



CITY OF COSTA MESA

ARTS COMMISSION

Agenda

Thursday, April 2, 2026

6:00 PM

**City Council Chambers
77 Fair Drive**

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During the Public Comment Period, press *9 to "raise your hand" and to be added to the queue to speak and wait for city staff to announce your name/phone number and press *6 to unmute your line when it is your turn to speak. Comments are limited to 3 minutes, or as otherwise directed.

4. Additionally, members of the public who wish to make a written comment on a specific agenda item, may submit a written comment via email to the pacscomments@costamesaca.gov. Comments received by 12:00 p.m. on the date of the meeting will be provided to the Commission, made available to the public, and will be part of the meeting record.

5. Please know that it is important for the City to allow public participation at this meeting. If you are unable to participate in the meeting via the processes set forth above, please contact the City Clerk at (714) 754-5225 or cityclerk@costamesaca.gov and staff will attempt to accommodate you. While the City does not expect there to be any changes to the above process for participating in this meeting, if there is a change, the City will post the information as soon as possible to the City's website.

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All pictures, PowerPoints, and videos submitted for display at a public meeting must be previously reviewed by staff to verify appropriateness for general audiences. No links to YouTube videos or other streaming services will be accepted, a direct video file will need to be emailed to staff prior to each meeting in order to minimize complications and to play the video without delay. The video must be one of the following formats, .mp4, .mov or .wmv. Only one file may be included per speaker for public comments. Please e-mail to pacscomments@costamesaca.gov NO LATER THAN 12:00 Noon on the date of the meeting.

Note regarding agenda-related documents provided to a majority of the Commission after distribution of the agenda packet (GC §54957.5): Any related documents provided to a majority of the Commission after distribution of the Agenda Packets will be made available for public inspection. Such documents will be posted on the city's website and will be available at the City Clerk's office, 77 Fair Drive, Costa Mesa, CA 92626.

All cell phones and other electronic devices are to be turned off or set to vibrate. Members of the audience are requested to step outside the Council Chambers to conduct a phone conversation.

Free Wi-Fi is available in the Council Chambers during the meetings. The network username available is: CM_Council. The password is: cmcouncil1953.

As a LEED Gold Certified City, Costa Mesa is fully committed to environmental sustainability. A minimum number of hard copies of the agenda will be available in the Council Chambers. For your convenience, a binder of the entire agenda packet will be at the table in the foyer of the Council Chambers for viewing. Agendas and reports can be viewed on the City website at <https://costamesa.legistar.com/Calendar.aspx>.

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ARTS COMMISSION REGULAR MEETING

April 2, 2026 – 6:00 P.M.

**ALISA OCHOA
Chair**

**ALLISON MANN
Vice Chair**

**CHARLENE ASHENDORF
Commissioner**

**FISHER DERDERIAN
Commissioner**

**BRENDAN FORD
Commissioner**

**ERICA LUCIA
Commissioner**

**DEBORA WONDERCHECK
Commissioner**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENTATION:

1. NEWPORT-MESA UNIFIED SCHOOL DISTRICT - ARTS REPORT
2. THE CITY OF COSTA MESA'S POET LAUREATE IN CELEBRATION OF NATIONAL POETRY MONTH

PUBLIC COMMENTS – MATTERS NOT LISTED ON THE AGENDA

Comments are limited to three (3) minutes, or as otherwise directed.

COMMISSIONER COMMENTS AND SUGGESTIONS

Comments are limited to three (3) minutes, or as otherwise directed.

CONSENT CALENDAR:

All matters listed under the Consent Calendar are considered to be routine and will be acted upon in one motion. There will be no separate discussion of these items unless members of the Arts Commission, staff, or the public request specific items to be discussed and/or removed from the Consent Calendar for discussion. The public can make this request via email at PACScments@costamesaca.gov and should include the item number to be addressed. Items removed from the Consent Calendar will be discussed and voted upon immediately following Arts Commission action on the remainder of the Consent Calendar.

1. [MINUTES](#) [26-219](#)

RECOMMENDATION:

Approval of the minutes of the March 5, 2026, Arts Commission meeting.

Attachments: [030526 Arts Draft Minutes](#)

MONTHLY REPORTS

1. ARTS SPECIALIST UPDATE

OLD BUSINESS:

1. [ARTS AND CULTURE MASTER PLAN BUDGET FOR FISCAL YEAR 26-220 2026-27](#)

RECOMMENDATION:

Staff recommends the Arts Commission: 1. Review and approve the budget recommendations to City Council for fiscal year 2026-27 (Attachment 1) 2. Review and approve the Arts Budget Frameworks (Attachment 2)

Attachments: [Agenda Report](#)

[1. Costa Mesa Arts Commission Budget Recommendation Memo](#)

[2. Arts Budget Frameworks Fiscal Year 2026-27](#)

[3. Budget Forecast Arts & Culture Master Plan](#)

NEW BUSINESS:

1. [APPROVAL OF ARTS GRANT AWARDS FISCAL YEAR 2025-26](#) [26-221](#)

Attachments: [Agenda Report](#)

[1. Arts Grant Funding Plan](#)

[2. Arts Grant Program Guidelines](#)

2. [ARTS COMMISSION PRESENTATION TO CITY COUNCIL](#) [26-222](#)

RECOMMENDATION:

Staff recommends the Arts Commission: 1. Review and approve the annual Arts Commission presentation to City Council.

Attachments: [Agenda Report](#)

ADDITIONAL COMMISSION MEMBER & STAFF COMMENTS

ADJOURNMENT

Next Regularly Scheduled Meeting: May 7, 2026.



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 26-219

Meeting Date: 4/2/2026

TITLE:

MINUTES

DEPARTMENT: PARKS AND COMMUNITY SERVICES

RECOMMENDATION:

Approval of the minutes of the March 5, 2026, Arts Commission meeting.

MARCH 5, 2026
6:00 P.M. – UNOFFICIAL MINUTES

CALL TO ORDER by Chair Ochoa at 6:00 PM.

PLEDGE OF ALLEGIANCE by Commissioner Lucia.

ROLL CALL

= Present = Absent

Commissioners

- Charlene Ashendorf
- Fisher Derderian
- Brendan Ford
- Erica Lucia
- Alisa Ochoa
- Allison Mann
- Debora Wondercheck

City Staff

- Brian Gruner, Parks and Community Svcs. Director
- Laurette Garner, Arts Specialist
- Monique Villasenor, Recreation Manager
- Laura Fautua, Executive Assistant
- Kathia Viteri, Recreation Specialist

PUBLIC COMMENTS: None

COMMISSIONER COMMENTS

Commissioner Ashendorf: Thanked staff for the February 19 “Nuts and Bolts” workshop, noting it was informative and productive, and encouraged attendance at the Frederick Weisman Foundation art exhibit at Coastline Community College.

Commissioner Derderian: Expressed appreciation to staff for the “Nuts and Bolts” workshop, stating it clarified commission roles, and shared insights from attending a national arts and culture summit in Washington, D.C., including upcoming July 4th celebrations.

Chair Ochoa: Thanked staff for the informative training, sought clarification regarding the applicability of the work plan to commissions versus committees, and highlighted the upcoming poetry workshop at the Donald Dungan Library.

CONSENT CALENDAR

1. MINUTES – 02/05/2026 Draft Minutes

Chair Ochoa had the following corrections:

- Page 2 – Old Business:
 - Add clarifying language to reflect the outcome of the study group, noting that it was determined that Commissioner Wondercheck would organize and lead the 250-voice choir.
- Page 5 – Closing Comments:
 - Include Ms. Villaseñor’s remarks acknowledging Ms. Thomas’s departure.
 - Include the Chair’s comments recognizing Black History Month.

MOTION/SECOND: Chair Ochoa made a motion to approve the February 6, 2026, amended meeting minutes/Seconded by Commissioner Derderian.

The motion carried by the following roll call vote:

Ayes: Commissioner Ashendorf, Commissioner Derderian, Commissioner Lucia, Commissioner Wondercheck, Vice Chair Mann, Chair Ochoa

Nays: None

Abstained: None

Absent: Commissioner Ford and Commissioner Wondercheck

Motion Carried: 5-0

MONTHLY REPORTS

1. ARTS SPECIALIST UPDATE

Ms. Laurette Garner, Arts Specialist, presented.

Chair Ochoa inquired about the timeline for the Arts and Culture Master Plan, noting if a contractor had been selected along with the implementation timeline.

No public comments.

OLD BUSINESS:

1. ARTS AND CULTURE MASTER PLAN BUDGET FOR FISCAL YEAR 2026-27

Mr. Brian Gruner, Parks and Community Services Director, introduced Finance Director, Carol Molina, and Finance Officer, Peter Diminich.

Commissioner Derderian requested clarification on the historical allocation and rollover of the \$60,000 large-scale installation funds, including how unspent funds are handled and whether they carry over between fiscal years.

Ms. Molina explained that fund rollovers are typically allowed when sufficient reserves exist, but due to the structural deficit, rollovers require City Council authorization and additional funding.

Commissioner Lucia inquired whether other budget areas required General Fund backfill for deficits and whether reallocating the \$60,000 to active program areas would similarly require annual deficit coverage.

Vice Chair Mann asked about potential solutions to increase funding, including whether grant writing or other revenue-generating efforts could be pursued by staff or commissioners.

Commissioner Ashendorf asked whether the annual tax revenue generated from Costa Mesa's creative sector had increased or decreased since the Arts and Culture Master Plan was approved five years prior.

Chair Ochoa asked whether staff supporting other commissions were funded through the General Fund and noted concern that the Arts Commission staff salary contributed significantly to the commission's annual deficit.

Commissioner Derderian asked about long-term solutions to structural funding issues, including potential ordinance changes, future funding of staff positions, reallocation processes, interim financial planning without an adopted master plan, and strategies for effectively advocating for increased arts funding.

Public Comment:

Eric Jimenez: Spoke in support of the mural and poetry projects, highlighting the positive impact of arts on youth development, community transformation, and public safety, and expressed his organization's commitment to supporting arts initiatives in Costa Mesa.

Commissioner Derderian asked about interim funding approaches, including whether Council should establish a framework, how the \$60,000 allocation would be used, and whether it would support the Master Plan consultant or require General Fund funding.

Commissioner Lucia recommended using the existing Master Plan roadmap to guide interim decisions, including evaluating current allocations and considering reinvestment priorities.

Commissioner Mann emphasized prioritizing completion of the Master Plan update and asked about the process and timing for Commission action or approval.

Commissioner Ashendorf acknowledged the clarified \$240,000 funding constraint and suggested reevaluating allocations, including partnerships and program effectiveness, rather than increasing staff workload for grant writing.

Chair Ochoa suggested evaluating community impact of current programs, supported reallocating funds toward broader community access, and requested clarification on changes to specific program funding.

Commissioner Derderian supported developing a formal funding framework and recommendation for Council approval to provide clearer direction to Finance and stabilize arts funding decisions during the interim period.

Chair Ochoa inquired if the framework consists of \$228,000.

Commissioner Derderian encouraged commissioners to propose specific funding amounts and justifications for programming allocations as part of a formal framework to be developed for Council consideration.

Commissioner Ashendorf recommended using the previously presented annual report data as a foundation to support funding decisions and framework development.

Chair Ocho sought clarification on funding allocations to Segerstrom-related programs and supported forming a small work group to develop a framework and report back at the next meeting.

Commissioner Lucia emphasized prioritizing increased arts grant funding based on community feedback and identified it as a key focus area for the proposed framework.

NEW BUSINESS:

1. ART MURAL APPLICATION AT 2096 HARBOR BOULEVARD

Ms. Laurette Garner, Arts Specialist, introduced Robert Plant.

Commissioner Derderian expressed support for the mural project, noting it would enhance visibility of art along Harbor Boulevard and shared clarification received from the artist regarding the design's meaning.

Chair Ochoa expressed support for the mural, noting its dynamic design and anticipated positive impact on Harbor Boulevard upon completion.

Public Comment: None.

2. ART MURAL APPLICATION AT 2274 NEWPORT BOULEVARD

Ms. Laurette Garner, Arts Specialist, Arts Specialist, introduced Diana Mueller.

Commissioner Lucia praised the presentation and project, highlighting the local investment and expressing hope that other developers would incorporate similar arts elements in their projects.

Chair Ochoa expressed appreciation for the project, noting it would enhance an area lacking public art and commended the inclusion of a local Orange County artist.

No public comments.

3. SIDEWALK POETRY PROJECT REVIEW

Ms. Laurette Garner, Arts Specialist, presented.

Commissioner Ashendorf expressed support for the Poetry Project, commending staff's direction on themes, emphasis on history, and inclusion of youth engagement.

Chair Ochoa asked how themes were selected and whether community outreach similar to Brentwood Park would be conducted for Shalimar Park.

Commissioner Lucia suggested including a definition of the Sidewalk Poetry Project and images from Brentwood Park to provide additional context.

Commissioner Derderian inquired about planned outreach efforts to engage teens and encourage participation in the Poetry Project.

Chair Ochoa inquired about a potential teen workshop at Shalimar Park, requested inclusion of a Spanish-language poem and clarification on translations, and expressed support for expanding stipends for participating poets.

Vice Chair Mann shared personal experiences highlighting the positive impact of murals on communities and expressed strong support for public art initiatives.

No public comments.

ADDITIONAL COMMISSIONER MEMBER & STAFF COMMENTS

Derderian suggested exploring partnerships and future investments to expand public art, particularly in underserved areas like Shalimar Park, to enhance community identity and engagement.

ADJOURNMENT Chair Ochoa adjourned at 7:16 PM.



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 26-220

Meeting Date: 4/2/2026

TITLE:

ARTS AND CULTURE MASTER PLAN BUDGET FOR FISCAL YEAR 2026-27

DEPARTMENT: PARKS AND COMMUNITY SERVICES

RECOMMENDATION:

Staff recommends the Arts Commission: 1. Review and approve the budget recommendations to City Council for fiscal year 2026-27 (Attachment 1) 2. Review and approve the Arts Budget Frameworks (Attachment 2)



City of Costa Mesa

77 Fair Drive
Costa Mesa, CA 92626

Agenda Report

Arts Commission

Item #: 22-220

Meeting Date: 4/2/2026

TITLE: ARTS AND CULTURE MASTER PLAN BUDGET FOR
FISCAL YEAR 2026-27

DEPARTMENT: PARKS AND COMMUNITY SERVICES

PRESENTED BY: LAURETTE GARNER, ARTS SPECIALIST

CONTACT INFORMATION: LAURETTE GARNER, ARTS SPECIALIST, (714) 754-5322

RECOMMENDATION:

Staff recommends the Arts Commission:

1. Review and approve the budget recommendations to City Council for fiscal year 2026-27 (Attachment 1).
2. Review and approve the Arts Budget Frameworks (Attachment 2).

BACKGROUND:

On November 3, 2020, Costa Mesa voters approved the "City of Costa Mesa Retail Cannabis Tax and Regulation Measure" (Measure Q). Currently the Arts & Culture Master Plan budget (Attachment 3) is partially funded through Measure Q, and is defined by municipal code as follows:

9-29.5 Cannabis Tax:

Notwithstanding any other provision of this Code, every person engaged in, managing, conducting, or carrying on any cannabis business defined in Chapter VI of this title, or any other marijuana and/or cannabis business, shall pay an annual business tax as follows:

(c) Every person who is engaged in, managing, conducting, or carrying on a business as a cannabis store-front retailer, as set forth in section 9-486(a), and/or who otherwise sells, dispenses and/or furnishes cannabis anywhere within the city, shall pay an annual business tax of 7% based on the gross receipts of that business.

(d) Every person who is engaged in, managing, conducting, or carrying on a business as a cannabis nonstore front retailer, as set forth in section 9-486(a), and/or who otherwise delivers cannabis anywhere within the city, shall pay an annual business tax of 7% based

on the gross receipts of that business, subject to the applicable provisions of section 9-40.

(g) One-half of one percent of the proceeds of the tax set forth in subsections (c) and (d) shall be directed toward the implementation of the cultural and arts master plan and one-half of one percent shall be directed towards the implementation of a first time homebuyer program for current residents of the city, former residents who were raised in the city and/or who graduated from the Newport Mesa Unified School District.

At the February 5, 2026 Arts Commission meeting, staff presented a budget update which included the FY 2026-2027 request that duplicated the same funds as outlined in year five (5) of the Arts and Culture Master Plan (ACMP). The current ACMP financial plan ends after year five (5).

At the March Arts Commission meeting, members of the City Finance attended the meeting to answer questions regarding funding for the Arts and Culture Plan and options for the next fiscal year's budget.

ANALYSIS:

Commissioners Lucia and Derderian volunteered to create a suggested framework for next year's budget as a way to prioritize funding in the interim period between the current ACMP and the potential update to the ACMP.

Commissioners Lucia and Derderian will present their budgetary recommendations intended for city council for the 2026-27 fiscal year, for the Arts Commission to review.

FISCAL REVIEW

No fiscal review is required.

LEGAL REVIEW

No legal review is required.

CONCLUSION:

Staff recommends the Arts Commission:

1. Review and approve the budget recommendations to City Council for fiscal year 2026-27 (Attachment 1).
2. Review and approve the Arts Budget Frameworks (Attachment 2).

MEMORANDUM

To: Costa Mesa Arts Commission
From: Fisher Derderian, Arts Commissioner; Ericia Lucia, Arts Commissioner
Date: April 2, 2026
Re: Budget Recommendations to City Council for FY 2026-27

Purpose

This memorandum summarizes the budget recommendations discussed between Commissioners Derderian and Lucia and presented to the full Arts Commission for consideration and forwarding to City Council. The intent is not to create new financial obligations but to remove the inefficiencies in how existing and anticipated resources are structured and deployed. These recommendations apply the lessons learned during the first cycle of the Arts and Culture Master Plan implementation to correct how existing dollars are structured and allocated. The current framework requires City finance staff to return to Council each year to request general fund dollars to backfill a recurring shortfall, creating unnecessary friction and inefficiency in the annual budget process. Updating city policies and municipal codes where applicable would ensure that arts funding is properly designated from the outset, staff time is not consumed by avoidable annual shortfalls, and public dollars are directed as efficiently as possible toward the community outcomes the Master Plan was designed to deliver.

Recommendation 1: Reclassify the Arts Specialist Position to the City's General Fund

The Arts Commission recommends that the full-time Arts Specialist position be reclassified from the Arts and Culture Budget to the City's general fund for personnel costs.

The Arts Specialist role was established as a direct outcome of the Arts and Culture Master Plan and hired in 2022 at an annual salary of approximately \$120,000. Currently, that cost is borne by the Arts and Culture Budget, which is inconsistent with how other City departments fund their staff. Every other City department draws on the general fund to cover employee salaries, and the Arts Specialist position should be treated no differently. In practice, the City has already been covering this cost through general fund supplements, meaning this reclassification does not introduce a new expense but rather aligns the budget structure with how the position is already being funded.

As currently structured, a substantial portion of the Arts and Culture Budget is directed toward a personnel line item rather than toward the programming, activations, and public art investments the Master Plan was designed to fund. Reclassifying this position to the general fund would restore those resources to their intended purpose and bring the budget structure into alignment with standard City practice.

Recommendation 2: Establish a Dedicated Public Art Fund

The Arts Commission recommends that the City work with the Finance Department to establish a formal, dedicated Public Art Fund. This action does not require a budget appropriation and can be initiated immediately through a request to Finance for Council approval.

A dedicated Public Art Fund would serve as a specialized, protected fund for public art investments. Critically, it would be structured so that it is not subject to general fund supplementation, meaning any unspent dollars would carry forward from year to year rather than reverting to the general fund at the close of each fiscal year. This structure ensures that public art funding accumulates purposefully over time and is available when meaningful projects are ready to move forward.

Establishing this fund now also creates the necessary infrastructure to support Recommendations 3 and 4 below. Before the City can formally direct TOT revenue or an increased cannabis tax allocation to public art, a designated fund must exist to receive those dollars. Creating the Public Art Fund is the foundational step that makes the remaining recommendations actionable.

Recommendation 3: Dedicate a Portion of Any Transient Occupancy Tax Increase to the Public Art Fund

The Arts Commission recommends that City Council designate a defined portion of any Transient Occupancy Tax (TOT) increase for the Public Art Fund.

The City Council is currently exploring a November 2026 ballot measure to raise Costa Mesa's TOT rate, which stands at 8%, the lowest among surrounding Orange County cities. City staff have projected that each additional 1% increase in the TOT could generate approximately \$1 million in new annual revenue for the City.

As the Council considers how to allocate that new revenue, the Arts Commission urges that the Public Art Fund be included as a designated recipient. Hotel visitors are among the most direct beneficiaries of a culturally vibrant city, and there is a clear and logical connection between tourism revenue and the public art investments that make Costa Mesa an attractive destination. Dedicating a share of TOT growth to the Public Art Fund would create a sustainable, visitor-supported funding stream tied directly to the community's cultural identity.

Recommendation 4: Increase the Cannabis Tax Allocation to Fund Full Implementation of the Arts and Culture Master Plan

The Arts Commission recommends that City Council amend the municipal code to increase the cannabis tax allocation dedicated to arts and culture from one-half cent to one full cent of the 7-cent-per-dollar retail cannabis tax, in order to better fulfill the original intent of Measure Q.

When the City adopted its retail cannabis ordinance, one-half cent of the 7-cent-per-dollar tax was earmarked to fund implementation of the Arts and Culture Master Plan. City leaders initially projected this revenue would be sufficient to fully fund the Master Plan's programs, estimated at approximately \$1.9 million over the plan's five-year term. In practice, revenue has fallen

significantly short of that projection. The City currently collects approximately \$230,000 annually in arts-related cannabis tax revenue, and that figure is not expected to grow meaningfully given existing caps on the number of licensed dispensaries. The City has relied on general fund supplements each of the past three years to make up the difference.

Doubling the allocation from one-half cent to one full cent would meaningfully close that gap and reduce the City's dependence on annual general fund backfills to sustain Master Plan programming. The original vision behind the Measure Q set-aside was to generate visible, tangible results for the community through a dedicated revenue source. Increasing the allocation is the most direct way to honor that commitment without asking for new or additional spending from the general fund. A portion of the increased allocation could be directed to the Public Art Fund established under Recommendation 2, ensuring a dedicated and visible source of funding for public art projects as envisioned under the Master Plan.

Conclusion

Taken together, these four recommendations reflect the Arts Commission's commitment to responsible stewardship of public resources. None of these recommendations create new financial obligations for the City. Each one is about directing existing or anticipated revenue more efficiently so that dollars already flowing into the City are put to work in the way they were originally intended. After several years of Master Plan implementation, it is clear that the current funding structure creates recurring inefficiencies: finance staff must return to Council annually to request general fund dollars to cover a predictable shortfall, and dedicated revenue sources are not being used as effectively as they could be. These recommendations ask Council to update the relevant policies and municipal codes so that those dollars reach their intended purpose without unnecessary administrative burden each year. The result will be a more efficient use of staff time, a more transparent use of public funds, and a stronger foundation for delivering on the arts and cultural vision Costa Mesa has already committed to: a city where creativity can flourish, arts and culture enrich everyday life, and Costa Mesa's identity as a City of the Arts is visible and felt by everyone who lives, works, and visits here.

ILLUSTRATIVE BUDGET FRAMEWORK FY 2026-27 AND 2027-28

Supporting Budget Recommendations to City Council

The following budget frameworks are provided to illustrate how the City's arts funding can be organized more clearly and deployed more effectively under current operating conditions.

As the City of Costa Mesa approaches the end of the current fiscal year, the Arts and Culture Master Plan has effectively expired, and an updated plan has not yet been adopted. At the same time, the City's cannabis tax ordinance continues to designate a portion of revenue specifically for implementation of the Master Plan. This creates a structural gap in which dedicated funding remains in place, but without an active, council approved framework guiding its use.

In practice, the arts program has continued to operate by funding annual programming in advance of realized revenue and relying on general fund backfills as needed. These frameworks reflect that existing reality and are intended to align the budget structure with how the program already functions, rather than introduce new funding obligations.

These models also account for the anticipated cost of the Master Plan update contract (estimated at approximately \$100,000), ensuring that the update process does not create additional pressure on the City's general fund and remains consistent with the intent of the ordinance.

Both scenarios organize funding into clear categories and reflect a simple principle: core programming and contractual obligations are funded first, with remaining funds directed toward a Public Art Fund capable of supporting visible, long-term improvements across the City.

FRAMEWORK

FY 25-26 Arts & Culture Budget

<u>Account</u>	<u>Item</u>	<u>Master Plan 25/26</u>	<u>Budget 25/26</u>
Multimedia, Promos			\$ 72,500.00
	Free at Segerstrom Center Campus (Free resident tickets)	\$ 60,000.00	
	Utility Box Art Program	\$ 12,500.00	
Consulting			\$ 2,500.00
	Artist Laureate Program	\$ 2,500.00	
Recreation			\$ 141,400.00
	ARTventure	\$ 20,000.00	
	Galleries (Youth Art Wall and The Exhibition at the Senior Center)	\$ 400.00	
	Action Arts (ARTventure event)	\$ 10,000.00	
	Free Park Performances	\$ 48,000.00	
	Art Crawl	\$ 3,000.00	
	Large Scale Temporary Public Art	\$ 60,000.00	
Grants			\$ 12,500.00
	Arts Grants Program	\$ 12,500.00	
	Total Events and Initiatives	\$ 228,900.00	\$ 228,900.00

FY26 & FY27 PROPOSED BUDGET @ 0.5% CANNABIS TAX REVENUE

<u>Account</u>	<u>Item</u>	<u>Proposed 26/27</u>	<u>Proposed 27/28</u>	<u>Justification</u>
Multimedia, Promos				
	Free at Segerstrom Center Campus	\$ 30,000.00	\$ 30,000.00	Reflects comments of Commission to reduce program.
	Utility Box Art Program	\$ 12,500.00	\$ 12,500.00	Maintains Master Plan Numbers.
Consulting				
	Artist Laureate Program	\$ 5,000.00	\$ 5,000.00	Increases prestige of laureate program.
	Master Plan Update	\$ 50,000.00	\$ 50,000.00	Splits approx cost over 2 years.
Recreation				
	ARTventure/Action Arts	\$ 45,000.00	\$ 45,000.00	Maintains Master Plan Numbers.
	Galleries	\$ 900.00	\$ 900.00	
	Free Park Performances	\$ 48,000.00	\$ 48,000.00	
	Art Crawl	\$ 4,000.00	\$ 4,000.00	
Grants				
	Arts Grants Program	\$ 30,000.00	\$ 32,500.00	Increase reflecting overwhelming community input within reason.
Public Art				
	Public Art Fund	\$ 4,600.00	\$ 2,100.00	Reflects remaining amount available at \$230k in revenue.
	Total Events and Initiatives	\$ 230,000.00	\$ 230,000.00	Total Cannabis tax revenue for 2025, assuming it remains constant.

FY26 & FY27 PROPOSED BUDGET @ 1.0% CANNABIS TAX REVENUE

<u>Account</u>	<u>Item</u>	<u>Proposed 26/27</u>	<u>Proposed 27/28</u>	<u>Justification</u>
Multimedia, Promos				
	Free at Segerstrom Center Campus	\$ 30,000.00	\$ 35,000.00	Reflects comments of Commission to reduce program.
	Utility Box Art Program	\$ 25,000.00	\$ 30,000.00	Increases # of boxes wrapped each year.
Consulting				
	Artist Laureate Program	\$ 7,500.00	\$ 7,500.00	Increases prestige while providing enough for Laureate to do more work.
	Master Plan Update	\$ 100,000.00	\$ -	All costs could be upfront.
Recreation				
	ARTventure/Action Arts	\$ 45,000.00	\$ 45,000.00	Maintains Master Plan Numbers.
	Galleries	\$ 1,000.00	\$ 1,000.00	Sufficient budget to host events for the art.
	Free Park Performances	\$ 60,000.00	\$ 60,000.00	More park performances in all districts, better performers at various events.
	Art Crawl	\$ 4,000.00	\$ 4,000.00	Maintains Master Plan Numbers as program is reconsidered.
Grants				
	Arts Grants Program	\$ 75,000.00	\$ 100,000.00	Allows city to better support artistic programs available to the community.
Public Art				
	Public Art Fund	\$ 112,500.00	\$ 177,500.00	Build up sufficient funds to begin commissioning art in the city with new master plan.
	Total Events and Initiatives	\$ 460,000.00	\$ 460,000.00	Doubles 2025 cannabis tax revenue.

BUDGET FORECAST

X - Year in which action is initiated

PRIORITY/RECOMMENDATION

FY21-22 FY22-23 FY23-24 FY24-25 FY25-26

1.1 - CHILDREN & YOUTH

Existing	SMART Camp EXPAND & POSSIBLE ADDITION OF OTHER ORGANIZATIONS/YOUTH PROGRAMS	\$60,000	\$70,000	\$80,000	\$90,000	\$100,000
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1.2- FREE ARTS EXPERIENCES CITY-WIDE

Existing	ArtVenture CURRENT EXPENDITURE YEARLY	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
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Existing	Galleries CURRENT EXPENDITURE YEARLY	\$400	\$400	\$400	\$400	\$400
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Existing	Action Arts CURRENT EXPENDITURE YEARLY	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
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New	Free Park Perfs. by local artists ONCE PER DISTRICT FY19-20 (6), INCREASE ONE ANNUALLY NOT INCLUDING SUMMER, WHEN CONCERTS ALREADY SCHEDULED BUDGET \$2,000 PER CONCERT FOR ARTISTS, STAFFING, PROMO	\$6,000	\$12,000	\$24,000	\$36,000	\$48,000
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New	Art "Crawl" \$250 AVAILABLE TO VENUES (4) FOR STAFFING, REFRESHMENTS RENTAL & STAFF OF 4 SHUTTLE VANS (ESTIMATED AT \$500 EACH)		\$3,000	\$3,000	\$3,000	\$3,000
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New	Costa Mesa Free at Segerstrom Center Campus PILOT PROGRAM TO OFFER FREE TICKETS TO CM RESIDENTS AT SELECTED PERFORMANCES; ADD OCMA WHEN IT OPENS		\$50,000	\$60,000	\$60,000	\$60,000
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New	Showmobile \$150,000 ONE-TIME CAPITAL EXPENSE, USEFUL LIFE AT LEAST 10 YEARS		\$150,000			
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2 - EXPAND PUBLIC ART

Existing	Utility Box Art 12-14 per year	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500
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New	Large-scale (6) INSTALLATION OF LARGE-SCALE TEMPORARY ART THROUGHOUT THE CITY; ONE IN EACH OF THREE DISTRICTS PER YEAR, TWO-YEAR LOAN INSTALLATION AND SELECTION CONSULTANTS		\$60,000	\$60,000	\$60,000	\$60,000
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X - Year in which action is initiated

PRIORITY/RECOMMENDATION

FY21-22 FY22-23 FY23-24 FY24-25 FY25-26

New	Re-design public amenities TO BE DETERMINED; AS NEEDED FOR REPLACEMENT					
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New	Permanent Public Art DEVELOP PLAN; FUND THROUGH DEVELOPER FEES					
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3.1 - ASSERT "CITY OF THE ARTS" BRAND

New	Graphic design BRANDING PROCESS		\$15,000			
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New	Artist Laureate HONORARIUM FOR INDIVIDUAL ARTIST SELECTED FOR ONE YEAR TERM - RESPONSIBILITIES WILL INCLUDE FREE PUBLIC PROGRAMS, APPEARANCES		\$2,500	\$2,500	\$2,500	\$2,500
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3.2 - HIRE PROFESSIONAL ARTS STAFF

	ARTS SPECIALIST (FTE) SALARY AND BENEFITS		\$120,000	\$120,000	\$120,000	\$120,000
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3.3 - ESTABLISH ARTS COMMISSION

New	Commissioner stipends \$100/MONTH STIPEND PER COMMISSIONER			\$8,400	\$8,400	\$8,400
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4.1 - RE-IMAGINE ARTS GRANTS

EXISTING	ARTS GRANTS SEE RECOMMENDATIONS SECTION FOR DETAILS	\$4,000	\$5,000	\$7,500	\$10,000	\$12,500
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4.2 - NEED FOR CREATIVE SPACES

	TBA, STAFF TIME AND POSSIBLE OUTSIDE CONSULTANTS					
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4.3 - KEEP "CREATIVES" IN COSTA MESA

NEW	AFFORDABLE ARTIST HOUSING TO BE DETERMINED					
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4.4 - PROMOTE CREATIVE SECTOR

	STAFF TIME					
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TOTAL

	\$103,400 CURRENT FY18-19 BUDGET	\$112,900	\$530,400	\$408,300	\$432,800	\$457,300
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PER CAPITA

	(BASED ON 113,825 POPULATION) \$0.91 CURRENT PER CAPITA ARTS EXPENDITURE	\$0.99	\$4.66	\$3.59	\$3.80	\$4.02
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ANNUAL TAX REVENUE GENERATED BY COSTA MESA CREATIVE SECTOR
\$1,700,000



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 26-221

Meeting Date: 4/2/2026



Agenda Report

Arts Commission

Item #: 26-221

Meeting Date: 4/2/2026

TITLE: APPROVAL OF ARTS GRANT AWARDS FISCAL YEAR 2025-26

DEPARTMENT: PARKS AND COMMUNITY SERVICES

PRESENTED BY: LAURETTE GARNER, ARTS SPECIALIST

CONTACT INFORMATION: LAURETTE GARNER, ARTS SPECIALIST, (714) 754-5322

RECOMMENDATION:

Staff recommends the Arts Commission:

1. Review and approve arts grant awards for the Fiscal Year 2025-26 Arts Grant program (Attachment 1).

BACKGROUND:

The Cultural Arts Committee (CAC) implemented an Arts Grant program in 2017, funded by money generated through ARTventure fees and Utility Box Art Program sponsorships. As of May 25, 2021, the CAC Grant Program had distributed \$11,375 to twenty-three arts related projects organized by artists and arts organizations hosted within the City of Costa Mesa.

For the current fiscal year, 2025-26, arts grant awards are funded through the Arts and Culture Plan Fund. The total allocated amount is twelve thousand five hundred dollars (\$12,500). In addition, the Arts Grant program includes the revised guidelines that were approved by the Arts Commission at the April 3, 2025 meeting (Attachment 2).

ANALYSIS:

In preparation for the current year Arts Grant program, staff prepared an arts grant announcement which was posted using the following methods:

- The Spring Spotlight, the City's recreation magazine that was printed and distributed to 45,500 households
- The Snapshot, the City's weekly newsletter
- The Parks and Community Services and City of Costa Mesa social media accounts
- Spark Orange County- Arts Orange County's event website
- Emails sent to various artists and arts organizations and schools, which included the NMUSD Teacher on Special Assignment (Arts) and the County Arts Coordinator
- Print flyers placed in city facilities

Applications were available on the City's website www.costamesaca.gov/artsculture and were due by March 9, 2026.

Staff reviewed each of the grant applications to ensure they were complete and met all of the criterias in the Arts Grant Guidelines. For the current fiscal year, there were fifteen (15) grant applications received, of which fourteen (14) met the requirements.

Staff created an Arts Grant Review Panel, which consisted of two (2) Arts Commissioners, and one (1) arts administrator. The review panelists were each provided the fourteen (14) Arts Grant Program applications and materials, along with guidelines for scoring and a scoring rubric. Panelists were instructed to complete an online scoring sheet for each application and submit them to the Arts Specialist. The review panel also participated in a Zoom meeting with city staff to review all final scores and funding suggestions. Funding amounts were designated by each panelist and subsequently reviewed and approved by City staff.

Staff have provided a breakdown of the programs and the funding amounts recommended by the Arts Grant Review Panel. Staff recommends that the Commission review the results and approve the grant amounts for the organizations listed, with the amounts that are specified for each organization.

All organizations that applied for grants have been notified of the Arts Commission meeting and applicants are welcome to make public comments during the appropriate portion of the meeting. Any questions related to the review or scoring process can be shared with staff. Once approved, staff will draft an agreement for each awarded applicant and submit the necessary forms to the finance department requesting that checks be processed and mailed to the grant recipients. Staff will be evaluating the applicants to ensure that all grant funds are used for the purpose identified in the application and may attend funded events. Each awarded applicant is required to fill out an Arts Grant Final Report. and may be asked to present about their project/event at an upcoming Arts Commission meeting. Any problems or issues will be reported back to the Commission later. Each organization has 12 months to spend their funds, or they will be required to forfeit them back to the City.

FISCAL REVIEW:

Funding for the Arts Grant program is currently supported with funds from the Arts & Culture Plan Fund as per the Arts & Culture Master Plan. The fund currently has \$12,500 to distribute for the 2025-26 fiscal year.

LEGAL REVIEW:

No legal review is required at this time.

CONCLUSION:

It is the recommendation of staff that the Arts Commission review and approve the grant awards for the Fiscal Year 2025-26 Arts Grant program.

ARTS GRANT AWARDS

FISCAL YEAR 2025-26

- For the current fiscal year, there were 14 eligible applications
- Each application was reviewed by a review panel of three people (2 Arts Commissioners and 1 arts administrator)
- A perfect score for an application is 30 points
- Requested funds could be for up to \$5,000 for a project and or event in Costa Mesa
- Total funds available: \$12,500

Arts Organization or Individual	Project or Event	Final Score	Requested Amount	Award Amount
<p>Ramon Guzman</p> <p>Fiscal Sponsor: Trellis International</p>	<p>Faces and Reflections of Costa Mesa / Rostros y Reflejos de Costa Mesa is a public art installation and living tribute to the Hispanic/Latin-X residents who form the city's cultural backbone. Hosted at historic Lions Park during Hispanic Heritage Month, this temporary installation transforms traditional portraiture into an interactive civic experience, displaying from September 15 to October 15, 2026, with a community unveiling on September 15th.</p> <p>Event Summary: The project launches with an unveiling at Lions Park, providing a dedicated civic space for residents to engage with the artwork, read bilingual histories, and celebrate their shared identity. The launch features targeted bilingual outreach and temporary directional signage ensuring accessibility.</p> <p>Art Installation Details: The installation features three large, weather-resistant A-frame structures elevating local voices:</p> <p>Structure 1: Displays intimate portraits of Costa Mesa families paired with bilingual stories.</p> <p>Structure 2: Provides project background and community testimonies about the installation's meaning.</p> <p>Structure 3: Introduces a shatterproof polycarbonate mirror for park visitors to see their reflections alongside these narratives. This structure includes ground-level accessibility features in Spanish and English and incorporates a QR code. Individuals can upload their self-portraits to City of Costa Mesa social media pages, promoting civic innovation.</p>	29	\$5,000	\$5,000

Arts Organization or Individual	Project or Event	Final Score	Requested Amount	Award Amount
Dance 4 Joy	<p>The West Side Alive Summer Camp is a community arts education program that brings dance, creativity, and cultural enrichment to children ages Pre-K through 6th grade in West Side Costa Mesa. Led by Dance 4 Joy Ministries (D4J), the program creates an inclusive and welcoming environment where children of all backgrounds and abilities can experience the joy of artistic expression and movement. Since 2007, D4J has served the West Side Costa Mesa community by providing accessible arts programming that supports creativity, confidence, and community connection. The Camp is expected to serve approximately 45-50 children from local schools, churches, and community organizations. Many participating students come from West Side Title I schools, where higher rates of free and reduced-price lunch indicate a greater need for accessible community arts opportunities.</p>	28	\$2,500	\$2,500
Backhausdance	<p>Following the success of the 8-week pilot project funded by the City of Costa Mesa Arts Commission in fall 2025, Backhausdance proposes a new season of "Dance for Joy and Well-Being," from September 28 to November 16, 2026 at the Costa Mesa Senior Center. Led by professional Backhausdance dancers and teaching artists, each 90-minute workshop over the 8-week period, includes warm-up, learning contemporary movement vocabulary and technique, improvisation, and storytelling, with seated or standing exercises, partner work, and simple choreographed sequences set to uplifting music chosen by participants. The last session features a company class with additional Backhausdance members and a special performance by the Backhausdance Education Performing Company of new repertory set to the music of Aaron Copland, including "Simple Gifts" from Appalachian Spring and "Hoe Down" from Rodeo. New in 2026, the program will connect to the national celebration of the 250th anniversary of the Declaration of Independence, exploring music by American composers and themes inspired by historic places across the United States and will also explore a partnership with Local 7 of the American Federation of Musicians (in Santa Ana) to incorporate live musicians as accompanists for workshops and the final celebration.</p>	28	\$2,500	\$2,500

Arts Organization or Individual	Project or Event	Final Score	Requested Amount	Award Amount
Pacific Symphony	Grant funds are requested for the Class Act Music Education Program in three Costa Mesa elementary schools during the 2026-27 academic year. Specifically, students at Victoria, College Park Elementaries and Frontier Academy will participate in year-long music engagement that includes classroom lessons, on-site concerts and a bus trip to the Concert Hall for a full Pacific Symphony concert. For 31 years, Class Act has met the need for music education in schools to help Orange County improve student scholastic test scores and academic achievement. Class Act trains and places Pacific Symphony musicians in schools where students receive impactful music learning. Through year-long residencies, musicians focus on the fundamentals of music through age-appropriate classroom lessons and musician performances culminating with a trip to see the orchestra perform.	26	\$5,000	\$2,500
			<u>TOTAL:</u>	\$12,500

ARTS GRANT GUIDELINES & APPLICATION

CITY OF COSTA MESA
Fiscal Year: 2025-2026

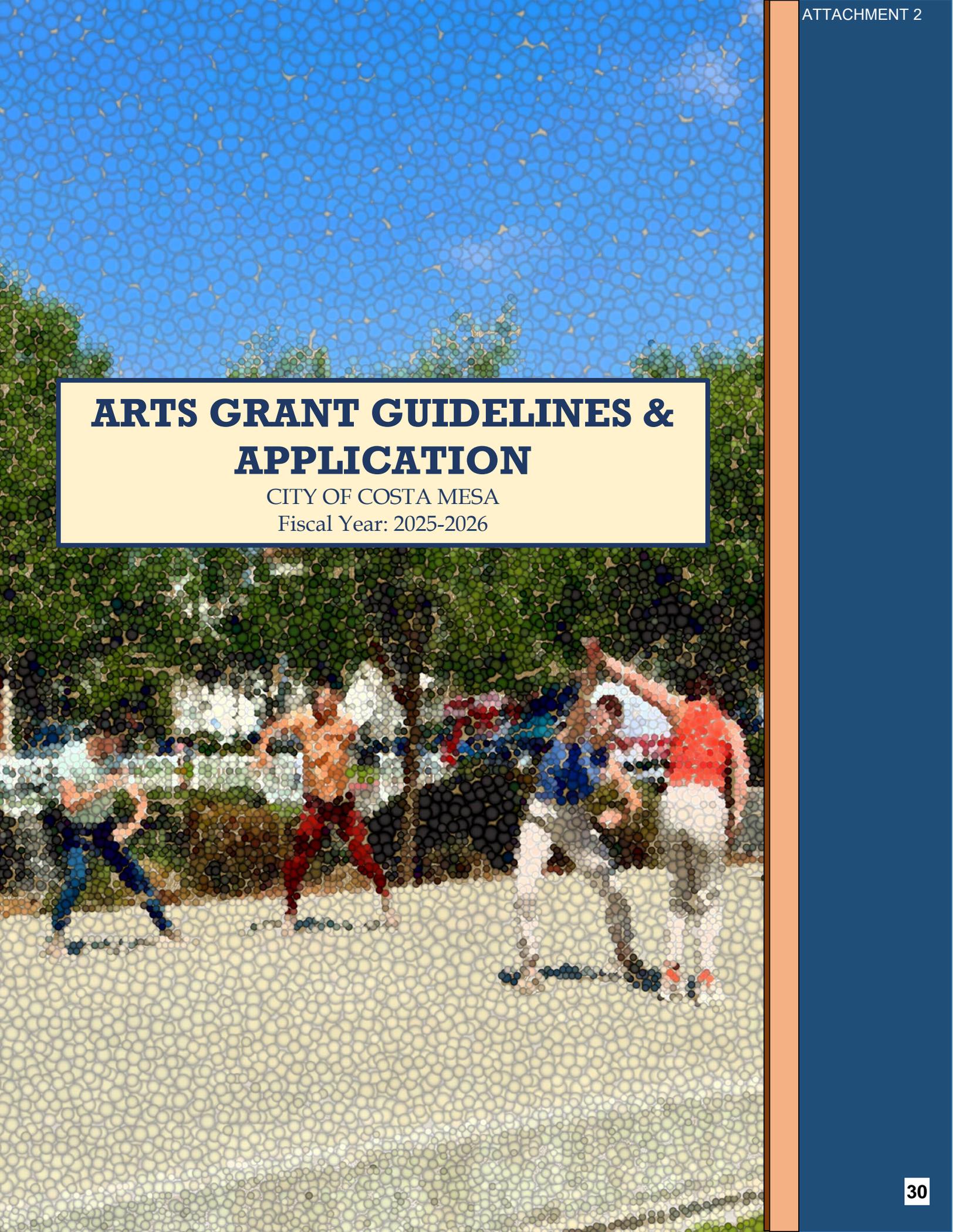


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ARTS GRANTS GUIDELINES AND APPLICATION

OVERVIEW

The City of Costa Mesa Arts & Culture Master Plan (established in 2021) recommits to the arts with the creation of four main goals:

1. Increase opportunities for all to experience the arts and culture throughout our community, with a commitment to equity, diversity and inclusion
2. Expand Public Art throughout the City
3. Professionalize and elevate the status of arts and culture in City government
4. Support Costa Mesa's thriving creative economy

The Arts Grant program was identified for continued and increasing support by the Costa Mesa City Council through the Arts & Culture Master Plan and supports activities that provide and support quality arts and cultural programming within the city of Costa Mesa.

The Parks and Community Services Department is committed to enhancing the community through the delivery of innovative recreational programs; quality parks and facilities; and services that promote social, physical and emotional well-being. Arts & Culture are a part of this commitment and the City of Costa Mesa strives to embody its namesake as the "City of the Arts".

MISSION

The Arts Grant Program strives to make arts and culture opportunities accessible to the residents of Costa Mesa by providing monetary support to local and regional arts organizations, artists and teachers. The City of Costa Mesa recognizes that this is an important part of a thriving creative economy that enhances the quality of life for all residents.

Project criteria will address and support:

- Audience accessibility and a commitment to equity, diversity and inclusion
- Arts education in schools and or community settings and or lifelong arts learning opportunities for all ages
- Local and regional organizations
- Organizational capacity for arts organizations
- New and innovative arts programs and emerging organizations

APPLICATION PROCESS AND DEADLINES

The 2026-2027 fiscal year Arts Grant guidelines support and provide funding to artists, arts organizations and schools within the city limits of Costa Mesa.

Applications must be submitted online. The application questions can be found in the Appendix at the end of this document. If you need assistance filling out the application, please contact Laurette Garner, Arts Specialist.

IMPORTANT DATES FOR ARTS GRANT CYCLE

Application Opens: January 5, 2026

Application Closes: March 9, 2026

Arts Commission funding review and approval: April 2, 2026

Project Completion: 1 year from the date on the Arts Agreement contract executed by the City of Costa Mesa and the applicant

AWARD AMOUNT

Total funding available for the Fiscal Year 2025-2026 is \$12,500.

- There is a maximum award amount for up to \$5,000.
- The Parks and Community Services Department will offer a 75% discount to approved Arts Grant Program grantees for Costa Mesa facilities and park rentals as part of their arts grant project/event. The discount can be applied for up to four days for facilities and parks and must be used within the same fiscal year as the arts grant award. Any other fees or costs associated with an arts grant project/event are the responsibility of the grantee.
- All final reports and budget details are due within 30 days of the completion of the event, project or program or by the Project Completion deadline, whichever comes first.
- The full grant amount will be awarded as close to the start date, specified on the application, as possible. Please note, that in order to continue to receive funds year after year, a final report and budget will need to be submitted within 30 days of completion. If these are not submitted by the deadline, arts grant applications for the next fiscal year will not be considered.

ELIGIBILITY

- All applicants, including fiscal agents, must be determined to be not-for-profit, tax-exempt organizations by either the Internal Revenue Service or the California State Franchise Tax Board
- Arts Organizations, artists and schools are eligible to apply
 - Individual artists or organizations aspiring to a non-profit status may apply through a fiscal agent
 - Fiscal agents will be responsible for receiving awarded funds and dispersing these funds with a service fee no more than 5% (recommendation) of the total amount awarded to the applicant
 - Organizations that act as fiscal agents are still eligible to apply for Arts Grants for their own projects
 - Any individual artist receiving funding through a fiscal agent must be 18 year of age on or before the application date
- Project occurs within Costa Mesa city limits
- Applicant may only apply once annually
- If a project or event includes a partnership with another organization, only one application may be submitted for that project or event involving all parties
- All partnerships must include a signed letter of agreement between two parties detailing each parties' participation in the event, project or program

APPLICATION REVIEW

Phone or video conference meetings can be arranged with Laurette Garner, Arts Specialist. To make an appointment, please contact at (714) 754-5322 or email:

laurette.garner@costamesaca.gov

PANEL REVIEW AND SCORING OF APPLICATIONS

Submitted applications are reviewed and scored by a peer panel consisting of local and regional artists and various arts professionals. The panel will create a funding plan to be reviewed and approved by the Costa Mesa Arts Commission.

REVIEW AND SCORING INFORMATION

- Parks & Community Services staff will begin reviewing applications once the deadline has passed and the application is closed.
- All eligible applications will be forwarded to an external panel of community arts professionals for evaluation and scoring.
- Incomplete applications or applications falsifying information will be deemed ineligible.

SCORING RUBRIC

Applications are evaluated on the basis of the project's relationship to the Arts Grant Mission, as stated above. Awarded projects make efforts to address and emphasize the following: audience accessibility, arts education in schools, lifelong arts learning, support capacity building for local and regional arts organizations and encourage innovation in how programs are implemented and created.

See example of Scoring Rubric in the Appendix

FUNDING DECISIONS

Final funding decisions are made by the Arts Commission. Award amounts vary and can be up to \$5,000 per applicant. The number of awards are determined each year by available funding and recommendations for award amounts are determined by each applicant's score based on the rubric below. Please review the scoring rubric while completing your application.

GRANTEE REQUIREMENTS

AGREEMENT

All approved applications will need to enter into an agreement with the City of Costa Mesa. All agreements must be signed by the agent listed on the organization's (fiscal agents included) [Statement of Information](#) filed with the California Secretary of State. This is the person who is authorized to enter into legally binding agreements on behalf of your organization (i.e. CEO, CFO). Further documentation of signature authorization will be requested if the most recent State of Information has not been filed.

FINANCIAL MANAGEMENT

Grant recipients are required to maintain financial accounts, records and evidence pertaining to costs incurred and revenues acquired under the respective grant program. Grantees should be able to provide upon request:

- Accurate and complete disclosure of revenue and expenses for the project
- Records that adequately identify the sources and application of funds for grant sponsored activities
- Accounting records supported by source documentation- invoices, receipts, bank statements etc.

All grantees must provide documents within 30 days after the project, program or event has ended. This includes a final report and budget accounting of how the funds were utilized. See final report on page 13.

PUBLIC ACKNOWLEDGEMENT

- Grantees must credit the City of Costa Mesa Parks & Community Services department for its support of the project in printed, electronic and broadcast promotions.
- The following acknowledgement along with a City of Costa Mesa logo (provided in the Appendix with guidelines) must appear on all printed and electronic materials: “This project is funded in part by the City of Costa Mesa’s Arts Grant program.”
- Grantees who fail to provide public acknowledgement may be denied future project funding.

PROMOTION BY CITY

- Grantees are required to give accurate dates and times for their grant funded project, to the Parks & Community Services Department so that city staff can relay this information to the Arts Commission at least two weeks in advance of the scheduled program.
- If a grantee would like to participate in promotion through approved city channels, they may opt-in as part of their agreement. All participation and promotion through city’s social media channels and other outlets, is subject to review, edits and approval by program staff prior to promotion. All grantees are encouraged to extensively promote funded projects on social media platforms when able. The City of Costa Mesa account handles are:
 - Parks & Community Services Department
 - Facebook: [costamesa.recreation](https://www.facebook.com/costamesa.recreation)
 - Instagram: [@cm_recreation](https://www.instagram.com/cm_recreation)
 - City of Costa Mesa
 - Facebook: [CostaMesaCityHall](https://www.facebook.com/CostaMesaCityHall)
 - Instagram: [@cityofcostamesa](https://www.instagram.com/cityofcostamesa)

HOW TO APPLY

APPLICATION

All applications must be submitted online. The application is available at:
www.costamesaca.gov/artsculture

Please see application questions in the Appendix to prepare for the online submission process.

ADDITIONAL INFORMATION

Arts Commission meetings take place on the first Thursday of the month at 6:00 p.m. The agenda is made public three working days in advance. Grantees are encouraged to attend meetings that are relevant to the Arts Grant approval process and may be asked to present their project during these monthly meetings.

[Arts Commission | City of Costa Mesa \(costamesaca.gov\)](#)

QUESTIONS?

If you need assistance with the application process, please contact Laurette Garner, Arts Specialist at: laurette.garner@costamesaca.gov or call (714) 754-5322.

APPENDIX

ELIGIBLE AND INELIGIBLE COSTS

The City of Costa Mesa will NOT award arts grants to:

- Government agencies or public authorities
- Applicants that have a “delinquent” status with the Arts Grant funding program
- Retroactive funding for completed activities
- Projects for the sole promotion of, or consumption by, a specific religion or religious sect
- Cash reserves or endowments of any kind. Awards are to be expended within the funding period for each fiscal year
- Capital expenditures, including construction, renovation or purchase of real property
 - Purchases or repairs for arts-specific equipment with the capability of extended use over several years is permitted
- Projects that are not related to non-profit arts projects or activities
- A for-profit business or activity
- Projects through a fiscal sponsor that benefit the sponsoring organization or are an extension of the sponsoring organization’s program and services
- Support groups and or non-profit organizations supporting city departments or facilities
- Projects with the sole purpose of reducing existing deficits in an organization

Funding may NOT be used for:

- Fundraising expenses
- Consultants who are members of an applicant’s staff or board
- Scholarships, fellowships or tuition assistance
- Any and all in-person activities outside the Costa Mesa city limits
- Entry fees for competitions or sponsorship fees
- Pageants, fundraising events or hospitality costs
- Publication or manuscripts or compositions not created as part of an arts grant supported project
- Purchase of monetary awards, cash prizes, contributions or donations
- Scholarly or academic research, tuition and activities which generate academic credit or formal study towards an academic or professional degree

APPLICATION INFORMATION & QUESTIONS

[Please fill out the application online.](#)

- Contact Information
- Website
- Facebook
- Instagram
- Project Title
- Description of the project (time, date, location, number of participants, event summary)
- Please upload additional documentation if needed
- Describe how your project connects to and addresses portions of the Arts Grant Mission Statement
- Please write out your project schedule below (duration and time of completion):
- Amount of funds requested
- How will the funds be utilized (be specific and give examples)
- Upload budget document
- If funds are awarded, a report summary of the project is required to be submitted within 30 days of the project completion to the Arts Specialist. Can you commit to this requirement?
- If funds are awarded, we ask that you provide content for Social Media promotion as needed. Can you commit to this requirement?
- A City of Costa Mesa staffer may attend events and do site visits as needed. Do you consent and can you accommodate this request?

PARTNERSHIP AGREEMENT

THIS PARTNERSHIP AGREEMENT is entered into on _____ (month) and _____ (day), 2026 between the following persons:

Name: _____ (“Party 1”)
Address: _____
Email: _____

AND

Name: _____ (“Party 2”)
Address: _____
Email: _____

The above-named persons agree that upon the commencement date of this partnership, they shall be deemed to have become partners in an Arts Grant project and utilize funds from the City of Costa Mesa. The purposes, terms and conditions of this partnership are as follows:

- 1. Business/Project Name: _____
2. Address/Site of Project: _____
3. Purpose of the project: _____
4. Term- The partnership shall commence on the date mentioned above and continue until dissolved by mutual agreement of the partner, or as the terms below:
5. Contributions of each partner:

Party 1 shall be responsible for

AND

Party 2 shall be responsible for

Date: _____

Party 1 Signature: _____

Party 2 Signature: _____

SCORING RUBRIC

TOPICS TO CONSIDER	EXEMPLARY (5 points)	ADEQUATE (4 points)	NEEDS IMPROVEMENT (3 points)	SCORE
Artistic & Cultural Merit -The project is well thought out, innovative and will bring a fresh perspective to audiences in Costa Mesa.				
Arts Grant Mission -The project adheres to a portion of the mission statement.				
Project Clarity -The application is well written, the schedule is planned out and the budget needs are clear.				
Financial Need & Impact - (Organizations with annual revenues less than \$2 million)-The applicant clearly explains the financial need and how the grant funds will be used.				
Community Engagement & Public Value -The project clearly engages the community of Costa Mesa and serves a significant audience with accessibility, equity, diversity and inclusion in mind. The application lays this out clearly and succinctly.				
Passion Vote - This project is great and you love it. It's just a feeling! You can't explain it☺				

TOTAL SCORE (Max Score=30): _____

FINAL REPORT

Please fill out this report online: www.costamesaca.gov/artsculture

Pursuant to terms detailed in the City of Costa Mesa Arts Grant Agreement, the Grantee shall submit a Final Arts Grant Report electronically within 30 days of completion of the project. This information will be used, in part, to develop quantitative and qualitative outcomes for the City of Costa Mesa's Arts & Culture division programs.

Arts or Arts Organization Information

- Prepared by (Name and Title)
- Arts Organization/Artist Name
- Email

Project Information

- What kind of project was it?
- Project Title
- Briefly describe how you met your project's criteria and how you measured the project's impact. What worked well? How do you know? (How did you evaluate and measure your goals?)
- Did you receive any testimonials (written or verbal quotes) from audience members or participating artists that you would like to share? Please include a first name of the person and their relationship to the project
- Number of paid artist(s)/performer(s)
- Number of volunteer/unpaid artist(s)/performer(s)
- Total attendance

Project Budget

- Amount of Arts Grant Award
- Please Upload Completed Budget Template
- Please explain or provide any additional details

Marketing and Community Outreach

- Did the organization acknowledge the City pursuant to the terms and conditions detailed in the Arts Grant Agreement?
- Please use the area below to acknowledge any press articles written (website links) about your grant-funded program (if applicable).
- Please upload any photos you would like to share. By uploading pictures you are authorizing the City of Costa Mesa full rights to us this for social media and/or marketing related to Arts & Culture programs.

CITY OF COSTA MESA LOGO EXAMPLES



Costa Mesa
City of the Arts



Costa Mesa
City of the Arts

BUDGET TEMPLATE

Next 5 pages.....



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 26-222

Meeting Date: 4/2/2026

TITLE:

ARTS COMMISSION PRESENTATION TO CITY COUNCIL

DEPARTMENT: PARKS AND COMMUNITY SERVICES

RECOMMENDATION:

Staff recommends the Arts Commission: 1. Review and approve the annual Arts Commission presentation to City Council.



City of Costa Mesa

77 Fair Drive
Costa Mesa, CA 92626

Agenda Report

Arts Commission

Item #: 26-222

Meeting Date: 4/2/2026

TITLE: ARTS COMMISSION PRESENTATION TO CITY COUNCIL
DEPARTMENT: PARKS AND COMMUNITY SERVICES
PRESENTED BY: LAURETTE GARNER, ARTS SPECIALIST
CONTACT INFORMATION: LAURETTE GARNER, ARTS SPECIALIST, (714) 754-5322

RECOMMENDATION:

Staff recommends the Arts Commission:

1. Review, discuss, and provide feedback on the annual Arts Commission presentation to City Council.

BACKGROUND:

In 2017, the Costa Mesa City Council unanimously approved the development of the City's first Arts and Culture Master Plan (ACMP). On March 16, 2021, the City Council awarded a contract to Arts Orange County to complete the ACMP. A subsection goal of the ACMP was to establish a City Arts Commission. On July 19, 2022, the City Council established a seven-member Arts Commission and Commissioners were appointed on September 20, 2022. The Commission held its first meeting on November 3, 2022.

The Arts and Culture Master Plan was created as a five-year plan and included a proposed budget for each fiscal year to be approved annually by City Council. The plan is currently in its fifth and final year. Staff issued an RFP in January 2026 and are in the process of selecting a consultant to implement an update to the ACMP.

The Arts Commission designee will present to the City Council to provide highlights of the Commission's accomplishments over the past year.

ANALYSIS:

Each year, the Arts Commission meets monthly to discuss the goals and objectives of the Arts and Culture Master Plan approved by City Council. The ACMP directly supports the City Council's core values of Innovation, Compassion, Inclusion and Collaboration and actively works to embody the City Council goals by strengthening public safety and improving upon the quality of life in Costa Mesa.

During this meeting, the eight to ten PowerPoint slide will be reviewed and discussed for Arts Commission feedback.

- Since the implementation of the ACMP and the hiring of the Arts Specialist in 2022, the following programs and goals from the five (5) year plan have been implemented and re-evaluated:
 - Annual Art Crawl Experience
 - Arts Grant Program with new guidelines and application
 - ARTventure juried art exhibition and awards ceremony
 - Revised guidelines and standards for The Exhibition space at the Costa Mesa Senior Center and for the Youth Art wall in the City Hall lobby
 - Free Park Performances at parks and city events
 - Free at Segerstrom Center Campus program
 - Poet Laureate Program
 - Created new guidelines for Utility Box Art Program
 - Implemented optional private property Mural Permit in TESSA
 - Updated Arts and Culture Calendar and Artist Directory
 - Hired consultant Arts Orange County to create an Art in Public Places Report to guide the public art goals in the ACMP

- Accomplishments for 2025 include:
 - Selection of new Poet Laureate for two-year term as Costa Mesa's first ever Poet Laureate position
 - Reviewed and approved twelve (12) new designs for the Utility Box Art Program
 - Reviewed and approved nine (9) grantees for the Arts Grant Program
 - Reviewed and made changes to the Arts Grant Program guidelines that included increases to arts grant amounts
 - Participation in a review panel to select poetry for a new public art initiative: Sidewalk Poetry project for implementation at Brentwood Park
 - Reviewed and approved a new Scope of Work for ACMP update
 - Discussion and review of the Art in Public Places Report as part of a larger plan to draft a public art ordinance for implementation in the future as a mechanism to fund public art projects

- In the upcoming 2026 year, the Arts Commission will continue evaluating the previous Arts and Culture Master Plan and plans to:
 - Assist in the implementation of a potential update and new Arts and Culture Master Plan for City Council review
 - Review and approve new poems for new Sidewalk Poetry Project for upcoming park renovations at Ketchum-Libolt and Shalimar Parks
 - Draft an official public art ordinance for City Council review
 - Review and make suggestions for optional TESSA mural applications for private property

- Review and approve new designs for the Utility Box Art Program
- Review and approve new Arts Grant program grantees
- Proposed budget priorities and recommendations (Attachment 1):
 - Reclassify the Arts Specialist position to the City's General Fund
 - Establish a dedicated Public Art Fund
 - Dedicate a portion of any Transient Occupancy Tax increase to the Public Art Fund
 - Increase the Cannabis Tax Allocation to fund the full implementation of the Arts and Culture Master Plan
 - Approve consultant, if selected by City Council, to work on a new ACMP update
 - Approve new budget framework to fund the interim period between the last year of the current ACMP and the implementation of the proposed update to the ACMP

ALTERNATIVES

City Council may provide feedback and direction on upcoming year's goals and objectives and budget priorities and recommendations.

FISCAL REVIEW

Funding requests will be discussed and considered during the City Council budget process.

LEGAL REVIEW

No legal review is required at this time.

CONCLUSION:

Staff recommends the Arts Commission:

1. Review, discuss, and provide feedback on the annual Arts Commission presentation to City Council.