



City of Culver City

Mike Balkman Council
Chambers
9770 Culver Blvd.
Culver City, CA 90232

Staff Report

File #: 22-423, **Version:** 1

Item #: A-4

(1) Receive Report from the Community Contributions Ad Hoc Subcommittee on the Proposed EHRAC Medallion, Nomination Process and Award; (2) Discuss and Consider Approval of Report's Recommendations and Determine Next Steps; and (3) Provide Direction to Staff if Deemed Appropriate.

Meeting Date: October 26, 2021

Contact Person/Dept: Walter Castillo / Administrative Services Department

Phone Number: (310) 253-5640

Fiscal Impact: Yes ☐ No ☒

General Fund: Yes ☐ No ☒

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

Public Notification: (E-Mail) Meetings and Agendas- City Council (10/21/2021); (E-Mail) Meetings and Agendas- Equity & Human Relations Advisory Committee (10/21/2021); (E-Mail) All City Staff (10/21/2021)

Department Approval: Serena Wright-Black, Assistant City Manager (10/21/2021)

RECOMMENDATION

Staff recommends that the Equity and Human Relations Advisory Committee (1) receive the report from the Community Contributions Ad Hoc Subcommittee on the proposed EHRAC medallion, nomination process and award; (2) discuss and consider approval of Report's recommendations and next steps; (3) provide direction to staff if deemed appropriate.

BACKGROUND/DISCUSSION

At the August 24, 2021 regular meeting, the Committee built consensus to agendize this action item for the October 26, 2021 regular meeting. The Community Contributions Ad Hoc Subcommittee was appointed and tasked with determining the criteria for whom to honor, to develop a process by which individuals are nominated, identify specific ways in which to recognize award recipients' and to create a medallion for nominated individuals to receive.

The design and use of the City Seal is provided for in Culver City Municipal Code § 1.03.005 and §1.03.006. If the Committee determines to use the City Seal on the medallion, Staff recommends that it be redesigned to comport with the City's Municipal Code . In addition, City Council will need to approve use the City Seal.

§ 1.03.005 OFFICIAL SEAL; DESCRIPTION.

A. *Official Seal.* The seal hereafter described is hereby adopted as the Official Seal of the City of Culver City and the imprint thereof shall hereafter be impressed upon all official documents and an enlarged copy of said seal shall be placed on all motor equipment owned and operated by the City.

('65 Code, § 1-6)

B. *Description.* Around the outer edge shall appear the words, "City of Culver City, Incorporated 1917," and in the center shall appear the inscription "Heart of Screenland," which inscription shall run through the center of a shield; in the upper left hand corner shall be depicted motion picture camera equipment indicative of the present major industry in the City of Culver City; in the lower left hand corner of said shield shall be depicted a representative of the Golden Bear, emblematic of the State of California; in the upper right hand corner a representation of the rising sun; and in the lower right hand corner shall be depicted a sprig of lantana, the official flower of the City of Culver City.

§ 1.03.006 USE OF OFFICIAL CITY SEAL.

A. The City Clerk shall be the custodian of the City Seal described in § [1.03.005](https://codelibrary.amlegal.com/codes/culvercity/latest/culvercity_ca/0-0-0-65215) [1.03.005](https://codelibrary.amlegal.com/codes/culvercity/latest/culvercity_ca/0-0-0-65215). The City Clerk, City Manager and/or designee shall be authorized to use the City Seal on any resolution, proclamation, certificate or other instrument approved by the City Council or executed by the Mayor.

B. Except upon the approval of City Council, it shall be unlawful to use the City Seal, or any copy, facsimile, imitation or reproduction thereof, for any private or commercial purpose, including but not limited to:

1. Placing the City Seal, or any copy, facsimile, imitation or reproduction thereof, on any written or printed material that is designed, calculated, intended, or likely to confuse, deceive or mislead the public, or to cause the reader of such written or printed material to believe it to be an official City publication.

2. Placing the City Seal, or any copy, facsimile, imitation or reproduction thereof, on any written or printed material in favor of or against any ballot measure, or in favor of or against any candidate for public office.

3. Using the City Seal, or any copy, facsimile, imitation or reproduction thereof, on any letterhead, document, badge, circular, envelope or other disseminated material, except for official City business.

(Ord. No. 2007-009 § 1; Ord. No. 2008-002 § 6 (part))

The Community Contributions Ad Hoc Subcommittee will provide a report to the Committee showing the proposed medallion, details of the medallion cost and production, and additional details about the nomination process in receiving EHRAC's medallion. The Community Contributions Ad Hoc Subcommittee is comprised of EHRAC Members Anissa Di Vincente, Haifaa Moammar, and Jared Morgan.

FISCAL ANALYSIS

There is no fiscal impact associated with this agenda item.

ATTACHMENTS

1. Report from the Community Contributions Ad Hoc Subcommittee

MOTION

That the Equity and Human Relations Advisory Committee:

1. Receive report from the Community Contributions Ad Hoc Subcommittee on the proposed EHRAC medallion, nomination process and award;
2. Discuss and consider approval of the report's recommendations and determine next steps;
3. Provide direction to staff if deemed appropriate.