

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

C-1

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

December 2, 2025
7:00 P.M.

Call to Order & Roll Call

Chair Alexander called the regular meeting of the Parks, Recreation and Community Services Commission to order at 7:09 P.M. in Mike Balkman Council Chambers at City Hall.

Present: Crystal Alexander, Chair
Maggie Peters, Vice Chair
Marci Baun, Commissioner
Jennifer Chen, Commissioner
Thomas Whitaker, 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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Items from Commissioners/Staff

Chair Alexander announced that it was the last meeting for Parks, Recreation and Community Services Director, Ted Stevens.

Ted Stevens, Parks, Recreation and Community Services Director, thanked Chair Alexander for the cake and indicated that he would save his comments for the end of the meeting.

Commissioner Baun discussed her recent drop-in swim at The Plunge; a member of the public who had registered for a specific time but ended up swimming early; use of drop-in lanes; the need to follow protocol; people who break the rules

for registration; and she noted multiple coyote sightings around Culver City at all times of the day.

Vice Chair Peters thanked staff for another excellent Thanksgiving Camp; discussed recent rains; and she was looking forward to holiday events.

Chair Alexander discussed the Sledtaclar on December 4 and the evolving situation with pickleball in other California cities.

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Public Comment - Items NOT on the Agenda

Chair Alexander invited public comment.

Adam Ferguson, PRCS Deputy Director, reported that no requests to speak had been received.

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Receipt of Correspondence

Discussion ensued between staff and Commissioners regarding procedures for handling correspondence received.

MOVED BY COMMISSIONER CHEN, SECONDED BY COMMISSIONER BAUN AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION RECEIVE AND FILE CORRESPONDENCE.

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Consent Calendar

Item C-1

Approval of the Minutes for the Regular Parks, Recreation and Community Services Commission Meeting of November 4, 2025

Chair Alexander noted that no requests to speak had been received.

Commissioner Baun noted a typographical error on page 3.

MOVED BY COMMISSIONER BAUN, SECONDED BY VICE CHAIR PETERS AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY

SERVICES COMMISSION APPROVE THE MINUTES FOR THE REGULAR PARKS,
RECREATION AND COMMUNITY SERVICES COMMISSION MEETING OF
NOVEMBER 4, 2025 WITH AMENDMENTS.

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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 Parks, Recreation and Community Services Department's Programming for Disability Awareness Month

Chair Alexander indicated that no requests to speak had been received.

Mike Odunze, Social and Disability Services Coordinator at the Senior Center, provided a presentation on Disability Awareness Month 2025; discussed programs, events, and activities to commemorate October as Disability Awareness Month; the Community Groove Dance (formerly Dances for the Developmentally Disabled); the proclamation and commendation from the City Council; Doorstep events; the display at the Julian Dixon Library; the Abilities Carnival and Resource Fair; appreciation to those who volunteered and provided sponsorships; and he expressed gratitude for being able to play a role in making people's lives better noting that prior to holding his position, he had not been as aware of the inadequacies and things that are not in place to provide accessibility.

Discussion ensued between staff and Commissioners regarding appreciation for the presentation; the large number of activities; the personal observation shared; the Wheelchair Basketball game; providing an opportunity for the Girl Scouts to participate; positive feedback received; number of Doorstep deliveries; youth involvement; seniors; loyal members who consistently show up; and appreciation for the Community Services arm of the department.

MOVED BY COMMISSIONER BAUN, SECONDED BY COMMISSIONER CHEN AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION RECEIVE AND FILE THE REPORT REGARDING THE PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT'S PROGRAMMING FOR DISABILITY AWARENESS MONTH 2025.

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Item A-2

(1) Receipt and Filing of the Report Regarding the Parks, Recreation and Community Services Department Fiscal Year 2025/2026 Adopted Budget; (2) Consideration of Selecting a PRCS Commissioner to Draft a Letter to City Council with Fiscal Year 2026/2027 Budget Adjustment Recommendations

Chair Alexander invited public comment.

The following member of the public addressed the Commission.

Meg Sullivan, with one minute ceded by Steve Roe, provided background on herself; discussed their efforts to improve the bike path that parallels the e-line train and National Boulevard between Wesley and Syd Kronenthal Park; consideration of costs and potential funding options for pickleball courts or other community amenities under the train overpass at Wesley; unanimous support for further exploration; the departure of Director Stevens; willingness of Metro staff to make the land available; clarification that the courts should not come at the expense of any plans at Tellefson Park; she presented photographs noting that the first bay under the overpass would be preserved as a passage to the Hayden Tract from the Bike Path; discussed the concept; nearby precedent for using unused Metro land at Platform; and she hoped that the project would find a way into the budget for next year.

Discussion ensued between staff and Commissioners regarding the status of items included in the budget letter for last year; the established eligibility list; the passage of Measure CL; creating funding priorities for Tellefson Park; and the current budget.

Additional discussion ensued between staff and Commissioners regarding changes going on in Culver City; support for having the Vice Chair write the budget letter again; support for

continuing on the path they were working toward; choices made last year and looking at requests that were not fulfilled; the Master Plan; reasoning behind the focus on Tellefson Park; adding something new to the community; providing more funding to hire more staff for The Plunge; benefits offered to part-time staff by neighboring jurisdictions; encouraging people to apply; lack of senior staff; an upcoming City Council item to reclassify the non-benefitted pool managers; continued work with Human Resources and Finance; the focus on pool managers; looking at attracting and retaining new lifeguards; amplifying what is coming from the department; putting in a placeholder; retention of previous requests that were not granted; maintenance; beautification; the Olympics; the Maintenance Worker 1 position; consensus to request that staff provide information to back up the statement regarding potential reduction in contract services expenditures; money saved with the Landscape Architect; sharing; prioritization of items listed; consensus was received from Chair Alexander, Vice Chair Peters and Commissioner Baun to agendize a standalone item with a specific discussion of project cost estimates for Tellefson Park.

Further discussion ensued between staff and Commissioners regarding new items for the budget letter; looking at another park within the Parks Master Plan; clarification that only design monies were received for Lindberg Park; concern with the state of the equipment at Lindberg Park; potential grants to fund projects; the Senior Management position; freeing up time for the Deputy to be able to pursue grants; advancing workplan priorities; concern with losing focus on important items; in-depth financial analysis and assessment of youth and adult enrichment classes as well as rental opportunities at Vets Park; the Age-Friendly Action Plan; the Revenue and Fee Structure Analysis; Model Water Efficient Landscape Ordinance (MWEL0); creation of the Deputy position; staffing challenges; submitting requests for consideration by the new City Manager; placing emphasis on the importance of filling the Director position as soon as possible; reorganization; increased responsibilities; lack of performance measures for the parks; parks utilization; illustrating how the parks perform; increased number of permits to use the parks; the ability of staff to gather data regarding park usage, and attendance at Fiesta La Ballona; agendizing a discussion of performance measures; bringing the focus back to the budget letter; the preamble to the budget letter; the Housing Department dashboard; pressures put on the parks with increased population

coming into Culver City; the ability to pull out statistics from the General Plan; the annual Parks Needs Assessment; and the grading system for how well the parks are maintained.

Discussion ensued between staff and Commissioners regarding the Culver City Park baseball fields; showing that there is enough staff that would reduce the amount of money spent on outside contractors; support for moving forward with Lindberg Park; community meetings; patching the pool deck at The Plunge; planned repairs during the shutdown; current plans; additional monies needed to reach the goal to fix all the fields at Bill Botts; potential savings with doing the fields at the same time; status of the individual fields; lack of a dedicated girls' softball field; the priority to get the girls' softball field up and running; Commission consensus to direct staff to create cost estimates for putting in pickleball under the e-line; potential money saved with the removal of the basketball court at Fox Hills due to structural issues; clarification that all CIP monies are being spent; support for adding pickleball courts to provide something new; increasing the number of spaces in the Culver City Afterschool Recreation Program (CCARP); physical space that determines capacity of CCARP; staffing issues with the Teen Center; the waiting list; hiring and staff retention; and timing for consideration and the submission of the draft budget letter.

MOVED BY COMMISSIONER BAUN, SECONDED BY COMMISSIONER CHEN AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION:

1. RECEIVE AND FILE THE REPORT REGARDING THE PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT FISCAL YEAR 2025/2026 ADOPTED BUDGET; AND,
2. SELECT VICE CHAIR PETERS TO DRAFT A LETTER TO CITY COUNCIL WITH FISCAL YEAR 2026/2027 BUDGET ADJUSTMENT RECOMMENDATIONS.

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Item A-3

(1) Drafting of a Parks, Recreation and Community Services Commission Biannual Report to the City Council, including Accomplishments During the Period July through December 2025, and the PRCS Commission's 2026 Scheduled Activities Plan; and

(2) Authorization of Transmittal of the Report to the City Council.

Chair Alexander indicated that no public comment had been received.

Adam Ferguson, PRCS Deputy Director, provided a summary of the material of record.

Discussion ensued between staff and Commissioners regarding a suggestion to add increased participation in Fiesta La Ballona; clarification that the accomplishments reflected are by the Commission, not the department; the ability of the Commission to express gratitude to the department for their efforts; interactions between PRCS and the School District; the crossing guards; Joint Use Agreements; looking at creating a Joint Use Agreement with West LA College; caution to remain on topic; goals and plans; a suggestion to focus on the School District agreement first; working with Planning to develop criteria to evaluate requests to reduce Park Facilities Fees for proposed development projects; willingness to work with other departments; use of the Arts Commission model; and keeping language broad to allow the freedom to work on a process between departments.

Additional discussion ensued between staff and Commissioners regarding adjustments to language to reflect the amount of work done on lap swimming; a suggestion to reference creation of the subcommittee and providing a place for public feedback; timing of actions taken; the September meeting dedicated to The Plunge; the National Fitness Campaign Grant; assistance provided to PRCS staff in grant applications; outreach; continued work on projects in the Parks Master Plan; continued advocacy for expansion of racket court facilities; continued work with the Landscape Architect in the evaluation of community greenspaces; timing for the examination of how community gardens are allocated; timing of items; evaluation of all projects in comparison to staffing issues; and the Fees and Charges Study.

MOVED BY VICE CHAIR PETERS, SECONDED BY COMMISSIONER BAUN AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION:

1. DRAFT A PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION BIENNIAL REPORT TO THE CITY COUNCIL, INCLUDING ACCOMPLISHMENTS

DURING THE PERIOD JULY THROUGH DECEMBER 2025, AND THE PRCS COMMISSION'S 2025 SCHEDULED ACTIVITIES PLAN; AND,

2. AUTHORIZE TRANSMITTAL OF THE REPORT TO THE CITY COUNCIL.

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Item A-4

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 Baun reported that an update on the Culver City Senior Citizen's Association Board was not available.

Vice Chair Peters reported on the recent Culver City Arts Foundation meeting noting discussion about recent events; City Council acknowledgement of the Foundation and acceptance of the grant at the January 12 City Council meeting; updates to the Culver City travel website by Economic Development; kiosk placement; logistics of the Amazon/Culver City EV charger project; progress on the Community Arts Plan; the need for greater advocacy for arts facilities compared to sports and recreation groups; Arts District tree surrounds; the MGM sign; the Foundation website; upcoming activities; the potential for Italian MOCA (Museum of Contemporary Art) to host their event in Culver City; she noted that the December meeting would likely be cancelled; and she indicated that PRCS might want to include arts facilities when redoing buildings.

Discussion ensued between staff and Commissioners regarding providing City information for display on the kiosks.

Chair Alexander indicated that there was no report from the 2028 Summer Olympics Preparation Ad Hoc Subcommittee and she asked about the Rental Fees Study.

Adam Ferguson, Deputy PRCS Director, indicated that he would be providing additional information on the Recreation Programming and Rentals Fees Study Ad Hoc Subcommittee; discussed finalization of the agreement with the consultant to work with PRCS to fine-tune the fee study and recommendations; and the intent to schedule a meeting with the ad hoc subcommittee after the holiday.

Commissioner Baun reported that the Plunge Procedures Ad Hoc Subcommittee and the Naming and Renaming of Minor Facilities Ad Hoc Subcommittee had not met.

Discussion ensued between staff and Commissioners regarding research conducted by staff and the intent to meet during December.

MOVED BY COMMISSIONER CHEN, SECONDED BY VICE CHAIR 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.

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Item A-5

Receipt and Filing of the Parks, Recreation and Community Services Commission 2026 Meeting Calendar and the Upcoming Agenda Items List, With Adjustments, If Any

Adam Ferguson, PRCS Deputy Director, discussed Commission meeting dates for 2026; upcoming agenda items; the request to send a representative to the City Council for the public hearing on Park Impact Fees; the National Fitness Campaign; and the grant process.

Discussion ensued between staff and Commissioners regarding replacement of the volleyball courts; looking at adapting the Master Plan; the National Fitness Campaign; potential grants; cost estimates for Tellefson Park; continued work on the budget letter; cost estimates for pickleball courts under the Metro Line; receipt of an update on the ball fields at Bill Botts; and prioritization of projects for Tellefson Park.

MOVED BY COMMISSIONER BAUN, SECONDED BY COMMISSIONER WHITAKER AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION: RECEIVE AND FILE THE PRCS 2026 MEETING CALENDAR AND UPCOMING AGENDA ITEMS LIST, WITH ADJUSTMENTS.

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Public Comment - Items NOT on the Agenda (Continued)

Chair Alexander invited public comment.

Adam Ferguson, Deputy PRCS Director, indicated that no requests to speak had been received.

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Items from Commissioners/Staff

Adam Ferguson, Deputy PRCS Director, thanked the Deputy City Clerk for helping with the new voting system and the Commission for their support of him as Deputy Director; discussed the partnership with A Child's Dream to bring Santa to an event on December 20; and he invited everyone to attend the Martin Luther King Jr. Celebration on January 17 at Vets Memorial Building.

Dani Cullens, Recreation and Community Services Supervisor, discussed the Winter Basketball League starting in January; Winter Camp; the new Teen Center Specialist; tracking visits; The Plunge Food Drive; food donated to Exodus Recovery; the winter closure of The Plunge from December 14 through January 4, 2026; and she expressed gratitude to Ted Stevens for his leadership.

Ted Stevens, PRCS Director, discussed the Sledtacular on December 4; staff management of the sledding area; registration wristbands; funding of activities; he invited everyone to the Senior Center Holiday Party on December 12; indicated that it had been an honor to serve Culver City; noted the amount of services provided for such a small city; discussed the core team; filling management vacancies; taking the department to the next level; he asked the Commission to help shepherd the process; noted the new City Manager coming in; and reminded the Commission of their job to advocate for the important department.

Commissioner Whitaker discussed concern with people leaving trash in the parks; reminded everyone to pick up after themselves; he thanked Director Stevens for his work; and he congratulated Deputy Director Ferguson.

Commissioner Baun thanked Director Stevens for his advocacy of The Plunge; expressed appreciation to staff for their work

noting that there had been no closures due to a lack of lifeguards since September; discussed the Food Drive at The Plunge; and she wished Director Stevens well in Torrance.

Vice Chair Peters expressed appreciation for the leadership shown by Director Stevens; was pleased that Adam Ferguson had finally received the Deputy Director title; discussed dealing with difficult situations over the last two years; and she acknowledged huge improvements.

Chair Alexander expressed appreciation for the leadership of Director Stevens and progress made; discussed letting staff grow; and Commission advocacy for continued work to take the department to the next level.

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Adjournment

There being no further business, at 9:43 P.M., the Parks, Recreation and Community Services Commission adjourned to a regular meeting to be held on Tuesday, January 6, 2026.

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

APPROVED _____

Crystal Alexander
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