

***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

January 7, 2020
7:00 P.M.

Call to Order & Roll Call

Chair Mohammed called the regular meeting of the Parks,
Recreation and Community Services Commission to order at 7:05
P.M. in the Mike Balkman Council Chambers at Culver City City
Hall.

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

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Pledge of Allegiance

Corey Lakin, Parks, Recreation and Community Services
Director, led the Pledge of Allegiance.

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Public Comment - Items Not on the Agenda

Chair Mohammed invited public comment.

No cards were received and no speakers came forward.

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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 the Report Regarding the 2019 Tree Lighting Sled-tacular

Corey Lakin, Parks, Recreation and Community Services Director, introduced Darren Uhl, Recreation and Community Services Manager.

Darren Uhl, Recreation and Community Services Manager, provided background on himself; a presentation on the Tree Lighting Sled-tacular; and he acknowledged the work of Recreation and Community Services Coordinator, Stephanie DaVall, on the event.

Corey Lakin, Parks, Recreation and Community Services Director, discussed previous years; combining two events into one; coordination; attendance numbers this year; capacity; streamlining; continuing improvements; and allowing for future growth.

Discussion ensued between staff and Commissioners regarding appreciation for the hard work of staff; an observation that it was very crowded and restaurants were very busy downtown; student participation; accessibility; staging and sound equipment; and the sense of owning the space for the City.

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

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Item A-2

PRCSC - (1) Review the Culver City Age-Friendly Survey Results; and, (2) Discussion of Three Potential Action Items to Address the Findings

Corey Lakin, Parks, Recreation and Community Services Director, provided a summary of the material of record.

Discussion ensued between staff and Commissioners regarding transportation for seniors; spreading information to those who do not go to the Senior Center; home-bound seniors; health fairs for the aging population; support groups; shading over park benches; the decreasing population at the Senior Center; outreach and encouragement to use services; taking time to craft a response; whether to hold a Community Conversation on the item; multi-generational programming; programmatic questions; distribution among various communities; feelings of security and quality of housing; disaggregating the statistics; public restrooms; the need for a facilities assessment; the need for community dialogue and feedback; awareness of available services; the online survey; distribution of the printed surveys; making communication and facilities action items; acknowledgement of the many things that are being done well; targeting ways to improve; improving accessibility of the City website; accessibility guidelines; Senior Center resources; various ways to communicate; targeting the right demographic; Culver City Living magazine; using trees to shade park benches; use of volunteers; donations; benefits of Senior Center Association membership; ways to serve more people; services available to the public; centralization of services; distribution of programs among different sites; smaller facilities; pre-school programs; outdoor programming; gaging community needs; comments from the Fox Hills area; greenspace use; support for a programming needs assessment; offering education about what to do in an emergency; focusing on enhanced communication; sustainability; facilities assessment; the need for actionable items; directly addressing requests; the interface between the PRCS and the elderly population; the evaluation of PRCS in the survey; concerns regarding property crimes, homelessness and isolation; agreement to focus on communication, shade and restrooms; issues with

restrooms at the Senior Center; and the survey conducted for those 50 and over and for the disabled.

Corey Lakin, Parks, Recreation and Community Services Director, discussed formulating a Programming Needs Assessment survey to ask what residents would like to see in terms of programming and facilities; requests to add a second pool or skatepark; determining the ideal location; lighting; and additional park land.

Additional discussion ensued between staff and Commissioners regarding making the assessment an action item along with communication and shade; a suggestion that the General Plan Advisory Committee hold a Community Conversation around needs and facilities for PRCS; length of time to do another Needs Assessment; taking the time to gather information properly; clarifying that the survey should target all ages; the ability to ask for more than three items; clarification that the Commission was tasked with formulating a recommendation for actionable items within six months; effective ways to reach different demographics; agreement to return at the February PRCS Commission meeting with ideas for ways to achieve 4-5 items discussed; and timing.

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Item A-3

PRCSC - (1) Review the Parks, Recreation and Community Services Department Fiscal Year 2019-2020 Adopted Budget; and, (2) [If Desired] Discuss Potential Topics for the PRCS Commission's Fiscal Year 2020-2021 Budget Recommendations to the City Council

Corey Lakin, Parks, Recreation and Community Services Director, provided a summary of the material of record.

Discussion ensued between staff and Commissioners regarding appreciation for the well-written letter; the Turf Report; a suggestion to make a presentation to the City Council on the Turf Report; whether the City Council is cognizant of the importance of the fields to services provided; maintenance; the preamble; wording in the narrative describing the fields; adding wording about maintenance, current usage levels as well as anticipated

need; summarizing rehabilitation and restoration; a suggestion not to be specific about remediation; Movies in the Park; monthly events; participating in Parks and Recreation month; ongoing vs. one-time events; enhancing the quality of life; building community; ongoing costs for the Holiday Tree Lighting and Easter Egg Hunt as well for community events; connecting events to various neighborhoods; interest expressed by the Fox Hills Neighborhood Association; and working on events with smaller neighborhood parks.

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Recess/Reconvene

Chair Mohammed called a brief recess from 8:41 p.m. to 8:47 p.m.

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Item A-3
(Continued)

PRCSC - (1) Review the Parks, Recreation and Community Services Department Fiscal Year 2019-2020 Adopted Budget; and, (2) [If Desired] Discuss Potential Topics for the PRCS Commission's Fiscal Year 2020-2021 Budget Recommendations to the City Council

Additional discussion ensued between staff and Commissioners regarding elimination of Movies in the Park from ongoing events; maintaining language about community engagement and working with neighborhood parks; the timeline and process for finalizing the letter; incorporating changes discussed; staff comments and input; funding for the Project Manager; use of contractors for individual projects; hiring Irrigation Maintenance Technicians; providing a path of succession for employees; the Irrigation Study; costs to address all the parks; state regulations; support for addressing irrigation issues in Syd Kronenthal Park first; additional turf maintenance equipment; validation of the Turf Report and implementing recommendations; a suggestion to invite the City Council to a targeted Parks Tour before the budget meetings; Commissioner reports to the City Council; joint meetings; the ad hoc subcommittee that reports to the City

Council; implementation of recommendations; costs; low income funding grants; ongoing community events; number of participants; agreement to request a one-time amount of \$10,000 to support low income funding grants; new projects vs. the backlog of projects; Exchange Club funding; and funding for the Project Manager.

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Item A-4

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

Commissioner Heineman discussed the Senior Center holiday parties; concern with the lack of participation by City Council Members; and she announced the election of new officers at the January 13 Senior Citizens Association Board meeting.

Chair Mohammed discussed Community Development Block Grants; the small amount of funding available; and he noted that money was spent on sidewalk ramps.

Additional discussion ensued between staff and Commissioners regarding sharing the report from Community Conversation Topic #10 with the Chair of the Committee on Homelessness and Tevis Barnes; additional work with staff on the Parks and Facilities section; further discussion of the draft student representative policy; voting privileges; student representatives vs. Commissioners; changes to the Municipal Code; Commissioner abilities and jurisdiction; designated positions; voting rights; written reports to the City Council; joint meetings; communication with the City Council; public access to information; action items: Commission consensus that Chair Mohammed summarize the Turf Report and provide a copy to the City Council, request a joint meeting with the City Council at Syd Kronenthal Park on the field, and report that the

Commission has been working on the student representative action and a draft has already been created; time allotted to speak at City Council meetings; clarification regarding the expectation on frequency of reports from the Commission; ad hoc vs. standing committees; establishing reporting procedures; rotating reporting members; and maintaining flexibility.

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

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Item A-5

PRCSC - [Standing Item] Review the Fiscal Year 2019/2020 Parks, Recreation and Community Services Commission Meeting Calendar and the Upcoming Agenda Items, and Make Adjustments, if Necessary; and, (2) Receive and File the Report

Discussion ensued between staff and Commissioners regarding additional financial data for the Turf Report.

MOVED BY COMMISSIONER HEINEMAN, SECONDED BY COMMISSIONER ZEIDMAN AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION RECEIVE AND FILE THE FISCAL YEAR 2019/2020 PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION MEETING CALENDAR AND UPCOMING AGENDA ITEMS.

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Public Comment - Items Not on the Agenda

Chair Mohammed 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 no correspondence had been received.

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Items from Staff

Corey Lakin, Parks, Recreation and Community Services Director, invited everyone to attend upcoming Dr. Martin Luther King Jr. celebration events, noting that he would email information to Commissioners.

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Items from Commissioners

Commissioner Zeidman invited everyone to Casino Night on April 18 at Veterans Auditorium.

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Adjournment

There being no further business, at 9:47 P.M., the Parks, Recreation and Community Services Commission adjourned to a regular meeting to be held on Tuesday, February 4, 2020.

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

APPROVED _____

Palvi Mohammed
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