



THURSDAY, AUGUST 31, 2023
701 East Carson Street

East Wing Activity Room
6:30 PM

PARKS, RECREATION AND CULTURAL ARTS COMMISSION AGENDA

Commissioners

Chair Jesus-Alex Cainglet | Vice-Chair Shannon Lawrence | Secretary Kim Cortado | Cesar Dahilig | Walter Gonzalez | Kisa Hilliard | Edwina Hunter | DeAnthony Langston | Oscar Ramos

Alternates

Vacant (Alternate 1) | Jo Jacqueline Johnson (Alternate 2) | Rudolfo Brillantes (Alternate 3)

Staff

Michael Whittiker, Director | Tim Grierson, Recreation Superintendent | Bobby Grove, Community Services Superintendent | Luchie Magante, Principal Administrative Analyst | Kimberly Madrigal, Administrative Secretary

PUBLIC INFORMATION

“In accordance with the Americans with Disabilities Act of 1990, if you require a disability related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please call the City Clerk’s office at 310-952-1720 at least 48 hours prior to the meeting.” (Government Code Section 54954.2)

Any members of the public wishing to provide public comment for the items on the agenda may do so as follows:

- 1. Email: You can email comments to p&rcommission@carsonca.gov no later than 3:00 p.m. before the meeting. Please identify the Agenda item you wish to address in your comments. Your comments will be read into the record.*
- 2. Telephone: You can record your comments at (310) 847-3581 no later than 3:00 p.m. before the meeting. Please identify the Agenda item you wish to address in your comments. Your comments will be read into the record.*

CALL TO ORDER

The meeting was called to order by Chair Jesus-Alex Cainglet at 6:34 PM.

ROLL CALL

Present: Chair Jesus-Alex Cainglet, Vice-Chair Walter Gonzalez, Commissioners Kim Cortado, Cesar Dahilig, Edwina Hunter (entered 6:40 PM), Oscar Ramos, Shannon Lawrence, Jo Jacqueline Johnson, Rudolfo Brillantes

Absent: Commissioner DeAnthony Langston

Excused: Secretary Kisa Hilliard was excused on a motion of Commissioner Ramos, seconded by Commissioner Cortado, and unanimously carried by a vote of 8-0.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Commissioner Brillantes.

PRESENTATIONS

1 2023-039-PRCAC

DEPARTMENT OF COMMUNITY SERVICES/RECREATION/PARK MAINTENANCE EMPLOYEE OF THE MONTH AWARDS: FEBRUARY-JULY

The purpose of the Employee of the Month Program is to recognize employees who have served the City of Carson Community Services/Recreation/Park Maintenance Department in an exceptional manner by exemplifying outstanding service through his or her work and exhibiting a positive and supportive attitude. The Employee of the Month winners were recognized by Superintendents Tim Grierson and Bobby Grove.

The March 2023 winner, Nathan Caukin, Recreation Specialist, was unable to attend the meeting. Superintendent Grove summarized the accomplishments that led Nathan to be named the March winner.

Superintendent Grierson recognized the April 2023 winner, Karen Ruan, Assistant Recreation Coordinator, for her dedication to improving the Enrichment program through increased participation and new classes. Miss Ruan thanked her team for their support and the Commissioners thanked her for her commitment to the city.

Superintendent Grove commended the May 2023 winner, Stephanie Martinez, Event Services Coordinator, for her diligence in executing high quality events throughout this busy month, while acting as the Event Services Supervisor. Miss Martinez expressed that she is happy to continue her career with the City of Carson. The Commissioners thanked her for her hard work.

Superintendent Grierson recognized the July 2023 winner, Maria Cortez, Senior Account Clerk II. Miss Cortez completed over 300 requisitions during FY 2022/23, many of them expedited to ensure event vendors were paid on time. Unfortunately, she was able to attend the meeting tonight.

Superintendent Grierson introduced the second July 2023 winner, Kelsie Mitchell, Special Events Coordinator. Miss Mitchell took on many large, special events this year. She conquered all challenges

with a positive attitude. She spoke about her 9-year employment with the city, beginning with her term as a Summer Youth Worker. The Commissioners thanked her for dedication to the department and Carson residents.

PUBLIC ORAL COMMUNICATIONS ON AGENDA ITEMS

The public may address the Commission on any matters within the jurisdiction of the Carson Parks, Recreation and Cultural Arts Commission or on any items on the agenda of the Carson Parks, Recreation and Cultural Arts Commission, prior to any action taken on the agenda. Speakers are limited to no more than three minutes, speaking once. Oral communications will be limited to one (1) hour unless extended by order of the Chair with the approval of the Parks, Recreation and Cultural Arts Commission. Due to the threat of COVID-19 (aka the "Coronavirus"), you are urged to take all appropriate health safety precautions.

CONSENT CALENDAR

2 2023-041-PRCAC

**JULY 27, 2023, PARKS, RECREATION, AND CULTURAL ARTS COMMISSION
MEETING MINUTES**

Attachments: [July 27, 2023 PRCAC Minutes.pdf](#)

3 2023-042-PRCAC

JULY 2023 MONTHLY REPORT

Attachments: [July 2023 Monthly Report.pdf](#)

4 2023-043-PRCAC

**SEPTEMBER PROGRAMS AT-A-GLANCE/THE SPOTLIGHT/PARK
ASSIGNMENTS**

Attachments: [September Programs At-A-Glance - The Spotlight - Park Assignments.pdf](#)

Action: It was moved to receive and file the Consent Calendar on a motion of Commissioner Gonzalez, seconded by Commissioner Ramos, and unanimously carried by a vote of 9-0.

CONTINUED BUSINESS

5 2023-044-PRCAC

City of Carson's 55th Anniversary Update

Recommendation: RECEIVE and FILE report.

Street Fair:

Superintendent Grove gave closing remarks about the 55th anniversary events. He was pleased to see the department work together to execute such a successful, diverse event. City Council has also praised the team and are seeking to make it an annual event. The Street Fair was well-received from the community; approximately 5,000-10,000 people were in attendance.

Tour de Carson:

Superintendent Grierson shared that there was a total of 188 participants spread amongst both rides. The event received positive feedback and City Council would like to see this event again. With that being said, Superintendent Grierson is working on special budget for this event in the future. Following some minor hitches, it was decided that the staff will lead the ride next time and keep everyone together.

Superintendent Grierson announced that Special Events Coordinator, Kelsie Mitchell, put together a slideshow to recap all 55th anniversary events. The slideshow was presented to the Commission. Chair Cainglet thanked the team for the presentation.

DISCUSSION

6 2023-045-PRCAC

PARKS, RECREATION, AND CULTURAL ARTS COMMISSION ELECTIONS/NOMINATIONS

Recommendation: ELECT a Chairperson, Vice-Chairperson, and a Secretary among the members.

Attachments: [2738 Organization Elections](#)

All positions were vacated to hold the election of Chair, Vice-Chair, and Secretary.

Superintendent Grierson read Section 2738 Organization of the Municipal Code, detailing the leadership of the Commission and the requirement to hold annual elections.

Superintendent Grierson opens nominations for Chair.

Commissioner Cortado exited the meeting at 7:25 PM and reentered at 7:29 PM.

Chair

ACTION: Commissioner Cainglet was nominated by Commissioner Ramos to serve as Chair of the Parks, Recreation, and Cultural Arts Commission. Commissioner Cainglet accepted the nomination. Without any other nominations, Commissioner Cainglet was elected Chair, and took over the gavel thereby leading the meeting.

Vice-Chair

ACTION: Commissioner Cortado was nominated by Commissioner Gonzalez to serve as the Vice-Chair of the Parks, Recreation, and Cultural Arts Commission. Commissioner Cortado accepted the nomination.

Commissioner Lawrence was nominated by Commissioner Hunter to serve as the Vice-Chair of the Parks, Recreation, and Cultural Arts Commission. Commissioner Lawrence accepted the nomination. There were 6 votes in favor of Commissioner Lawrence and 3 votes in favor of Commissioner Cortado. Commissioner Lawrence was elected Vice-Chair by majority vote.

Secretary

ACTION: Commissioner Cortado was nominated by Commissioner Ramos. Commissioner Cortado accepted the nomination. Commissioner Hunter was nominated by Commissioner Johnson. Commissioner Hunter accepted the nomination. There were 7 votes in favor of Commissioner Cortado

and 2 votes in favor of Commissioner Hunter. Commissioner Cortado was elected Secretary by majority vote.

Commissioner Brillantes departed the meeting at 7:49 pm.

PUBLIC ORAL COMMUNICATIONS FOR MATTERS NOT LISTED ON THE AGENDA

The public may at this time address the members of the Carson Parks, Recreation and Cultural Arts Commission on any matters within the jurisdiction of the Carson Parks, Recreation and Cultural Arts Commission. No action may be taken on non-agendized items except as authorized by law. Speakers are requested to limit their comments to no more than three minutes each, speaking once.

Nothing to report.

COMMISSIONER'S ORAL COMMUNICATIONS/PARK REPORT

Hunter/Dominguez: Is pleased to see green, healthy grass. Commissioner Hunter raised concerns over the distribution of the funds for the parks and events. She believes Dominguez Park did not receive enough funding for their upcoming Country Western Fair. Their budget does not allow for horse rides. She would like funds to be fairly distributed across the parks.

Lawrence/Stevenson: Thanked the Commission for its nomination and new position. He enjoyed seeing the new floor in the gym. He suggested that the scoreboards to be moved so players can see it during the game. Commissioner Lawrence requested an update on the drainage issue at the snack bar.

Cortado/Calas: Thanked the Commission for voting her into the Secretary position. She would like to offer a few, minor suggestions for the Street Fair: Instead of taking place in July, it should be moved to February and rebranded for Founder's Day. A few seniors from the Renaissance building complained that they could not get into their parking. Although the ramp was helpful, adding another ramp on the opposite side would have made sense.

Famfest was great, but parking was limited. VIP and Elected Officials/vendors should be marked separately with different signs. The parks look beautiful but the slides pose a risk to children since they are metal and very hot. Calas Park is having car show September 24; all are invited and welcome.

Gonzalez/Carson: Congratulated the new officers. He handed out information about responsibilities as a commissioner.

Johnson/Anderson: Informed the Commission that the Jazz Festival will be taking place on October 7, 2023. She walked Anderson Park with Assistant Recreation Center Supervisor Simy Soto to determine what needs improvement. They found that the playground's cracks and exposed metal pole pose safety issues for the children. There are tree roots growing out into the playground. The concrete bench near the tennis courts and restrooms are broken and can be dangerous to visitors. The marquee on Wilmington Ave is missing a screw, which prevents staff from removing outdated information in fear that the glass will fall. One of the two basketball nets in the park is ripped. Commissioner Johnson added that despite those few issues, the park is beautiful. She thanked staff and the City for the 55th Anniversary events; she attended three out of the five and brought in over 15 volunteers for the Golf Tournament.

Dahilig/Dolphin: Commented that there was little to report at Dolphin Park. His main concern is the children's playground; it requires maintenance to uphold safety, like tightening loose parts in slide. The tennis courts are due for cleaning.

Ramos/Mills: Commented that he has stayed busy in August with PRCAC Commissioner duties. He visited Veterans Park to check out the league and found that the bleachers need cleaning. Stevenson Park is very clean. Mills Park was quiet and the residents were happy to see him. Calas Park staff supervise the children well. Lastly, he congratulated the commission's new officers.

Cainglet: Is looking forward to serving another year as the commission's Chair. He would like an update via email regarding their business cards. He is requesting that all commissioners take initiative to visit their parks, since summer season is over.

STAFF ORAL COMMUNICATIONS

Principle Administrative Analyst Luchie Magante

Nothing to report.

Administrative Secretary Kimberly Madrigal

Nothing to report.

Community Center Superintendent Bobby Grove

- Street Fair: The team made many and different attempts to inform residents that their parking entrance would be temporarily unavailable.
- Upcoming events: The Cajun and Blues Event will be taking place very soon. The 9/11 Heroes Day event will be held in the Community Center Atrium at 5 PM; this is a free event. Mariachi Fiesta will be held on September 15, 2023, at the Carson Event Center. The program is halfway sold out; anyone interested in attending the event can purchase tickets online. Fifty (50) participants have registered for the Women's Conference on Friday, October 20, 2023.

Recreation Superintendent Tim Grierson

- 55th Anniversary Events: Superintendent Grierson thanked the commission for the support surrounding the 55th Anniversary Events. There will be a conversation with Council regarding which events should be replaced or consolidated.
- Snack bar drain: The department is looking to hire two plumbers to fix this and other plumbing issues. He will follow up with Public Works to address the snack bar drainage issue.
- Metal slides: There are only two parks left in the city that are made of metal. The department is working on replacing them. Swings are being ordered for the parks that are missing them.
- Anderson Park: Conducted a walkthrough today with Simy. The marquee will be fixed by Building Maintenance, but one side can be updated in the meantime. The concrete bench might be able to be smoothed out. Basketball nets will be replaced.
- Veterans Park: The grounds men will clean up the glass on the bleachers and Public Works will pressure wash them.

- Business cards: Will provide update on business cards next week.
- Fabela Chavez Boxing Event: Event was postponed due to the hurricane threat.
- Stevenson Park: Outdoor basketball hoops and backboards will be replaced in September.

ADJOURNMENT

Commissioner Ramos moved to adjourn the meeting in the memory of Administrative Secretary Evelyn Castaneda, beloved employee of the City of Carson and prior-Recording Secretary for the Commission, at 8:31 PM, seconded by Secretary Cortado, and unanimous carried by a vote of 8-0.

This Board/Commission/Committee is subject to the Ralph M. Brown Act. Among other things, the Brown Act requires that the Board/Commission/Committees agenda be posted at least 72 hours in advance of each meeting and that the public be allowed to comment on agenda items before the Board/ Commission/ Committee and items not on the Board/Commission/Committee agenda but are within the subject matter jurisdiction of the Board/ Commission/ Committee. The Board/Commission/Committee may limit public comments to a reasonable amount of time, generally three (3) minutes per person.