

***These meeting minutes are not official until approved by the Parks,
Recreation and Community Services Commission.***

REGULAR MEETING OF THE
CULVER CITY PARKS, RECREATION
AND COMMUNITY SERVICES COMMISSION
CULVER CITY, CALIFORNIA

July 6, 2023
7:00 P.M.

Call to Order & Roll Call

Chair Rickards called the regular meeting of the Parks, Recreation and Community Services Commission to order at 7:02 P.M. in Mike Balkman Council Chambers at City Hall and via Webex.

Present: William Rickards, Chair
Crystal Alexander, Commissioner
Jane Leonard, Commissioner
Palvi Mohammed, Commissioner

Absent: Khary Cuffe, Commissioner

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Pledge of Allegiance

Crystal Alexander led the Pledge of Allegiance.

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Items from Members/Staff

Commissioner Leonard thanked everyone who attended and supported the 4th of July celebration sponsored by the Exchange Club and the City at West Los Angeles College noting that the City is always a great partner with local organizations to put on events.

Commissioner Alexander congratulated Jeannine Houchin of the Parks, Recreation and Community Services Department for

receiving an award from the Finance Advisory Committee for her work developing a refund system for the department; acknowledged the passing of Howard Seger, a teacher at Culver City High School from 1972-2010; discussed the 2028 Olympics Countdown Event at Veterans Park on July 22; Walks Wednesdays at the Stoneview Nature Center; a potential marathon on the Parks to Playa Trail; resident inquiries into the process for selecting locations for the Movies in the Parks series; and a reported tripping hazard at Lindberg Park by the picnic area.

Armando Abrego, Parks, Recreation and Community Services Director, noted the many contributing factors that go into the decision making for Movies in the Park locations; instructed Commissioners to refer resident questions to staff; and he indicated that staff would review conditions in Lindberg Park.

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Public Comment - Items Not on the Agenda

Chair Rickards invited public comment.

Adam Ferguson, Senior Management Analyst, reported that one person had signed up to speak but was not present online or in Council Chambers.

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Receipt of Correspondence

Adam Ferguson, Senior Management Analyst, reported that no correspondence had been received.

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Consent Calendar

Item C-1

PRCSC - Approval of the Minutes for the Regular Parks, Recreation and Community Services Commission Meeting of June 6, 2023

MOVED BY COMMISSIONER LEONARD AND SECONDED BY COMMISSIONER MOHAMMED THAT THE PARKS, RECREATION AND COMMUNITY SERVICES

COMMISSION APPROVE MINUTES FOR THE REGULAR PARKS, RECREATION
AND COMMUNITY SERVICES COMMISSION MEETING OF JUNE 6, 2023.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: LEONARD, MOHAMMED, RICKARDS
NOES: NONE
ABSENT: CUFFE
ABSTAIN: ALEXANDER

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Order of the Agenda

No changes were made.

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Action Items

Item A-1

**PRCSC - Administration of the Oath of Office to Crystal
Alexander, Newly Appointed Parks, Recreation and Community
Services (PRCS) Commission Member**

Adam Ferguson, Senior Management Analyst, administered the Oath
of Office to Crystal Alexander.

Commissioner Leonard welcomed Commissioner Alexander to the
Commission noting their experience working together for the
City.

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Item A-2

PRCSC - Election of Chair and Vice Chair of the PRCS Commission

MOVED BY CHAIR RICKARDS AND SECONDED BY COMMISSIONER LEONARD
THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION:
APPOINT PALVI MOHAMMED TO SERVE AS CHAIR OF THE PARKS,
RECREATION AND COMMUNITY SERVICES COMMISSION FOR 2023-2024.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALEXANDER, LEONARD, MOHAMMED, RICKARDS
NOES: NONE
ABSENT: CUFFE

MOVED BY CHAIR MOHAMMED AND SECONDED BY COMMISSIONER RICKARDS
THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION:
APPOINT JANE ALEXANDER TO SERVE AS VICE CHAIR OF THE PARKS,
RECREATION AND COMMUNITY SERVICES COMMISSION FOR 2023-2024.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALEXANDER, LEONARD, MOHAMMED, RICKARDS
NOES: NONE
ABSENT: CUFFE

Chair Mohammed and Commissioner Leonard thanked former Chair
Rickards for his efforts as Chair of the PRCS.

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Item A-3

**PRCSC - Presentation of Syd Kronenthal Park Stormwater Project
Feasibility Study**

Sean Singletary, Environmental Programs and Operations Manager,
provided a presentation on the Syd Kronenthal Park Stormwater
Capture Project.

Discussion ensued between staff and Commissioners regarding
public outreach; a suggestion to make simple graphics to
illustrate the complex concepts; ensuring that all maps show
where the City Council approved Community Garden plots are
intended to be as well as where the courts are located; the
portions of the park that will be incapacitated during
construction; educating residents on alternate locations and
other options; collaboration with Parks staff; plans for the
use of the park; the Parks Master Plan; the RFP (Request for
Proposals); continued communication with user groups; impacts
to the fields; challenges with allocation of space; maintenance
costs; funding sources; specialized expertise necessary for the
project; grant opportunities; appreciation for the
presentation; secondary uses for water; impacts of maintenance
to park users; use of reclaimed water for street sweeping;
construction funding; Measure W; a potential partnership with
Caltrans; use of local funds; dedicated funding source for cost

overruns on the storm water side; potential impacts to park improvements; the importance of communication; scheduling; use of parks areas in the Olympics; the importance of public input; providing multiple opportunities for feedback; keeping the conversation active; the task force and process for the Culver Boulevard projects; the amount of the budget allocated to parks improvement; the portion of funding already committed; regional funding; Measure W; the TRP; seed money for the design process; the RFP for design after the public outreach process; the proposed schedule; long-term benefits of the project; appreciation for being involved at the front-end of the project; representing the community; the need for amenity improvements; tying projects together; timing; park shut-downs; squeezing in the Community Garden rather than creating one; taking the right steps forward; ensuring that work is not duplicated; the focus on Syd Kronenthal Park as the primary Community Garden site; raised plots; the timeline for Vets; projects competing for attention; the need for City Council direction; communication with a non-profit that recently expanded their funding area for storm water; noise associated with pickle ball; and updating the survey for the project.

MOVED BY VICE CHAIR LEONARD AND SECONDED BY COMMISSIONER ALEXANDER THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION: RECEIVE AND FILE THE PRESENTATION ON THE SYD KRONENTHAL PARK STORM WATER FEASIBILITY STUDY.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALEXANDER, LEONARD, MOHAMMED, RICKARDS
NOES: NONE
ABSENT: CUFFE

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Item A-4

PRCSC - 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

Discussion ensued between staff and Commissioners regarding Commissioner preferences to serve; liaisons vs. alternates; costs for attendance of in-person events as City

representatives for the California Association of Parks Recreation Commissioners and Board Members events; time commitment involved with various positions; preferences of Commissioner Cuffe; the importance of accessibility; the ability of the Commission to add and remove positions as necessary; projected completion of the work of the Municipal Code Ad Hoc Subcommittee by the end of the year; and adding a different perspective to the pickle ball issue.

MOVED BY COMMISSIONER ALEXANDER AND SECONDED BY COMMISSIONER RICKARDS THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION MAKE THE FOLLOWING APPOINTMENTS:

1. CALIFORNIA ASSOCIATION OF PARKS AND RECREATION COMMISSIONERS - LIAISON: COMMISSIONER RICKARDS, ALTERNATE: VICE CHAIR LEONARD; AND,
2. SENIOR CITIZENS ASSOCIATION - DELEGATE: COMMISSIONER ALEXANDER, ALTERNATE: VICE CHAIR LEONARD; AND,
3. COMMUNITY BLOCK GRANT ADVISORY COMMITTEE - DELEGATE: CHAIR MOHAMMED, ALTERNATE: COMMISSIONER ALEXANDER: AND,
4. DISABILITY ADVISORY COMMITTEE LIAISON - DELEGATE: COMMISSIONER RICKARDS, ALTERNATE: COMMISSIONER CUFF; AND,
5. PARKS AND FACILITIES SECTIONS OF THE CULVER CITY MUNICIPAL CODE REVIEW AD HOC SUBCOMMITTEES - DELEGATE: CHAIR MOHAMMED, ALTERNATE: COMMISSIONER RICKARDS; AND,
6. PICKLE BALL COURT IMPLEMENTATION FEASIBILITY STUDY AD HOC SUBCOMMITTEE - VICE CHAIR LEONARD AND COMMISSIONER ALEXANDER; AND,
7. COMMUNITY GARDENS AD HOC SUBCOMMITTEE - VICE CHAIR LEONARD AND COMMISSIONER RICKARDS.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALEXANDER, LEONARD, MOHAMMED, RICKARDS
NOES: NONE
ABSENT: CUFFE

Item A-5

PRCSC - (1) Consideration of Forming a PRCS Commission "2028 Summer Olympics Preparation Ad Hoc Subcommittee;" and (2) If Desired, Appoint Two PRCS Commission Members to the Newly Formed Ad Hoc Subcommittee

Discussion ensued between staff and Commissioners regarding benefits to formation of a subcommittee; the importance of appointing someone with longevity; the need for a fully functioning and fully engaged Commission; rules for attendance at Commission meetings; staff agreement to distribute the bylaws to the Commission again; workload; the City Council Subcommittee; Commission support of staff and residents through the Olympics process; new challenges created by the Olympics; social service needs; established protocol for those needing services; and the vision of the City Council and the role of the Commission within the vision.

MOVED BY VICE CHAIR LEONARD AND SECONDED BY COMMISSIONER RICKARDS THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION: CREATE A 2028 SUMMER OLYMPICS PREPARATION AD HOC SUBCOMMITTEE AND APPOINT CHAIR MOHAMMED AND COMMISSIONER ALEXANDER THERETO.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALEXANDER, LEONARD, MOHAMMED, RICKARDS
NOES: NONE
ABSENT: CUFFE

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Item A-6

PRCSC - (1) Consideration of Forming a PRCS Commission "Parks Master Plan Ad Hoc Subcommittee;" and (2) If Desired, Appoint Two PRCS Commission Members to the Newly Formed Ad Hoc Subcommittee

Armando Abrego, Parks, Recreation and Community Services Director, provided a summary of the material of record.

Discussion ensued between staff and Commissioners regarding willingness to serve; length of term remaining; involvement whether or not appointed; including a Member of the Olympics Subcommittee on the Parks Master Plan Ad Hoc Subcommittee; the work of the Committee to bring back items for Commission discussion; the department process; guidance from the Subcommittee; and the advisory nature of the Commission.

MOVED BY COMMISSIONER RICKARDS AND SECONDED BY VICE CHAIR LEONARD THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION: CREATE A PARKS MASTER PLAN AD HOC SUBCOMMITTEE AND APPOINT CHAIR MOHAMMED AND COMMISSIONER ALEXANDER THERETO.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALEXANDER, LEONARD, MOHAMMED, RICKARDS
NOES: NONE
ABSENT: CUFFE

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Item A-7

PRCSC – Consideration of Appointing two PRCS Commission Members as a Delegate and as an Alternate to act as a Liaison to the Culver City Arts Foundation

Chair Mohammed invited public participation.

The following member of the public addressed the Commission:

Alicia Ide, Culver Arts Foundation, speaking on behalf of herself, provided background on the organization; discussed participation of other bodies in Foundation meetings; advocacy; establishing a more formal relationship to facilitate collaboration; events with arts components; and she reported that Jim Clarke was travelling and could not be present, but had expressed support for involvement on a more formal basis.

Discussion ensued between staff and Commissioners regarding overlap between bodies; Commissioner willingness to serve; the evolution of arts integration into Parks facilities; making best use of resources; evaluation of programming; breaking down age barriers; allowing opportunities for the full community to participate in arts projects and programs; the importance of

the architecture of the parks; and benefits of the arts to mental health.

MOVED BY COMMISSIONER ALEXANDER AND SECONDED BY VICE CHAIR LEONARD THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION: APPOINT COMMISSIONER RICKARDS AS DELEGATE AND VICE CHAIR LEONARD AS ALTERNATE LIAISON TO THE CULVER CITY ARTS FOUNDATION.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALEXANDER, LEONARD, MOHAMMED, RICKARDS
NOES: NONE
ABSENT: CUFFE

Alicia Ide, Culver Arts Foundation, discussed meeting schedule and location, and she encouraged of both the delegate and alternate to attend meetings.

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Item A-8

PRCSC - Receipt and Filing of the Parks, Recreation and Community Services Commission 2023 Meeting Calendar and the Upcoming Agenda Items List, With Adjustments, If Any

Adam Ferguson, Senior Management Analyst, discussed scheduled meetings for the remainder of 2023; upcoming agenda items; reported that the City Council would be discussing a Martin Luther King Jr. Subcommittee and presenting the proclamation for Parks Make Life Better Month! at the July 10, 2023 City Council meeting; noted City Council consideration of the Parks Master Plan and Feasibility Study on August 14, 2023; and City Council consideration of the Municipal Code at the end of August.

Discussion ensued between staff and Commissioners regarding a suggestion to specifically identify subcommittees in the agenda item for report outs; providing an opportunity for status reports, not for discussion; bringing an item forward for Commission discussion and decisions for recommendations to the City Council; the biannual report; review and submittal of work plans; rollover discussions on budget recommendations; an update from staff on programming; bringing back the discussion

of tennis court conversions; staff workload related to Fiesta La Ballona; standing items; Taco Tuesday at Tito's Tacos on October 3, 2023; and variations on how subcommittee reports are presented.

MOVED BY VICE CHAIR LEONARD AND SECONDED BY COMMISSIONER ALEXANDER THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION: RECEIVE AND FILE THE PRCS COMMISSION 2023 MEETING CALENDAR AND THE UPCOMING AGENDA ITEMS LIST, WITH ADJUSTMENTS.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALEXANDER, LEONARD, MOHAMMED, RICKARDS
NOES: NONE
ABSENT: CUFFE

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Public Comment - Items Not on the Agenda

Chair Mohammed invited public comment.

Adam Ferguson, Senior Management Analyst, reported that one person had signed up to speak but was not present online or in Council Chambers.

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Items from Commissioners/Staff

Francisca Castillo, Recreation and Community Services Manager, provided a report on summer day camp and "Parks Make Life Better!" Month.

Armando Abrego, Parks, Recreation and Community Services Director, expressed appreciation to former Chair Rickards for his leadership; provided an update on staffing; reported that Jeannine Houchen was working on a temporary assignment for Human Resources and that Recreation and Community Services Coordinator John Adams was no longer working for the department; discussed completion of the recruitment process for Recreation and Community Services Supervisors; new hires; full staffing for frontline staff; addressing the Parks Manager position; the Parks Master Plan and Feasibility Study; appreciation to staff for their work on the RFP; addressing the heating and ventilation system at Lindberg Park; appreciation to the lifeguards and the pool manager for their

services provided; he reminded everyone that coupons are provided on occasion for a group of four; and he expressed appreciation to staff for their hard work, patience and dedication.

Dani Cullens, Recreation and Community Services Manager, discussed work going on at Culver City Park; meeting with the Pickle Ball Racquet Sports Subcommittee; and work on the upcoming Fiesta La Ballona.

Adam Ferguson, Senior Management Analyst, discussed Recommended Civil Discourse Guidelines from the Equity and Human Relations Advisory Committee; distribution to the Commission; and he indicated that any questions could be directed to him.

Vice Chair Leonard asked about the date for the Abilities Carnival and she requested t-shirts to designate Commissioners as City representatives during parks activities.

Discussion ensued between staff and Commissioners regarding staff agreement to research the date of the Carnival and City policy regarding t-shirts.

Commissioner Rickards asked about increasing musical programming; discussed a program by Grace Lutheran; being more inclusive; the changing population in the City; the pandemic; new opportunities and challenges; taking music, theater, and the arts in new directions; and collaboration with The Foundation.

Discussion ensued between staff and Commissioners regarding current arts and music programming in the City; information in the Senior Center Newsletter and Culver City Living; allowing an intergenerational jam session; social media posts about events; engagement; and learning from public feedback.

Commissioner Alexander wanted to gain a greater understanding of how staff interacts with other parks; discussed taking a regional approach; the limited budget; understanding what other parks are doing; and leveraging what is able to be done within the current budget.

Chair Mohammed expressed appreciation for the spirit of innovation embraced by staff and he felt that they would find

new and exciting opportunities for the community to engage with
the parks

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Adjournment

There being no further business, at 9:47 P.M., the Parks, Recreation and Community Services Commission adjourned to a regular meeting to be held on Tuesday, August 1, 2023.

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Adam Ferguson
SECRETARY of the Parks, Recreation and
Community Services Commission

APPROVED _____

Palvi Mohammed
CHAIR of the PARKS, RECREATION AND COMMUNITY SERVICES
COMMISSION
Culver City, California

I declare under penalty of perjury under the laws of the State of California that, on the date below written, these minutes were filed in the Office of the City Clerk, Culver City, California and constitute the Official Minutes of said meeting.

Jeremy Bocchino
CITY CLERK

Date