

***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

June 2, 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 7:00 P.M. via teleconference.

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

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**Pledge of Allegiance**

Chair Mohammed led the Pledge of Allegiance.

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

Chair Mohammed invited public comment.

Patricia Mooney, Senior Management Analyst, explained procedures for making public comment.

No public comment was received for Items Not on the Agenda.

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## **Consent Calendar**

### Item C-1

#### **PRCS - Approval of the Minutes for the Regular Parks, Recreation and Community Services Commission Meeting of February 4, 2020**

MOVED BY COMMISSIONER ZEIDMAN, SECONDED BY COMMISSIONER HEINEMAN AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION APPROVE MINUTES FOR THE REGULAR MEETING OF FEBRUARY 2, 2020.

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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 Parks, Recreation and Community Services Department Fiscal Year 2020/2021 Proposed Budget Presentation**

Corey Lakin, Parks, Recreation and Community Services Director, provided a summary of the material of record; discussed the Senior Nutrition Program; the COVID-19 response; increased deliveries; use of staff rather than volunteers; donated food items; grocery deliveries; appreciation to health care workers; illumination of Vets tower; Nurses' Week; the newsletter mailed to the senior community; the Safer at Home guide distributed via mail and email; the Corona Virus Hotline; weekly phone calls and monthly postcard check-ins for seniors; City Council recognition of May as Water Safety month and Older Americans month; maintenance of the parks; the Dog Park; passive recreation in the parks; social media updates; the summer programming survey; virtual summer camp; the Community Services section of the Emergency Operations Center; the Reconstitution Team; the Economic Recovery

Task Force; and artwork for grocery bags going out to the community.

Discussion ensued between staff and Commissioners regarding appreciation for improved communication with seniors throughout the City; other communities that closed their restrooms during the pandemic; ensuring those who used the parks or were experiencing homelessness had access to restroom facilities; efforts of park staff and contracted cleaning crews; appreciation that staff continues to work to ensure that communities are receiving services and resources throughout the pandemic; expansion of the Tower lighting to express appreciation for all essential workers; positive feedback received regarding staff; and the pen pal program.

Corey Lakin, Parks, Recreation and Community Services Director, provided an overview of the proposed budget for fiscal year 2020/2021.

Discussion ensued between staff and Commissioners regarding appreciation for avoiding staff layoffs; accessibility of the fitness room in the Senior Center and use without direct supervision; potential liability issues; waivers for the fitness center; SSG Mental Health Workers at the Senior Center; social work assistance; food bank partnerships; grocery assistance for seniors; the Kaiser Foundation survey; increased need for resources; resources available on the City website; funding; grants; partnerships; ActiveNet registration issues; improving outreach and communication; encouraging people to register online rather than doing it in person; health and safety; programming for children over the summer; understanding how the network of services supports the community; the original budget request; appreciation for retaining programming and staff; and impacts of budget cuts to the community.

Corey Lakin, Parks, Recreation and Community Services Director, reported that the community garden had not been closed, but has new restrictions; he noted that the parks and restrooms never closed; indicated that use of parks is allowed for passive recreation; he clarified that the only active recreation that is allowed is limited to household members; he discussed restrictions that accompany the re-opening of facilities; the Senior Nutrition program; he

noted that fitness equipment, the Skate Park and fields and courts continue to be closed; discussed the timeline put forth by Los Angeles county; the new phase of opening; challenges of cleaning playground equipment; seniors as a high risk group; virtual summer camps; virtual choice; activity boxes; pre-recorded programming; weekly Zoom calls; summer pocket camps; staff ratios; procedures for in-person camp; reducing the number of exposed households; verbiage on waivers; temperature checks; daily questionnaires; county protocols; challenges for children who have to stay indoors or who do not have other children to interact with; providing options; and he expressed appreciation to staff, Commissioners and the City Council for their support.

Discussion ensued between staff and Commissioners regarding appreciation to Parks and Recreation Department staff; the adaptation of the Department under the unprecedented circumstances; the transformation of Parks and Recreation summer programs; concerns about construction that began prior to the COVID-19 shut-down; budget cuts; park maintenance in light of the budget cuts made in the last fiscal year; completion of the Tellefson Park playground project; drinking fountains at the Skate Park; and updates on projects in process and upkeep and maintenance of Culver City parks.

MOVED BY COMMISSIONER ZEIDMAN, SECONDED BY COMMISSIONER HEINEMAN AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION RECEIVE AND FILE THE PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT FISCAL YEAR 2020/2021 PROPOSED BUDGET PRESENTATION.

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Item A-2

**PRCSC - [Standing Item; 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; (2) Formation of New and/or Dissolution of Existing Ad Hoc Subcommittee(s); and, (3) Appointment of Two Commissioners to Newly-Formed Ad Hoc Subcommittee(s)**

Discussion ensued between staff and Commissioners regarding the ability of youth 16 and older to apply to Boards and Commissions; City Council appointment of Youth Representatives; the original proposal put forward to include youth; clarification that the Youth Representative would be one of the five positions; annual review of all committees and subcommittees at the July meeting; potential bias against Youth Representatives; and dissolving the Ad Hoc Subcommittee given the new policy.

MOVED BY VICE CHAIR AMEZOLA, SECONDED BY COMMISSIONER ZEIDMAN AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION DISSOLVE THE YOUTH REPRESENTATIVE AD HOC SUBCOMMITTEE.

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Item A-3

**PRCSC - [Standing Item] Review the Fiscal Year 2020/2021 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 Council Members regarding appointment of the new Chair and Vice Chair; swearing in of the reappointed or new Commissioner; annual consideration of committees and subcommittees; and municipal code recommendations in August.

MOVED BY COMMISSIONER ZEIDMAN, SECONDED BY COMMISSIONER HEINEMAN AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION RECEIVE AND FILE THE FISCAL YEAR 2020/2021 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.

Patricia Mooney, Senior Management Analyst, indicated that no public comment had been received.

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### **Receipt and Filing of Correspondence**

Patricia Mooney, Senior Management Analyst, reported that no correspondence had been received but that she had distributed Park and Recreation magazines, and she noted that several Commissioners had received something from the Historical Society.

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### **Items from Staff**

Corey Lakin, Parks, Recreation and Community Services Director, thanked all staff members for their hard work; reported on procedure changes due to COVID-19; announced the cancelation of Fiesta La Ballona; spoke about a proposed virtual version of the event; and he explained that efforts would be focused on making the festival great next year.

Patricia Mooney, Senior Management Analyst, thanked everyone for participating in the first virtual PRCS Commission public meeting.

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### **Items from Commissioners**

Commissioner Rickards praised the resilience of the Department; discussed consideration of the mission of the Department and services provided; encouraged reflection in light of the COVID-19 pandemic about what has made the work done by the Department memorable and valuable; discussed the childcare survey; collaboration; child care services offered; and he noted the dependence of the community on programs for supervision and leadership of youth and on events and programs offered by the PRCS Department.

Commissioner Zeidman praised staff for their extraordinary efforts.

Commissioner Heineman expressed gratitude for all City staff members and she remarked that she had received a number of calls from seniors inquiring about whether they would be able to volunteer at the Senior Center given that they are considered an at-risk group.

Corey Lakin, Parks, Recreation and Community Services Director, clarified that there would be restrictions in place once the Senior Center reopens, but he expected that volunteers would still be needed.

Vice Chair Amezola expressed gratitude for the hard work of staff; discussed the new Equity and Human Relations Advisory Committee; inquired what the implications were for the Parks Recreation and Community Service Commission in light of this change, and what PRCS Commission duties, if any, would be reduced; discussed collaboration; and she proposed that, if appropriate, she would like to be involved in the first Community Conversation which she suggested be about protesting and police brutality.

Corey Lakin, Parks, Recreation and Community Services Director, clarified that the Human Relations component had been taken away from the PRCS Commission with the creation of the Equity and Human Relations Advisory Committee; he explained that other changes made solely affected Commissioner eligibility; discussed member selection; the focus of the Commission; and collaboration.

Patricia Mooney, Senior Management Analyst, explained that the duties of all Commissions are outlined in the municipal code; she discussed recent revision of the municipal code for the PRCS; and she offered to provide information on duties of the new Committee at the next Commission meeting.

**Adjournment**

There being no further business, at 8:58 P.M., the Parks, Recreation and Community Services Commission adjourned to a regular meeting to be held on Tuesday, July 7, 2020.

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

APPROVED \_\_\_\_\_

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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.

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Jeremy Green  
CITY CLERK

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Date