



City of Culver City

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Staff Report

File #: 24-471, Version: 2

Item #: A-2.

(1) Drafting of a Parks, Recreation and Community Services Commission Biannual Report to the City Council, including Accomplishments During the Period July through December 2023, and set Goals and Plans for the Scheduled Activities Plan; and (2) Authorization of Transmittal of the Report to the City Council.

Meeting Date: January 9, 2024

Contact Person/Dept: Adam Ferguson/PRCS

Phone Number: (310) 253-6685

Fiscal Impact: Yes No

General Fund: Yes No

Public Hearing:

Action Item:

Attachments:

Public Notification: (E-mail) Meetings and Agendas - Parks, Recreation and Community Services Commission (12/21/2023); (E-mail) Parks, Recreation & Community Service Department Updates (12/21/2023)

Department Approval: Ted Stevens, PRCS Director (12/21/2022)

RECOMMENDATION

Staff recommends that the Parks, Recreation and Community Services (PRCS) Commission (1) draft a Parks, Recreation and Community Services Commission Biannual Report to the City Council, including accomplishments during the period July through December 2023, and set goals and plans for the Scheduled Activities Plan; and (2) authorize transmittal of the report to the City Council.

BACKGROUND

City Council Policy 3002, *City Commissions, Boards and Committees; Appointed Representatives to Outside Agencies and Boards* (CBC Policy), Section VI (page 7), states (in part): "Periodically, but no less than biannually, each CBC shall submit to the City Council a written report on their respective activities." In order to prepare for this requirement, the City Clerk's Office has directed staff to place this item on the agendas of all CBCs biannually.

The written report to the City Council must list the PRCS Commission's accomplishments during the previous six-months and include a status update on the Scheduled Activities Plan. The report should be created in January 2024. City Clerk's Office staff will then compile all of the reports, draft a City

Council staff report, and place it on the agenda as a “Receive and File” report. The previous report (Attachment 1) was presented to the City Council on September 18, 2023, along with those of the other CBCs.

DISCUSSION

Accomplishments During the Period July through December 2023

From staff’s perspective, some of the PRCS Commission highlights during this period include:

- Formed the *2028 Summer Olympics Preparation Ad Hoc Subcommittee*, and appointed PRCS Chair Mohammed and Commission Member Alexander to serve on the Ad Hoc Subcommittee.
- Formed the *Parks Master Plan Ad Hoc Subcommittee*, and appointed PRCS Chair Mohammed and Commission Member Alexander to serve on the Ad Hoc Subcommittee.
- Formed the *Culver City Unified School District Joint Use Agreement Ad Hoc Subcommittee*, and appointed PRCS Chair Mohammed and Commission Member Alexander to serve on the Ad Hoc Subcommittee.
- Reviewed and recommended to City Council suggested revisions to the Culver City Municipal Code (CCMC) Section 9.10 Regulation of Parks and Planting.
- Received and discussed a presentation from Environmental Protection Operations concerning the Syd Kronenthal Park Stormwater Project Feasibility Study.
- Received and discussed a presentation from Johnson Favaro regarding the Future of Veterans Memorial Park and Bill Botts Fields at Culver City Park.

PRCS Commission 2024 Goals and Plans

From staff’s perspective, some recommended goals and plans the PRCS Commission can adopt for January 2024-June 2024 include:

- Evaluate Field Allocation Practices: Continue the process of evaluating and refining historic practices as they relate to field allocation and use by community sports organizations and other organizations. Define and clarify field allocation procedures for increased transparency, inclusiveness and equity for all age groups, skills levels, and organizations.
- Support PRCS Department with Parks Master Plan by building community support and increase the community’s involvement.
- Support PRCS Department with the Bill Botts Fields and Veterans Memorial Park Feasibility Study by building community support and increase the community’s involvement specifically for the meeting on February 8, 2024.

FISCAL ANALYSIS

There is no fiscal impact associated with this discussion.

ATTACHMENT

1. 2024-01-09 - ATT 1 PRCS Commission July-December 2023 Biannual Report

MOTIONS

That the Parks, Recreation and Community Services Commission:

1. Draft a Parks, Recreation and Community Services Commission Biannual Report to the City Council, including accomplishments during the period July through December 2023, and set goals and plans for the Scheduled Activities Plan; and,
2. Authorize transmittal of the report to the City Council.