



# AGENDA

## EL SEGUNDO ARTS & CULTURE ADVISORY COMMITTEE MEETING

**WEDNESDAY, April 17, 2024**

**5:30 PM – 7:00 PM**

EL SEGUNDO PUBLIC LIBRARY  
Rose Garden Room  
111 W. MARIPOSA AVENUE, EI SEGUNDO, CA 90245

**Chairperson John Pickhaver**  
**Vice Chairperson Jane Burrell**

**David Bart**

**Brian Mitchell**

**Joan Palmer**

**Michael Schepps**

**Tanya Taylor**

**Neal Von Flue**

CITY COUNCIL LIAISON  
Councilmember Lance Giroux

CITY STAFF  
Randy Niessen, Cultural Arts Coordinator

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](mailto: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.

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***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.***

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Land Acknowledgement: We acknowledge that we are holding this meeting on the traditional, ancestral, and unceded territory of the Tongva. We recognize the Tongva people as the traditional land caretakers of Tovaangar (Los Angeles basin, So. Channel Islands). We also acknowledge that Los Angeles County is home to the largest Indigenous populations in the US.

**A. CALL TO ORDER**

**B. ROLL CALL**

**C. 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)**

**D. PRESENTATIONS - None**

**E. CONSENT CALENDAR –**

**1. APPROVAL OF THE MINUTES for the Arts and Culture Advisory Committee Meeting of March 26, 2024. (Committee Action Required)**

**Recommendation:** (1) Approval

**F. NEW BUSINESS**

1. Literary Arts Programs Proposal Presentation – Roz Templin & Julie Todd

**Recommendation:**

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

2. Summer Concert Series Programming

**Recommendation:**

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

3. Project Update: Embassy Suites

**Recommendation:**

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

4. Project Update: Poet Laureate

**Recommendation:**

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

5. Community Development Fund – Review of Grantees, Approval of Pride Celebration

**Recommendation:**

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

6. Cancellation of Next Meeting

**Recommendation:**

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

**G. UNFINISHED BUSINESS –**

1. ACC Vacancy Update + Quorum/Bylaws Change

**Recommendation:**

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

**H. ARTS & CULTURE ADVISORY COMMITTEE BUDGET & INITIATIVE UPDATES**

1. Approval of 24/25 Arts & Culture Budget and Initiatives

**Recommendation:**

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

**I. SUBCOMMITTEE UPDATES**

Recreation Park Renovation  
Community Engagement  
Land Acknowledgement  
El Segundo Art Walk  
The Plunge  
Main Street Lighting

**J. ADVISORY COMMITTEE MEMBER COMMENTS**

Jane Burrell  
Brian Mitchell  
Joan Palmer  
John Pickhaver

Tanya Taylor  
Neal Von Flue  
Michael Schepps  
David Bart

**K. CITY COUNCIL LIAISON COMMENTS**

**L. CULTURAL ARTS COORDINATOR COMMENTS**

**M. ADJOURNMENT**

Adjourn to the May 28, 2024 meeting.

## ACC-Expenditure Projections for Fiscal Year 24/25

|                                       |                            |  |
|---------------------------------------|----------------------------|--|
| <b>EXPECTED FUND STARTING BALANCE</b> |                            | <b>\$ 779,296.62</b>   |
|                                       |                            | ^Included estimated staff expenses for remainder of FY 23/24 |
| <b>TOTAL EXPENSES</b>                 |                            | <b>FY 24/25 Requested    Finalized Request</b>               |
| <b>Personnel Expenses</b>             |                            | <b>\$ 110,000.00</b>   |
| Personnel                             | Salaries                   | \$ 75,000.00   |
|                                       | Benefits                   | \$ 35,000.00   |
| <b>Operating Expenses</b>             |                            | <b>\$ 10,000.00</b>  |
| Operating                             | Operating Supplies         | \$ 10,000.00   |
| <b>Contractual Services</b>           |                            | <b>\$ 124,000.00</b>   |
| Initiatives                           | Literary Arts Fund         | \$ 13,000.00   |
|                                       | Festival of Holidays       | \$ 25,000.00   |
|                                       | Community Engagement Fund  | \$ 30,000.00   |
|                                       | Art Walk                   | \$ 44,000.00   |
|                                       | Art Map Additions          | \$ 12,000.00   |
| <b>Capital Improvements</b>           |                            | <b>\$ 40,000.00</b>  |
| <b>Professional &amp; Technical</b>   |                            | <b>\$ 30,000.00</b>  |
|                                       | Arts & Culture Master Plan | \$ 30,000.00   |
| <b>TOTAL EXPENSES</b>                 |                            | <b>\$ 314,000.00    \$ -</b>                                 |
| <b>EXPECTED REVENUE</b>               |                            | <b>Unfunded    Unfunded</b>                                  |
| <b>Revenue</b>                        |                            |  |
|                                       | CDP Developer In-Lieu      | \$ 29,680.00   |
|                                       | CDP Developer In-Lieu      | \$ 44,933.00   |
| <b>TOTAL REVENUE</b>                  |                            | <b>\$ 74,613.00    \$ -</b>                                  |
| <b>EXPECTED FUND BALANCE</b>          |                            | <b>\$ 539,909.62</b>   |



City of El Segundo  
**Arts and Culture Advisory  
Committee**  
Meeting Minutes  
for March 26, 2024 5:30 p.m.

**A. CALL TO ORDER**

1. The meeting was called to order at 5:34 p.m. by Chairperson John Pickhaver.

**B. ROLL CALL**

1. Members Present: John Pickhaver, Jane Burrell, Brian Mitchell, Joan Palmer, Michael Schepps, Neal Von Flue

David Bart, Tanya Taylor – Absent

City Council Liaison:  
Councilmember Lance Giroux – Absent

City Staff Liaisons Present: Recreation, Parks and Library Director, Aly Mancini, Cultural Arts Coordinator, Randy Niessen

**C. PUBLIC COMMUNICATIONS - None**

**D. PRESENTATIONS - None**

**E. CONSENT CALENDAR - None**

1. Approval of minutes of the Arts and Culture Advisory Committee Meeting of February 27, 2024

MOTIONED by Chairperson Pickhaver, SECONDED by Member Mitchell, to approve the February 27, 2024 minutes.

**F. NEW BUSINESS**

1. Art Walk Update

John McCullough stated that the Art Walk exceeded expectations in the 2023 year, with attendance being the highest ever. The Art Walk will occur on August 24, 2024 this year. McCullough provided a presentation that showcased the augmented reality experiences used with four art pieces around the City of El Segundo via Snapchat. This year, they will focus on improving the website interface, putting up signage at the art pieces to increase user interaction, marketing specifically towards El Segundo

residents, and possibly doing four augmented murals.

## 2. Destination El Segundo Review

Cristina Reveles explained the strong push to get visitation to El Segundo through public art and the usage of the El Segundo webpage. She stated that marketing funds should be distributed to website traction and improvement, as doing so will also drive for economic growth within the community.

## 3. Post Laureate RFQ Review

Cultural Arts Coordinator Randy Niessen stated that Poet Laureate Hope's contract ended in December 2023. For the new Poet Laureate RFQ, Niessen hopes to allocate more material budget to make up for out-of-pocket costs. The new Poet is set to begin September 1, 2024.

Motioned by Member Mitchell, Seconded by Member Burrell, to receive and file. Motion passed 6-0.

## 4. Special Meeting Date

Niessen proposed a Special Meeting to discuss the budget and presentation that will be presented to the Council. The Committee agreed to meet on Wednesday, April 17, 2024 at 5:30 p.m.

Motioned by Chairperson Pickhaver, Seconded by Member Palmer. Motion passed 6-0.

## 5. 24/25 Initiatives and Budget I.D.

Niessen discussed how the budget proposal will be the same as the previous year, with an allocation of \$316,000. The committee proposed putting aside \$30,000 for consulting a master plan, which will include a working group with research and engagement, to be presented to the Council.

# **G. UNFINISHED BUSINESS**

## 1. ACC Vacancy Update

The ACC discussed whether it would be best to continue with nine or eleven members on the Committee, and ensuring that quorum could be met for all of their meetings. The Committee will continue to discuss this business at the April 17, 2024 Special Meeting.

## 2. Embassy Suites Art Event and Update

The ACC discussed doing an Art Walk kick-off event with Embassy Suites to unveil their artwork, in which Randy Niessen will speak more with Embassy Suites about the logistics and participation in such.

## **H. ARTS & CULTURE ADVISORY COMMITTEE BUDGET & INITIATIVE REVIEW**

### 1. Budget Review

Niessen stated that the literary art funds would be changing with the increased budget of Poet Laureate. He also mentioned the new plan for the Art Walk reduces the spending from \$71,000 to \$61,000, where \$44,000 is spent on the Art Walk itself and \$16,000 for the 2-3 augmented reality art pieces. He will continue to work with Senior Administrative Analyst Linnea Palmer on the new budget amendments.

## **I. SUBCOMMITTEE UPDATES**

Recreation Park Renovation – Discussed how the park will have more green space with lawn bowling and horseshoe removed, and Chairperson Pickhaver would like to recommend some art pieces in these open spaces.

Community Engagement – No updates.

Land Acknowledgement – No updates.

El Segundo Art Walk – No updates.

The Plunge – No updates.

## **J. ADVISORY COMMITTEE MEMBER COMMENTS**

Jane Burrell – None.

Chairperson John Pickhaver – Welcomed Randy Niessen.

Joan Palmer – None.

Neal Von Flue – There will be a Visual and Performing Arts Night on March 27, 2024 from 6-8 p.m. at the high school for members of the community to attend for free.

Michael Schepps – Welcomed Randy Niessen.

Brian Mitchell – None.

## **K. CITY COUNCIL LIASON COMMENTS – None**

## **L. DIRECTOR'S COMMENTS - None**

## **M. ADJOURNMENT – The meeting adjourned at 7:46 PM.**



NEXT MEETING: Tuesday, April 23, 2024, at 5:30 p.m.