

***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

April 6, 2021
7:00 P.M.

Call to Order & Roll Call

Chair Heineman called the regular meeting of the Parks,
Recreation and Community Services Commission to order at 7:00
P.M. via Webex.

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

Absent: Scott Zeidman, Commissioner

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Pledge of Allegiance

Vice Chair Rickards led the Pledge of Allegiance.

Patricia Mooney, Senior Management Analyst, requested that
Items from Staff heard after Item A-1.

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Public Comment - Items Not on the Agenda

Chair Heineman invited public comment.

Patricia Mooney, Senior Management Analyst, read a written
comment received from Meg Sulli expressing opposition to the
reconfiguration of Media Park.

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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 March 2, 2021

MOVED BY VICE CHAIR RICKARDS AND SECONDED BY COMMISSIONER MOHAMMED THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION APPROVE MINUTES FOR THE REGULAR MEETING OF MARCH 2, 2021 AS SUBMITTED.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

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Order of the Agenda

Items from Members/Staff was moved to be heard after Item A-1, and Item A-4 was heard before Item A-3.

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Action Items

Item A-1

PRCSC - Administration of the Oath of Office to Newly Appointed Parks, Recreation and Community Services Commission Member Khary Cuffe

Patricia Mooney, Senior Management Analyst, administered the Oath of Office to Khary Cuffe.

Chair Heineman welcomed Commissioner Cuffe.

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The following Item was considered out of sequence.

Items from Staff

Dani Cullens, Recreation and Community Services Supervisor, provided a presentation on the Spring Egg-stravaganza event.

Discussion ensued between staff and Commissioners regarding appreciation to staff for their efforts; creativity in providing a sense of community; comments from families who preferred the format to the previous crowded events; the strategy to get people to visit parks that they were not visiting on a regular basis; and appreciation to staff for stepping in to add another week to meet the demand.

Darren Uhl, Parks Recreation and Community Services Manager, thanked staff for their work on Spring Camps, and he provided a presentation on the recent vaccination clinic done in partnership with Los Angeles County Public Health and Curative.

Discussion ensued between staff and Commissioners regarding ages of those served; origin of the event; seniors struggling to get a vaccination; appreciation for the opportunity to provide a safe venue for vaccinations; and seniors who had not been able to go to the Senior Center for a year.

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Item A-2

PRCSC - [Standing Item; Any or All of the Following Actions, if Desired] (1) Receipt and Filing of 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 vacancies; time commitment for open positions; the ability to form new subcommittees; and Commissioners expressed willingness to serve.

Chair Heineman moved that she serve as alternate on the Disability Advisory Subcommittee with Commissioner Cuffe serving as alternate on the Community Development Block Grant (CDBG) Subcommittee. Commissioner Mohammed seconded the motion and the discussion continued.

Vice Chair Rickards indicated nothing to report.

Commissioner Mohammed indicated noting to report unless staff had new information from the office of the City Attorney, which they did not.

Chair Heineman reported being reappointed to the Culver City Senior Center Association Board of Directors; she discussed the upcoming meeting; and needed changes at the Senior Center when it is reopened.

MOVED BY VICE CHAIR RICKARD AND SECONDED BY COMMISSIONER MOHAMMED THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION APPOINT COMMISSIONER CUFFE TO SERVE AS ALTERNATE ON THE COMMUNITY DEVELOPMENT BLOCK GRANT SUBCOMMITTEE, AND CHAIR HEINEMAN AS ALTERNATE COMMISSION REPRESENTATIVE TO THE DISABILITY ADVISORY COMMITTEE.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

Commissioner Mohammed asked that the agenda in the Ad Hoc Subcommittee section be changed to reflect that the staff liaison is the current Director.

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Item A-4
(Out of Sequence)

PRCSC - [Standing Item] (1) Review the Parks, Recreation and Community Services (PRCS) Commission Fiscal Year 2021/2022 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) Receive and File the Report

Patricia Mooney, Senior Management Analyst, discussed remaining meeting dates for the balance of the fiscal year; standing items; upcoming agenda items; and she indicated that staff was open to adding anything that the Commission would like to consider in the future.

Discussion ensued between staff and Commissioners regarding conducting a Parks Tour for the new Commissioner; staff agreement to coordinate with Commissioner Cuffe; the desire to go on a Parks Tour as a Commission at a future date when more Commissioners are vaccinated; and consideration of services for youth and special populations in the community at a future date.

MOVED BY COMMISSIONER MOHAMMED AND SECONDED BY VICE CHAIR RICKARDS THAT THE PRCS COMMISSION: RECEIVE AND FILE THE REPORT.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

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Item A-3

PRCSC - [Standing Item] Receipt and Filing of the Report Regarding the Parks, Recreation and Community Services Department Fiscal Year 2021/2022 Proposed Work Plan and Grant Presentation

Armando Abrego, Parks, Recreation and Community Services Director, thanked staff for their efforts; discussed the presentation to the City Council vs. the presentation to the Commission; updated numbers; Strategic Plan Initiatives; ensuring long-term financial stability; diversification; efforts to reach a wider audience; online communication; and use of QR Codes.

Darren Uhl, Parks Recreation and Community Services Manager, discussed plans to expand senior programming and programming for people with disabilities; creativity demanded by the pandemic; changes that will be retained moving forward; at-home connections; home deliveries; drive-by events; re-opening the Senior Center; ensuring that the department is ready to

meet the needs when re-opening happens; identification of community partners; conversion of in-person programs to virtual programs; meeting changing program needs; development of an outreach plan; development of new youth programming; expanded social media; mental health support services for middle and high school students; onsite services; partnerships with outside organizations; offering counseling options for middle and high school students; and staff working on teen programming and development.

Patrick Reynolds, Parks Manager, discussed irrigation audits of all the parks; exercise equipment; replacements and additions to park amenities; community feedback; assistance with the General Plan Update; the Parks Master Plan; and work with the General Plan Advisory Committee.

Armando Abrego, Parks, Recreation and Community Services Director, discussed the Strategic Plan; work to diversify and reach a wider audience; evaluation and expansion of the marketing plan; adherence to safety gear and masks; the Skatepark; engagement; the importance of following the rules; connecting with businesses and organizations; piggy-back marketing; and creation of a master notification calendar.

Patrick Reynolds, Parks Manager, discussed areas to improve in maintenance operations; the SB 1383 Plan; AB 1881; and compliance with state mandates.

Darren Uhl, Parks Recreation and Community Services Manager, discussed meetings with City and School District leadership; placing a focus on mental health; helping teens deal with the pandemic; expansion of the focus on the middle school to include the high school; outreach to isolated populations; continued efforts to engage the homebound and disabled communities; virtual programming; and resuming and expanding water safety training.

Armando Abrego, Parks, Recreation and Community Services Director, discussed the rental of space to youth sports groups; engagement of new users; the sense of ownership held by the older users; finding an equitable and transparent method to allocate fields; establishing criteria; and evaluation of field allocation practices.

Patricia Mooney, Senior Management Analyst, discussed entitlement grants for Capital Improvement Projects (CIPs) and

Maintenance and Programming; one-time allocations; application deadlines; the Stone House; the Measure A Park Investment Program; fund accumulation; community outreach; Measure A Maintenance and Servicing; funding for janitorial services; specialized sanitation and cleaning; the Community Development Block Grant (CDBG) Operating Grant; and staffing for the Disability Program.

Chair Heineman invited public comment.

The following member of the public addressed the Commission:

Jane Leonard commended staff for their efforts during challenging times; discussed long-term financial stability of the department; research into using the asset replacement fund for irrigation systems; park equipment and capital assets at the parks; establishing funding resources over the long-term; county grants for capital projects; staff time; and opportunities for an ad hoc subcommittee to assist staff with the process or research.

Discussion ensued between staff and Commissioners regarding formation of a subcommittee to address teen programming and serving special populations; identifying needs; appreciation to staff for their efforts; and communication.

MOVED BY COMMISSIONER MOHAMMED AND SECONDED BY VICE CHAIR RICKARDS THAT THE PRCS COMMISSION: RECEIVE AND FILE THE REPORT REGARDING THE PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT FISCAL YEAR 2021-2022 PROPOSED WORK PLAN AND GRANT PRESENTATION.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

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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 (Continued)

Patrick Reynolds, Parks Manager, provided an update on operational progress, issues and accomplishments; discussed funding for janitorial services; specialized sanitation and cleaning; the Vets Basketball Court Replacement project; the addition of the stand-alone shade structure at El Marino; design options; funding; replacement of bleachers, backstops and base repair; amenities; installation of drinking fountains and filling stations; the CDBG grant; concrete repair; pickle ball court conversions; and continuing efforts to upgrade the parks.

Darren Uhl, Parks Recreation and Community Services Manager, discussed the Staff Appreciation event at the Senior Center on March 12.

Armando Abrego, Parks Recreation and Community Services Director, reported that The Plunge had been reopened after a two-week closure for rehab work; he thanked Public Works for their help; and he discussed providing opportunity for staff to be more connected with the Commission and the community.

Dani Cullens, Recreation and Community Services Supervisor, provided an update on Spring Camp.

Discussion ensued between staff and Commissioners regarding sharing photos of the Spring Camp with the Culver City News, social media, and other outlets; creating a sense of community between agencies and the public; enhanced outreach and communication; participation; ways the Commission can assist the department; programs and services; sharing social media posts; and feedback.

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Items from Commissioners

Chair Heineman expressed appreciation to staff for the amount of work accomplished; discussed rehabilitation; and advocacy to the City Council for more PRCS staff.

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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, May 4, 2021.

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

APPROVED _____

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.

Jeremy Green
CITY CLERK

Date