

***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

June 3, 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 7:02 P.M. in Mike Balkman Council Chambers at City Hall.

Present:           Crystal Alexander, Chair  
                  Maggie Peters, Vice Chair  
                  Marci Baun, Commissioner  
                  Palvi Mohammed, Commissioner

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**Pledge of Allegiance**

Meg Sullivan led the Pledge of Allegiance.

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

Chair Alexander invited public comment.

The following member of the public addressed the Commission:

Jeanne Black provided background on herself; indicated participating in Aquafit classes for 20 years; discussed the recent City Council meeting where the community came out to support lifeguards at The Plunge; the shortage of lifeguards; concern that pool open hours were suddenly cut back after the meeting; support for advocacy by Commissioner Baun to cut the 55 minute policy enacted during COVID; she asked the Commission to agendize a progress report from staff on Plunge staffing and policies at every Commission meeting until issues are resolved; and she thanked staff and the Commission for the amazing work they do.

Greg Maron indicated being a parent of a water polo player; noted that they were big fans of The Plunge; expressed concern with pool closures; discussed the recent City Council meeting; concern that pool closures were retaliatory for lifeguards who had spoken up; sentiment that the Commission and staff know better and did not like the instruction they were given; he felt they could do better; encouraged the Commission to listen and sit down with lifeguards; noted great ideas from people on the ground who do the day to day work; willingness to do more shifts; and he asked that The Plunge not be closed unnecessarily.

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### **Receipt of Correspondence**

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

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### **Consent Calendar**

Item C-1

### **Approval of the Minutes for the Special Parks, Recreation and Community Services Commission Meeting of May 6, 2025**

Commissioner Baun pointed out two typographical errors.

MOVED BY COMMISSIONER MOHAMMED, SECONDED BY VICE CHAIR PETERS AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION APPROVE MINUTES FOR THE SPECIAL PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION MEETING OF MAY 6, 2025 AS AMENDED.

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### **Order of the Agenda**

Vice Chair Peters noted that Items from Commissioners usually occurs at the beginning and the end of the meeting and she received consensus that the item be added back to the agenda and heard next.

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

Commissioner Baun congratulated the new Culver City Artist Laureate, Victoria Marks; reminded everyone that it is illegal to have dogs off leash in the parks, and that they are not allowed in the parks; reported communication with other pools in other cities to learn of their hiring practices, certification processes, and compensation policy; discussed larger facilities that are managing to stay open; a suggestion to use lifeguards who may be free during the closure of El Segundo in July and August; people who swim at El Segundo because of the 55 minute policy in Culver City; the El Segundo Wiseburn Aquatics Center that is on Wiseburn Unified School District Land; practices of the two successful pools to retain lifeguards on staff; free training provided; better communication with applicants at other pools; creation of an internship program; and she agreed to send her notes to staff.

Vice Chair Peters discussed Little League All Stars; concerns about closure of The Plunge after a plan was formulated to stop pool closures; those who feel there has been retaliation for speaking up; concern with a hostile work environment; morale; ensuring that the lifeguards feel that they are appreciated; the feeling that there is something wrong at The Plunge; patrons reporting bad interactions; and cancellation of the Aquafit classes.

Discussion ensued between staff and Commissioners regarding a report from the ad hoc subcommittee coming forward later in the meeting; the proposed hiring fair; and using The Plunge rather than having to go to other cities.

Chair Alexander reported attending the City Council budget meeting; discussed requested staffing in the budget letter; community expectation of implementation of elements of the Parks Master Plan; waiting until mid-year to see if there is funding for the requested PRCS position; sharing contract services with Public Works; ensuring there is a piece of the budget for contract services that resides with PRCS; interviews for appointments to Commissions, Boards, and Committees (CBCs); the potential lifeguard contract; she recommended establishing a method of monitoring for the hiring process; noted the intent to have the pool open for as many hours as

possible; and the need for clear instruction on new processes for personnel.

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**Action Items**

Item A-1

**Receipt and Filing of the Report Regarding PRCS Activities During Older Americans Month**

Chair Alexander introduced the item.

Nancy Ruvalcaba, Recreation and Community Services Coordinator at the Senior Center, provided a report on PRCS activities during Older Americans Month; discussed the City Council proclamation for Older Americans Month; recognition of Jim Lam as Senior of the Year; the Sunday Snack Bar; Teacher Appreciation Week; Loteria with PRCS staff; Ask the Supervisor and Staff; Spirit Week; Trivia; the Donut Giveaway; the Art Show; the Health Fair; Interactive Activities; and she noted that the Senior Center has regular events and activities for people 50 and older.

Chair Alexander invited public comment.

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

Discussion ensued between staff and Commissioners regarding member input into the time period chosen for the Blast from the Past party; looking at activities that have worked in the past while introducing new activities; ideas from members; and appreciation for the collaborative nature of events.

MOVED BY COMMISSIONER BAUN, SECONDED BY COMMISSIONER MOHAMMED AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION RECEIVE AND FILE A REPORT REGARDING THE PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT ACTIVITIES DURING OLDER AMERICANS MONTH.

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**Receipt and Filing of an Update to Install Pickleball Courts  
Along National Boulevard Under Los Angeles Metro's Exposition  
Line Train**

Chair Alexander invited public comment.

The following members of the public provided public comment:

Meg Sullivan, with one minute ceded from Leslie Ostrin, indicated being a stakeholder in the Arts District; presented images and maps of the area; discussed vacant land at Wesley and National; preserving the connection between the neighborhood and the Hayden Tract area; site dimensions; decorative treatment along National; the worldwide trend of using underpasses for recreation and park uses; precedent at National and Washington; demand; immediate adjacencies; support for installation of a productive, lawful use to discourage nefarious uses; she proposed installing a free dog agility training area for the public and renting out the space for trainers; discussed jungle gyms; fencing in the site and programming sports equipment to define the space; bringing more eyes to the street to enhance safety; and ensuring the area feels safe for women and children.

Lynn Smith expressed support for using the space to create a recreational area; discussed current conditions; trash in the dark area that is often used by the unhoused; appreciation for the work done by Meg Sullivan to conceptualize the idea; and she asked the Commission to support the item.

Ted Stevens, Parks, Recreation and Community Services Director, provided a summary of the material of record; expressed support for the project; discussed scheduling; and support for putting in a budget request next year.

Discussion ensued between staff and Commissioners regarding support for the project; the expanding population; creation of a safer environment; appreciation to Meg Sullivan for her work; meeting the demand for pickleball courts in the City; ways to beautify the neighborhood; decreasing crime without using the police; acknowledgement of the timeframe to move things forward and appreciation for the work done by Meg Sullivan that has moved the project forward more quickly; items already in process that need to be finished; obtaining an estimate as to

basic costs; gathering additional ideas for recreational uses; prioritization of ideas; the realistic timeframe for moving forward; community input into usage of the bays; and items that already have funding that need to move forward.

MOVED BY COMMISSIONER BAUN, SECONDED BY VICE CHAIR PETERS AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION: RECEIVE AND FILE AN UPDATE TO INSTALL PICKLEBALL COURTS ALONG NATIONAL BOULEVARD UNDER LOS ANGELES METRO'S EXPOSITION LINE TRAIN.

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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 January through June 2025, and an Update to the PRCS Commission's 2025 Plans; and (2) Authorization of Transmittal of the Report to the City Council**

Adam Ferguson, Senior Management Analyst, provided a summary of the material of record noting that the report was up to the discretion of the Commission as it is from the Commission to the City Council.

Discussion ensued between staff and Commissioners regarding adding that the Parks Plan won an award; acknowledgement of the work done by former Chair Jane Leonard; adding a reference to addressing community concerns and mitigating issues related to pickleball noise; the fact that people are not usually called out by name; clarification that the former Chair would not be specifically called out in the report; highlighting the fee study by mentioning it first; highlighting goals and plans; improvements to park programming and addressing staffing concerns; the report that covers through June 2025; including a reference to the discussion to activate the space under the overpass including observations about providing a safety component that compliments the bike path in the area and working with the department to find future funding; adding verbiage that creation of the Plunge Ad Hoc subcommittee was follow up on a November 2024 meeting held to address issues pertaining to The Plunge; illustrating that there is follow-through; ensuring against idle promises by monitoring hours promised with a grant consultant; budget language included in the report from July through December; continued work with PRCS

staff to evaluate the budget and make recommendations for changes and track utilization of grant services; alternative funding mechanisms; exploration of fundraising, sponsorships, or naming rights; alternative funding mechanisms; public/private partnerships; work being done by a City Council ad hoc subcommittee; moving forward once a policy is approved at the City Council level; keeping the process moving forward; real difficulties with the City budget; and the importance of using any opportunities to move forward with the Parks Master Plan.

Additional discussion ensued between staff and Commissioners regarding prioritization of highlights; placement of the fee update second; grouping pickleball items together; moving The Plunge procedures forward; strong advocacy for The Plunge and for pickleball; the presentation on fees and charges; the California Constitution; program evaluations; timing; and ensuring that items are being charged fairly.

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

1. APPROVE AS AMENDED THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION BIENNIAL REPORT TO THE CITY COUNCIL, INCLUDING ACCOMPLISHMENTS DURING THE PERIOD JANUARY THROUGH JUNE 2025, AND AN UPDATE TO THE PRCS COMMISSION'S 2025 PLANS; AND,

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

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Item A-4

**(1) 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**

Chair Alexander invited public comment.

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

Chair Alexander provided an update on the April Culver City Senior Citizens Association Board of Directors meeting;

discussed the report given on programming for Older Americans Month in May; and membership levels.

Commissioner Baun reported attending a recent meeting of the Culver City Arts Foundation; discussed approval of various funding requests; and additional information pending regarding the Tellefson Park mural.

Commissioner Mohammed reported no updates from the Summer Olympics Ad Hoc Subcommittee as there is still no communication from the City Council.

Adam Ferguson, Senior Management Analyst, reported an upcoming meeting with the City Attorney's Office and Finance, and he indicated that by July he would have more information about the ability to dissolve the Recreation Programming and Rentals Fee Study Ad Hoc Subcommittee.

Commissioner Baun reported on the Plunge Procedures Ad Hoc Subcommittee; discussed consideration of opening up the 55 minute swimming period; lack of solid reasons behind safety concerns; support for moving forward with opening up swimming times; concern with driving the swimming community away from The Plunge; efforts to find additional lifeguards; more information that was promised after the end of May; the recent City Council meeting with comments on The Plunge; and drop-in procedures.

Ted Stevens, Parks, Recreation and Community Services Director, indicated that staff would reach out to set up a meeting in the next week or two.

MOVED BY COMMISSIONER MOHAMMED, 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 2025 Meeting Calendar and the Upcoming Agenda Items List, With Adjustments, If Any**

Chair Alexander invited public comment.

Adam Ferguson, Senior Management Analyst, reported that no public comment had been received, and he discussed upcoming agenda items and room availability if the Commission is looking to use park locations during the summer.

Discussion ensued between staff and Commissioners regarding the inability of people to livestream if the meeting is held outside of Council Chambers; the ability to view meetings on YouTube after the fact; the inability to allow virtual participation if there is not Wi-Fi available; the Brown Act and Robert's Rules presentation for new Commissioners; Rosenberg's Rules; new Commissioners; a suggestion to have a community discussion about The Plunge; providing an update from the ad hoc subcommittee; additional information regarding the expedited hiring process; a suggestion to make the main focus of the meeting be The Plunge so that other items on the agenda do not get lost; a suggestion to move the November meeting scheduled for Election Day; a request for a staff report on public/private partnerships and fundraising when time allows; a request for an update on the new fee schedule; subcommittee dissolutions and appointments; redesign of the parking lot at the Senior Center as part of the Parks Plan; full Commission consensus to remove the item for the Senior Center solar panel and battery storage installation; the Public Works project; looking at how changes to hours have affected the Elenda paddle tennis courts; upcoming City Council items pertaining to PRCS; remaining opportunities to make comment on the City budget; and clarification that Commission, Board, and Committee appointments would take place at the June 9, 2025 City Council meeting.

MOVED BY COMMISSIONER BAUN, SECONDED BY COMMISSIONER MOHAMMED AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION: RECEIVE AND FILE THE PRCS COMMISSION 2025 MEETING CALENDAR AND THE UPCOMING AGENDA ITEMS LIST, WITH ADJUSTMENTS, IF ANY.

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**Public Comment - Items NOT on the Agenda (Continued)**

Chair Alexander invited public comment.

Adam Ferguson, Senior Management Analyst, indicated that no additional public comment had been received.

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**Items from Commissioners/Staff**

Adam Ferguson, Senior Management Analyst, expressed gratitude to Commissioner Mohammed for his support through the many years noting that this was the last meeting for Commissioner Mohammed.

Dani Cullens, Recreation and Community Services Manager, discussed the Mental Health Expo for Teens in May noting the intent to make the event annual; Sensory Saturdays at Vets; positive feedback on the new dodgeball class; Summer Basketball beginning July 8; the ending of CCARP (Culver City Afterschool Recreation Program) and beginning of summer camp on June 16; and appreciation to Commissioner Mohammed for his valuable leadership and service.

Ted Stevens, Parks, Recreation and Community Services Director, provided updates for Recreation and Community Services Manager Francisca Castillo who could not be present; discussed the Summer Kickoff Celebration at Culver West on June 5; the sold-out Senior Prom on June 7; Family Field Day on June 21 at Vets Park; scheduled events for Parks Make Life Better! Month; Fiesta La Ballona from August 22-24; recent filming at Vets Park; a delegation of several countries that toured parks as potential sites for use during the Olympics; meetings with Human Resources to look at ways to move forward with addressing staffing issues at The Plunge; an upcoming meeting with the Public Works contracted grant writer; he reported that five individuals from the PRCS department were to be recognized at the annual Civil Service Commission employee recognition; and he expressed appreciation to Commissioner Mohammed for his leadership and service.

Commissioner Baun discussed communication with a resident who is a frequent swimmer at The Plunge; potential management issues that have made things hard on staff; complaints about a manager screaming at a lifeguard on deck; addressing issues to maintain staffing levels; concern that The Plunge is not as welcoming as it used to be; and she questioned what the Commission would do without Commissioner Mohammed.

Vice Chair Peters echoed previous comments about the work and service of Commissioner Mohammed for the department and for

the community and discussed his many achievements; felt that the Commission would not have done nearly as much as it would have without him; and she expressed gratitude for his guidance noting that she had learned a lot from him.

Chair Alexander hoped that Commissioner Mohammed would continue his service to the City in another capacity; discussed work done on the Fee Study; fiscal stability; she thanked him for his service; and she indicated that he would be missed.

Commissioner Mohammed noted that when he joined the Commission there was one missing seat and one outgoing Commissioner just as there is now; he discussed the four PRCS Directors during his tenure; noted that he had served with 10 different Commissioners; discussed the update to the municipal code; the budget letter; the Turf Study; goals during his finite tenure; the effect of COVID on the parks; creativity of the department; building on ideas; new programming from the department; staffing challenges; controversies during his tenure; Town Halls; the turf allocation meeting; bringing community groups to discuss equitable field usage; The Plunge; the rise of pickleball; he encouraged people to push forward; noted what could be done on an advisory committee; discussed amplification of public voices; the many things going on; working through challenges; he expressed appreciation for being able to work with everyone; indicated that he would be around; and he wished staff and Commissioners much luck.

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**Adjournment**

There being no further business, at 9:28 P.M., the Parks, Recreation and Community Services Commission adjourned to a regular meeting to be held on Tuesday, July 1, 2025.

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

APPROVED \_\_\_\_\_

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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.

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Jeremy Bocchino  
CITY CLERK

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Date