City of Culver City

Staff Report

File #: 25-1337, **Version:** 1 **Item #:** A-5.

Adoption of Motions to (1) Appoint / Reappoint Parks, Recreation and Community Services (PRCS) Commission Members as Liaisons to Various Outside Associations and City Committees; (2) Appoint / Reappoint Members to Serve on PRCS Commission Ad Hoc Subcommittees; and, (3) Provide Updates, if any.

Meeting Date: July 1, 2025

Contact Person/Dept: Adam Ferguson/PRCS Department
Phone Number: (310) 253-6685

Fiscal Impact: Yes [] No [X] **General Fund:** Yes [] No []

Public Hearing: [] **Action Item:** [X] **Attachments:** Yes [X] No []

Public Notification: (E-mail) Meetings and Agendas - Parks, Recreation and Community Services Commission (06/26/2025); (E-mail) Parks, Recreation & Community Service Department Updates (06/26/2025)

Department Approval: Ted Stevens, PRCS Director (06/26/2025)

RECOMMENDATION

Staff recommends that the Parks, Recreation and Community Services (PRCS) Commission adopt motions to (1) appoint / reappoint PRCS Commission Members as liaisons to various outside associations and City Committees; (2) appoint / reappoint Members to serve on PRCS Commission Ad Hoc Subcommittees; and, (3) provide updates, if any.

BACKGROUND

At the beginning of the new fiscal year, the PRCS Commission traditionally appoints Members to represent the Commission on various outside Associations and on City Committees. In addition, the Commission reviews the list of Ad Hoc Subcommittees and appoints/reappoints Members, as deemed appropriate. Over the past several years, as the Commission has considered its appointments to PRCS Commission Ad Hoc Subcommittees, it has been mindful of the requirements of the Ralph M. Brown Act (Brown Act) and the important differences between a “Standing Committee” and an “Ad Hoc Subcommittee.” Standing Committees are required to comply with the provisions of the Brown Act (including public notification and public participation). Ad Hoc Subcommittees are not subject to those requirements. As provided for in the Brown Act, a standing committee has a continuing subject matter jurisdiction, or a meeting schedule fixed by charter, ordinance, resolution, or formal action of a legislative body. Whereas, in general an “ad hoc” subcommittee serves only a limited or single purpose, it is not perpetual and is dissolved when the specific task is completed.

DISCUSSION

While discussing each appointment, staff recommends the Commission provide any updates.
Staff recommends that the Commission refer to the attached list of current appointments (Attachment 1) to appoint or reappoint members. The motions listed below may be repeated as many times as the Commission deems appropriate.

(1) Adoption of Motions Appointing or Reappointing Parks, Recreation and Community Services Commission Members as Liaisons to Various Outside Associations and City Committees.

Recommended Motion: That the PRCS Commission appoints (or reappoints) _____ as Delegate and _____ as Alternate Delegate to the _____.

(2) Adoption of Motions Appointing or Reappointing Parks, Recreation and Community Services Commission Members to Serve on Ad Hoc Subcommittees.

Recommended Motion: That the PRCS Commission appoints (or reappoints) _____ and _____ to serve on the _____Ad Hoc Subcommittee.

FISCAL IMPACT

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

ATTACHMENT

1. 2025-07-01 - ATT 1 PRCSC FY 2025-26 Appointments

MOTIONS

That the Parks, Recreation and Community Services Commission:

1. Adopt respective motions related to the appointment or reappointment of Commission Members to serve as liaisons to outside Associations and City Committees;

2. Adopt respective motions related to the appointment or reappointment of Commission Members to serve on Ad Hoc Subcommittees; and,

3. Provide updates, if any.