

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

April 16, 2026
7:00 P.M.

Call to Order & Roll Call

Chair Alexander called the special meeting of the Parks, Recreation and Community Services Commission to order at 7:00 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

Commissioner Chen led the Pledge of Allegiance.

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Items from Commissioners/Staff

Adam Troy, Assistant City Manager, expressed appreciation for the invitation to the meeting; indicated being new to Culver City; discussed the CAARE (Connect, Alignment and Accountability, Relationships and Equity) framework; and he was excited to work together.

Adam Ferguson, Deputy PRCS Director, provided an update on court resurfacing; discussed significant community feedback received regarding dual striping, court colors, and the relative preferences of paddle tennis and pickleball players; noted that the project was placed on hold to allow time to review and sort through community input; discussed the direction going forward; resurfacing the Culver West Alexander Park paddle tennis courts with paddle tennis only designation due to the proximity of an adjacent apartment building and the results of a decibel reading; feedback received; dual striping

of the Elenda courts with pickleball lines repainted in a single solid color to reinforce the identity of those courts as paddle tennis courts rather than pickleball courts; Elenda as the only location with soundproofing panels; plans for the Fox Hills courts to mirror the Elenda courts and for the Syd Kronenthal Park paddle tennis courts to mirror the Culver West Alexander courts and remain strictly paddle tennis with no dual striping, given their proximity to homes; work currently underway on the tennis courts at the Veterans Memorial Complex; and allowing additional time to confirm specifications with the contractor before proceeding.

Discussion ensued between staff and Commissioners regarding the cost of repainting if need be, and clarification that courts designated as dual striped will include kitchen lines but will be a single solid color throughout.

Commissioner Whitaker commended the level of community engagement at the recent Let's Talk budget meetings held over the past two to three months; noted strong community support for park improvements; the importance of community participation in directing funding priorities; and announced Vibes After Five in Fox Hills on April 22 at C3 Culver Point.

Commissioner Baun expressed appreciation for community attendance at the Let's Talk meetings and support for the importance of parks to Culver City residents; noted an increase in unhoused activity at the parks; raised safety concerns about issues observed during evening walks at Veterans Memorial Park including a person regularly sheltering in the women's restroom under the hand dryer, vehicles that may be occupied overnight, and an incident in which a child was spat upon by an unhoused individual; expressed concern that the child involved in the incident is now afraid to visit the parks; discussed the process to handle the incident; and asked how they could work together to ensure parks remain safe for all residents.

Vice Chair Peters reminded the public that the athletic fields at Bill Botts Field are designated for children's play and not appropriate for off-leash dogs; noted dogs observed on the lower field on several occasions; potential safety hazards posed by dogs in areas where older youth may be hitting balls; and reminded residents that dogs are not permitted in parks unless in designated dog park areas.

Chair Alexander acknowledged safety concerns raised by Commissioners regarding activity at Veterans Memorial Park and

Tellefson Park, including a fire at Tellefson Park believed to have been caused by camping activity; discussed park patrol positions under the purview of Code Enforcement rather than PRCS; submitting a request through the budget process to restore recruitment for the vacant position; attendance at community design meetings for Tellefson Park and Lindberg Park; meaningful engagement of children and parents at the Lindberg Park meeting; and she reported attending budget meetings referenced by Commissioner Whitaker and the first advisory panel round for recruitment of the PRCS Director, with final interviews anticipated soon.

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Public Comment - Items NOT on the Agenda

Chair Alexander invited public comment.

The following members of the public addressed the Commission:

Francesca Calloway, Culver City resident, indicated being a USC (University of Southern California) Master of Social Work student; noted that her family was drawn to the Veterans Park area in part by its green spaces; acknowledged Culver City's significant investment in the parks; and noted, as the mother of a ten-year-old daughter with physical disabilities, that the spaces were not welcoming to everyone.

Brooke Harrington, USC Master of Social Work student, noted that not one of Culver City's parks is intentionally designed for the one in four Culver City residents living with disabilities.

Gabe Cohen, USC Master of Social Work student, stated that inclusive parks were not a luxury but rather, a civil right and a public health necessity; noted that adaptive equipment, smooth pathways, sensory-friendly spaces, and accessible seating serve not only residents with disabilities but also seniors, parents with strollers, veterans, and individuals recovering from injuries; discussed creating better spaces for the entire community by designing for those with the greatest needs; Culver City's prioritization of diversity, equity, and inclusion; and urged the City to meet standards set by Santa Monica and Marina del Rey in providing funding, planning, and clear implementation.

Chair Alexander thanked the speakers and requested that the Deputy Director address concerns raised by sharing relevant information during staff comments at the end of the meeting from the Lindberg Park community design meeting.

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Receipt of Correspondence

Chair Alexander noted two pieces of correspondence received related to Item A-1.

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

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Order of the Agenda

No changes were made.

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Action Items

Item A-1

(1) Receive and File a Report on the Potential Food Truck Permit Program to Regulate the Operations of Food Trucks Near Parks; and (2) Provide Recommendations to Staff as Deemed Appropriate

Chair Alexander discussed her request when the item previously appeared before the City Council that the Commission be directed to work on the issue with staff through an ad hoc subcommittee; familiarity with park operations regulations; and noted that the item addresses food truck regulations near parks only, and does not pertain to municipal code provisions regarding food trucks near schools or other locations.

Adrian Cobain, Senior Management Analyst, provided a summary of the material of record.

Chair Alexander invited public participation:

The following members of the public addressed the Commission:

Luke Lucas, Windsor Hills Pizza, expressed support for the proposed permit program; requested that the limit be changed from one park per week to two parks per week; cited the importance of consistency for community relationships; and discussed potential business impact of the one-park limitation, including effects on existing and future employees.

Debbie Gambino expressed support for the proposed framework and requirements; raised concern regarding the proposed Carlson Park location on Braddock Drive, noting heavy traffic with limited space; discussed the existing pizza truck on Motor Avenue that has not caused traffic or neighbor complaints; expressed support for a two-parks-per-week allowance, noting that the existing operators are well-integrated into the community and that their regular schedule is valued by neighborhood residents; and noted the difficulty the restriction would impose on small business operations.

Shakisha Palmer Courtney, owner of Gallipop ice cream truck, expressed support for the proposed program; noted that her truck is smaller than a standard food truck and typically operates in 30-minute increments at various parks throughout the week; and suggested that three vending days per week would be a reasonable allowance.

Discussion ensued between staff and Commissioners regarding written comment correspondence that is part of the public record.

Commissioner Whitaker discussed consideration of the item by the subcommittee; food truck size parameters; concern with allowing oversized vehicles such as trailers and smokers to occupy significant park-adjacent space; ensuring against creating parking issues and obstruction of park space; reasoning behind the one-park-per-week limit; openness to considering two days per week as a middle ground and noting that the framework is new and can be adjusted; and potential effects of noise and trash to the neighborhood.

Discussion ensued between staff and Commissioners regarding appreciation to PRCS staff for their research; the exclusion of Fox Hills Park from the list of proposed locations due to

parking constraints for adjacent apartment and condominium residents; accommodating food trucks at Fox Hills events within the park itself under a special event permit; the proposed \$150 annual fee and its equivalence to the sidewalk vending permit; the distinction between the permit's purpose as community-oriented access rather than revenue generation; reserved locations; the approval process; and staff intent that each reserved location accommodate one food truck at a time without creating infrastructure rather than having multiple concurrent vendors.

Additional discussion ensued between staff and Commissioners regarding the proposed timeline for implementation; whether the language indicating four vending engagements per month accurately reflects the intent; the potential conflict between food truck hours and permitted activities at Veterans Memorial Complex; review of existing park use in the application evaluation process; parking; concern about tree root hazards creating ADA (Americans with Disabilities Act) accessibility and tripping issues with the proposed Carlson Park location on Braddock Drive; vendors already embedded in the community; a suggestion to allow vendors to access multiple parks without repeating the same park more than once per week as an alternative framework; allowing vendors access to other parks; creation of a new revenue stream; use of online registration for invoicing; confusion as to how many times a vendor is permitted in one month in all parks or in a single park; support for allowing more food trucks, more often; a separate permit category currently allowing mobile food vendors to circulate on foot within Culver City Park that could create conflicting or overlapping permit categories as a reason that park was excluded; and the potential for weeknight food truck access given that the snack shack is not typically operational on weekdays.

Further discussion ensued between staff and Commissioners regarding the possibility of a second annual application window for new vendors who begin operations after the April cycle if slots remain available; staff workload and capacity; genesis of the item; ensuring fairness; openness to expanding availability; allowing permit holders to select from available time slots on specific days per location, with flexibility for arrival time; clarification that two consecutive no-shows would result in permit cancellation; enforcement responsibilities; the importance of robust outreach and advertising to food truck operators to ensure a successful

first-year rollout; the monitoring plan for the program's first year; focusing on ensuring vendors remain in their designated street-side locations and do not encroach onto park grounds; areas with rented fields and picnic shelters; increasing dwell time in the parks; neighbor concerns; the single available park patrol officer currently working overtime to maintain seven-day-per-week coverage through coordination with police watch command; potential future consideration of in-park food and beverage concessions, such as coffee trucks, as discussed during the Parks Master Plan process; popularity of the pizza truck in Fox Hills Park; feedback received; parking impacts; investigation of permit options for Fox Hills Park; distance from the food truck and park patrons; number of food truck slots available; the appropriateness of incorporating community input for parks not on the current list, such as Syd Kronenthal Park, where neighbor buy-in could be solicited; and the possibility of adding Blair Hills Park in future iterations given its proximity to Stoneview Nature Center and associated weekend foot traffic.

MOVED BY COMMISSIONER CHEN, SECONDED BY VICE CHAIR PETERS AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION: RECEIVE AND FILE THE REPORT ON THE POTENTIAL FOOD TRUCK PERMIT PROGRAM TO REGULATE THE OPERATIONS OF FOOD TRUCKS NEAR PARKS.

Chair Alexander received agreement from staff that Commissioners be alerted before the item is considered by the City Council.

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Item A-2

Receipt and Filing of Report Regarding the Updates to the Parks, Recreation, and Community Services Department's Charges and Fees; and (2) Provide Feedback to Staff as Deemed Appropriate

Chair Alexander invited public comment.

Debbie Gambino was called to speak but was not present in person or online.

Adam Ferguson, PRCS Deputy Director, provided a summary of the material of record; noted that the process had been going on

since 2025; discussed the overall recommendation made on how to update fees; the process; alignment with the state constitution and municipal code; the cost recovery philosophy; changes made since the last discussion in 2025; national standards; financial sustainability; branding; updates to service categories; cost allocation; staffing; subsidies and resales; and rentals and reservations.

Discussion ensued between staff and Commissioners regarding the cost allocation plan; use of the cost allocation plan to embed some of the costs from General Fund departments in the fee structure of PRCS; moving things along by aligning with finance documents; the update to fees and charges for other departments; support for merchandising; a suggestion for rentable lounge chairs on the pool deck; making it clear to people where their money is going; support for drop-in lanes; appreciation to staff for their efforts; transparency about why things cost what they do; including the cost allocation plan; looking at broad categories; understanding subsidies; the need to be fiscally stable; lack of adjustment of fees in many years; popularity of merchandise in the past; and support for including cost allocation for all departments.

MOVED BY VICE CHAIR PETERS, SECONDED BY COMMISSIONER WHITAKER AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION RECEIVE AND FILE THE REPORT REGARDING UPDATES TO THE PARKS, RECREATION, AND COMMUNITY SERVICES DEPARTMENT'S CHARGES AND FEES.

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Item A-3

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

Commissioner Baun provided an update on the Culver City Senior Center Board of Directors meeting; discussed approval of Older Americans Month and Boy Scouts funding for the Spaghetti Dinner; Prom on June 6 at Veterans Auditorium; replanting of the Rose Garden; the Spring Boutique; and she reported that the Senior Center had won the lottery to see the dress rehearsal for the Opera.

Vice Chair Peters reported that neither of she or Commissioner Baun had been able to attend the Culver City Arts Foundation meeting; she provided a summary of the Foundation meeting minutes; discussed activity planning and the budget for fiscal year 2027; staffing for programs; Olympics programming and fundraising; their summer concert series; CCUSD (Culver City Unified School District) position cuts; and updates on collaboration with Culver City and ongoing events.

Chair Alexander discussed arts components involved in the Parks Master Plan; selection of consultants for the Cultural Plan by the Cultural Affairs Commission; the potential for a potential reciprocal relationship with PRCS; department vacancies preventing the 2028 Summer Olympics Preparation Ad Hoc Subcommittee from moving forward; staff desire to wait until the new Director is on board; concern that the Cultural Affairs Commission has already been working diligently; the main driver as the Economic Development Manager; an upcoming meeting of stakeholders and CBC (Commission, Board, and Committee) representatives; parks activations for the Olympics; and she noted that for the Recreation Programming and Rental Fees Study Ad Hoc Subcommittee had been covered in the previous item.

Adam Ferguson, Deputy PRCS Director, reported the intent to schedule a meeting of the subcommittee in May before the item goes before the City Council.

Discussion ensued between staff and Commissioners regarding agreement to continue the Plunge Procedures Ad Hoc Subcommittee.

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

Adam Ferguson, Deputy PRCS Director, noted the intent to move forward with the Renaming Minor Facilities Ad Hoc Subcommittee once the food truck item had been completed.

MOVED BY COMMISSIONER BAUN, 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.

Item A-4

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

Discussion ensued between staff and Commissioners regarding items left off the staff report; upcoming items for May including updates on the Culver West Alexander Playground as well as the history of the Boneyard/Friends of the Dog Park with updates; other items to be determined; items going to the City Council; the desire for a community garden; funding issues; a request to apply for a Lowe's grant that would allow building a community garden at Veterans Park; incorporation of Commission feedback in support for an expanded garden to allow for more plots; agreement to plan a report on the Lindberg Park renovation for June; potential involvement in the Cultural Plan for Culver City; a request for a report on what can be done to ensure parks are safe to allow people to feel more comfortable; departments that report to the new Assistant City Manager on Vitality and Development; the new Housing and Human Services Director; and including Code Enforcement, CCPD, and Housing and Human Services in the conversation about safety.

MOVED BY VICE CHAIR PETERS, SECONDED BY COMMISSIONER BAUN 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 noted that no requests to speak had been received.

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Items from Commissioners/Staff

Responding to inquiry, Adam Ferguson, Deputy PRCS Director, discussed the Lindberg Park community meeting; the departmental goal mentioned in the Parks Plan; the intent of Lindberg Park to be a fully accessible playground; park access; flexibility of the footprint; the Tellefson Park plan; meeting

turnout; custom designs; concerns raised about the restroom, parking, lighting, fencing, and unhoused individuals at Tellefson Park; options for the proposed fitness court; balancing park improvements with community preferences; staff efforts to reevaluate; a new proposal planned for presentation in the fall; the Mother's Day Tea on May 2; the partnership with the Garden Club; opportunities to partner with other departments; PRCS partnership with Economic Development with events related to the FIFA Cup; events planned for Veterans Park and Tellefson Park and coordination with Family Field Day; and Watch Parties at the Ivy Station.

Dani Cullens, Recreation and Community Services Manager, discussed dodgeball; repairs and maintenance at The Plunge; upcoming lifeguard classes; and she indicated that Aquafit was back at the pool.

Commissioner Whitaker thanked staff for their work; noted busy times ahead with summer programs; was looking forward to events discussed using the screen for FIFA and preparing for the Olympics; Fiesta La Ballona; and potential inspiration for new ideas.

Commissioner Chen discussed a shift in energy; the Let's Talk series; positive feedback; and a community-wide emphasis on parks.

Commissioner Baun reported that five countries would be in Culver City for the Olympics and she expressed hope that community appreciation expressed for the parks would result in more support.

Vice Chair Peters echoed comments from Commissioner Chen; noted that the department was doing more; expressed hope that staff would be able to take vacation at some point; and she wanted to see financial support from the City Council.

Chair Alexander echoed previous comments; discussed appreciation for the work of staff; a new day for PRCS; and important linkages between departments.

Adjournment

There being no further business, at 9:38 P.M., the Parks, Recreation and Community Services Commission adjourned to a regular meeting to be held on Tuesday, May 5, 2026.

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Adrian Cobian
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