



City of Culver City

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Staff Report

File #: 16-662, **Version:** 1

Item #: A-4.

CC:PRCSC - Discussion of the Powers and Duties of the Parks, Recreation and Community Services Commission as Provided for in Accordance with the Culver City Municipal Code.

Meeting Date: March 7, 2017

Contact Person/Dept: Dan Hernandez/PRCS Department
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Fiscal Impact: Yes ☐ No ☒

General Fund: Yes ☐ No ☐

Public Hearing: ☐ **Action Item:** ☒ **Attachments:** ☐

Public Notification: (E-Mail) Meetings and Agendas - City Council (03/02/17); (E-Mail) Meetings and Agendas - Parks, Recreation and Community Services Commission (03/02/17); (E-Mail) Parks, Recreation & Community Service Department Updates (03/02/17)

Department Approval: Dan Hernandez, PRCS Director (02/24/17)

RECOMMENDATION

Staff recommends the City Council and the Parks, Recreation and Community Services Commission (PRCSC) discuss the powers and duties of the PRCSC as provided for in accordance with the Culver City Municipal Code.

BACKGROUND/DISCUSSION

A joint meeting was held between the City Council (Council) and the PRCSC on October 15, 2007. At that meeting, the Council and the PRCSC discussed various items related to Parks, Recreation, and Community Services, including (but not limited to) the ongoing Parks Master Planning Process, including the discussion and approval of the selection process for the Parks Master Plan Focus Groups. There have also been occasions in the past when the Council and the PRCSC jointly toured the City's parks and facilities during the PRCSC Annual Parks Tour. On June 2, 2015 concurrent meetings of the two bodies were held at the Syd Kronenthal Park Recreation Building to discuss the Syd Kronenthal Park 5 - 12 Playground Rehabilitation Project, and solicit comments from the Syd Kronenthal Park/Culver City East Neighborhood related to the Project and the adjacent 2 - 5 Playground.

In 2009 and 2010, the PRCSC held multiple discussions on the topic, "Recommendations for Future

Discussions Regarding the Duties and Responsibilities of the Parks, Recreation and Community Services Commission.” During this time, the City Manager’s Office, at the direction of the City Council, was researching and developing updated descriptions of the powers and duties of the four Culver City Commissions. These updated descriptions were adopted by the City Council in 2011.

The purpose of this agenda item is to convene a discussion regarding the Powers and Duties of the Parks, Recreation and Community Services Commission as provided for in accordance with the Culver City Municipal Code. In addition, it provides an opportunity to hold an open dialogue between the two bodies regarding topics related to such Powers and Duties.

Parks, Recreation and Community Services Commission - Powers and Duties

The PRCSC is charged with specific powers and duties codified in the Culver City Municipal Code (CCMC). CCMC § 3.03.300 provides the PRCSC with the following powers and duties:

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;
- D. 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;
- E. 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
- F. 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.

FISCAL ANALYSIS

There is no fiscal impact associated with the discussion of this Agenda Item.

ATTACHMENTS

None.

MOTION

That the City Council and the Parks, Recreation and Community Services Commission:

Discuss the powers and duties of the Parks, Recreation and Community Services Commission as provided for in accordance with the Culver City Municipal Code.