

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

July 7, 2026
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
Jennifer Chen, Commissioner
Thomas Whitaker, Commissioner

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Pledge of Allegiance

Chair Alexander led the Pledge of Allegiance.

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Items from Commissioners/Staff

Tomás Herrera Mishler, PRCS Director, introduced Meghan
Stebbing, the Interim Manager for Recreation and Community
Services.

Chair Alexander indicated that staff would be able to provide
additional comments at the end of the meeting.

Commissioner Chen acknowledged the busy summer with many
activities throughout Culver City; discussed the Drone Show,
the many World Cup watching events, and the Botts Field
groundbreaking; and she thanked staff for their amazing work.

Commissioner Whitaker echoed comments from Commissioner Chen
that the staff is doing excellent work; reported attending Kick
It With Culver events; discussed excitement in the community;
upcoming events including Movies in the Park and the Summer

Concert Series; and he noted that successful summer programs highlight what can be accomplished going forward as plans are made for the Olympic Games coming in two years.

Commissioner Baun echoed praise for the hardworking staff and the successful execution of summer events, and reported attending the Botts Fields groundbreaking ceremony noting how excited everyone is to see the project come to fruition

Vice Chair Peters wished everyone "Happy Parks Make Life Better!" month which is always in July; reported attending Kick It With Culver events noting that kids are loving the World Cup Games being shown every day; discussed summer camps; The Plunge; the Botts Field groundbreaking event and excitement at seeing the playing fields get back in shape; reported attending the Girls State U11 Softball Tournament in Chula Vista; and she wanted to see Culver City host the tournaments once the Botts Fields reconstruction project is completed.

Chair Alexander expressed appreciation to staff for their efforts on many outstanding community events; reported attending the Kick It With Culver FIFA events that will be used as a model for upcoming planning for the Olympics in 2028; discussed World Cup events that are fun for all ages; expressed appreciation for great programming in the Juneteenth event; thanked the staff for all the planning around the Botts Fields groundbreaking; and she highlighted positive reporting in the press illustrating how the project will work and how it ties to other projects coming from the department in the future.

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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:

Jason Christopher thanked the Commission for their time and consideration; provided background on himself; presented his vision to redevelop the former Culver City Cleaners space at 6024 Jefferson Boulevard into a state of the art fitness and wellness center to focus services on municipal bus drivers from Culver City, Los Angeles, and Santa Monica; discussed his life mission to support health and wellness; the urgent need to provide programs targeted at municipal employees, community

residents, and visitors; studies from the National Institute of Health (NIH) regarding duties of urban bus drivers which can impact their health overall due to prolonged sitting, poor ergonomics, and repetitive vibrations noting that 80.5% of bus drivers report back or neck pain which impacts job performance, sick time, and overall reduced quality of life; current wellness resources; the proposed location; he indicated that his proposal would address issues with programs supporting posterior chain strength, recovery, and injury prevention; he requested the donation or a long-term lease for the Culver City Cleaners property and a \$1 million investment grant to restore and equip the facility; felt the project could be a new model for how cities could support keeping men and women moving; and he welcomed the opportunity to further discuss the proposal and outline next steps.

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Receipt of Correspondence

Adrian Cobian, Senior Management Analyst, reported that no correspondence had been received.

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Consent Calendar Items

Item C-1

Approval of the Minutes for the Regular Parks, Recreation and Community Services Commission Meeting of June 2, 2026

MOVED BY VICE CHAIR PETERS, SECONDED BY COMMISSIONER BAUN AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION APPROVE MINUTES FOR THE REGULAR PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION MEETING OF JUNE 2, 2026.

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Order of the Agenda

No changes were made.

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Action Items

Item A-1

Election of the Chair and Vice Chair of the PRCS Commission

Chair Alexander thanked everyone for their support during her tenure as Chair; indicated that it was an honor to serve and represent the Commission; highlighted some of the Commission's accomplishments during her tenure; thanked Director Tomás Herrera Mishler for his continued support; and discussed the budget review process which concluded with the approved funding available for the Botts Fields project.

Discussion ensued between staff and Commissioners regarding the order for electing the new Chair and Vice Chair for the 2026-2027 fiscal year.

MOVED BY COMMISSIONER BAUN, SECONDED BY CHAIR ALEXANDER AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION APPOINT VICE CHAIR PETERS TO SERVE AS CHAIR FOR FISCAL YEAR 2026-2027.

MOVED BY CHAIR PETERS, SECONDED BY COMMISSIONER ALEXANDER AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION APPOINT COMMISSIONER BAUN TO SERVE AS VICE CHAIR FOR FISCAL YEAR 2026-2027.

A brief discussion ensued between staff and Commissioners regarding turning the meeting over to Chair Peters and Commission agreement to remain in their seats for the remainder of the meeting.

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Item A-2

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

Nancy Ruvalcaba, Recreation and Community Services Coordinator at the Senior Center, provided a summary of the material of record; discussed Older Americans Month events; Senior Center membership; City funding; the partnership with the non-profit Culver City Senior Citizens Association (CCSCA) that allows

events to be free for everyone in the community; funding; and other popular events.

Chair Peters invited public participation.

Adrian Cobian, Senior Management Analyst, indicated that no requests to speak had been received.

Discussion ensued between staff and Commissioners regarding acknowledgement of the popularity of the Senior Center; positive feedback from visitors from other cities; appreciation for the great work and the joyous energy; gratitude for efforts to include older gentlemen in the community with the new golfing activity; appreciation for the photos shared in the slide presentation; inclusivity; praise of the hard work of Senior Center staff; and gratitude for such a successful third space for all ages of the Culver City community to enjoy.

MOVED BY VICE CHAIR BAUN, SECONDED BY COMMISSIONER CHEN AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION RECEIVE AND FILE THE REPORT REGARDING PRCS ACTIVITIES DURING OLDER AMERICANS MONTH.

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Item A-3

(1) Receive and File the Presentation on the Childcare Subsidy Program and Possible Childcare Subsidy Ad Hoc Subcommittee; (2) If desired, Consider Creating a "Childcare Subsidy Ad Hoc Subcommittee" and; (3) If desired, Appoint two PRCS Commissioners to the newly formed Ad Hoc Subcommittee.

Meghan Stebbings, Interim Recreation & Community Services Manager, provided a summary of the material of record noting that some things may change as the report will be sent to the City Attorney's office for review before it is sent to the City Council.

Chair Peters invited public participation.

Adrian Cobian, Senior Management Analyst, indicated that no requests to speak had been received.

Discussion ensued between staff and Commissioners regarding regular attendance required to remain enrolled in subsidy programs; holding a meeting between the PRCS point-of-contact and the family if there is an 80% failure rate for the program month to determine reasons before removal from program; providing a wait list for subsidies that fill up quickly; City Attorney review for the confidentiality clause and HIPPA inclusions for privacy; appreciation for program standards; the vital need for after school programs such as the Culver City Afterschool Recreation Program (CCARP) to enable families to work; the importance of affordability for families; after school services available at La Ballona Elementary School; space limitations that prevent program expansion; use of the same monthly registration process for subsidized programming; ensuring that program structure is fair to everyone that might qualify; the inability to overfill the program; the waitlist; clarification that CCARP is not changing; the process for reviewing the success of the program; ensuring privacy is protected; the goal to provide access to as many students as possible that space and staffing can support; and making it clear that the program offers more for youth and teens than simply childcare.

Additional discussion ensued between staff and Commissioners regarding determining what percentage of the program is subsidized; capacity by location; ensuring that the application process remains easy and discretion is maintained as the program is rolled out; using CCUSD and different agencies to identify qualifying families; an observation that free lunch is not an accurate criteria; working to reduce paperwork by using forms that people have already filled out; the state meal benefit form; allowing people to submit a doctor's note for absences; best use of resources; daily attendance sheets; keeping the application process simple with one point of contact; ensuring that parents do not feel singled out; the childcare subsidy that anyone is open to apply for; availability of the application online; ensuring that families feel supported; the goal to expand the program and work with undocumented families who might be uncomfortable applying for fear of unintended consequences; outreach to current CCARP families and to the general public; Commission review of progress with staff once it is approved by City Council and implemented; the importance of preserving the dignity of the families throughout the application process; and agreement to send a Commission representative to voice support for the program at the City Council meeting.

MOVED BY COMMISSIONER ALEXANDER, SECONDED BY VICE CHAIR BAUN AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION RECEIVE AND FILE THE PRESENTATION ON THE CHILDCARE SUBSIDY PROGRAM AND SELECT CHAIR PETERS TO SPEAK AT THE AUGUST 10, 2026 CITY COUNCIL MEETING.

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Item A-4

**(1) Drafting of a Parks, Recreation and Community Services Commission Biannual Report to the City Council, including Accomplishments during the period January through June 2026, and the PRCS Commission's 2026 Scheduled Activities Plan; and
(2) Authorization of Transmittal of the Report to the City Council**

Chair Peters introduced the item.

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

Discussion ensued between staff and Commissioners regarding confirmation that subcommittee review of the food truck program is included and will go before the City Council on July 13; support for amending the letter to highlight the repairs needed at Bill Botts Fields as recommended by the City Council adopted Parks Master Plan; the bullet point regarding dual striping, net heights, and kitchen colors at different park locations; adding a reference to the continued work with staff to develop procedures for naming rights, sponsorships, and dedications for small facilities; keeping funds within the PRCS Commission's discretion; working with staff to determine PRCS Commission involvement with any developer requests to be excused from putting money in to facility fees; advocacy with the City Council to support projects as listed in the Parks Master Plan; construction at Culver West Park and Culver Alexander Park with the Ribbon Cutting ceremony to follow; and bringing the Olympics Ad Hoc Subcommittee into larger meetings that include more City Council Members for upcoming 2028 planning.

MOVED BY COMMISSIONER ALEXANDER, SECONDED BY COMMISSIONER WHITAKER 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 JANUARY THROUGH JUNE 2026, AND THE PRCS COMMISSION'S 2026 SCHEDULED ACTIVITIES PLAN; AND,
2. AUTHORIZE TRANSMITTAL OF THE REPORT TO THE CITY COUCIL.

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Item A-5

Adoption of Motions to (1) Appoint/Reappoint Parks, Recreation and Community Services (PRCS) Commission Members as Liaisons to Various Outside Associations and City Committees; (2) Appoint/Reappoint Members to Serve on PRCS Commission Ad Hoc Subcommittees; and, (3) Receive and File Updates, if any

Discussion ensued between staff and Commissioners regarding review and update of Commissioner assignments for the 2027 fiscal year; agreement that Commissioner Alexander serve as delegate and Vice Chair Baun serve as alternate to the Senior Citizens Association; Commissioner Chen agreed to serve as delegate and Commissioner Whitaker agreed to serve as alternate to the Culver City Arts Foundation; Chair Peters and Commissioner Alexander remained on the 2028 Olympics Ad Hoc Subcommittee; Vice Chair Baun and Commissioner Chen agreed to remain on the Plunge Procedures Ad Hoc Subcommittee that was retained due to maintenance and staffing concerns; and Vice Chair Baun and Commissioner Whitaker agreed to stay serving on the Naming & Renaming of Minor Facilities Ad Hoc Subcommittee.

No reports were available from the Senior Citizens Association Ad Hoc Subcommittee, the Culver Arts Foundation Ad Hoc Subcommittee, the Plunge Procedures Ad Hoc Subcommittee, or the Naming and Renaming Ad Hoc Subcommittee.

Tomás Herrera Mishler, PRCS Director, addressed concerns regarding a brief closure at The Plunge; noted that the Public Works Department responded swiftly and equipment was repaired quickly; and acknowledged the shortage of lifeguards nationwide.

Staff was asked to schedule a meeting of the Plunge Procedures Ad Hoc Subcommittee.

MOVED BY COMMISSIONER ALEXANDER, SECONDED BY VICE CHAIR BAUN AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION ADOPT MOTIONS TO (1) APPOINT/REAPPOINT PARKS, RECREATION AND COMMUNITY SERVICES (PRCS) COMMISSION MEMBERS AS LIAISONS TO VARIOUS OUTSIDE ASSOCIATIONS AND CITY COMMITTEES; (2) APPOINT/REAPPOINT MEMBERS TO SERVE ON PRCS COMMISSION AD HOC SUBCOMMITTEES; AND, (3) RECEIVE AND FILE UPDATES.

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Item A-6

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

Adrian Cobian, Senior Management Analyst, discussed upcoming meeting items including the PRCS budget presentation and an update on the work going on at the ballfields at Botts.

Discussion ensued between staff and Commissioners regarding clarification on field condition assessments and agreement to keep that as a separate item from Bill Botts Fields; possible naming opportunities for the other fields; staff research as to whether fields 2, 3, and 4 are already named; discussion of field conditions throughout the City; inclusion of a separate item to review youth sports programs; and Commissioners discussed future meeting availability to ensure a quorum is reached at each meeting and responsibility for running the meeting if the Chair and Vice Chair are both absent.

Adrian Cobian, Senior Management Analyst, discussed PRCS-related items going before the City Council for consideration and Commissioner Whitaker confirmed that he would be going to the July 27, 2026 City Council meeting to discuss food trucks.

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

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Public Comment - Items NOT on the Agenda (Continued)

Chair Peters invited public comment.

Adrian Cobian, Senior Management Analyst, indicated that no requests to provide comment had been received.

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Items from Commissioners/Staff

Tomás Herrera-Mishler, PRCS Director, thanked staff and Commissioners for their contributions, dedication and hard work; announced improvements at Media Park; discussed activation of the park in partnership with Economic Development; maintenance; homeless individuals in the area; landscaping near the Welcome to Culver City sign; development of a landscaping design palette; use of California-appropriate or California-adjacent plantings; color and texture; the need to get rid of grass and plant water-wise; lighting on the trees; and building the visual character of the community to differentiate it from surrounding areas.

Discussion ensued between staff and Commissioners regarding responsibility for maintenance of the Japanese Garden in front of the Library and concern with the amount of maintenance being taken on; balance; communication with the City Manager's Office; relocation of the Farmers Market to be closer to the park; the current practice of closing Main Street; and a suggestion to agendize a discussion of Media Park for a future meeting.

Tomás Herrera-Mishler, PRCS Director, encouraged Commissioners to reach out

Meghan Stebbing, Interim Manager for Recreation and Community Services, discussed the Youth Sports Basketball Academy; noted that the summer camps were in full swing and quite successful; discussed the upcoming field trip to El Capitan; camp visits by Culver City Fire Department (CCFD) and Culver City Police Department (CCPD); soccer week at sports camp; lifeguard training, new lifeguards and maintenance at The Plunge; and she announced that the next Dive-In Movie would be Jaws on July 31.

Dani Cullens, Recreation and Community Services Manager, discussed recent landscaping improvements at the Police Department; additional landscaping improvements at City Hall; planned activities for Parks Make Life Better! Month; and she reminded everyone that July 11 is Family Field Day.

Commissioners thanked staff for all of their hard work on various events.

Commissioner Whitaker congratulated the new Chair and Vice Chair and acknowledged successful Juneteenth celebrations.

Commissioner Chen thanked former Chair Alexander and was excited for new team.

Commissioner Alexander expressed gratitude to everyone for all of their support; discussed a previous experience with a Commissioner who did not show up; and pride in what the Commission has been able to accomplish.

Vice Chair Baun thanked everyone for voting for her to serve as Vice Chair; expressed gratitude to Commissioner Alexander and Chair Peters for their leadership and examples set; expressed safety and maintenance concerns regarding painting the concrete deck at the pool; and she proposed fixing the concrete rather than painting it.

Chair Peters thanked everyone for their vote and expressed gratitude that Commissioner Alexander would be staying on the Commission; celebrated the ground breaking at Botts Fields; discussed support from the City Council, the City Manager, Economic Development, and state representatives; ensuring that elected officials are held to promises made; and she was excited to continue the work of the Commission and to support the growing department.

Adjournment

There being no further business, at 9:05 P.M., the Parks, Recreation and Community Services Commission adjourned to a regular meeting to be held on Tuesday, August 4, 2026.

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Adrian Cobian
SECRETARY of the Parks, Recreation and
Community Services Commission

APPROVED _____

Maggie Peters
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