



## Staff Report Details (With Text)

**File #:** 20-540      **Version:** 1      **Name:** Discussion: Equity Policy Language & Changes to PRCSC Duties  
**Type:** Minute Order      **Status:** Action Item  
**File created:** 11/19/2019      **In control:** PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION  
**On agenda:** 12/3/2019      **Final action:**  
**Title:** PRCSC - Discussion of (1) Recommendation from the City Council Equity Subcommittee to Introduce an Ordinance Amending Culver City Municipal Code Chapter 3.03 Pertaining to City Commissions, to Add Equity Policy Language, and to Allow Appointment of Non-Registered Voters and Minors Age 16, and (2) Proposed Changes to the City Policy Pertaining to Commissions, Committees and Boards Pertaining to Childcare and Training of Appointed Officials; and Provide any Feedback to City Staff.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. 2019-12-03 - ATT 1 City Council Policy Statement - City Commissions, Boards and Committees.pdf

Date	Ver.	Action By	Action	Result
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**PRCSC - Discussion of (1) Recommendation from the City Council Equity Subcommittee to Introduce an Ordinance Amending Culver City Municipal Code Chapter 3.03 Pertaining to City Commissions, to Add Equity Policy Language, and to Allow Appointment of Non-Registered Voters and Minors Age 16, and (2) Proposed Changes to the City Policy Pertaining to Commissions, Committees and Boards Pertaining to Childcare and Training of Appointed Officials; and Provide any Feedback to City Staff.**

**Meeting Date:** December 3, 2019

**Contact Person/Dept:** Serena Wright-Black/Administrative Services  
Lisa Vidra /City Attorney's Office

**Phone Number:** (310) 253-5640

**Fiscal Impact:** Yes ☐ No ☒

**General Fund:** Yes ☐ No ☐

**Public Hearing:** ☐

**Action Item:** ☒

**Attachments:** Yes ☒ No ☐

**Commission Action Required:** Yes ☐ No ☒ Date:

**Public Notification:** (Email) Meetings and Agendas - Parks, Recreation and Community Services Commission (11/26/19); (Email) Parks, Recreation & Community Service Department Updates (11/26/19)

**Department Approval:** Corey Lakin, PRCS Director (11/21/19)

## **RECOMMENDATION**

That the Parks, Recreation and Community Commission discuss and provide feedback regarding: (1) a recommendation from the City Council Equity Subcommittee to introduce an Ordinance amending Culver City Municipal Code (CCMC) Chapter 3.03 pertaining to City Commissions, to add equity policy language, and to allow appointment of non-registered voters and minors age 16 and over to City Commissions; and (2) proposed changes to the City Policy pertaining to Commissions, Committees and Boards pertaining to childcare and training of appointed officials.

## **BACKGROUND / DISCUSSION**

On October 28, 2019, City Council directed staff to bring back an amended ordinance revising CCMC Chapter 3.03 which will include, among other things, a provision to allow non-registered voters and minors over age 16 be eligible for appointment to City commissions. Additionally, the City Council Equity Subcommittee is recommending adding language to Chapter 3.03, that it is the policy of the City Council that each commission ensures that its programs, policies and activities provide equal access and opportunities to all persons.

There is no explicit age requirement in the CCMC. CCMC 3.03.005 currently provides as follows in reference to eligibility requirements:

“...Commissioners shall be residents of the City who are lawfully registered voters of the City, none of whom shall hold any paid office or employment in the City Government. Applicants for appointment to any Commission seat must have been lawfully registered voters of the City for the thirty (30) days immediately preceding the filing of their application...”

It should be noted that, on October 12, 2019, Governor Gavin Newsome signed into legislation Senate Bill 225, allowing all California residents, regardless of citizenship, to be considered for appointment on commissions, boards and committees.

The draft proposed ordinance language is as follows (underline denotes addition, ~~strikethrough~~ denotes deletion):

### **§ 3.03.005 CREATION; COMPOSITION; ELIGIBILITY; COMPENSATION.**

There shall be a Civil Service Commission, Cultural Affairs Commission, Parks, Recreation, and Community Services Commission, and Planning Commission, each consisting of five (5) members to be appointed by the City Council. Commissioners shall be residents of the City ~~who are lawfully registered voters of the City~~, none of whom shall hold any paid office or employment in the City Government. Applicants for appointment to any Commission seat must have been lawfully ~~registered voters of the City for the thirty (30) days immediately preceding the filing of their application.~~ Minors, age 16 or older, are eligible to apply with parental consent. No person may serve on more than one (1) Commission at the same time. Compensation of Commissioners, if any, may be established by resolution of the City Council.

### **§ 3.03.040 POLICY.**

It shall be the policy of the City Council that each Commission shall ensure that its programs, policies and activities provide equal access and opportunities to all persons.

### **§ 3.03.300 PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION.**

The Parks, Recreation, and Community Services Commission shall have the following powers and duties:

A. Act in an advisory capacity to the City Council and City Manager on matters pertaining to public recreation, parks, recreation/community center facilities, open space and tree programs, where such trees are located in parks and open space, playgrounds, and music and entertainment as may from time to time be performed in the City's parks;

B. At the direction of the City Council or the City Manager, assist staff assigned to review the requirements of the City for facilities relating to the functions set forth in division A., and to make recommendations related to the adoption and updating of City master plans relating to parks, recreation, and open space;

C. At the direction of the City Council or the City Manager, recommend programs and plans designed to promote the full acceptance of all citizens in all aspects of community life, without regard to race, religion, gender, sexual orientation, age or national origin.

~~DC.~~ At the direction of the City Council or the City Manager, recommend and support program policies relating to various community service functions of the City, including, but not limited to, programs for youth, teens, seniors, and people with special needs;

~~ED.~~ At the direction of the City Council or the City Manager, balance program and project recommendations by applying realistic expectations of budgetary and staffing resources, environmental sustainability, neighborhood compatibility, and other relevant factors; and

~~FE.~~ Perform such other duties, not inconsistent with the City Charter or this Code, as may be prescribed by ordinance, resolution, City Council policy or other City Council action.

The Council Equity Subcommittee is proposing additional changes that will have an effect on Commissions, Committees and Boards. These additional requirements will be added to the City Council Policy Statement pertaining to City Commissions, Boards and Committees. Those changes include:

- Offering childcare at all Commission, Committee and Board meetings, as well as City Council meetings. This would require that children be toilet trained and registered at least 24 hours prior to the start of the meeting;
- Requiring all elected and appointed officials to participate in ongoing training related to harassment, diversity, equity and inclusion, in addition to the current requirement related to Ethics, Conflict of Interest, and Sexual Harassment training.

The Council Equity Subcommittee is requesting that each City Commission discuss the proposed amendments. Staff will present all feedback to City Council on December 9, 2019.

### **FISCAL ANALYSIS**

There is no fiscal impact associated with this Discussion Item.

## **ATTACHMENTS**

1. 2019-12-03 - ATT 1 City Council Policy Statement: City Commissions, Boards and Committees

## **MOTION**

None required for a Discussion Item.