

***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 1, 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 7:04 P.M. via Webex.

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

Absent: Khary Cuffe, Commissioner

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**Pledge of Allegiance**

Vice Chair Rickards led the Pledge of Allegiance.

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**Items from Members and Staff**

Technical difficulties precluded the item from being heard and it was deferred to after the Consent Calendar.

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

Chair Heineman invited public comment.

No public comment was 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 May 4,  
2021**

MOVED BY COMMISSIONER MOHAMMED AND SECONDED BY COMMISSIONER  
ZEIDMAN THAT THE PARKS, RECREATION AND COMMUNITY SERVICES  
COMMISSION APPROVE MINUTES FOR THE REGULAR MEETING OF MAY 4,  
2021.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

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**Order of the Agenda**

Items from Members and Staff were heard after the Consent  
Calendar.

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**Items from Members and Staff**

Jill Thomsen, Recreation and Community Services Supervisor,  
discussed the Drive Through Carnival in Honor of Older Americans  
Month; read positive feedback received on the event; thanked  
Chair Heineman for volunteering at the event; and provided an  
overview of plans at the Senior Center for June.

Discussion ensued between staff and Commissioners regarding the  
process of registering to attend the movie events; capacity  
restrictions; and appreciation for the presentation.

Dani Cullens, Recreation and Community Services Supervisor,  
presented the Father's Day Camp at Home Kit.

Discussion ensued between staff and Commissioners regarding  
costs to participate; number of kits offered; and appreciation  
for the creativity of events offered.

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**Action Items**

Item A-1

**PRCSC - Receipt and Filing of the Report Regarding the Parks, Recreation and Community Services Department's Summer Programming**

Dani Cullens, Recreation and Community Services Supervisor, provided a report on summer programming; discussed pocket camps; capacity; contract instructor camps; protocol; and social distancing.

Discussion ensued between staff and Commissioners regarding the Teen Center; staffing; events for teens; the popularity of Art in the Park; planned events; service opportunities; capacity restrictions; and appreciation to staff.

MOVED BY VICE CHAIR RICKARDS AND SECONDED BY COMMISSIONER MOHAMMED THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION RECEIVE AND FILE THE REPORT REGARDING THE PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT'S SUMMER PROGRAMMING.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

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Item A-2

**PRCSC - Receipt and Filing of the Report Regarding the Parks, Recreation and Community Services Department Fiscal Year 2021/2022 Proposed Budget Presentation**

Armando Abrego, Parks, Recreation and Community Services Director, thanked staff for their presentations as well as Terrica Miller for her assistance at the meeting; discussed the proposed budget for Fiscal Year 2021/2022; he provided highlights for Fiscal Year 2020/2021; discussed changes

necessary with the pandemic; continued engagement and adaptation; enhancements; restoration of services; returning to pre-pandemic funding levels; and Capital Improvement Projects (CIPs).

Discussion ensued between staff and Commissioners regarding the post-pandemic adjusted budget vs. the pre-pandemic budget; the Senior Nutrition Program; continued innovation with events; Fiesta La Ballona; encouragement to anyone interested to attend Fiesta La Ballona Committee meetings; funding for mental health services for seniors and teens; needed supplies for Park Maintenance; mid-year funding; Turf Report findings; refurbishment; assistance from the consultants; irrigation upgrades; needed upgrades at Veterans Park; repairs; fertigation; funding to support seniors; Senior Center programming; Disability Services; volunteers; projects that were disrupted by the pandemic; upgrades to ball field lighting; the timeline; and communication.

Chair Heineman invited public comment.

The following member of the public addressed the Commission:

Jane Leonard discussed COVID recovery funding; distribution of federal dollars; and money needed to support the budget and ongoing programs.

Discussion ensued between staff and Commissioners regarding use of funding to close the gap on lost revenue; continued work with the City Manager to advocate for departmental needs; staff agreement to share information with the Commission as it becomes available; and appreciation to staff for their work and patience.

MOVED BY VICE CHAIR RICKARDS AND SECONDED BY COMMISSIONER ZEIDMAN THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION RECEIVE AND FILE THE REPORT REGARDING THE PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT FISCAL YEAR 2021/2022 PROPOSED BUDGET PRESENTATION.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

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Item A-3

**PRCSC - Receipt and Filing of the Report Regarding the Parks, Recreation and Community Services Commission Tour of Culver City Parks and Facilities**

Discussion ensued between staff and Commissioners regarding rejuvenation of the turf during the pandemic; potential dates for the tour; the absence of Commissioner Cuffe; Brown Act considerations; Commission consensus to schedule a Parks Tour on either June 26 or July 17 at 9:00 a.m.; the itinerary; the Tellefson Park playground; improvements on infield maintenance; exercise equipment; and wish list items to discuss.

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Item A-4

**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 clarification that no appointments were necessary; an update on the municipal code review process; the timeline for the item to return to the Commission for discussion; monthly Senior Center Association meetings; distancing requirements; protocol; and waivers.

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

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: HEINEMAN, MOHAMMED, RICKARDS, ZEIDMAN

NOES: NONE  
ABSENT: CUFFE

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Item A-5

**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**

Discussion ensued between staff and Commissioners regarding consideration of the municipal code review process in September; community meetings; the timeline; deliverables; upcoming projects; and Brown Act Rules.

MOVED BY COMMISSIONER MOHAMMED AND SECONDED BY COMMISSIONER ZEIDMAN THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION RECEIVE AND FILE THE REPORT INCLUDING THE MEETING CALENDAR AND UPCOMING ITEMS LIST.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

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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 received.

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**Receipt and Filing of Correspondence**

Patricia Mooney, Senior Management Analyst, read correspondence from Mrs. Barbara Silverstein dated May 24, 2021

commending PRCS Department Administrative Clerk Adam Ferguson for his work in creating the "Blind Date with a Book" program.

MOVED BY COMMISSIONER ZEIDMAN AND SECONDED BY VICE CHAIR RICKARDS THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION RECEIVE AND FILE CORRESPONDENCE.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

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**Items from Staff**

Armando Abrego, Parks, Recreation and Community Services Director, indicated that a copy of the letter from Barbara Silverstein would be presented to Adam Ferguson.

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**Items from Commissioners**

Discussion ensued between staff and Commissioners regarding allowing Chair Heineman to continue as Chair since she had served a partial term with the departure of Paula Amezola.

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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 regular meeting to be held on Tuesday, July 7, 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