

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

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

December 5, 2017
7:00 P.M.

Call to Order & Roll Call

Chair Rickards called the regular meeting of the Parks,
Recreation and Community Services Commission to order at 7:03
P.M. in the Mike Balkman Council Chambers at City Hall.

Present: Chair William Rickards
 Vice Chair Scott Zeidman
 Commissioner Paula Amezola
 Commissioner Kay Heineman
 Commissioner Palvi Mohammed

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Pledge of Allegiance

The Pledge of Allegiance was led by Pat Fountain.

Chair Rickards welcomed new Parks, Recreation and Community
Services Director, Corey Lakin.

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Public Comment - Items Not on the Agenda

Chair Rickards invited public comment.

The following member of the audience addressed the
Commission:

Barbara Silverstein, Culver City Senior Citizens Association
Board of Directors, provided an overview of the Vial of Life
Program which was recently reestablished in Culver City; she
discussed diversity in the City; and she thanked the Lions
Club for sponsoring the 40th Annual Thanksgiving Luncheon
which served over 240 people this year.

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Consent Calendar

Item C-1

Meeting Minutes - October 3, 2017

MOVED BY COMMISSIONER HEINEMAN AND SECONDED BY CHAIR RICKARDS THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION APPROVE MINUTES FOR THE REGULAR PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION MEETING OF OCTOBER 3, 2017.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: AMEZOLA, HEINEMAN, MOHAMMED, RICKARDS
NOES: NONE
ABSTAIN: ZEIDMAN

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Order of the Agenda

No changes were made.

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Action Items

Item A-1

PRCSC - Receive and File an Informational Item from the Recreation Division of the Parks, Recreation and Community Services Department Regarding a Preview of the Annual Culver City Dr. Martin Luther King, Jr. Celebration to be Held on Saturday, January 13, 2018

Arames White Shearin, Recreation Coordinator, provided a summary of the material of record noting that information had been distributed during the Parks Tour.

Chair Rickards invited public comment.

No cards were received and no speakers came forward.

Discussion ensued between staff and Commissioners regarding appreciation for the event and for the banners; public outreach; increasing attendance; distribution of email fliers; concurrent youth and adult programming; a suggestion for a teen oriented flier; and the installation of Kindness Benches at the elementary schools during the week of Martin Luther King Jr.'s birthday.

MOVED BY VICE CHAIR ZEIDMAN, SECONDED BY CHAIR RICKARDS AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION RECEIVE AND FILE AN INFORMATIONAL ITEM FROM THE RECREATION DIVISION OF THE PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT REGARDING A PREVIEW OF THE ANNUAL CULVER CITY DR. MARTIN LUTHER KING, JR. CELEBRATION TO BE HELD ON SATURDAY, JANUARY 13, 2018.

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Item A-2

PRCSC - Receive and File an Informational Item from the Senior & Social Services and Facilities Division of the Parks, Recreation and Community Services Department Regarding the Veterans Memorial Complex

Chair Rickards introduced the item.

Susan Obrow, Special Events Coordinator, provided a presentation on the Veterans Memorial Complex.

Chair Rickards invited public comment.

No cards were received and no speakers came forward.

Discussion ensued between staff and Commissioners regarding appreciation to Susan Obrow and the staff of Veterans Auditorium; security requirements; planned renovations; efforts to address sound issues in the Auditorium; lighting issues; funding; the Cultural Trust Fund; different services provided; layers of staffing; the process for renting a room; priority for rentals; first come first served; utilization of the Senior Center; a suggestion to use digital room selection rather than a paper form; ensuring that excellent customer service is

provided; the large number of rentals; reducing the number of steps in the process; improvements to food and beverage areas; the timeline to receive the report from the consultant; and Commissioners were invited to attend the December 11 City Council meeting where Sony is to be recognized for their support of the refurbishment of Veterans Auditorium.

MOVED BY VICE CHAIR ZEIDMAN, SECONDED BY COMMISSIONER HEINEMAN AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION RECEIVE AND FILE AN INFORMATIONAL ITEM FROM THE SENIOR & SOCIAL SERVICES AND FACILITIES DIVISION OF THE PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT REGARDING THE VETERANS MEMORIAL COMPLEX.

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Item A-3

PRCSC - [Any or All of the Following Actions, if Desired] (1) Discussion and Selection of a Topic for "Community Conversations - Topic #8;" and/or, (2) Formation of Additional Ad Hoc Subcommittee(s); and, (3) Appointment of Two Commissioners to the Newly-Formed Ad Hoc Subcommittee(s)

Chair Rickards invited public participation.

The following member of the audience addressed the Commission:

Daniel Lee provided background on himself; discussed the Community Conversation held earlier in 2017 on Growing Up Interracial in Culver City; suggested a community conversation on training and education about sexual harassment; he noted the need to have conversations early before patterns of harassment become permanent; and responding to inquiry, he suggested starting with a conversation due to the volatile nature of the topic, as a precursor to an actual program at the Teen Center or other location.

Discussion ensued between staff and Commissioners regarding topical ideas; additional discussion on the subcommittee level; sexual harassment for employees;

taking input from the community; and agreement that the subcommittee discuss the suggestion from Daniel Lee.

Commissioner Heineman received clarification regarding review of long term plans for the Commission.

Chair Rickards received clarification that there would be an agenda item during the next few months with information on the Parks and Recreation Master Plan.

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Item A-4

PRCSC - [Standing Item] Receive and File Updates from the Members of the Parks, Recreation and Community Services Commission Ad Hoc Subcommittee and Representative Appointees to Outside Associations and City Committees

Commissioner Palvi reported on attending the Community Development Block Grant Advisory Board meeting in November.

Chair Heineman reported attending the California Association of Park and Recreation Commissioners and Board Members (CAPRCBM) meeting; discussed the upcoming conference in March; the awards banquet; reported distributing the most recent Senior Center Association guidelines to Commissioners; discussed support of the Senior Center by the City; and she announced the holiday party on December 8 and the Christmas luncheon at the Senior Center.

Commissioner Amezola reported attending the October Disability Advisory Committee (DAC) meeting; discussed the new park remodel; reported a suggestion that a member of the DAC attend PRCS Commission meetings; discussed the Kids Carnival for Disability Awareness month; and she congratulated staff and the DAC for their work on the event.

MOVED BY VICE CHAIR ZEIDMAN, SECONDED BY COMMISSIONER HEINEMAN AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION: RECEIVE AND FILE UPDATES FROM MEMBERS OF THE AD HOC SUBCOMMITTEE AND REPRESENTATIVE APPOINTEES TO OUTSIDE ASSOCIATIONS AND CITY COMMITTEES.

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Item A-5

**PRCSC - [Standing Item] Receive and File the Parks,
Recreation and Community Services Commission Upcoming Agenda
Items List**

Corey Lakin, Parks, Recreation and Community Services Director, provided a summary of the material of record; discussed standing items; upcoming agenda items; he recommended doing a parks tour during a Commission meeting in the summer; and he encouraged Commissioners to contact him with any requests for items.

After discussion between staff and Commissioners, Commission consensus was achieved to place items on the agenda on field maintenance plans, updates from the Teen Center, and quarterly updates on progress made on recent construction projects including parks.

Discussion ensued between staff and Commissioners regarding resident applications for beautification projects; the Culver West Park tile project; and grants for community groups.

MOVED BY VICE CHAIR ZEIDMAN, SECONDED BY COMMISSIONER HEINEMAN AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION: RECEIVE AND FILE THE REPORT.

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Public Comment - Items Not on the Agenda

Chair Rickards invited public comment.

No cards were received and no speakers came forward.

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Receipt and Filing of Correspondence

Patricia Mooney, Senior Management Analyst, reported that two items of correspondence had been distributed to Commissioners.

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

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Items from Staff

Corey Lakin, Parks, Recreation and Community Services Director, discussed Disability Awareness month in October; the grand re-opening of the courtyard at the Senior Center; the calendar of events; he encouraged Commissioners to attend as many events as possible; he discussed the Senior Center newsletter; delays to work on the playground at Veterans Park; he expressed appreciation for Commissioner attendance of the Tower Lighting; he provided background on himself; and he indicated that Commissioners are no longer allowed to communicate through personal email but must communicate through their City email, which should be checked daily, and he noted that assistance is available if necessary for anyone having any issues.

Discussion ensued between staff and Commissioners regarding the availability of program information; the Teen Center; social media; the quarterly Culver City Living recreational brochure available online; information provided to Commissioners; and clarification on the membership status of Culver City in the CAPRCBM.

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Items from Commissioners

Vice Chair Zeidman welcomed new Parks, Recreation and Community Services Director Lakin; reported that the Culver City High School Booster Club Annual Casino Night at Veterans Memorial Complex would be held on April 21; and he wished everyone Happy Holidays.

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Adjournment

There being no further business, at 8:49 P.M., the Parks, Recreation and Community Services Commission adjourned to a meeting to be held on Tuesday, January 17, 2018 at 7:00 P.M.

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

APPROVED _____

William Rickards
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