

***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

August 3, 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 7:08
P.M. via Webex.

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

Absent: Scott Zeidman, 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

None.

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Public Comment - Items Not on the Agenda

Chair Heineman invited public comment.

Patricia Mooney, Senior Management Analyst, explained
procedures for making 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 July 6, 2021

MOVED BY COMMISSIONER MOHAMMED AND SECONDED BY VICE CHAIR RICKARDS THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION APPROVE MINUTES FOR THE REGULAR MEETING OF JULY 6, 2021.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

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Order of the Agenda

No changes were made.

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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 Fall Programming

Patricia Mooney, Senior Management Analyst, introduced the item.

Dani Cullens, Recreation and Community Services Supervisor, provided a presentation on Fall programming; discussed the Culver City After School Recreation Program (CCARP); changes from 2019/2020; registration issues; issues with deposits and balances; Rec Extension; FlexReg; Activity Registration;

priority registration; fees based on program days; contract classes; upcoming fall classes; special events; and the re-opening of the Teen Center.

Discussion ensued between staff and Commissioners regarding changes to the registration system; priority registration; previous participants; system upgrades; creation of a skateboard ramp at the Teen Center; Commission support of mental health awareness for the teen population; the potential for reinstatement of pandemic restrictions; challenges; mask mandates; adherence to School District rules; efforts to find additional space at the schools; hybrid events; appreciation for innovative programming; community mental health; collaboration with the School District; summer programming; continued exploration of opportunities to address needs; providing mentors; and making counselors available.

MOVED BY COMMISSIONER MOHAMMED AND SECONDED BY COMMISSIONER CUFFE THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION RECEIVE AND FILE THE REPORT REGARDING THE PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT'S FALL PROGRAMMING.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

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Item A-2

PRCSC – Discussion of Parks, Recreation and Community Services Commission Virtual Meetings Versus In-Person Meetings and Determination of a Future Meeting Format

Chair Heineman introduced the item.

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

Discussion ensued between staff and Commissioners regarding outdoor meetings; meeting the new Commissioner; the Parks Tour; vaccination checks for in-person meeting participation; benefits to online meetings; public participation; other

bodies that allow for video support for their meetings; maintaining safety while getting business done; holding outdoor meetings; the inability of City facilities to ask about status or require vaccination; the dynamic situation; upcoming meetings in the parks or in the outdoor courtyard at the Senior Center; masking requirements; dates; meeting time; lighting; and potential meeting locations

MOVED BY COMMISSIONER MOHAMMED AND SECONDED BY VICE CHAIR RICKARDS THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION HOLD MEETINGS IN-PERSON AT AVAILABLE PARKS, RECREATION AND COMMUNITY SERVICES OUTDOOR VENUES TO BE DETERMINED DURING THE MONTHS OF SEPTEMBER, OCTOBER AND NOVEMBER 2021 BEGINNING AT 7:00 P.M. UNLESS OTHERWISE NOTICED, AND IF AN OUTDOOR VENUE IS NOT AVAILABLE, THE COMMISSION WILL DEFAULT TO VIRTUAL MEETINGS.

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; 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 meetings of the Senior Center Board of Directors; Community Development Block Grants (CDBG); status of the CDBG Committee; the Disability Advisory Committee; and pending review of information by the City Attorney's Office for the Municipal Code Subcommittee.

MOVED BY VICE CHAIR RICKARDS AND SECONDED BY CHAIR HEINEMAN THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION 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.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

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Item A-4

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 upcoming agenda items including: the Fiesta La Ballona preview, scheduling meetings for the El Merino Age 2-5 Playground Project, the Draft Field and Building Space Allocation Plan, Council Members participation in the Parks Tour, and the Special Meeting at the Stone House, and she discussed staff participation in the process for special event grants.

Discussion ensued between staff and Commissioners regarding the fact that Culver City Little League is now playing in Inglewood; the Field and Building Space Allocation Plan; Commissioner Mohammed agreed to get additional information for the September meeting; and Commission consensus was achieved to agendize inclusion of information regarding impacts to Little League and to AYSO.

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

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 received.

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Receipt and Filing of Correspondence

Patricia Mooney, Senior Management Analyst, reported that emailed comments for an Item Not on the Agenda had been distributed to Commissioners.

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

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

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Items from Staff

Patricia Mooney, Senior Management Analyst, reminded everyone that all City business must be conducted through Culver City email; she discussed liability issues; and she encouraged anyone experiencing difficulties to contact staff for assistance.

Patrick Reynolds, Parks Manager, reported on work to maintain the fields; the recent installation of exercise equipment in Fox Hills Park; coordination with Public Works on redesign of the landscaping on the Bikeway Project; bids for the exercise equipment for Fox Hills; design of the Jackson Avenue Parkette; and the El Marino Playground design.

Discussion ensued between staff and Commissioners regarding agreement to view the equipment during the Parks Tour; accommodating community feedback; water conservation; the exemption of parks from cutbacks; voluntary reduction to water usage; and the impacts of the Car Show, Fiesta La Ballona and soccer usage on the fields.

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Items from Commissioners

Discussion ensued between staff and Commissioners regarding correspondence received about pool use and coaching questions; a recent meeting between staff, Chair Heineman, Council Member Vera and the Southern California Aquatics Master Swim Club; an upcoming meeting on August 11 to address concerns outlined in correspondence distributed to Commissioners; City employees working for private companies at City facilities; potential conflicts of interest; concern with taking economic activities away from people; City policy vs. City ordinances; addressing concerns; clarification that the policy has been recommended by the City Manager to the PRCS Department; policy vs. practice; research being done by staff; instances of City staff with outside employment prioritizing work with outside organizations; policies to mitigate issues; staffing issues; Human Resources policies; Commission purview; the standing City policy; the difficulty of managing the needs of the community, renters and the School District; support for the manager of the pool facility; and clarification that the item was not agendized for discussion and could not be considered.

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Adjournment

There being no further business, at 8:40 P.M., the Parks, Recreation and Community Services Commission adjourned to a regular meeting to be held on Tuesday, September 7, 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