

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

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

January 8, 2019  
7:00 P.M.

**Call to Order & Roll Call**

Chair Zeidman called the special meeting of the Parks,  
Recreation and Community Services Commission to order at 7:01  
P.M. in the Rotunda Room of the Veterans Memorial Building.

Present: Chair Scott Zeidman  
Commissioner Paula Amezola  
Commissioner Kay Heineman  
Commissioner William Rickards\*

Absent: Vice Chair Palvi Mohammed

\*Commissioner Rickards arrived at 7:03 P.M.

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**Pledge of Allegiance**

Senior Management Analyst Patricia Mooney led the Pledge of  
Allegiance.

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

Chair Zeidman invited public comment.

No cards were received and no speakers came forward.

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**Consent Calendar**

Item C-1

**PRCSC - Approval of Minutes for the Regular Parks,  
Recreation and Community Services Commission Meeting of  
December 4, 2018**

Commissioner Rickards joined the meeting.

MOVED BY COMMISSIONER HEINEMAN AND SECONDED BY  
COMMISSIONER AMEZOLA, THAT THE PARKS, RECREATION AND  
COMMUNITY SERVICES COMMISSION APPROVE MINUTES FOR THE  
REGULAR PARKS, RECREATION AND COMMUNITY SERVICES  
COMMISSION MEETING OF DECEMBER 4, 2018.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

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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 Regarding a  
Preview of the 2019 Dr. Martin Luther King, Jr.  
Celebration**

Arames White-Shearin, Recreation Coordinator, introduced  
the item.

Reverend Carolyn Wilkins, Incoming Chair of the Dr. Martin  
Luther King, Jr. Celebration Committee, provided a  
presentation on planned programming and activities for the  
Dr. Martin Luther King, Jr. Celebration which was planned  
to take place over a period of three days.

Chair Zeidman invited public participation.

No cards were received and no speakers came forward.

MOVED BY COMMISSIONER RICKARDS AND SECONDED BY  
COMMISSIONER HEINEMAN THAT THE PARKS, RECREATION AND  
COMMUNITY SERVICES COMMISSION RECEIVE AND FILE THE REPORT  
REGARDING THE 2019 DR. MARTIN LUTHER KING, JR.  
CELEBRATION.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

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Item A-2

**Discussion Regarding Options for a Proposed Replacement  
and/or New Scrolling Marquee at Veterans Memorial Building**

Corey Lakin, Parks, Recreation and Community Services  
Director, noted that the item had been discussed last  
month; he provided examples of potential locations and  
styles; and he discussed resolution, size, and cost  
estimates.

Discussion ensued between staff and Commissioners  
regarding support for a larger marquee; visibility;  
concern with obstructions; and examples of successful sign  
usage in the area.

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**Recess/Reconvene**

The Commission took a brief recess from 7:25 P.M. to 7:41  
P.M. to look at possible locations for the scrolling  
marquee.

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Item A-2  
(Continued)

**Discussion Regarding Options for a Proposed Replacement  
and/or New Scrolling Marquee at Veterans Memorial Building**

Additional discussion continued between staff and Commissioners regarding maintenance costs; graffiti; support for maintaining the current location; the budget; estimates; lighting; improving the entrance to the building; obtaining more accurate bids; relocating the signage to the front of the building; consideration of a pillar that could be protected against graffiti; businesses across the street from the entrance; light leakage; putting a flat screen over the entrance; costs to change the infrastructure; utilizing what is already available; support for a larger screen at the current location; a request for a rendering of the pillar design near the entrance with provisions to preserve the sign; curved vs. flat screens; a request for recommendations on how to deter graffiti; and a request from the Commission that the item be placed on the agenda for additional discussion next month.

Chair Zeidman invited public comment.

No cards were received and no speakers came forward.

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Item A-3

**PRCSC - Discussion of Potential Topics for the PRCSC  
Commission's Fiscal Year 2019-2020 Budget Recommendations  
to the City Council**

Corey Lakin, Parks, Recreation and Community Services Director, discussed the status of the budget for the current fiscal year; staff and Commission recommendations to the City Council; unfunded amounts; direct revenue; carryover; and the wish list.

Discussion ensued between staff and Commissioners regarding the lack of success with previous budget requests from the Commission; a suggestion to take a different approach; staffing levels; workload; the staff

request for a full time Project Manager to mobilize projects; contracting out services; tasks handled by the Public Works Department; spending money when appropriate; increasing revenue in order to fund requests; appreciation to staff for their work; a request for staff to continue to update the Commission on budget discussions; the feeling that powers and duties of Parks and Recreation as listed on the website are vague; ensuring that recommendations included in the letter are included in the budget; increasing the effectiveness of requests; narrowing the requests down to one item that the Commission can all agree on vs. making multiple requests that are not successful; clarification on how the process works; the desire of the City Council to hear recommendations from the Commission; and City Manager review of recommendations and his presentation to the City Council.

Chair Zeidman invited public comment.

No cards were received and no speakers came forward.

Corey Lakin, Parks, Recreation and Community Services Director, read a letter submitted by Vice Chair Mohammed regarding his feelings on the budget.

Additional discussion ensued between staff and Commissioners regarding a suggestion to discuss the topic again at the next meeting and agree upon what items to support, with a letter drafted for submission to the City Council; additional research from staff; supporting the needs of staff; safety; increased shade and lighting; a request for an estimate on ActiveNet; the burden put on staff; online reservations; ensuring that parks are made better for everyone; costs to remove signs; updates to the Code; a request that staff research funding for new signage; determining a reasonable way to address the ongoing question of adult sports; grading each field; the report from the turf consultant; agreeing upon an acceptability level for each field; activity levels; equipment and maintenance; community input; staffing levels; and timeframe for receipt of the report.

Item A-4

**PRCSC - [Any or All of the Following Actions, if Desired]  
(1) Receive and File Updates from the Members of the  
Parks, Recreation and Community Services Commission Ad Hoc  
Subcommittees and Representative Appointees to Outside  
Associations and City Committees; and/or, (2) Formation of  
New Ad Hoc Subcommittee(s); and, (3) Appointment of Two  
Commissioners to the Newly-Formed Ad Hoc Subcommittee(s)**

Commissioner Rickards reported working with Commissioner Heineman and Reverend Wilkins to create a summary of observations on the last Community Conversation.

Discussion ensued between staff and Commissioners regarding dissolution of the Community Conversation Subcommittee once the report is given; gathering observations from the meeting; and the report back to the Commission.

Commissioner Heineman reported that the new Senior Center Board had been installed but that one position was still vacant; announced the first meeting of the Board on January 14; noted issues to be considered by the Board; and she announced the Nifty Nineties Party coming up and the Valentine's Day Party.

Patricia Mooney, Senior Management Analyst, discussed a request by Vice Chair Mohammed for information on the Community Development Block Grant (CDBG) process; the CDBG meeting on November 17, 2018; and recommendations that went forward in December to support partial funding of the Recreation and Community Services Coordinator position who handles disability services, and curb-cuts in the City.

MOVED BY COMMISSIONER HEINEMAN AND SECONDED BY COMMISSIONER RICKARDS THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION: RECEIVE AND FILE THE REPORT.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

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Item A-5

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

MOVED BY COMMISSIONER AMEZOLA AND SECONDED BY COMMISSIONER  
HEINEMAN THAT THE PARKS, RECREATION AND COMMUNITY SERVICES  
COMMISSION: RECEIVE AND FILE THE UPCOMING AGENDA ITEMS  
LIST.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

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

Chair Zeidman 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  
invitations to the Dr. Martin Luther King, Jr. event had been  
received for Commissioners, along with an email from Michelle  
Weiner with the full content of the letter written by Robyn  
and Mauricio Tenensap that had been partially read at the  
last meeting.

MOVED BY COMMISSIONER HEINEMAN AND SECONDED BY  
COMMISSIONER RICKARDS THAT THE PARKS, RECREATION AND  
COMMUNITY SERVICES COMMISSION: RECEIVE AND FILE  
CORRESPONDENCE.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: AMEZOLA, HEINEMAN, RICKARDS, ZEIDMAN

NOES: NONE  
ABSENT: MOHAMMED

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#### **Items from Commissioners**

Chair Zeidman wanted to see the City offer sports in the parks like it used to noting that he had been approached by a resident who lamented that organized sports for youth are not available anymore.

Commissioner Amezola expressed support for the idea of organized sports being offered in the City; discussed engagement by Recreation Leaders; the ability of the Commission to make recommendations regarding programming; and the fact that AYSO is not available in the spring.

Discussion ensued between staff and Commissioners regarding organized sports vs. tournaments; costs; staffing; facility and staff management; consistency; attendance; training; uniforms; and a suggestion to try a pilot program to gauge demand.

Commissioner Amezola discussed the Christmas Tree Tower Lighting event; engagement; free events for children; and support for additional events.

Discussion ensued between staff and Commissioners regarding rough estimates on the number of participants in the Christmas Tree Tower Lighting event; differences between the 2017 event vs. the 2018 event; and additional resources available for the 2018 event.

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#### **Items from Staff**

Corey Lakin, Parks, Recreation and Community Services Director, reported that an item on sports field lighting in Culver City parks had been distributed to Commissioners; he wished everyone a Happy New Year; indicated that approval had been given to merge the full-time Recreation Coordinators and the Senior and Social Services Specialist position into a new Recreation and Community Services Coordinator position; he discussed the process, noting that prior to that, the



Coordinators had been making less money than the Specialist;  
discussed facilitated movement within the department;  
flexibility; streamlining; and current vacancies.

Patricia Mooney, Senior Management Analyst, reported that  
invitations would be coming forward for the Ribbon Cutting  
ceremony on January 25, 2019 in Culver Park for the Ballona  
Creek Connection Project as part of the Park to Playa Trail  
that runs through Culver City Park.

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**Adjournment**

There being no further business, at 8:50 P.M., the Parks,  
Recreation and Community Services Commission adjourned to a  
meeting to be held on Tuesday, February 5, 2019 at 4:00 P.M.

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

APPROVED \_\_\_\_\_

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Scott Zeidman  
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.

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Jeremy Green  
CITY CLERK

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Date