If Desired] City Council Adoption of a Resolution Designating such Dog Path and Rescinding Resolution No. 2014-R064**

Patrick Reynolds, Parks Manager, presented plans for the proposed extension of the dog path.

Discussion ensued between staff, Council Members, Commissioners and David McNeill regarding keeping people on the dog path; utilizing the accessible portion of the trail; the Baldwin Hills Scenic Overlook; accessible components; dog path components; areas that allow dogs on leashes; areas that do not allow dogs at all; advocates; use of different segments; enforcement of the leash law; Code Enforcement; streamlining signage; effectiveness; clean up; regular maintenance; trash cans; width of the Nature Trail; concern with people being intimidated by larger dogs on the narrow trail; concern with the proposed route and proximity to areas heavily used by children and families; creating a special ADA route; support for having a dog path go through the park; park hours; the construction sequence; whether restrooms are sufficient for potential increased volume; proximity of the baseball fields and safety of dogs on the path; and restroom hours and accessibility.

Mayor Clarke invited public comment.

The following members of the audience addressed the Commission and City Council:

Ivan Bottlik discussed park operating hours; expressed concern with the amount of public outreach for the meeting; construction on Hetzler Road; issues with pedestrians in the roadway; signage; clarification that there are currently no dogs allowed in the park; concern with adding dogs to an already difficult situation; lack of attention to signage; he questioned why a dog path would be created for a park that does not allow dogs; and he expressed opposition to the dog path connecting to the Baldwin Hills Scenic Overlook and the plan to extend the path to the Upper Fields.

Melinda Dickinson expressed concern with the limited hours of the upper restroom; she questioned why the dogs were being led to an area that they cannot enter; and she indicated that she did not like dogs going into the Overlook.

Discussion ensued between staff, David McNeill, Commissioners, and Council Members regarding the intention to allow dogs into Kenneth Hahn State Park; endorsement from the Commission and the City Council; timing of the item; creation of signage; and support for implementation of the dog path with the option for an alternative for non-handicapped users, interface with the Little League regarding the bathrooms, and specification of what kind of pooch bags would be available.

Additional discussion ensued between staff, David McNeill, Commissioners, and Council Members regarding sensitive habitat in the state park; ensuring that the path does not lead to an area where dogs are not allowed; communication with stakeholders; segregation and clearance of paths; the Audubon Society; people who do not read signage; enforcement in the state park; feedback from Hetzler Road residents; notification; the Park to Playa Walking Path; enforcement services; the signage program; and public outreach.

Vice Chair Stuart moved to adopt the staff recommendation with the suggested modifications.

Further discussion ensued between staff, Council Members and Commissioners regarding whether there is room to add a route behind Fields One, Two and Three from the Baldwin Hills Scenic Overlook Gateway; accessibility; creating an alternate route for dogs; and the location of the restrooms.

Commissioner Zeidman proposed an amendment to the motion to specify that an additional, non-compliant ADA path coming from the parking lot area to Field One be created to avoid the bleachers. Vice Chair Stuart accepted the amendment.

MOVED BY VICE CHAIR STUART, SECONDED BY CHAIR HEINEMAN AND UNANIMOUSLY CARRIED THAT THE PARKS, RECREATION AND

COMMUNITY SERVICES COMMISSION RECOMMEND THAT THE CITY  
COUNCIL:

1. ESTABLISH THE "BALLONA CREEK CONNECTION ADA ACCESSIBLE  
DESIGNATED DOG PATH," WHICH WILL SERVE AS A LINK TO  
PROVIDE AN ADA ACCESSIBLE PATH FOR DOGS AND THEIR HANDLERS  
BETWEEN THE BALLONA CREEK BIKE PATH AND THE BALDWIN HILLS  
SCENIC OVERLOOK GATEWAY;
2. ADD A SECOND ALTERNATE PATH EXTENDING THE EXISTING CULVER  
CITY PARK DESIGNATED DOG PATH FROM THE LOWER BALL FIELD  
SOUTHEAST PARKING LOT UP TO THE BALDWIN HILLS SCENIC  
OVERLOOK GATEWAY THROUGH THE USE OF THE EXISTING ROAD AND  
THE TRAIL BEHIND THE FENCE THAT IS THE EASTERN BOUNDARY OF  
UPPER BALL FIELD #1; AND,
3. THAT STAFF COME BACK TO THE PARKS, RECREATION AND  
COMMUNITY SERVICES COMMISSION WITH ASSURANCES, FINISHED  
DRAWINGS AND THE FULL CONCEPT FOR FINAL APPROVAL.

Council Member Small moved to accept the recommendation of  
the Commission. Mayor Clarke seconded the motion.

Council Member Sahli-Wells requested assurances of  
adequate signage, trash receptacles, pooch bags, and a  
plan of enforcement.

Council Member Small and Mayor Clarke accepted the  
amendment.

MOVED BY COUNCIL MEMBER SMALL, SECONDED BY MAYOR CLARKE  
AND UNANIMOUSLY CARRIED THAT THE CITY COUNCIL:

1. ESTABLISH THE "BALLONA CREEK CONNECTION ADA ACCESSIBLE  
DESIGNATED DOG PATH," WHICH WILL SERVE AS A LINK TO  
PROVIDE AN ADA ACCESSIBLE PATH FOR DOGS AND THEIR HANDLERS  
BETWEEN THE BALLONA CREEK BIKE PATH AND THE BALDWIN HILLS  
SCENIC OVERLOOK GATEWAY;
2. ADD A SECOND ALTERNATE PATH EXTENDING THE EXISTING CULVER  
CITY PARK DESIGNATED DOG PATH FROM THE LOWER BALL FIELD  
SOUTHEAST PARKING LOT UP TO THE BALDWIN HILLS SCENIC  
OVERLOOK GATEWAY THROUGH THE USE OF THE EXISTING ROAD AND  
THE TRAIL BEHIND THE FENCE THAT IS THE EASTERN BOUNDARY OF  
UPPER BALL FIELD #1;

3. THAT STAFF COME BACK TO THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION WITH ASSURANCES, FINISHED DRAWINGS AND THE FULL CONCEPT FOR FINAL APPROVAL BEFORE BRINGING THE RESOLUTION BACK BEFORE THE CITY COUNCIL; AND
4. THAT STAFF PROVIDE THE CITY COUNCIL WITH ASSURANCES THAT FOR BOTH THE "BALLONA CREEK CONNECTION ADA ACCESSIBLE DESIGNATED DOG PATH," AND THE EXTENSION OF THE EXISTING CULVER CITY PARK DESIGNATED DOG PARK THERE IS ADEQUATE SIGNAGE, A SUFFICIENT NUMBER OF TRASH RECEPTACLES, THE ONGOING AVAILABILITY OF DOG WASTE DISPOSAL BAGS AND A PLAN OF ENFORCEMENT OF APPLICABLE CULVER CITY MUNICIPAL CODE PROVISIONS REGARDING THE CARE AND HANDLING OF DOGS IN PUBLIC AREAS.

o0o

Item A-2

**CC:PRCSC - (1) City Council and Parks, Recreation and Community Services (PRCS) Commission Discussion of City Council Policy Statement 2301 (Use of Veterans Memorial Auditorium) and Initial Comments/Recommendations of the Ad Hoc City Council Policies Subcommittee and City Staff Related Thereto; and (2) City Council Direction to the Subcommittee and City Manager as Deemed Appropriate**

Serena Wright Black, Administrative Services Director, provided a summary of the material of record.

Susan Obrow, Special Events Coordinator, discussed suggested changes; consistent hours of operation at Veterans Memorial Complex; and prohibited activities within the facilities.

Discussion ensued between staff, Council Members and Commissioners regarding medical procedures in the facility; the subcommittee recommendation to make the policy administrative rather than a Council policy; City Council guidance to staff; overnight events; New Year's Eve events; permits and licensing for alcohol; permitting for food and drink in the facility; adjustments to language to add a provision for food and drink; inclusion of the ban on polystyrene; ensuring adequate public notice before making large changes; extending the lead time for

Veterans Auditorium rental permits and licensing; whether the Commission should consider allowing the Director latitude to establish additional rules and regulations not inconsistent with policy; non-refundable fees; misrepresentation of activities; prohibited activities; the facility contract; use of the Senior Center facilities and monthly decorations; and appreciation to the subcommittee for their consideration of the matter.

o0o

Item A-3

**CC:PRCSC – Discussion Regarding the Initial Recommendations From the Parks, Recreation and Community Services Commission to the City Council for the Fiscal Year 2017/2018 Parks, Recreation and Community Services Department Budget**

Discussion ensued between staff, Council Members and Commissioners regarding concern with the request to treat the Parks, Recreation and Community Services Commission equally in funding and attention with the Police and Fire Departments; the request to share a grant writer with other departments; percentage of General Fund spending for Parks, Recreation and Community Services; challenges of bringing in for profit programing; insurance requirements; youth sports comparisons with other area cities; the popularity of AYSO programs; allowing time and availability for all children to play in organized sports; demand; concern that there is a recreational disparity between those with money and those without; the Lacrosse program at the High School; the expense of travel basketball programs; the professionalization of youth sports; creating safe spaces for children; understanding the needs; missed opportunities; the changing population of the City; adult programming; making art and music available for people in the community to participate in; the role of schools; afterschool programming; support for working parents; space limitations at Linwood Howe; lack of space and facilities; drop-in recreation leaders; affordable programs for children; work with homeless children in the school district; access regardless of income; using School bond money to build a second Plunge; prioritizing identified projects; new lighting at Veterans Park; the number of projects that can be handled in a

fiscal year; manpower; the ability of the City to accept donations toward Parks and Recreation projects; alternative financing; lighting projects; Veterans Park as the showcase park of the City; proper maintenance of the basketball courts; turnover in the registration office; and one-time expenses vs. ongoing expenses.

o0o

Item A-4

**CC:PRCSC - Discussion of the Powers and Duties of the Parks, Recreation and Community Services Commission as Provided for in Accordance with the Culver City Municipal Code**

Discussion ensued between Council Members and Commissioners regarding giving the Commission more to do; McManus (Syd Kronenthal) Park; changes to the City in the past 10 years; Commission recommendations to the City Council; previous efforts to create a fundraising vehicle for the department; staff support; focus; naming rights; the importance of community outreach; ensuring there is not another situation like there was at Syd Kronenthal Park; acting as a sounding board for the community; restrictions within the code that limit the purview of the Commission; operations; creating integrative and comprehensive collaboration between different departments and Commissions in the City; holding meetings in the parks; the process for adding items to the work plan; taking initiative; concern with items being implemented without Commission input; the joint meeting in McManus (Syd Kronenthal) Park; being proactive rather than reactive; solicitation of community input before plans are signed off on; examination of the work plan; specified duties of the Commission; clarification that the Commission is an advisory body and does not make decisions; formation of subcommittees to discuss items; the Commission received consensus to agendize a discussion of creating a subcommittee to discuss duties and responsibilities of the Parks, Recreation and Community Services Commission; the level of staff involvement required for subcommittees; meetings held in parks; feedback from the Commissions to the City Council; a suggestion that the PRCSC formulate their own work plan for presentation to the City Council and make note of any



items that they would like to get involved with and/or gather public comment on for; inclusion of Commission news in the City Manager's Bi-weekly Report; improving communication, collaboration and public outreach throughout the City; social media outreach; and encouragement to the Commission to be involved with public outreach related to the "Make Ballona Creek a Recreational Attraction" Initiative outlined in the City Council Strategic Plan.

Vice Mayor Cooper exited the dais.

o0o

**Public Comment - Items Not on the Agenda**

Mayor Clarke invited public comment.

No cards were received and no speakers came forward.

o0o

**Receipt and Filing of Correspondence**

None.

o0o

**Items from Staff**

None.

o0o

**Items From Commissioners and Council Members**

Chair Heineman thanked the City for sending her to Sacramento to go to the 2017 California Park and Recreation Society (CPRS) Conference and she noted that she now realized how many things that Culver City has that other cities do not.

o0o

**Adjournment**

There being no further business, at 9:35 P.M., the Parks,  
Recreation and Community Services Commission adjourned to a  
meeting to be held on Tuesday, April 4, 2017 at 7:00 P.M.

oOo

---

Patricia A. Mooney  
ATTENDING SECRETARY of the Parks, Recreation and  
Community Services Commission

APPROVED \_\_\_\_\_

---

Kay Heineman  
CHAIR of the PARKS, RECREATION AND COMMUNITY SERVICES  
COMMISSION  
Culver City, California

I declare under penalty of perjury under the laws of the  
State of California that, on the date below written, these  
minutes were filed in the Office of the City Clerk, Culver  
City, California and constitute the Official Minutes of said  
meeting.

---

Jeremy Green  
CITY CLERK

---

Date