

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

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

November 4, 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 7:00 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

*Vice Chair Peters arrived at 7:07 P.M.

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Pledge of Allegiance

Brian led the Pledge of Allegiance.

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Items from Commissioners/Staff

Commissioner Whitaker discussed Halloween festivities at Veterans Memorial Park noting the good turnout.

Commissioner Chen discussed the Dog Park reporting that the broken gate had been fixed.

Commissioner Baun discussed Halloween festivities at Vets Park and the Senior Center; off leash dogs; and she reported seeing two coyotes near Veterans Memorial Park.

Chair Alexander discussed Halloween events at Veterans Memorial Park; potential safety issues with a hole near the

fence at the dog park; City Council direction to the PRCS Commission to consider procedures for naming rights of minor facilities; and her attempts to make public comment about the issue online.

Vice Chair Peters joined the meeting and discussed improvements to the Teen Center.

Ted Stevens, PRCS Director, announced that Adam Ferguson is now Deputy Director of Parks, Recreation, and Community Services, and he clarified that an agenda item about tax measure impacts had been removed from the agenda because the measure had passed and a Senior Management Analyst would be hired.

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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

Adam Ferguson, PRCS Deputy Director, indicated that no correspondence had been received.

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Information Items from Staff

Item I-1

Update on Park Land In Lieu and Park Land Impact Fees

Ted Stevens, PRCS Director, discussed a 25% reduction in park development/impact fees granted by the Planning Commission in response to request from a Fox Hills neighborhood development for a 50% reduction for providing public open space; he noted that Planning Commissioners seemed unsure of how to handle the situation; reported Planning Commission support for having the PRCS Commission develop a process to review requests and make recommendations; and he indicated that the hearing on parks

development fees, including a fee increase, had been postponed until the first part of 2026.

Discussion ensued between staff and Commissioners regarding agendaizing development of a process for future discussion; reasoning behind the credits for Fox Hills; concern that money lost could have been used for Tellefson Park; understanding the process; the claim that the private pool would take pressure off The Plunge; past precedent; the need to develop clear standards; determining the percentage of project, green spaces, and amenities that take pressure off the parks; the need for more details to be provided; discomfort of Planning Commissioners with making the determination; Art in Public Places Fees; strict state guardrails on how Park Impact Fees have can be used; and credit given for both land that is open to the public and private space that provides amenities enabling residents to no longer need to use the parks.

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Consent Calendar

Item C-1

Approval of the Minutes for the Regular Parks, Recreation and Community Services Commission Meeting of October 7, 2025

MOVED BY VICE CHAIR PETERS, SECONDED BY COMMISSIONER BAUN 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 OCTOBER 7, 2025.

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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 Fiesta La Ballona

Chair Alexander invited public comment.

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

Dani Cullens, Recreation and Community Services Supervisor, provided a presentation on Fiesta La Ballona; discussed highlights of the event including Folklórico and the Aquacade movie night; appreciation for the Parks Maintenance team; the carnival; providing better line access; fan favorites; the "kiddie" area; large walkways and thoroughfares; success of having pre-sales for the carnival completely online; popular food vendors; new food choices; low traffic that caused the Vegan Joint to leave early; generosity of the Mister Coolee ice cream truck; staff food vouchers; efforts to get a coffee truck; the vendor selection process; the wide variety of popular interactive booths; the Mobile Crisis Team; appreciation to Jill Thomsen for her work to program a wide variety of entertainment; the community stage; beneficiaries of the successful Beer and Wine Garden; consideration of additional programming for Aquacade; feedback on security measures; popularity of the misters; and consideration of additional entertainment and activities moving forward due to feedback received in emails and surveys.

Discussion ensued between staff and Commissioners regarding positive feedback; subtle police presence; use of the misters; appreciation for the work of staff; a request for more frozen treats; appreciation for extended rec swim hours; future additions and improvements; the Exchange Club commitment to run the Beer and Wine Garden for five years; a suggestion to add tables outside the Beer and Wine Garden; concern that people with mobility issues could struggle with uneven surfaces due to tree roots and seed pods; cleanup of trees in the area; utilizing the Beer and Wine Garden for other park events to raise proceeds for the parks; collaboration with Cultural Affairs on entertainment and to create additional events; and use of the big screen for streaming.

Chair Alexander requested details for the upcoming community food drive drop offs at the Plunge.

Ted Stevens, PRCS Director, confirmed that Fiesta La Ballona had attracted approximately 30,000 visits over the 3-day weekend.

MOVED BY VICE CHAIR PETERS, SECONDED BY COMMISSIONER BAUN 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 FIESTA LA BALLONA.

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Item A-2

(1) Consideration of Forming a PRCS Commission "Naming and Renaming of Minor Facilities Ad Hoc Subcommittee;" and (2) If Desired, Appoint Two PRCS Commission Members to the Newly-Formed Ad Hoc Subcommittee

Chair Alexander invited public comment.

Adam Ferguson, PRCS Deputy Director, reported that no public comment had been received; provided a summary of the material of record; discussed forming an ad hoc subcommittee to review applications for the naming and renaming of minor facilities following a new City Council policy on commemorative naming and contribution/donor naming; subcommittee work needed to finalize the public application form and work on minimum monetary donation levels for minor facilities; applications waiting for consideration; and the need for consideration by the full Commission and the City Council.

Discussion ensued between staff and Commissioners regarding procedure; ad hoc subcommittees; review of applications; guidelines established by City policy; the ability to consider additional items not included in the policy examples for minor facilities; major naming that would be recommended for City Council consideration rather than handled at the Commission level; minor naming handled at the Commission level; and consideration of minimum monetary donation requirements at the subcommittee level to be sent to the full Commission for review before making a recommendation to the City Council.

Additional discussion ensued between staff and Commissioners regarding review of namings as a consent calendar item after subcommittee review of applications; partnering with the Cultural Affairs Commission for design standards for plaques; guardrails on how money from the donations would be spent; staff consultation with the Finance Department on where minor facilities money would go; options for donors to direct how their money is spent; and Commissioners expressed reasons for wanting to serve on the ad hoc subcommittee.

MOVED BY CHAIR ALEXANDER, SECONDED BY COMMISSIONER CHEN AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION: FORM A PRCS COMMISSION NAMING AND RENAMING OF MINOR FACILITIES AD HOC SUBCOMMITTEE AND APPOINT COMMISSIONERS BAUN AND WHITAKER THERETO.

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Item A-3

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

Commissioner Baun reported on the meeting of the Culver City Senior Citizen's Association Board of Directors; discussed Halloween tickets; the costume contest; the meeting for the new patio; the ping-pong and pool tournament; the free concert on October 23rd; the report received on the success of the Abilities Carnival; movie night; funding granted for a Spotify program account for dances; the Halloween party; the Merry Makers sale on October 20th; opportunity for vendors to purchase a table for the Holiday Boutique on November 21st; the Grab and Go Lunch in November; the planned Senior Center closure on the day after Thanksgiving; the upcoming membership drive; current membership levels; dance classes; the pool tournament; a planned membership appreciation party in December; replacement of equipment in the fitness room due to safety concerns; the Motown Revue trip planned in December;

the new tech expert in the computer room; the update provided by the Ping Pong Committee; replacement of kitchen equipment; and new Board appointments.

Vice Chair Peters reported on the recent Culver City Arts Foundation meeting; noted discussion regarding ensuring that space for arts activities is included the mixed use development planned for the property next to the Kirk Douglas Theater; concern with lack of Cultural Affairs Commission involvement due to difficulty achieving quorum with only 3 members; the Board retreat in January; funding for different film festivals; the MOU (Memorandum of Understanding) with the City regarding Olympics funding; the holiday party fundraiser and auction; concern that the Hispanic Heritage Festival took focus away from attendance at the Tito's event; concern with decreased sales at the Art Walk and Roll Festival and potential changes for next year; and consideration of ideas regarding raising and spending funds.

Discussion ensued between staff and Commissioners regarding mid-year Cultural Affairs Commission appointments; previous applicants; the need for the City Clerk to bring the item before the City Council; and Chair Alexander offered to speak to advocate for mid-year appointments.

Chair Alexander discussed the 2028 Summer Olympics Preparation Ad Hoc Subcommittee noting comments by the City Council that Senegal and other countries could potentially be housed by Culver City in addition to New Zealand.

Adam Ferguson, PRCS Deputy Director, discussed the Recreation Programming and Rentals Fees Study Ad Hoc Subcommittee; City Council approval of 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 had not met and she noted the possibility of holding a meeting in November.

Discussion ensued between staff and Commissioners regarding the deadline for the survey of changes coinciding with the closure of the Plunge during the second week of December.

MOVED BY COMMISSIONER BAUN, SECONDED BY COMMISSIONER WHITAKER 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-4

(1) Approval of the Parks, Recreation and Community Services Commission 2026 Meeting Calendar; and (2) Receipt and Filing of the Upcoming Agenda Items List, With Adjustments, If Any

Adam Ferguson, PRCS Deputy Director, discussed Commission meeting dates for 2026; regular meetings traditionally held on the first Tuesday of every month; clarification that making a change would require cancellation of a regular meeting and creation of a special meeting to be made publicly known; holidays that interfere with the regular schedule; Spring Break; the goal to ensure a quorum; allowing meetings to continue if one person is absent; upcoming agenda items; the annual report to the City Council; the presentation on activities for Disabilities Awareness Month; the budget letter discussion starting in December and continuing in the January meeting; PRCS-related items on the City Council agenda in November; and clarification that no PRCS-related items would be agendized for the December City Council meeting.

Discussion ensued between staff and Commissioners regarding possible conflicts and Commissioner absences on the 2026 calendar; potential agenda items; Commission consensus was achieved to agendize consideration of Parks and Facilities Fees and possible creation of an ad hoc subcommittee; frequency of requests; ensuring that a representative from Planning is present for the Commission discussion; agreement to agendize discussion of sending a Commissioner to provide comment to the City Council meeting when they consider fee increases; understanding developer guidelines used by the Cultural Affairs Commission with their fees; understanding what fees can be used for; valuing what a developer is going to offer vs. what the City is looking for; including examples of things that can be added to guide the discussion; timelines to spend funds; and Certificate of Occupancy rules.

MOVED BY COMMISSIONER BAUN, SECONDED BY COMMISSIONER CHEN AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION: APPROVE THE PRCS 2026 MEETING CALENDAR AND RECEIVE AND FILE THE 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, PRCS Deputy Director, indicated that no additional public comment had been received.

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Items from Commissioners/Staff

Dani Cullens, Recreation and Community Services Supervisor, discussed new hires; the Halloween movie and costume parade; and the Plunge Food Drive from November 9th - 15th.

Ted Stevens, PRCS Director, encouraged donations to address food insecurity; discussed interview of candidates for a fifth Pool Manager; and the well-attended meeting regarding the Senior Center Patio project.

Discussion ensued between staff and Commissioners regarding requests to increase wall height from 6 feet to 8 feet to mitigate traffic noise at the Senior Center; collaboration with Cultural Affairs to add artwork; adding ping pong tables; City Council approval of court resurfacing and replacement of LED lights; upcoming approval of the playground; the tree lighting; and upcoming holidays.

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Items from Commissioners/Staff (Continued)

Commissioner Whitaker thanked staff for their efforts; expressed appreciation for parks maintenance; indicated having questions regarding green space per capita; wanted to meet with Planning staff; noted that there was only one park in the Fox Hills community; and he wished everyone Happy Holidays.

Commissioner Baun thanked everyone for their hard work and wished everyone Happy Holidays.

Vice Chair Peters requested donations for the Backpacks for Kids program for families on SNAP benefits who do not have access; she received an update on the bathrooms at Upper Botts that had been closed; and she thanked staff for their efforts noting that the fields looked great.

Chair Alexander discussed advocacy for a five-year Capital Improvement Program by Vice Mayor Freddy Puza and the grading system used by the Public Works Department.

Discussion ensued between staff and Commissioners regarding the Los Angeles County Parks Needs Assessment that must be used in order to access Measure A monies; making the City Council aware of priorities in the Parks Master Plan; maintenance; creation of the budget for the coming year; and guidance from the Finance Department or the Vice Mayor.

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Adjournment

There being no further business, at 8:56 P.M., the Parks, Recreation and Community Services Commission adjourned to a regular meeting to be held on Tuesday, December 2, 2025.

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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