



AGENDA

EL SEGUNDO ARTS & CULTURE ADVISORY COMMITTEE REGULAR MEETING TUESDAY, SEPTEMBER 26, 2023 5:30 PM – 7:00 PM

EL SEGUNDO PUBLIC LIBRARY
SUE CARTER COMMUNITY ROOM
111 W. MARIPOSA AVENUE, EI SEGUNDO, CA 90245

Chairperson John Pickhaver
Vice Chairperson Maureen Kingsley
David Bart
Jane Burrell
Brett Goodwin
Brian Mitchell
Joan Palmer
Michael Schepps
Tanya Taylor
Ioana Urma
Neal Von Flue

CITY COUNCIL LIAISON
Councilmember Lance Giroux

CITY STAFF
Aly Mancini, Recreation, Parks & Library Director
Brandee Thornton, Sr. Administrative Specialist

The Arts and Culture Advisory Committee, with certain statutory exceptions, can only take action upon properly posted and listed agenda items.

Unless otherwise noted in the Agenda, the public can only comment on City-related business that is within the subject matter jurisdiction of the Arts and Culture Advisory Committee, and items listed on the Agenda during the **Public Communications** portion of the meeting. The time limit for comments is five (5) minutes per person, maximum 30 minutes.

Before speaking to the Arts and Culture Advisory Committee, please state: your name, residence, and the organization you represent, if desired. Please respect the time limits. While comments are welcome, the Arts and Culture Advisory Committee may not take action on any matter not on this Agenda. Arts and Culture Advisory Committee members may respond to comments after the Public Communications is closed.

Members of the Public may provide comments electronically by sending them to Senior Administrative Specialist, Brandee Thornton (bthornton@elsegundo.org 310-524-2774) with a limit of 150 words and accepted up until 30 minutes prior to the meeting. The emails will be read to the Arts and Culture Advisory Committee during public communications and are subject to disclosure under the Public Records Act.

REASONABLE ACCOMMODATIONS: In compliance with the Americans with Disabilities Act and Government Code Section 54953(g), the City Council has adopted a reasonable accommodation policy to swiftly resolve accommodation requests. The policy can also be found on the City's website at <https://www.elsegundo.org/government/departments/city-clerk>. Please contact the City Clerk's Office at (310) 524-2308 to make an accommodation request or to obtain a copy of the policy.

A. CALL TO ORDER / ROLL CALL

B. PUBLIC COMMUNICATION – (RELATED TO ARTS & CULTURE ADVISORY COMMITTEE BUSINESS – 5 MINUTE LIMIT PER PERSON, 30 MINUTE LIMIT TOTAL)

Individuals who have received a value of \$50 or more to communicate to the Arts & Culture Advisory Committee on behalf of another, and employees speaking on behalf of their employer, must so identify themselves prior to addressing Committee. Failure to do so shall be a misdemeanor and punishable by a fine of \$250. While all comments are welcome, the Brown Act does not allow the Arts & Culture Advisory Committee to take action on any item not on the agenda. City Staff will respond to comments after Public Communications is closed.

CITY STAFF FOLLOW-UP COMMENTS – (Related to Public Communications)

C. PRESENTATIONS

1. El Segundo Art Walk Update
John McCullough

D. CONSENT CALENDAR

1. Approval of the Revised Minutes of the Arts & Culture Advisory Committee meeting of August 22, 2023. (Committee Action Required)

Recommendation:

1. Approval of the August 22, 2023 Arts & Culture Advisory Committee meeting minutes.
2. Alternatively, discuss and take other action.

E. NEW BUSINESS

1. Request for West Coast Ballet Funding
Gina Downey

Recommendation:

1. Discuss and approve funding for the West Coast Ballet Program.
2. Alternatively, discuss and take other action.

2. El Segundo Public Art Map
Chairperson Pickhaver

Recommendation:

1. Receive and file.
2. Alternatively, discuss and take other action.

3. Downtown Beautification Project Update
Aly Mancini, Recreation, Parks & Library Director

Recommendation:

1. Receive and file.
2. Alternatively, discuss and take other action.

4. Request for El Segundo Youth Drama Funding
Aly Mancini, Recreation, Parks & Library Director

Recommendation:

1. Discuss and approve funding for the El Segundo Youth Drama Program.
2. Alternatively, discuss and take other action.

F. UNFINISHED BUSINESS –

1. Land Acknowledgement
Aly Mancini, Recreation, Parks and Library Director

Recommendation:

1. Receive and file.
2. Alternatively, discuss and take other action.

2. Embassy Suites Art
Aly Mancini, Recreation, Parks and Library Director

Recommendation:

1. Receive and file.
2. Alternatively, discuss and take other action.

3. Request to Include Land Acknowledgement Language on the ACC Agenda
Chairperson Pickhaver

Recommendation:

1. Discuss and vote to include the Land Acknowledgement to the Arts and Culture Committee agenda.
2. Alternatively, discuss and take other action.

G. ARTS & CULTURE ADVISORY COMMITTEE BUDGET & INITIATIVE UPDATES

1. FY 23/24 Budget and Initiative Review
Aly Mancini, Recreation, Parks and Library Director

H. SUBCOMMITTEE UPDATES

Recreation Park Renovation
Community Engagement Fund

I. ADVISORY COMMITTEE MEMBER COMMENTS

Jane Burrell	Tanya Taylor
Brian Mitchell	Neal Von Flue
Joan Palmer	Ioana Urma
John Pickhaver	Michael Schepps
Vice Chairperson Maureen Kingsley	Brett Goodwin
David Bart	

J. CITY COUNCIL LIAISON COMMENTS

K. DIRECTOR'S COMMENTS

L. ADJOURNMENT

Next Regular Meeting – Tuesday, October 24, 2023 – 5:30pm-7:00 pm



City of El Segundo
Arts and Culture Advisory Committee
Meeting Minutes
for August 22, 2023, 5:30 p.m.

A. CALL TO ORDER

1. The meeting was called to order at 5:33 p.m. by Chairperson John Pickhaver.

B. ROLL CALL

1. Members Present: John Pickhaver, Maureen Kingsley, David Bart, Jane Burrell, Brian Mitchell, Joan Palmer, Michael Schepps, Tanya Taylor, Ioana Urma, and Neal Von Flue.

City Council Liaisons:
Councilmember Lance Giroux – Absent

2. City Staff Liaisons Present: Senior Administrative Specialist, Brandee Thornton.

C. PUBLIC COMMUNICATIONS

Chairperson Pickhaver read the El Segundo Land Acknowledgement.

D. PRESENTATIONS

1. West Coast Ballet's Dracula
Gina Downey informed the committee about the upcoming West Coast Ballet Dracula performance. She is requesting funding and marketing assistance for future West Coast Ballet performances.

E. APPROVAL OF MINUTES

1. Approval of minutes of the Arts and Culture Advisory Committee Meeting of July 25, 2023.

MOTIONED by Member Palmer and SECONDED by Member Burrell to approve the minutes pending change requests. CARRIED 10-0.

F. NEW BUSINESS

1. Downtown Beautification.
Item moved to the September 26, 2023, Arts and Culture Advisory Committee agenda.
2. Cultural Development Program Guidelines
The committee discussed possible changes to the Cultural Development Program with alternative Public Art options for developers. These options included displaying public art and providing funding to the Cultural Development fund, donating art to the City, and installing their art in areas that are frequently utilized in the City.

3. Poet Laureate RFQ (Call for Artists)
Administrative Specialist Thornton provided the group with the current poet laureate qualifications and asked the committee to review and be prepared to discuss them at the next meeting.
4. Request for El Segundo Youth Drama Funding
Item moved to the September 26, 2023 Arts and Culture Advisory Committee agenda.
5. Discuss and Vote on ACC Meeting Dates in November and December.
The committee will maintain its regularly scheduled November meeting. The December Regular Meeting of the ACC will be canceled, and a Special Meeting will take place on Monday, December 18th.

MOTIONED by Chairperson Pickhaver and SECONDED by Member Palmer
CARRIED 10-0.

G. UNFINISHED BUSINESS

1. Public Art Recreation Park Renovation Project
Member Urma provided an update on the Recreation Park Renovation Project.
2. Land Acknowledgement
Chairperson Pickhaver informed the committee that the Land Acknowledgement will be presented to the City Council for approval. The committee motioned to add the Land Acknowledgement back to their agenda before it is approved by the City Council. The committee motioned to create an ad hoc subcommittee to focus on adding the Land Acknowledgement to all Commission, Committee, and Board agendas.

MOTIONED by Member Von Flue SECONDED by Chairperson Pickhaver.
CARRIED 9-1 with Member Bart against.

MOTIONED by Member Von Flue SECONDED by Chairperson Pickhaver.
CARRIED 10-0.

3. Embassy Suites Art
The Committee requested a follow-up on the requirements for public art locations as stated in Ordinance No. 1594.

H. ARTS & CULTURE ADVISORY COMMITTEE BUDGET & INITIATIVE REVIEW

Item moved to the September 26, 2023 Arts and Culture Advisory Committee agenda.

I. ADVISORY COMMITTEE MEMBER COMMENTS

Jane Burrell - no comment

Brian Mitchell - no comment

Chairperson John Pickhaver – requested that West Coast Ballet return with additional documents for the committee to review.

Joan Palmer shared her appreciation for the digital archive of ACC agendas and

minutes.

Vice Chairperson Maureen Kingsley - no comment

Tanya Taylor - no comment

Neal Von Flue requested an agenda item for John McCullough to present an update on the Art Walk.

Ioana Urma invited everyone to attend the Recreation Park Renovation Subcommittee and asked about art maintenance.

David Bart - no comment

Michael Schepps - no comment

Director Aly Mancini - absent

J. CITY COUNCIL LIASON COMMENTS – Absent

K. ADJOURNMENT – The meeting adjourned at 7:13 PM.

MOTIONED by Chairperson Pickhaver and SECONDED by Member Taylor. Motion CARRIED 10-0.

NEXT MEETING: on Tuesday, September 26, 2023, at 5:30 p.m.

5 dancers @ 500 per show	5000
Theater 2 shows and tech	3426
Costumes	1000
floor	250
rehearsal studios	1500
9.12 dolls kill renfeld and fune	189.74
9.12 next day flyers 2000 3x3	89.79
9.19 nextday flyers	38.27
pond 5	25
9.13 ebay 3 brides	281.18
9.19 Lucy duster coat	119.83
9.20 grant station via tech sou	99
9.20 next door ad	93
9.20 easy reader event listing	84.99
facebook ads 15/day dad dep	150
10.1 ebay dracula cape	118.49
9.30 amazon	
10.4 ebay hot topic jacket	62.96
10.3 amazon dresses andtail coat vest	
easy reader 1/4 page	358
Malashok floor listed above w	0
tape for floor amazon	58.96
ebay lace shawl with vamp co	16.45
pond 5	75
joannes fabric	183.05
joannes fabric	10.44
uptown	60.43
10.10 DRC top banner email	80
10.9 club flyers 500 next day	61.27
Michaels 10.8 robbie flowers	
Amazon guin table clothes Ba	90.25
Program for show	600
Misc marketing chambers, pa	2500
	16622.1
Revenue	13547.56
Loss was	3,074.54

Theatre Sunday 10/29/23 5 Hours	1200	
Tech Day 10 Hours	600	
Work Day 10 Hours	350	
Lucy Robbie	600	6 % of ticket sales combined with individual sponsor campaigns in givebutter up to \$1000 (cap)
Mina Amanda	600	6 % of ticket sales combined with individual sponsor campaigns in givebutter up to \$1000 (cap)
Dracula Edward	600	6 % of ticket sales combined with individual sponsor campaigns in givebutter up to \$1000 (cap)
Jonathon Spencer TBD	600	6 % of ticket sales combined with individual sponsor campaigns in givebutter up to \$1000 (cap)
Renfield Natalie	600	6 % of ticket sales combined with individual sponsor campaigns in givebutter up to \$1000 (cap)
Van Helsing Isabelle	600	6 % of ticket sales combined with individual sponsor campaigns in givebutter up to \$1000 (cap)
Bride 1 Isabelle also other 2 are students	0	6 % of ticket sales combined with individual sponsor campaigns in givebutter up to \$1000 (cap)
New Costumes 20	1500	17 are for new students participating
Projector templates Program	500 600	Projector is in theater cost costs more with more ad pages but ads support it plus
Props coffin	200	to be made
Videographer	300	
Music paid last year and just need a couple more tracks	\$25	ten for \$25 with license
Marketing social ads and postcards/posters	1500	collab with locals and email lists as well. Chambers etc.
Dry ice/fog	0	at theatre
expenses so far estimate	10375	
Potential revenue		
250 tix at \$40	10,000	TBD
go fund me / grants / dancersponsors /donations	500	TBD sponsor a dancer profiles would be new this year- using givebutter- low
Performance fees students 15 x \$175	2625	
Program sponsors and dancer sponsors- this can be way higher \$\$ if we have a good response	1500	
student photos 17 x 100	1700	
Revenue estimate	16,325	

Expenditure Status Report

CITY OF EL SEGUNDO
 7/1/2023 through 6/30/2024

704 Cultural Development Fund

400 EXPENDITURES

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
0000 NON DESCRIPTION						
0000-4100 ***EMPLOYEE SALARIES***						
0000-4101 Salaries Full Time	63,429.60	2,123.57	2,123.57	0.00	61,306.03	3.35
0000-4102 Salaries Part Time	0.00	0.00	0.00	0.00	0.00	0.00
0000-4103 Overtime	0.00	0.00	0.00	0.00	0.00	0.00
0000-4117 Opt - Out Payments	0.00	0.00	0.00	0.00	0.00	0.00
Total ***EMPLOYEE SALARIES***	63,429.60	2,123.57	2,123.57	0.00	61,306.03	3.35
0000-4200 ***EMPLOYEE BENEFITS***						
0000-4201 Retirement CalPERS	5,657.92	216.39	216.39	0.00	5,441.53	3.82
0000-4202 FICA	4,852.36	307.73	307.73	0.00	4,544.63	6.34
0000-4203 Workers' Compensation	2,613.30	87.49	87.49	0.00	2,525.81	3.35
0000-4204 Group Insurance	15,643.17	2,131.58	2,131.58	0.00	13,511.59	13.63
0000-4207 CalPERS UAL	0.00	0.00	0.00	0.00	0.00	0.00
0000-4210 OPEB liability	0.00	0.00	0.00	0.00	0.00	0.00
Total ***EMPLOYEE BENEFITS***	28,766.75	2,743.19	2,743.19	0.00	26,023.56	9.54
0000-5200 ***SUPPLIES***						
0000-5204 Operating Supplies	10,000.00	0.00	0.00	0.00	10,000.00	0.00
Total ***SUPPLIES***	10,000.00	0.00	0.00	0.00	10,000.00	0.00
0000-6200 ***SERVICE CHARGES***						
0000-6206 Contractual Services	156,000.00	72,800.00	72,800.00	0.00	83,200.00	46.67
0000-6214 Professional & Technical	0.00	0.00	0.00	0.00	0.00	0.00
Total ***SERVICE CHARGES***	156,000.00	72,800.00	72,800.00	0.00	83,200.00	46.67
0000-6300 ***SERVICE CHARGES***						
0000-6301 Legal Council	0.00	0.00	0.00	0.00	0.00	0.00
Total ***SERVICE CHARGES***	0.00	0.00	0.00	0.00	0.00	0.00

Expenditure Status Report

CITY OF EL SEGUNDO
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704 Cultural Development Fund

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0000-8100 ***FIXED ASSETS***						
0000-8103 Other Improvements	40,000.00	0.00	0.00	0.00	40,000.00	0.00
Total ***FIXED ASSETS***	40,000.00	0.00	0.00	0.00	40,000.00	0.00
0000-9300 ***INTERFUND TRANSFERS***						
0000-9301 Transfer-Capital Improvements	0.00	0.00	0.00	0.00	0.00	0.00
Total ***INTERFUND TRANSFERS***	0.00	0.00	0.00	0.00	0.00	0.00
Total Cultural Development Fund	298,196.35	77,666.76	77,666.76	0.00	220,529.59	26.05
Grand Total	298,196.35	77,666.76	77,666.76	0.00	220,529.59	26.05