

***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

April 2, 2024  
7:00 P.M.

**Call to Order & Roll Call**

Chair Mohammed called the regular meeting of the Parks, Recreation and Community Services Commission to order at 7:07 P.M. in the Mike Balkman Council Chambers and via Webex.

Present: Palvi Mohammed, Chair  
Jane Leonard, Vice Chair  
Crystal Alexander, Commissioner  
Maggie Peters, Commissioner

Absent: William Rickards, Commissioner

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**Pledge of Allegiance**

Adam Ferguson, Senior Management Analyst, led the Pledge of Allegiance.

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**Public Comment - Items Not on the Agenda**

Chair Mohammed invited public comment.

The following members of the public addressed the Commission:

Robert Noriega provided background on himself and his family; expressed appreciation for the affordable camp offered; discussed changes to the way one registers and pays for the

Culver City Parks, Recreation and Community Services (PRCS) Winter Camp; isolating families from being able to attend the camps due to requiring payment in full; and he asked that PRCS return to the previous model of requiring payments for each week of camp rather than requiring payment all up front.

John Wahlert reported living adjacent to the paddle tennis courts; discussed over usage; disruption to neighbors; increased noise with the introduction of pickleball to the courts; the environment around the courts; vandalism; court lines painted on the paddle tennis courts; changes to impacts on residents; amplified music during play; increased number of players; current rules allowing play from 8 a.m. to 10 p.m. 365 days per year; the facility not built for pickleball play; lack of restroom facilities for the current level of use; players using the Scout House, the alley, and the Wende Museum as public restrooms; lack of additional management or oversight of the facility with the increased use; the inability to lock the facility on weekends due to lack of staffing; plans to take concerns to the City Council; and the immediate request to reduce the number of hours of operation to Monday through Sunday from 9 a.m. to 7 p.m.

Tom Wilson reported living directly behind the paddle tennis courts for 37 years; discussed previous respectful use of the courts; promises made to plant hedges and provide sound deadening measures during the remodel of the paddle tennis courts in the early 2000s that never happened; constant noise pollution; players that start before 8 a.m. and stay beyond 10 p.m.; balls that go into the backyard; profanity; the feeling that the courts belong in Botts Field rather than in a residential neighborhood; parking; and he requested that the sound deadening that was promised in the early 2000s be provided with hours of usage reduced to between 9 a.m. and 7 p.m. daily.

Andy Gavaro provided background on himself; indicated that they had enjoyed proximity to the courts until the past three years when things became problematic; discussed acoustics; differences between pickleball and paddleball; proximity of residential buildings to the courts; providing 150 feet between residences and courts; volume and use; relocation; open access in other communities where courts are not located near residences; additional management; and support for the request for reduced hours and locked courts to reduce vandalism.

Yael White indicated living adjacent to the courts; discussed people starting to play at 6 a.m. and continuing past 10 p.m.; people who indicated they would not make any noise and continued to play during off hours despite being asked to stop; and she requested that the City enforce the hours of operation.

Barry Goldstein echoed comments from the previous speaker; expressed concern with confronting people who are playing during off hours; reported that their house was 15 feet away from the court; discussed reluctance to call the police for such an issue; the arc of inappropriate behavior and use over the decades; public urination; amplification of noise; music that is louder in their house than it is in the court; pickleball pocking proven to be unfilterable through noise cancelling headphones; research in court cases where municipalities have been sued by residents; loud and foul language on the courts; support for the sport; the shifting ratio of civil payoff of the courts to the price paid; he asked that the City reconsider the rules and culture around the courts; and he wanted to be part of the process.

Meg Sullivan discussed the Expo Bike Path; mulch; and she invited everyone to an event on April 20 to celebrate progress made in improving the area.

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### **Receipt of Correspondence**

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

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### **Information Items**

Item I-1

### **Update on Development of the Parks Master Plan**

Ted Stevens, Parks, Recreation and Community Services Director, provided an update on the development of the Parks Master Plan; discussed visionary workshop the consultant did with staff; discussed upcoming community meetings in May.

MOVED BY COMMISSIONER ALEXANDER, SECONDED BY VICE CHAIR LEONARD AND UNANIMOUSLY CARRIED (ABSENT COMMISSIONER RICKARDS), THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION RECEIVED AND FILED THE INFORMATIONAL UPDATE REGARDING THE DEVELOPMENT OF THE PARKS MASTER PLAN.

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### **Consent Calendar**

Item C-1

#### **Approval of the Minutes for the Special Parks, Recreation and Community Services Commission Meeting of March 7, 2024**

MOVED BY VICE CHAIR LEONARD, SECONDED BY COMMISSIONER ALEXANDER AND UNANIMOUSLY CARRIED (ABSENT COMMISSIONER RICKARDS), THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION APPROVE THE MINUTES FOR THE SPECIAL PARKS, RECREATION AND COMMUNITY SERVICES MEETING OF MARCH 7, 2024.

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### **Order of the Agenda**

No changes were made.

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### **Action Items**

Item A-1

#### **Receipt and Filing of the Report Regarding the Culver City Teen Incentive Program**

Michelle Lee, Recreation and Community Services Supervisor, provided a presentation on the Culver City Teen Incentive Program discussing the UCLA capstone project; how the Teen Center became involved; various service opportunities; Sienna Janes was introduced.

Discussion ensued between Commissioners, staff, and Sienna Janes regarding goals of the program, UCLA's involvement in the capstone project; plans to continue the program once Sienna Janes has finished her project requirements.

MOVED BY VICE CHAIR LEONARD, SECONDED BY COMMISSION ALEXANDER AND UNANIMOUSLY CARRIED (ABSENT COMMISSIONER RICKARDS), THAT MOVED BY COMMISSIONER ALEXANDER, SECONDED BY COMMISSION PETERS AND UNANIMOUSLY CARRIED (ABSENT COMMISSIONER RICKARDS), THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION RECEIVED AND FILED THE REPORT REGARDING THE CULVER CITY TEEN INCENTIVE PROGRAM.

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Item A-2

**Receipt and Filing of the Report Regarding the Culver City Afterschool Recreation Program**

David Oubre, Recreation and Community Services Coordinator, provided a presentation on the Culver City Afterschool Recreation Program (CCARP); discussed the four sites for CCARP; discussed locations of each site, which are Lindberg Park, El Marino Park, Blanco Park, and Linwood E Howe Elementary School; discussed participation numbers for each site; discussed specialty offerings at each site.

Discussion ensued between staff and Commissioners regarding program offerings at La Ballona Elementary School and why CCARP is not offered at La Ballona Elementary School; capacity at the site locations; staffing issues; reasons why enrollment is specific to the school the child attends; if students in enrolled in a private school could enroll in the program; challenges for staff needing to walk to the location to pick up enrolled children; appreciation for the staff that works the specific locations; appreciation to staff for keeping the program running

MOVED BY VICE CHAIR LEONARD, SECONDED BY COMMISSION ALEXANDER AND UNANIMOUSLY CARRIED (ABSENT COMMISSIONER RICKARDS), THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION RECEIVED AND FILED THE REPORT REGARDING THE CULVER CITY AFTERSCHOOL PROGRAM.

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Item A-3

**Review the updated Athletic Space Allocation and Usage Policy, Facility Use Policy, and the Municipal Plunge Policy; and (2) if Desired, Recommendation to City Council to Approve**

Chair Mohammed invited public comment.

The following member of the public addressed the Commission:

Marci Baun noted many errors in the policy; cited language that did not apply to the Plunge; pointed out that many teams use the Plunge; discussed references to a dress code for women but not men; oils, perfume and sunblock in the pool; and she offered to be a resource for the Commission noting her many years swimming.

Commissioner Alexander received clarification regarding availability of the policies being considered to the public.

Adam Ferguson, Senior Management Analyst, provided a summary of the material of record.

Discussion ensued between staff and Commissioners regarding ensuring equal access to sports for boys and girls; AYSO (American Youth Soccer Organization); softball vs. Little League; auditing Little League; ensuring that groups are in good standing with their governing boards; clear delineation of prioritization; the dress code policy for the pool; concern with being outdated; ensuring cultural sensitivity; appropriateness of men's bathing suits; thong bathing suits; at what age kids are allowed to go to the pool by themselves; passing a swim test; and appreciation to staff for the large amount of work done.

Additional discussion ensued between staff and Commissioners regarding use of the policy to help appropriate distribution of the fields; the inability of the City to audit Little League or to police groups in terms of gender equity; determining whether Little League needs all the fields with the number of players they have; non-gender specific references; birkinis; fabric that gets into the filtration system; safety issues with unattended children, including the locker room; fall ball vs. AYSO; fields claimed by AYSO in the fall that are not always used; creating a system so that when a field is not being used by one group, it can be used by another; ensuring that the City knows who is using what field; soccer priority in the fall and

baseball priority in the spring; NCAA and CIF season guidelines; and clarification regarding swim diapers.

Further discussion ensued between staff and Commissioners regarding appreciation for the public comment; the reference to single use glass bottles; ensuring that no glass bottles are allowed at the Plunge; requirements that the permit holder be present; the Joint Use Agreement between Culver City and the Culver City Unified School District (CCUSD); guidelines for music at facilities; support for field usage efforts; flexibility within the department; monitoring how things change over time with respect to boys sports and girls sports; the Parks Master Plan; changes suggested for Vets and Bill Botts Fields; music for Aqua Fit classes; the policy indicating that the permit holder or the organization must be present; and upcoming conversations with CCUSD about Joint Use Agreements.

Discussion ensued between staff and Commissioners regarding structural decisions made to have three separate policies rather than one aggregate policy; duplication; reasons that the policy is separated; lack of reference to pickleball; ensuring language, titles, and rules are consistent across various courts; referencing rackets or paddle sports to ensure that everything is covered; changes to court signage; appreciation for the amount of work done and still to be done; a suggestion to form a short-lived ad hoc subcommittee to address questions; use of resources as governed by policy; the reason for having three policies; standing language in the agenda to allow for the formation of ad hoc subcommittees; making agenda items more clear; and agreement from all Commissioners present to table the item pending formation of an ad hoc subcommittee.

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Item A-4

**(1) Review and Finalization of the Updated Draft of the Parks, Recreation and Community Services Commission's Fiscal Year 2024-2025 Budget Recommendations to the City Council; and (2) Authorization of Transmittal of the Correspondence to the City Manager**

Chair Mohammed thanked staff for their work to incorporate changes.

Ted Stevens, Parks, Recreation and Community Services Director, reported that the budget had been submitted with representation of all items in the Commission's letter incorporated.

Discussion ensued between staff and Commissioners regarding wordsmithing; fixes to typographical or grammatical errors; consistency with capitalization; inclusion of playground maintenance in the operating budget item; suggested language to change a run on sentence to read: "We suggest that a standing budget line item be incorporated into the PRCS operating budget to conduct regular inspections and sustained playground maintenance, thereby extending the useful life of our improvements, so our facilities are safe for all the City's children..."; Commission agreement to remove the \$7,700 amount from the reference to the mulch and agreement to change the header to indicate: Procurement and Delivery of Mulch City-wide; the reference to the bike path as an example; and expansion of the mulch program.

MOVED BY COMMISSIONER ALEXANDER, SECONDED BY VICE CHAIR LEONARD AND UNANIMOUSLY CARRIED (ABSENT COMMISSIONER RICKARDS), THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION:

1. APPROVE THE PRCS COMMISSION'S DRAFT FISCAL YEAR 2024-2025 BUDGET RECOMMENDATIONS TO THE CITY COUNCIL (ATTACHMENT 1) AS AMENDED; AND,
2. AUTHORIZE TRANSMITTAL OF THE CORRESPONDENCE TO THE CITY MANAGER.

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Item A-5

**Receipt and Filing of Updates from the Members of the Parks, Recreation and Community Services Commission Ad Hoc Subcommittees and Representative Appointees to Outside Associations and City Committees**

Commissioner Peters had no report regarding the California Association of Parks and Recreation Commissioners and Board Members (CAPRCBM).



Commissioner Alexander reported on the Culver City Senior Citizens Association; discussed her participation in the selection process for Culver City Senior of the Year; efforts to have an Ask a Pharmacist program at the Senior Center; and continued work on programming for the Senior Prom on June 1.

Vice Chair Leonard had nothing to report regarding the Culver City Arts Foundation.

Commissioner Peters indicated nothing to report on the Disability Advisory Committee as they had not met.

Chair Mohammed indicated nothing to report regarding the 2028 Summer Olympics Preparation Ad Hoc Subcommittee.

Discussion ensued between staff and Commissioners regarding formation of an ad hoc subcommittee to review and comment on the three PRCS policies discussed in Item A-3; and Commission agreement that Chair Mohammed and Commissioner Peters serve on the proposed ad hoc subcommittee.

MOVED BY VICE CHAIR LEONARD, SECONDED BY COMMISSIONER ALEXANDER AND UNANIMOUSLY CARRIED (ABSENT COMMISSIONER RICKARDS), THAT THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION: APPOINT CHAIR MOHAMMED AND COMMISSIONER PETERS TO A NEWLY FORMED FIELD ALLOCATION, RENTAL FACILITY, AND MUNICIPAL PLUNGE POLICY AD HOC SUBCOMMITTEE.

MOVED BY COMMISSIONER PETERS, SECONDED BY VICE CHAIR LEONARD AND UNANIMOUSLY CARRIED (ABSENT COMMISSIONER RICKARDS), THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION: RECEIVE AND FILE UPDATES FROM THE MEMBERS OF THE AD HOC SUBCOMMITTEES AND REPRESENTATIVE APPOINTEES TO OUTSIDE ASSOCIATIONS AND CITY COMMITTEES.

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Item A-6

**Receipt and Filing of the Parks, Recreation and Community Services Commission 2024 Meeting Calendar and the Upcoming Agenda Items List, With Adjustments, If Any**

Discussion ensued between staff and Commissioners regarding upcoming meeting dates and agenda items; availability of

offsite locations; a suggestion to table the discussion of the November Commission meeting date until a new Commissioner is appointed in July; consideration of holding a meeting at Culver West or in the Fox Hills area in August; ensuring opportunity for people in other neighborhoods to be engaged; a suggestion to hold an outside meeting in Fox Hills; the difficulty of holding meetings outdoors; scheduling a meeting at Culver West Park; the presentation from Olin in June; swearing in of the new Commissioner in July; and Commission agreement to meet at Culver West Park in September.

MOVED BY COMMISSIONER ALEXANDER, SECONDED BY COMMISSIONER PETERS AND UNANIMOUSLY CARRIED (ABSENT COMMISSIONER RICKARDS), THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION: RECEIVE AND FILE THE PRCS COMMISSION 2024 MEETING CALENDAR AND THE UPCOMING AGENDA ITEMS LIST WITH ADJUSTMENTS.

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#### **Public Comment - Items Not on the Agenda**

Chair Mohammed invited public comment.

Adam Ferguson, Senior Management Analyst, reported no requests to speak.

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#### **Items from Commissioners/Staff**

Ted Stevens, Parks, Recreation and Community Services Director, reported that Francisca Castillo, Recreation and Community Services Manager had been recognized in Honor of Women's History Month by the City of Los Angeles Parks and Recreation Department in partnership with the City of Los Angeles Civil Rights Department for significant contributions to the vibrant tapestry of Los Angeles on March 22, and would be also recognized by the Culver City Council on April 8; he indicated that the El Marino playground upgrade would be moving forward quickly; discussed the addition of accessible and sensory items; and the timeframe for completion.

Dani Cullens, Recreation and Community Services Manager, reported that the Vets basketball court had been completed; noted that Blair Hills is still under construction; discussed weather-related delays; timeframe for completion of the HVAC

installation at Lindberg Park; assistance from Public Works; demolition and installation; and upcoming events.

Francisca Castillo, Recreation and Community Services Manager, reported on the Spring Eggstravaganza on March 23; expressed appreciation to staff for their efforts; discussed the number of people who pre-registered and attended; community engagement; program events; volunteers; the well-received event; appreciation to staff for their efforts on the Senior Center Community Development Block Grant audit; Spring Camp; staffing; appreciation to staff for pulling together as a team; upcoming events; the Age-Friendly Action Plan; the Pipeline to Progress Program; collaboration with the software developer to improve registration processes; training provided; and upcoming Effective Management and Communication Training on May 1-2.

Ted Stevens, Parks, Recreation and Community Services Director, discussed the Kaizuka Meditation Garden in front of the Julian Dixon Library; the need for repair and maintenance of the garden on county property; a contingent of Japanese gardeners and a landscape architect coming out from Kaizuka from May 6-10 to bring the garden back to its original state; and the celebratory event scheduled for May 11.

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**Adjournment**

There being no further business, at 9:22 P.M., the Parks, Recreation and Community Services Commission adjourned to a regular meeting to be held on Tuesday, May 7, 2024.

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

APPROVED \_\_\_\_\_

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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.

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Jeremy Bocchino  
CITY CLERK

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Date