

SPECIAL MEETING MINUTES OF THE EL SEGUNDO ARTS AND CULTURE
ADVISORY COMMITTEE
TUESDAY, DECEMBER 9, 2025

CALL TO ORDER – Chairperson Pickhaver called the meeting to order at 5:31 pm

ROLL CALL

Chairperson Pickhaver	-	Present
Vice Chairperson Palmer	-	Present
Member Bart	-	Absent
Member Burrell	-	Present
Member Carroll	-	Present
Member Haffley	-	Absent
Member Kennedy	-	Present
Member Leach	-	Present
Member Losasso	-	Present
Member Mitchell	-	Present
Member Schepps	-	Present

PUBLIC COMMUNICATIONS – (Related to City Business Only – 5-minute limit per person, 30-minute limit total)

Barbara Bolland, President of the El Segundo Blue Butterfly Conservancy, announced the publication of El Segundo’s Little Secret... What happened to the Blues? She expressed her gratitude to the committee for their grant funding and presented each member with a copy of the book.

A. CONSENT CALENDAR:

1. MOTION by Vice Chairperson Palmer, SECONDED by Member Carroll, approving Regular Meeting minutes of October 28, 2025, MOTION PASSED. 7/0. *Member Leach and Member Schepps abstained as they were not present at the meeting.*

B. UNFINISHED BUSINESS

C. NEW BUSINESS

2. Art Walk Multi Year Contract

Vice Chairperson Palmer initiated the discussion of the potential establishment of a multi-year contract for the Art Walk. Cultural Arts Coordinator Em Gan provided additional information. Member Mitchell inquired whether the city contributes financially to the event and whether funds would be allocated for a multi-year contract if it were executed. Chairperson Pickhaver asked for clarification on what costs the contract would cover. Council Member Michelle Keldorf and Cultural Arts Coordinator Gan provided additional information.

Vice Chairperson Palmer suggested reviewing this year's contract to better understand the budget. Council Member Keldorf recommended that, following this review, if the committee wished to proceed with a multi-year contract, the item should be agendaized for a future City Council meeting.

3. Gundo Pride Recap (*Moved before Item C2*)

Chairperson Pickhaver presented the Gundo Pride Recap. Member Carroll asked whether the allocation of expenses between the two funding sources was mandatory or discretionary. Member Mitchell inquired which City staff reviewed the accounting. Chairperson Pickhaver provided additional information.

Member Losasso commended Chairperson Pickhaver and his team for successfully organizing the event and making it enjoyable. Chairperson Pickhaver expressed his appreciation to the committee.

4. Master Plan and ACC Programming

Cultural Arts Coordinator Gan led the discussion on Master Plan and ACC Programming. Member Schepps asked for clarification on what was meant by impactful programs. Cultural Arts Coordinator Gan provided additional information. Committee members then shared their input on the topic.

Committee members also provided feedback on the Joy Around the World event that occurred on Thursday, December 4. Council Member Keldorf noted that El Segundo resident Ron Swanson shared positive feedback about the event.

Member Burrell suggested expanding Poet Laureate's programming to reach a broader audience beyond regular attendees. Committee members then shared additional suggestions on the topic.

D. REPORTS – BUDGET & INITIATIVE COMMITTEE

None

E. REPORTS – SUBCOMMITTEES

Council Member Keldorf provided an update regarding the Art Walk Subcommittee noting that the city's contribution to Art Walk is limited to fee waivers. Member Burrell asked about the estimated total cost of the fee waivers. Council Member Keldorf provided additional information.

Member Burrell gave an update regarding the Public Art Subcommittee reporting that the Plunge artists have completed the tiles and are currently being shipped. She added that the wall designated for the installation is not ready yet. Member Losasso asked about the estimated timeline for completion of the wall. Chairperson Pickhaver inquired whether the artists would be responsible for

installing the tiles. Member Burrell provided additional information. Member Leach suggested recording the installation process to create a short video.

Chairperson Pickhaver gave an update regarding the Grants Review Subcommittee. He proposed establishing a grant system with application deadlines twice a year, allowing for advance advertising and a more formalized process. Member Kennedy suggested including clear guidelines. Member Leach asked how this system might affect individuals needing grant funding on a short notice. Chairperson Pickhaver provided additional information.

F. REPORTS – CULTURAL ARTS COORDINATOR

Cultural Arts Coordinator Gan reported on her activities over the past month which included updating, rewriting, and revising all guidelines and forms provided to developers, as well as migrating these materials to an online system. She stated that her next project will focus on updating the website.

G. REPORTS – COMMITTEE MEMBERS

Member Burrell stated that the Women’s Club appreciates the Committee’s consideration of adding an exterior sign to the facility but due to the associated cost they have decided to decline it. She noted that they would still like to proceed with an interior sign.

Member Carroll shared that the Jewish Community Center was contacted to participate in the Joy Around the World event and expressed his appreciation for the outreach. He also announced that this year marks the 18th annual Public Menorah Lighting in the city, which will take place on Thursday, December 18.

Member Schepps asked whether the Music Festival Subcommittee was available to meet.

Chairperson Pickhaver wished everyone Happy Holidays.

H. REPORTS – COUNCIL MEMBER LIAISON

Council Member Keldorf gave a brief recap on the State of the City address that took place on November 13.

Adjourned at 6:54 PM

Viviann Gonzalez

Viviann Gonzalez, Senior Administrative Specialist II