

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

July 6, 2021
7:00 P.M.

Call to Order & Roll Call

Vice Chair Rickards called the regular meeting of the Parks, Recreation and Community Services Commission to order at 7:16 P.M. via Webex.

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

*Chair Heineman arrived at 7:17 P.M.

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Pledge of Allegiance

Commissioner Zeidman led the Pledge of Allegiance.

Chair Heineman joined the meeting

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Items from Members and Staff

None.

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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 June 1, 2021

MOVED BY COMMISSIONER MOHAMMED, SECONDED BY VICE CHAIR RICKARDS AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION APPROVE MINUTES FOR THE REGULAR MEETING OF JUNE 1, 2021.

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Order of the Agenda

No changes were made.

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Action Items

Item A-1

PRCSC - (1) Administration of the Oath of Office to the Reappointed Parks, Recreation and Community Services (PRCS) Commission Member; and, (2) Election of the Chair and Vice Chair of the PRCS Commission

Patricia Mooney, Senior Management Analyst, administered the Oath of Office to Palvi Mohammed.

Commissioner Mohammed expressed appreciation for the reappointment; discussed the pandemic; and he expressed eagerness to continue work to improve parks and service to the community.

Commissioner Zeidman expressed support for the decision of the City Council to reappoint Commissioner Mohammed.

Chair Heineman thanked Commissioner Mohammed for reapplying.

Commissioner Zeidman nominated Kay Heineman to serve as Chair of the Commission and Vice Chair Rickards seconded the nomination.

Commissioner Zeidman nominated William Rickards to serve as Vice Chair of the Commission and Chair Heineman seconded the nomination.

MOVED BY COMMISSIONER ZEIDMAN, SECONDED BY COMMISSIONER MOHAMMED AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION: ELECT KAY HEINEMAN TO SERVE AS CHAIR AND WILLIAM RICKARDS TO SERVE AS VICE CHAIR OF THE PRCS COMMISSION FOR FISCAL YEAR 2021-2022.

Chair Heineman thanked the Commission for their faith in her.

Vice Chair Rickards expressed eagerness to do good work.

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Item A-2

PRCSC - Adoption of Motions to (1) Appoint/Reappoint Parks, Recreation and Community Services (PRCS) Commission Members as Liaisons to Various Outside Associations and City Committees; (2) Appoint/Reappoint Members to Serve on PRCS Commission Ad Hoc Subcommittees; [If Desired] (3) Form or Dissolve PRCS Commission Ad Hoc Subcommittees; and, (4) Appoint Members to Serve on Newly Formed PRCS Commission Ad Hoc Subcommittees

Chair Heineman introduced the item.

Responding to inquiry, Commissioner Cuffe indicated that he is still learning; he sought input as to which Subcommittee he could be of help to; he expressed interest in helping to upgrade parks; and he agreed to serve as the alternate for the Community Development Block Grant (CDBG) Ad Hoc Subcommittee and as delegate to the Disability Advisory Committee.

Discussion ensued between staff and Commissioners regarding current assignments; the work of the Parks and Facilities Section of the Culver City Municipal Code Review Ad Hoc Subcommittee; Brown Act Rules; and clarification on the duties and workload of the CDBG Ad Hoc Subcommittee.

MOVED BY VICE CHAIR RICKARDS, SECONDED BY COMMISSIONER ZEIDMAN AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION APPROVE:

1. THE REAPPOINTMENT OF PRCS COMMISSION MEMBERS TO THE FOLLOWING BODIES:

1) ASSOCIATIONS: 1A) CALIFORNIA ASSOCIATION OF PARKS AND RECREATION COMMISSIONERS AND BOARD MEMBERS (CAPRCBM) - WILLIAM RICKARDS, DELEGATE; SCOTT ZEIDMAN, ALTERNATE. 1B) CULVER CITY SENIOR CITIZENS ASSOCIATION BOARD OF DIRECTORS (CCSCA) - KAY HEINEMAN, DELEGATE; PALVI MOHAMMED, ALTERNATE.

2) CITY COMMITTEES: 2A) COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ADVISORY COMMITTEE - PALVI MOHAMMED, DELEGATE; KHARY CUFFE, ALTERNATE. 2B) DISABILITY ADVISORY COMMITTEE (DAC) - KAY HEINEMAN, ALTERNATE.

3) PRCS COMMISSION AD HOC SUBCOMMITTEES: 3A) PARKS AND FACILITIES SECTIONS OF THE CULVER CITY MUNICIPAL CODE REVIEW AD HOC SUBCOMMITTEE - APPOINTEES: PALVI MOHAMMED AND WILLIAM RICKARDS. AND,

2. THE APPOINTMENT OF PRCS COMMISSION MEMBER KHARY CUFFE AS THE DELEGATE TO THE DISABILITY ADVISORY COMMITTEE (DAC), TO REPLACE PRCS COMMISSION MEMBER SCOTT ZEIDMAN, WHO IS STEPPING DOWN.

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Item A-3

PRCSC - Receipt and Filing of the Report Regarding the Parks, Recreation and Community Services Department's Celebration of July as "Parks Make Life Better" Month

Darren Uhl, Parks, Recreation and Community Services Manager, provided background on the celebration; presented planned activities and events for "Parks Make Life Better!" month; discussed the interactive calendar; and the ongoing department guide to events.

Discussion ensued between staff and Commissioners regarding support from outside organizations; the California Parks and Recreation Association (CPRA); the Agents of Discovery Game; advice on wording for the proclamation; available support on the CPRA website; support for keeping up communication with

the community; the process for the proclamation at the City Council meeting; and acknowledgement to former Director Corey Lakin for his efforts.

MOVED BY COMMISSIONER ZEIDMAN, SECONDED BY VICE CHAIR RICKARDS AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION: RECEIVE AND FILE THE REPORT REGARDING THE PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT'S CELEBRATION OF JULY AS "PARKS MAKE LIFE BETTER" MONTH.

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Item A-4

PRCSC - (1) Scheduling of a Parks, Recreation and Community Services Commission Tour of Culver City Parks and Facilities; and, (2) Scheduling of Two Community Meetings for the Lindberg Park Stone House/Park Rehabilitation Project

Patricia Mooney, Senior Management Analyst, provided a summary of the material of record.

Discussion ensued between staff and Commissioners regarding dates and availability; community meetings; public notice; interaction with the public; the preference to choose a weeknight and a weekend meeting to encourage public attendance and engagement; topics to be discussed and relationship to the site chosen; and availability.

The PRCS Commission reached consensus to hold a special meeting to tour Culver City Parks and Facilities on Saturday, August 14, 2021, commencing in the parking lot of the Veterans Memorial Building at 9:00 a.m. and proceeding from there.

The PRCS Commission reached consensus to hold a special meeting for the first Lindberg Park Stone House/Park Rehabilitation Project Community Meeting on Saturday, September 18, 2021, at 10:00 a.m. at the Stone House with the second Lindberg Park Stone House/Park Rehabilitation Project Community Meeting on the regular Commission meeting date of Tuesday, October 5, 2021, at 6:30 p.m. at the Stone House.

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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 adding the special meetings to the calendar; upcoming agenda items in upcoming meetings; turf rentals; general changes to how space is being allocated; Commission consensus to have an agendaized discussion on proposed changes to rules for the field and building space allocation plan at the September meeting; equity and inclusivity; transparency; public notice; the general discussion; streamlining the process; clarification that nothing has been put forward yet; virtual vs. in-person meetings; and the City Council proclamation.

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

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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, reported that no correspondence had been received.

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Items from Staff

Armando Abrego, Parks, Recreation and Community Services Director, reported that starting August 1, 2021, the City would no longer be renting to companies that had been allowed to rent outdoor park space during public orders; he discussed notice; and he reported on the opening of Veterans Memorial Building, the Senior Center and the Plunge.

Darren Uhl, Parks, Recreation and Community Services Manager, reported that registration for rooms at Veterans Memorial Building, the Teen Center, the Senior Center and picnic reservations were now available online; he indicated that the SSG Program had resumed in-person appointments; discussed meal programs; phasing out of meal delivery; and resumption of congregate in-person dining at the Senior Center in August.

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Items from Commissioners

Chair Heineman discussed the reopening of the Senior Center.

Commissioner Cuffe asked about the possibility of renovating basketball courts at Blair Hills Park.

Discussion ensued between staff and Commissioners regarding reevaluating the current conditions at Blair Hills Park; making recommendations during the budget process; concern with liability issues; staff agreement to evaluate the situation; and encouragement to Commissioner Cuffe to contact staff for a walk-through.

Commissioner Mohammed expressed hope that state and federal funding could help support park improvements.

Commissioner Zeidman welcomed Commissioner Mohammed noting the wisdom of the City Council in his reappointment.

Vice Chair Rickards noted the change in play on the basketball courts at Veterans Park as a result of improvements and proposed an article in the Culver City News in recognition of improvements made.

Discussion ensued between staff and Commissioners regarding social media outreach to alert the community to improvements made.

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Adjournment

There being no further business, at 8:36 P.M., the Parks, Recreation and Community Services Commission adjourned to a regular meeting to be held on Tuesday, August 3, 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