

## **C-1.**

***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 5, 2021  
7:00 P.M.

### **Call to Order & Roll Call**

Vice Chair Heineman called the regular meeting of the Parks, Recreation and Community Services Commission to order at 7:04 P.M. via Webex and discussed meeting procedures.

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

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### **Pledge of Allegiance**

Commissioner Mohammed led the Pledge of Allegiance.

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

Vice Chair Heineman invited public comment.

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

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## **Consent Calendar**

### Item C-1

#### **PRCSC - Approval of the Minutes for the Regular Parks, Recreation and Community Services Commission Meeting of December 1, 2020**

MOVED BY COMMISSIONER ZEIDMAN, SECONDED BY COMMISSIONER MOHAMMED AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION APPROVE MINUTES FOR THE REGULAR MEETING OF DECEMBER 1, 2020.

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#### **Order of the Agenda**

No changes were made.

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## **Action Items**

### Item A-1

#### **PRCSC - (1) Selection of Chair and Vice Chair of the Parks, Recreation and Community Services (PRCS) Commission; (2) Appointment of PRCS Commission Members to Representative Vacancies on City Committees; and, [If Desired] (3) Formation of New Ad Hoc Subcommittee(s) and Appointment of Two Commission Members to Newly-Formed Ad Hoc Subcommittee(s)**

MOVED BY COMMISSIONER RICKARDS, SECONDED BY COMMISSIONER MOHAMMED AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION SELECT KAY HEINEMAN TO SERVE AS CHAIR OF THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION.

Discussion ensued between staff and Commissioners regarding seniority and order of service.

MOVED BY COMMISSIONER ZEIDMAN, SECONDED BY CHAIR HEINEMAN AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION SELECT WILLIAM RICKARDS TO SERVE AS VICE CHAIR OF THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION.

Discussion ensued between staff and Commissioners regarding length of the appointments; the timeline for filling the vacant seat on the Commission; Commission consensus that no new subcommittees were needed; Commission consensus that the Community Development Block Grant (CDBG) Advisory Committee Alternate position remain vacant for now; and Commission consensus for Commissioner Zeidman, to serve as delegate on the Disability Advisory Committee (DAC), with the alternate position to remain vacant until the PRCS Commission determines otherwise.

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Item A-2

**PRCSC - Receipt and Filing of a Report Regarding the Parks, Recreation and Community Services Department "Zoom with Santa or Frosty" Holiday Program**

Darren Uhl, Parks Recreation and Community Services Manager, thanked staff for their efforts to create the "Zoom with Santa or Frosty" Holiday program; he discussed the Downtown Business Association Tree Lighting; popularity of the event; use of ActiveNet to register for time slots; cost; care packages; technical assistance; number of participants; and positive feedback received.

Discussion ensued between staff and Commissioners regarding appreciation to staff for their efforts to create an inclusive and accessible event; and appreciation for the innovative approaches to meeting the needs of the community during the pandemic.

MOVED BY COMMISSIONER MOHAMMED, SECONDED BY COMMISSIONER ZEIDMAN AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION RECEIVE AND FILE THE REPORT REGARDING THE "ZOOM WITH SANTA OR FROSTY" HOLIDAY PROGRAM.

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Item A-3

**PRCSC – Receipt and Filing of a Report Regarding the Municipal Plunge Remodel Conceptual Designs**

Armando Abrego, Parks Recreation and Community Services Interim Director, provided an overview of the conceptual designs for the remodel of the Municipal Plunge; discussed the proposal chosen; primary goals with the concept; connecting the Teen Center to the Aquatic Center; and better management of entrance points to the facility.

Darren Uhl, Parks Recreation and Community Services Manager, discussed the various options and amenities for the three plans; controlled entry; the open floor plan; gender neutral family restrooms; individual showers; adding a community classroom and designated staff first aid area off the pool deck; requested components; security input; adding a larger rentable community room; combining the entrance into the Teen Center and the Plunge; increasing rentable space with reduced need for staff; and adding a second family-friendly, zero-depth pool, separated from the larger pool, available for lessons, water therapy classes, and rentable for parties.

Discussion ensued between staff and Commissioners regarding individual changing rooms; external showers; added restroom stalls; funding for designs; the current fiscal situation; consideration during the budget process; support for the third concept that would address issues and serve the City for the next 20 years; uses for the smaller pool; fencing to separate the pools; storage; gender neutral locker rooms; separate rooms with lockable, real doors in the changing rooms; Commission feedback; potential coordination and collaboration with the Culver City Unified School District (CCUSD); community outreach; the process; the need for an additional pool; addressing operational challenges; funding; demand; revenue offsets; closing the funding gap; opportunities for revenue and partnerships; separating lessons from workouts; increased pool usage; funding from CCUSD; City Council purview; and outside groups that want to use the facilities.

MOVED BY COMMISSIONER ZEIDMAN, SECONDED BY COMMISSIONER MOHAMMED AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION RECEIVE AND FILE THE REPORT REGARDING THE MUNICIPAL PLUNGE REMODEL CONCEPTUAL DESIGNS.

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Item A-4

**PRCSC – (1) Review the Parks, Recreation and Community Services Department Fiscal Year 2020-2021 Budget; and, (2) [If Desired] Discuss Potential Topics for the PRCSC Commission's Fiscal Year 2021-2022 Budget Recommendations to the City Council**

Patricia Mooney, Senior Management Analyst, discussed the request for all departments to submit a list of 5-10% reductions to the operating budget; on site case management services; the elimination of Fiesta La Ballona revenue; adjusted budget figures; carryovers and transfers; reductions to contractual services; Maintenance and Operations; elimination of some services due to the pandemic; enhancements; ActiveNet; the Budget Recommendation Letter; the Landscape Report from the consultant; staffing; the absence of a wish list this year; concern with being able to hold on to positions; and unfilled positions.

Armando Abrego, Parks Recreation and Community Services Interim Director, expressed appreciation to Patricia Mooney for her efforts; discussed adapting to the needs of the community; remaining within the current budget; the mid-year budget; expenditure review; areas that may need additional funding; the goal to remain whole; and moving forward.

Discussion ensued between staff and Commissioners regarding community events; projected revenue; the main focus of park staff to keep restrooms clean and sanitized; field maintenance; working to meet resident needs; public orders currently in place; rest periods for the fields; recovery time; wear and tear at Bill Botts Field; permits issued to gym, fitness and sports organizations; the need for more down time and equipment to perform proper maintenance; the need to rehab Syd Kronenthal Park; budget constraints; increased efficiency; staying flexible; the timeframe for the draft letter; and Commission consensus that Commissioner Mohammed begin drafting the budget letter.

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Item A-5

**PRCSC - [Standing Item] (1) Review the Parks, Recreation and Community Services (PRCS) Commission Fiscal Year 2020/2021 Meeting Calendar and the Upcoming Agenda Items List and Make Adjustments, if Necessary; (2) Discuss Topics for Inclusion in the Next PRCS Commission Report to the City Council; and, (3) Receipt and Filing of the Report**

Patricia Mooney, Senior Management Analyst, discussed alternate meeting dates and availability of Council Chambers for use of Webex.

Discussion ensued between staff and Commissioners regarding availability; subcommittee reports; youth programming; reports to the City Council; the new pool designs; and Commission agreement that the date of the March Commission meeting be changed to March 4.

MOVED BY COMMISSIONER ZEIDMAN, SECONDED BY COMMISSIONER MOHAMMED AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION RECEIVE AND FILE THE FISCAL YEAR 2020-2021 MEETING CALENDAR AND THE UPCOMING AGENDA ITEMS LIST.

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

Chair Heineman invited public comment.

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

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**Receipt and Filing of Correspondence**

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

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### **Items from Staff**

Armando Abrego, Parks Recreation and Community Services Interim Director, discussed the Vets outdoor basketball rehab project noting that it was on track to be open in February, and he thanked the Information Technology department for the WiFi installed at Vets.

Darren Uhl, Parks Recreation and Community Services Manager, provided updates on the Rec Extension program at the Veterans Memorial building; discussed Teen programming; the Plunge; and the Martin Luther King Jr. Day virtual series.

Jill Thomsen, Recreation and Community Services Supervisor, discussed the "Snowflakes and Soup" event; the "Santa on Your Doorstep" event; and the Winter Sock Drive.

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### **Items from Commissioners**

Vice Chair Rickards reported reading *Palaces for the People* by Eric Kleinenberg, which examines institutions that provide a structure for communities in times of stress.

Commissioner Zeidman reported attending the pool meetings and he applauded staff for their efforts.

Commissioner Mohammed reiterated how impressed he is with staff and their creative efforts to provide programming to the community and find solutions to the many challenges including less money and resources.

Chair Heineman discussed the closure of the Senior Center; she commended staff for the Sock Drive and park maintenance; discussed the decoration on Vets building during the holidays; and the Senior Vibe.

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**Adjournment**

There being no further business, at 8:53 P.M., the Parks, Recreation and Community Services Commission adjourned to a regular meeting to be held on Tuesday, February 2, 2021.

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

APPROVED \_\_\_\_\_

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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.

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Jeremy Green  
CITY CLERK

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Date