

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

May 7, 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 7:01 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  
William Rickards, Commissioner

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**Pledge of Allegiance**

Ted Stevens, Parks, Recreation and Community Services Director, led the Pledge of Allegiance.

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

Chair Mohammed invited public comment.

Adam Ferguson, Senior Management Analyst, indicated that no requests to speak had been received.

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**Receipt of Correspondence**

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

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**Community Announcements by Members/Information Items from  
Members/Staff**

Member Alexander indicated that she took her role on the Commission seriously; discussed keeping safe spaces for everyone; the municipal code update; anti-bullying policies; crafting operational rules to enhance patron safety; the dynamic process of keeping the parks safe while allowing freedoms enshrined in the state and federal constitution; appreciation to City staff for their efforts; use of City space by Culver City High School Students for Peace for a donation drive in support of the UCLA encampment; promotion of the event by the Culver City Unified School District (CCUSD) Board President; regulation of fundraising or sales in City parks; lack of a permit for the proposed activity; pop-up groups; the permitting process; proper vetting of activities; regulations that apply to public places; difficulties in balancing competing interests; balancing the rights and objectives of protest supporters with the right of the public to access open space; the current environment; concern for the safety of high school students; Culver City Police Department (CCPD) mutual aid deployment to the UCLA campus; donation collection after documented violence at UCLA and removal of the encampment; she called upon CCUSD Board Members to remember that they are in service of all voices in the community while supporting community engagement by teaching rule following; she noted the duty to keep children safe; discussed modelling behavior; and helping children navigate their activism in the safest way possible by using critical thinking skills.

Commissioner Peters indicated being an on-campus UCLA professor; reported that the protesters were peaceful and had been attacked by protesters from outside of the UCLA community and were then further assaulted and injured with the help of CCPD by being violently forced off campus in the middle of the night; discussed rule following by CCUSD students; the evolving situation; she asked people to consider that perhaps they do not have all the facts; felt it important to encourage students to organize while following the rules; and expressed concern with grandstanding against a School Board member in City Hall when CCUSD is a different entity from the City.

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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 positive engagement at the community meetings; he invited everyone to participate in upcoming meetings; discussed internal meetings; ways to generate revenue; and additional programming.

Discussion ensued between staff and Commissioners regarding online vs. in-person meetings; swag; appreciation to staff for their efforts; and identification of potential new park areas as part of the community meetings.

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**Consent Calendar**

Item C-1

**Approval of the Minutes for the Regular Parks, Recreation and Community Services Commission Meeting of April 2, 2024**

MOVED BY VICE CHAIR LEONARD AND SECONDED BY COMMISSIONER ALEXANDER THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION APPROVE MINUTES FOR THE REGULAR PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION MEETING OF APRIL 2, 2024.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALEXANDER, LEONARD, MOHAMMED, PETERS  
NOES: NONE  
ABSTAIN: RICKARDS

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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 Pop-Up Events at Various Culver City Parks**

Ted Stevens, Recreation and Community Services Director, expressed appreciation for the work of Parks, Recreation and Community Services Coordinator Meghan Stebbings to develop programs from scratch; he provided a presentation on pop-up events at various Culver City parks; and he asked Commissioners to participate in Trunk or Treat by being a judge for the costume contest.

Discussion ensued between staff and Commissioners regarding positive feedback received on the pop-up events; a suggestion for the picnics to include food trucks; support for movies in the park; lack of programming in Carlson Park; gaining community feedback from pop-up events; social media outreach for pop-up events; the Artist Laureate event; creating energy around activities; and making use of working relationships to increase communication.

MOVED BY COMMISSIONER ALEXANDER, SECONDED BY COMMISSIONER PETERS AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION RECEIVE AND FILE THE REPORT REGARDING POP-UP EVENTS AT VARIOUS CULVER CITY PARKS.

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Item A-2

**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 Rickards indicated nothing to report from the California Association of Parks and Recreation Commissioners and Board Members.

Commissioner Alexander provided a report on the Culver City Senior Citizens Association Board of Directors; discussed Older Americans month; the pool party in April; Earth Day events; the Spring Boutique; and she indicated that she would report on May activities at the next meeting.

Commissioner Rickards indicated nothing to report from the Culver City Arts Foundation or the Disability Advisory Committee.

Chair Mohammed invited everyone to a joint meeting of the Summer Olympics Ad Hoc Preparation Committee on May 22 at Veterans Memorial Park.

Commissioner Peters provided a report on the Field, Room, and Pool Rentals Allocation Ad Hoc Subcommittee; discussed the productive meeting with staff about potential changes to be made; and she noted items to be determined.

Discussion ensued between staff and Commissioners regarding the volume of material to go through; multiple recommendations to make an easily understandable product for the public that supports staff in what they need to do; and appreciation to staff for their efforts and to Commissioners for the input.

MOVED BY COMMISSIONER ALEXANDER, SECONDED BY COMMISSIONER PETERS AND UNANIMOUSLY CARRIED, 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.

Additional discussion ensued between staff and Commissioners regarding the need to acknowledge the elevated tenor on pickleball courts; public feedback and concern; a suggestion to resurrect a courts activity ad hoc subcommittee to provide a liaison to assist staff with issues; people who do not feel heard; engagement with staff; addressing tennis courts; interfering with the forward progress of the comprehensive examination of all the parks; a reminder that ad hoc subcommittees are established for a specific purpose; encouragement for Commissioners to request a staff report for consideration by the entire Commission rather than creating another ad hoc subcommittee; creation and distribution of the survey; feedback received; addressing the surge in pickleball interest in Culver City; controversy over use of field space by adults; community conversations held; providing a managed forum for people to share concerns; easing of tensions after the event; a suggestion to hold another event around racquet sports; getting neighbors and pickleball players together to discuss issues; facilitating understanding; responsiveness of the PRCS Director; appropriate use; paddleball vs. pickleball;

lines painted on the courts; damage to facilities in an attempt to gain access; signage indicating play until dusk rather than specific hours; a portion of the community that has commandeered the space; the need to facilitate dialogue; the large survey response; the specific task of the subcommittee; survey results indicating the need to leave the tennis courts alone; pickleball noise; addressing people playing music or playing before and after hours; creating a process to facilitate communication; agendaizing an item to consider creating an ad hoc subcommittee, holding a community meeting, and formulating a recommendation; full-time staff that unlock the Elenda courts and communicate with users; a group of non-respectful users vs. the neighbors and the respectful users; involvement of CCPD; vandalism and trespassing; abusive behavior to City staff; instruction to staff not to engage; availability of CCPD; a suggestion to close the courts earlier than 10:00 P.M.; turning off the lights at 9:00 P.M.; pushback; parking cars with headlights on to continue playing; and a reminder that the item is not on the agenda.

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Item A-3

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

Adam Ferguson, Senior Management Analyst, discussed upcoming meeting dates and agenda items noting that the September meeting had been moved to Culver West Alexander Park; appreciation to Chair Mohammed and Commissioner Peters for their help with allocation policies; the goal to have the policies updated and presented to the Commission at the June meeting; upcoming items to be considered by the City Council related to PRCS; the robust Commission agenda for June; the Field Allocation Rental Policy discussion; the Parks Master Plan presentation; and the three policies to be considered.

Discussion ensued between staff and Commissioners regarding ensuring the pickleball item is on the July agenda; the new Commissioner being appointed in July; the ability of the Director to make modifications in the interim to discourage issues; and allowing time for staff to be more prepared for the discussion.

MOVED BY COMMISSIONER ALEXANDER, SECONDED BY COMMISSIONER PETERS AND UNANIMOUSLY CARRIED 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, discussed approval and effective date of the updated municipal code; the MOU (Memorandum of Understanding) with the Historical Society; the budget presentation to the City Council on May 20; the El Marino Playground project; community feedback; and rehabilitation of the Japanese Garden.

Dani Cullens, Recreation and Community Services Manager, discussed maintenance and rehabilitation projects; Blair Hills; Lindberg Park; mulch at the Expo; positive community feedback; the Bike Rodeo on May 25; Community Water Safety Day on May 16; partnerships with Public Works; and the Public Works Environmental Programs and Operations EnviroFest event.

Ted Stevens, Parks, Recreation and Community Services Director, indicated that Recreation and Community Services Manager Francisca Castillo had asked him to provide updates as she was attending the Fox Hills Community Development meeting; he discussed the sold out Mother's Day Tea on May 11; programming for Older Americans Month in May; work on the Culver City Age Friendly Action Plan; and the Father's Day Lunch and Games event planned for June 15.

Discussion ensued between staff and Commissioners regarding efforts to regrade Bill Botts; fencing around the pile of dirt; and the Senior Citizen Association Board MOU.

Commissioner Alexander asked that the meeting be adjourned in memory of Olga Fikotová Connolly.

Commissioner Rickards discussed gardeners' concerns with access; the need to support relationships; and he asked that the project be revisited in the future.

Vice Chair Leonard expressed agreement with Commissioner Rickards regarding the need to address issues for gardeners; she thanked staff and the public for their efforts on the Expo Bike Path in east Culver City; noted that the Kaizuka re-dedication would be on May 11; announced that the Culver City Car Show would be back in the downtown area on May 11; she indicated wanting to stop by the Culver City Senior Prom; questioned how to help everyone in Culver City understand rules and policy; discussed engagement as a foundation for exploration and activity outside of the City; and the importance of education, awareness and understanding.

Chair Mohammed received clarification that staff was looking for solutions regarding recent high winds that disrupted the lights on the Culver Tower, and he thanked staff for their assistance with the Hero Fair event at Veterans Park.

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**Adjournment**

There being no further business, at 8:35 P.M., the Parks, Recreation and Community Services Commission adjourned in memory of Olga Fikotová Connolly to a regular meeting to be held on Tuesday, June 4, 2024.

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


APPROVED

6-4-2024



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

15 JULY 2024  
Date