



# **CITY OF COSTA MESA**

## **ARTS COMMISSION**

### **Agenda**

---

**Thursday, June 5, 2025**

**6:00 PM**

**City Council Chambers  
77 Fair Drive**

---

The Commission meetings are presented in a hybrid format, both in-person at City Hall and as a courtesy virtually via Zoom Webinar. If the Zoom feature is having system outages or experiencing other critical issues, the meeting will continue in person.

#### **TRANSLATION SERVICES AVAILABLE / SERVICIOS DE TRADUCCIÓN DISPONIBLE**

Please contact the City Clerk at (714) 754-5225 to request language interpreting services for City meetings. Notification at least 48 hours prior to the meeting will enable the City to make arrangements.

Favor de comunicarse con la Secretaria Municipal al (714) 754-5225 para solicitar servicios de interpretación de idioma para las juntas de la Ciudad. Se pide notificación por lo mínimo 48 horas de anticipación, esto permite que la Ciudad haga los arreglos necesarios.

Members of the public can view the Commission meetings live on COSTA MESA TV (SPECTRUM CHANNEL 3 AND AT&T U-VERSE CHANNEL 99) or [http://costamesa.granicus.com/player/camera/2?publish\\_id=10&redirect=true](http://costamesa.granicus.com/player/camera/2?publish_id=10&redirect=true) and online at [youtube.com/costamesatv](https://www.youtube.com/costamesatv).

Closed Captioning is available via the Zoom option in English and Spanish.

**Zoom Webinar:**

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/81725255148?pwd=SIE4V2hFRVksZFAvejhRbkE5T3dhdz09>

Or sign into Zoom.com and “Join a Meeting”

Enter Webinar ID: 817 2525 5148 / Password: 811727

- If Zoom is not already installed on your computer, click “Download & Run Zoom” on the launch page and press “Run” when prompted by your browser. If Zoom has previously been installed on your computer, please allow a few moments for the application to launch automatically.
- Select “Join Audio via Computer.”
- The virtual conference room will open. If you receive a message reading, “Please wait for the host to start this meeting,” simply remain in the room until the meeting begins.
- During the Public Comment Period, use the “raise hand” feature located in the participants’ window and wait for city staff to announce your name and unmute your line when it is your turn to speak. Comments are limited to 3 minutes, or as otherwise directed.

**Participate via telephone:**

Call: 1 669 900 6833 Enter Webinar ID: 817 2525 5148 / Password: : 811727

During the Public Comment Period, press \*9 to add yourself to the queue 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](mailto: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](mailto: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.

Note that records submitted by the public will not be redacted in any way and will be posted online as submitted, including any personal contact information.

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](mailto: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>.

In compliance with the Americans with Disabilities Act, Assistive Listening headphones are available and can be checked out from the City Clerk. If you need special assistance to participate in this meeting, please contact the City Clerk at (714) 754-5225. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102.35.104 ADA Title II].

En conformidad con la Ley de Estadounidenses con Discapacidades (ADA), aparatos de asistencia están disponibles y podrán ser prestados notificando a la Secretaria Municipal. Si necesita asistencia especial para participar en esta junta, comuníquese con la oficina de la Secretaria Municipal al (714) 754-5225. Se pide dar notificación a la Ciudad por lo mínimo 48 horas de anticipación para garantizar accesibilidad razonable a la junta. [28 CFR 35.102.35.104 ADA Title II].

**ARTS COMMISSION REGULAR MEETING****JUNE 5, 2025 – 6:00 P.M.****ALISA OCHOA**  
Chair**FISHER DERDERIAN**  
Vice Chair**CHARLENE ASHENDORF**  
Commissioner**BRENDAN FORD**  
Commissioner**ERICA LUCIA**  
Commissioner**ALLISON MANN**  
Commissioner**DEBORA WONDERCHECK**  
Commissioner**CALL TO ORDER****PLEDGE OF ALLEGIANCE****ROLL CALL****PRESENTATIONS:**

1. ARTS IN THE PARK - COASTAL CORRIDOR ALLIANCE
2. COSTA MESA SKATE PARK EXPANSION PREVIEW

**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 [PAComments@costamesaca.gov](mailto:PAComments@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 Planning Commission action on the remainder of the Consent Calendar.

1. [MINUTES](#) [25-332](#)

RECOMMENDATION:

Approval of the minutes of the May 1, 2025, Arts Commission meeting.

**Attachments:** [05/01/25 Arts Draft Minutes](#)

**MONTHLY REPORTS**

1. ARTS SPECIALIST UPDATE

**OLD BUSINESS:**

1. [ARTS GRANT PROGRAM REVIEW OF GUIDELINES](#) [25-334](#)

RECOMMENDATION:

Staff recommends the Arts Commission review examples of other cities' missions, values and objectives, to compare to the current City of Costa Mesa Arts Grant program guidelines, and make edits and recommendations.

**Attachments:** [Agenda Report](#)

[1. ARTS Grant Guidelines and Application](#)

[2. ARTS GRANT PROGRAM EXAMPLES](#)

[3. Council Policy - Arts Funding](#)

**NEW BUSINESS:**

1. [FREE AT SEGERSTROM CENTER CAMPUS PROGRAM FINAL REPORT FOR FISCAL YEAR 2024-2025](#) [25-335](#)

RECOMMENDATION:

Staff recommends the Arts Commission receive and file the Free at Segerstrom Center Campus Program final report fiscal year 2024-2025.

**Attachments:** [Agenda Report](#)

**ADDITIONAL COMMISSION MEMBER & STAFF COMMENTS**

**ADJOURNMENT**

**Next Regularly Scheduled Meeting: Thursday, August 7, 2025.**



# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

---

**File #:** 25-332

**Meeting Date:** 6/5/2025

---

**TITLE:**

**MINUTES**

**DEPARTMENT:** PARKS AND COMMUNITY SERVICES

**RECOMMENDATION:**

Approval of the minutes of the May 1, 2025, Arts Commission meeting.

---

THE COSTA MESA ARTS COMMISSION

---

MAY 1, 2025  
6:00 P.M. – UNOFFICIAL MINUTES

**CALL TO ORDER** by Chair Ochoa at 6:00 P.M.

**PLEDGE OF ALLEGIANCE** by Commissioner Mann.

**ROLL CALL**

☒ = Present    ☐ = Absent

Commissioners	City Staff
<input checked="" type="checkbox"/> Charlene Ashendorf	<input checked="" type="checkbox"/> Brian Gruner, Parks and Community Svs. Director
<input checked="" type="checkbox"/> Fisher Derderian	<input checked="" type="checkbox"/> Laurette Garner, Arts Specialist
<input checked="" type="checkbox"/> Brendan Ford	<input checked="" type="checkbox"/> Monique Villasenor, Recreation Manager
<input checked="" type="checkbox"/> Erica Lucia	<input checked="" type="checkbox"/> Ashley Thomas, Sr. Recreation Supervisor
<input checked="" type="checkbox"/> Alisa Ochoa	<input checked="" type="checkbox"/> Laura Fautua, Executive Assistant
<input checked="" type="checkbox"/> Allison Mann	<input checked="" type="checkbox"/> Kathia Viteri, Office Specialist II
<input checked="" type="checkbox"/> Debora Wondercheck*	

\* Commissioner Wondercheck left the meeting at 7:05 pm

**PRESENTATION:**

**PUBLIC COMMENTS**

Jim Fitzpatrick: Spoke about Costa Mesa's business permitting delays and expenses have led him to exclude the city from future plans. He urged the Arts Commission to assert its authority in budget discussions, especially regarding Measure Q funds, and to advocate for proper arts funding during the city's structural deficit.

Angel Correa: Spoke on behalf of the Costa Mesa Playhouse, informed the Commission that their lease with the Newport-Mesa Unified School District would be terminated in June 2025, threatening the future of the only community theater. He thanked two commissioners for their recent support and asked the full Commission to assist in preserving the Playhouse, including helping communicate with City Council to secure a new space.

**COMMISSIONER COMMENTS**

**Commissioner Ashendorf:** Spoke about upcoming community events, including Love Costa Mesa Day and the next Arts in the Park event at Fairview Park. She celebrated the success of the Newport-Mesa Unified School District senior art show, praised the latest edition of The Spotlight, and encouraged fellow commissioners to support the Costa Mesa Playhouse in light of its potential displacement.

**Commissioner Lucia:** Expressed hope that the Newport-Mesa Unified School District would provide an alternative location for the Costa Mesa Playhouse, recognizing its significance to the community and the performing arts. She offered to contribute ideas and support in any related discussions.

**Commissioner Ford:** Spoke about the City Council's rejection of a proposed cannabis shop, noting that cannabis tax revenue directly funds the Arts Commission and supports local arts grants. He urged those who support the arts to also support cannabis businesses in Costa

Mesa, emphasizing the connection between cannabis tax approval and the Commission's ability to fund valuable community programs.

**Commissioner Mann:** Advocated for community theater and the arts on Costa Mesa's Westside, envisioning a hub of black box theaters, galleries, and music venues. She also asked for clarification on how commissioners can individually engage with City Council or advocate for change, citing uncertainty about what is permitted under the Brown Act.

**Commissioner Wondercheck:** She voiced strong support for preserving the Playhouse, especially in its 60th year, and stated he would reach out to both the Playhouse and another organization with a potential theater space to offer assistance.

**Vice Chair Derderian:** He encouraged commissioners to embrace a broader, visionary role in defining Costa Mesa as the "City of the Arts," proposed a future agenda item with the city clerk to review the municipal code, and requested that the Costa Mesa Playhouse situation be formally agendized so the Commission could potentially recommend city-supported solutions.

**Chair Ochoa:** Thanked commissioners and staff for their support of the Newport-Mesa Unified School District (NMUSD) senior art showcase. Emphasized the value of cross-department collaboration to integrate more art into parks and public spaces. She shared that she advocated for the Costa Mesa Playhouse, requested an update on a donated sculpture by the late James McDemis, and noted that Earth Day provided a successful opportunity to engage with three (3) City Council members who expressed interest in future recommendations and a presentation from the Arts Commission.

## **CONSENT CALENDAR**

### **1. MINUTES**

04/03/2025 Arts Commission Draft Minutes

No public comment.

**MOTION/SECOND:** Commissioner Ford motioned to approve the minutes for April 3, 2025/Seconded by Commissioner Ashendorf.

The motion carried by the following roll call vote:

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

**Nays:** None

**Abstained:** None

**Absent:** None

**Motion Carried:** 7-0

## **MONTHLY REPORTS:**

### **1. ARTS SPECIALIST REPORT**

Laurette Garner, Arts Specialist, presented.

Commissioner Wondercheck highlighted that Make Music Day is a community-driven event with ample support materials, and shared that planning was underway with



school district contacts, with outreach to musicians and promotional efforts in progress.

Commissioner Ashendorf expressed excitement about the event and encouraged the Commission to participate creatively, while noting the tight timeline due to the school year ending.

Commissioner Mann proposed finding or securing black box-style performance spaces—particularly on the Westside—for events like poetry readings or theater, and questioned how space access is managed between the City Council and the Commission. Spoke about potential funding source for arts-related space needs.

Commissioner Ashendorf spoke about TeWinkle Park as a potential outdoor theater location.

Commissioner Wondercheck inquired about adding an Arts newsletter to help inform the community of art related events.

## **OLD BUSINESS:**

### **1. ARTS GRANT PROGRAM REVIEW OF GUIDELINES**

Laurette Garner, Arts Specialist, presented.

Commissioner Mann asked whether there is a set number of arts grants awarded each year or if allocations are solely based on the total funding available and how it is distributed. She also expressed interest in understanding the balance between large grants to institutions and smaller grants to individuals, referencing the *Givsum Foundation's* offer to serve as a nonprofit sponsor for artists seeking funding.

Commissioner Ford recalled a prior discussion about possibly setting a funding cap for organizations receiving large arts grants and emphasized the need for data to make an informed decision rather than guessing an amount.

#### **Public Comment:**

Jim Fitzpatrick: Spoke about the city's funding priorities, contrasting the modest stipend given to the Poet Laureate with a proposed \$30,000 consultant fee, and urged the Commission to update outdated policies and advocate for greater investment in the arts. He encouraged commissioners to make formal recommendations to City Council, consider holding informal community study sessions in the future, and commended their recent efforts, noting his shift from critic to supporter.

Nancy Warzer-Brady: Education and community engagement director for *Backhausdance*, expressed strong support for the evolving arts grant process and praised the cultural growth in Costa Mesa. She encouraged greater visibility for grantees through presentations and data sharing, emphasized the role of the arts in building a creative economy, and suggested the Commission consider equity across organizations, disciplines, and audiences as the grant program continues to develop.

Vice Chair Derderian reflected on the current budget allocation and noted that a significant portion of arts grant funding has gone toward education and accessibility rather than directly supporting the creation of public-facing art. He suggested the

Commission consider reframing the grant program to prioritize funding for artists and public art projects, while still allowing room for arts education when appropriate, and invited fellow commissioners to share their thoughts on this potential shift in focus.

Commissioner Mann emphasized the importance of creating indoor arts spaces, noting that such spaces enable consistent artistic activity and community engagement. She expressed concern that, despite a budget line for reimagined art grants, there was currently no funding allocated for securing creative spaces, and she questioned whether this could be addressed in the future.

Commissioner Ashendorf expressed appreciation for the ongoing public support and noted the school district's strong commitment to arts education. She supported Commissioner Derderian's call to examine the balance between funding for education and other creative priorities within the arts grants.

Commissioner Lucia suggested reviewing the financial data of past grantees and observed that all but two funded organizations had revenues under \$1 million. She raised the idea of considering a cap or guideline based on financial size to better allocate funds.

Chair Ochoa supported the idea of introducing tiers based on organizational budgets, with flexible language to give preference to smaller nonprofits while still considering larger ones with compelling applications. She reiterated that grants should prioritize public benefit and proposed refining the rubric to reflect these preferences.

Commissioner Ford agreed with the tiered or capped funding approach and emphasized maximizing impact as small increases in funding could help smaller organizations. He also supported prioritizing public-facing performances and opportunities for emerging artists.

Commissioner Wondercheck endorsed a \$1 million revenue cap for eligibility, aligning with the idea that limited funds should be directed toward groups where the impact would be greater.

Vice Chair Derderian expressed uncertainty about implementing a cap at this stage due to the limited number of applicants but welcomed the conversation for future scalability. He emphasized redirecting focus toward public-facing art and civic impact while allowing fiscal sponsors like *Givesum Foundation* to support multiple projects under one umbrella.

Chair Ochoa explained her proposed tier system vision further, noting it would include preferences for smaller nonprofits and allow for flexibility within a structured rubric.

Commissioner Ford noted the grant rubric uses a point system and suggested that lower-tier organizations could receive bonus points to help prioritize their applications.

Commissioner Lucia proposed simply defining financial need (e.g., under \$2 million in revenue) rather than creating formal tiers, to maintain flexibility and better reflect the intent of equitable funding.

Commissioner Mann referenced the rubric’s “passion” category as a possible space to prioritize smaller or more impactful applications based on emotional or community value.

**MOTION/SECOND:** Commissioner Lucia move that we incorporate into the definition of financial need organizations with revenues less than \$2 million /Seconded by Commissioner Ford.

The motion carried by the following roll call vote:

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

**Nays:** None

**Abstained:** None

**Absent:** None

**Motion Carried:** 7-0

Vice Chair Derderian proposed shifting the arts grant program’s emphasis toward direct art production—such as public performances and installations—rather than primarily focusing on education and accessibility. He suggested researching grant frameworks from other cities like Pasadena and Santa Monica and asked staff or commissioners to gather best practices to explore reframing the current grant guidelines.

Commissioner Mann acknowledged that many cities’ grant samples had already been reviewed and clarified that the suggested shift would involve a different focus. She also supported the idea of applying a tier system based on audience size or reach to help shape funding decisions.

Chair Ochoa noted that art experiences often have educational impacts, even if not explicitly labeled as such, and expressed interest in reviewing impact reports from grantees before making significant changes. She emphasized the need for careful consideration of the language used in grant guidelines.

Commissioner Ashendorf pointed out that arts education is a stated part of the Commission’s mission and supported continuing the discussion on integrating both educational and creation-focused elements in the grant structure.

Commissioner Lucia observed that many grantees struggle with venue access and suggested the Commission consider offering City-supported venues—similar to the free Park performances—as part of a festival-style grant model. This approach could reduce barriers for artists and encourage broader community engagement.

## **NEW BUSINESS:**

### **1. REVIEW OF PUBLIC ART FUNDING OPTIONS**

Laurette Garner, Arts Specialist, presented.

Commissioner Ashendorf asked for clarification on several funding sources, including whether Newport Beach’s \$55,000 reserve was an annual City Council commitment,

and if Quimby funds—restricted to parks—had historically supported public art, such as the butterfly sculptures in Butterfly Park. She also inquired whether state-level "arts and parks" funding required staff to apply through a grant process.

Commissioner Lucia expressed strong support for a private development fund model, praising cities like Dana Point and Laguna Beach for giving developers the option to either install public art or contribute to an arts fund. She recommended the Commission consider making a similar policy recommendation for Costa Mesa.

Public Comment:

Jim Fitzpatrick: Urged the Commission not to impose additional art fees on developers, arguing that sufficient funding already exists through mechanisms like the TOT (Transient Occupancy Tax) and cannabis tax. He encouraged partnerships with Travel Costa Mesa and departments like Public Works to integrate public art into city-funded projects, and recommended using incentives rather than mandates to encourage art in private developments.

Seema Mishra: Supported creative, bold funding strategies for public art, advocating for a mix of public-private partnerships, grant pursuit, and leveraging city projects. Specified examples where cities successfully built large public art programs through innovative, cross-sector funding approaches, including dedicated taxes and state partnerships.

Commissioners Ford, Mann, Derderian, and Wondercheck supported exploring TOT taxes, incentives tied to development thresholds, and integrating art into city-funded projects like fire stations. They raised questions about procedural steps to incorporate art earlier in capital improvement planning and proposed forming a subcommittee to develop concrete funding and policy recommendations for City Council consideration, including clearer use of cannabis tax revenue for public art.

Commissioner Mann suggested that if there are Brown Act concerns, a study session could be a useful way for commissioners and the community to share ideas on expanding funding sources for the arts. She emphasized the value of exploring creative solutions in a collaborative setting.

Commissioner Ashendorf supported the direction of the discussion, highlighting past interest from the PACS Commission and planning commissioners in integrating arts into parks and developments. She expressed confidence that unified efforts could help gain City Council support for future arts initiatives.

Vice Chair Derderian asked whether the Commission could formally create a subcommittee or request a study session by submitting it to the City Manager, and sought clarification on the Commission's authority under the municipal code to independently conduct studies or public hearings.

## **2. BUDGET REVIEW - END OF THE YEAR**

Mr. Gruner and Ms. Villasenor presented.

Commissioner Mann asked whether any other large-scale installations besides the butterfly sculpture had been budgeted in previous years and inquired about backup

options to safeguard unused funds for future use. She also asked about the cost breakdown of ARTventure and whether alternative action sports areas could be considered before the skate park is completed.

Commissioner Ford sought clarification on how the arts budget moves from the master plan to final approval, asking how variances arise and how a proposed amount like \$12,500 for arts grants in the master plan translates into actual budget requests and allocations.

Chair Ochoa asked if the Commission could propose maintaining a \$20,000 minimum for the arts grant line item, particularly in light of increasing individual grant awards to \$5,000.

Commissioner Ashendorf requested clarification on the \$10,000 budgeted for Action Arts and whether a specific event was planned.

Vice Chair Derderian asked how the SMART Camp's \$100,000 request would factor into the overall cannabis tax revenue allocation, and whether it would be considered part of the arts budget. He also inquired about the projected completion timeline for the skate park.

Public comment:

Jim Fitzpatrick: Spoke about staff budget recommendation and municipal role of the commission. Called for bolder, incentive-based partnerships and creative funding strategies, including collaboration with other departments and tapping public-private resources to support public art.

Mr. Gruner clarified that staff are looking for Arts Commission recommendations. We are looking for suggestions. So, it's at the commissions discretion of what you want to review and what recommendations get forwarded to the council.

Vice Chair Derderian inquired the efficiency and necessity of current programming allocations, particularly the cost-effectiveness of events like Art Crawl and larger initiatives such as hiring an external agency to lead a full master plan revamp. He argued that the Arts Commission, empowered by City Council, should take a leading role in shaping the city's arts vision and suggested reallocating funds to support a more collaborative, commissioner-driven process with targeted consultant support for specific tasks like surveys or research rather than full authorship of the plan.

Commissioner Mann praised the Art Crawl as a small but impactful event that helped showcase hidden artistic spaces in Costa Mesa and strongly supported retaining the Arts Specialist role, citing the importance of dedicated leadership in arts programming. He also raised concerns about the amount of funding directed to Segerstrom Center, suggesting that as a well-resourced nonprofit, they should consider donating tickets to the city instead of offering discounted ones, potentially freeing up funds for other local arts.

Commissioner Ford questioned whether the Commission could formally recommend that the full budget for the arts be allocated, including the remaining \$40,000 that had not yet been assigned. He encouraged fellow commissioners to support requesting

the full amount, suggesting that any cost savings should be redirected toward additional arts initiatives rather than lost in the broader budget process.

**MOTION/SECOND:** Commissioner Lucia motioned to moved \$40,000 into the Arts Grants line item in our budget requests from the SMART Camp to the Arts Grant funds/Seconded by Commissioner Ford.

The motion carried by the following roll call vote:

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

**Nays:** None

**Abstained:** None

**Absent:** None

**Motion Carried:** 7-0

Vice Chair Derderian proposed launching a major mural initiative as a public-private partnership using the \$180,000 allocated for large-scale installations across two (2) fiscal years. He envisioned private businesses partnering with local nonprofits, such as the Historical Society, to commission murals that reflect Costa Mesa's history and civic identity to align with anniversary celebrations.

Commissioner Mann suggested incentivizing private businesses to install murals as an alternative to using public funds, while still supporting widespread large-scale public art.

Vice Chair Derderian questioned the realistic timeline for new park builds given ongoing budget deficits and likely delays.

Commissioner Ashendorf praised the mural proposal's ambition and asked whether the plan included ensuring mural placements across all city districts for broader geographic representation.

Vice Chair Derderian proposed structuring a mural initiative that partners with private property owners to provide walls for public art, with grant funds directed entirely to artists to ensure immediate creation of visible, impactful work. He also recommended allocating a portion of funds to administrative support to implement the program effectively and quickly.

Commissioner Mann asked for clarification on the process for private businesses installing murals, noting that, based on the master plan or existing framework, businesses typically fund their own murals and must receive approval. She inquired whether the current vision would prioritize murals on public walls and spaces.

Vice Chair Derderian advocated for a Costa Mesa-focused, history-inspired public art initiative that would reflect civic identity and community pride, suggesting flexibility in how businesses or districts might participate. He emphasized the urgency of making a formal recommendation to City Council before the upcoming budget deadline, urging the Commission to act now rather than delay meaningful public art investment.

Commissioner Ashendorf asked staff how many people were served by the \$60,000 allocated to Segerstrom events and expressed agreement with concerns about whether those funds might be better used for broader community engagement.

Commissioner Ford supported the mural and arts celebration ideas but recommended requesting a study session to develop more detailed proposals before presenting to Council.

Chair Ochoa expressed enthusiasm for murals in both public and private spaces but suggested that the discussion be part of a broader Master Plan budget amendment conversation.

Vice Chair Derderian supported the idea of introducing a new budget line item and proposed that the Commission recommend a public-private mural initiative for the 2025–2026 fiscal year, with a funding request of \$160,000. He noted that while the proposal could be refined later, immediate action was necessary due to the lack of additional meetings before the budget deadline and limitations on holding study sessions without city manager approval.

**MOTION/SECOND:** Vice Chair Derderian moved the Commission repurpose the \$100,000 in large scale installations and request an additional \$60,000 that would have been for large scale installations this year to fund the creation of a public private mural initiative for fiscal year 2025, to 2026/Seconded by Commissioner Ford.

The motion carried by the following roll call vote:

**Ayes:** Commissioner Ashendorf, Commissioner Ford, Commissioner Mann, Vice Chair Derderian

**Nays:** Commissioner Lucia, Chair Ochoa

**Abstained:** None

**Absent:** Commissioner Wondercheck

**Motion Carried:** 4-2

#### **ADDITIONAL COMMISSIONER MEMBER & STAFF COMMENTS**

Mr. Gruner thanked the commissioners who participated in the Earth Day event, noting their community engagement and support. He also shared that the City is working on relocating the sculpture at City Hall to a more prominent location in coordination with the artist's family, and that staff has reached out to the school district to gather more information regarding the Costa Mesa Playhouse situation.

**ADJOURNMENT** Chair Ochoa adjourned at 9:02 PM.



# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

---

**File #:** 25-334

**Meeting Date:** 6/5/2025

---

**TITLE:**

**ARTS GRANT PROGRAM REVIEW OF GUIDELINES**

**DEPARTMENT: PARKS AND COMMUNITY SERVICES**

**RECOMMENDATION:**

Staff recommends the Arts Commission review examples of other cities' missions, values and objectives, to compare to the current City of Costa Mesa Arts Grant program guidelines, and make edits and recommendations.





# City of Costa Mesa

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

---

**File #:** 25-334

**Meeting Date:** 6/5/2025

---

**TITLE:** ARTS GRANT PROGRAM REVIEW OF GUIDELINES  
**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 review examples of other cities' missions, values and objectives, to compare to the current City of Costa Mesa Arts Grant program guidelines, and make edits and recommendations.

### **BACKGROUND:**

One of the Arts & Culture Master Plan's recommendations was to create a new mission and guidelines for the Arts Grant Program.

On February 2, 2023, staff provided the draft for the Arts Grant Program Guidelines handbook for the Arts Commission to review, collect input, and make any adjustments.

After suggestions were made by the Arts Commission, the edited version was brought back on March 4, 2023, for a final review and approval.

At the March 6, 2025, Arts Commission meeting, a suggestion was made by Chair Alisa Ochoa to bring the Arts Grant Program Guidelines back for further review and possible edits.

At the April 3, 2025 Arts Commission meeting, minor edits were suggested; to increase the amount of allowable funding for each Arts Grant applicant, and a recommendation was made to bring back more information about the financial background of each arts grant awardee for the 2024-25 fiscal year.

At the May 1, 2025 Arts Commission meeting, a suggestion was made to bring back examples of other cities' mission, values and objectives, to compare with the current City of Costa Mesa Arts Grant program guidelines.

### **ANALYSIS**

The Arts Grant Program Guidelines (Attachment 1) may be brought back to the Arts Commission at any time for review and edits.

Staff has provided four examples of other California cities' missions, values and objectives (Attachment 2).

Staff also included a City Council Policy created in 1991, regarding funding for local arts organizations and projects (Attachment 3).

**FISCAL REVIEW:**

The funding for the Arts Grant program is available in the Arts and Culture operational budget and was increased from \$10,000 to \$20,000 for the Fiscal Year 2024-25. The budget per council's direction for the next fiscal year of 2025-26 is currently pending.

**LEGAL REVIEW:**

The City Attorney's Office has reviewed the guidelines and application and approves them both as to form.

**CONCLUSION:**

Staff recommends the Arts Commission review examples of other cities' missions, values and objectives, to compare to the current City of Costa Mesa Arts Grant program guidelines, and make edits and recommendations.



# **ARTS GRANT GUIDELINES & APPLICATION**

CITY OF COSTA MESA  
Fiscal Year: 2025-2026



## **TABLE OF CONTENTS**

<b>OVERVIEW &amp; MISSION .....</b>	<b>2</b>
<b>APPLICATION PROCESS &amp; DEADLINES .....</b>	<b>3</b>
<b>AWARD AMOUNT .....</b>	<b>3</b>
<b>ELIGIBILITY .....</b>	<b>3</b>
<b>APPLICATION REVIEW &amp; SCORING .....</b>	<b>4</b>
<b>FUNDING DECISIONS &amp; GRANTEE REQUIREMENTS .....</b>	<b>5</b>
<b>HOW TO APPLY &amp; GENERAL INFO .....</b>	<b>6</b>
<b>APPENDIX.....</b>	<b>7</b>
Eligible & Ineligible Costs.....	7
Application Questions.....	8
Partnership Agreement.....	9
Scoring Rubric.....	11
Final Report Template.....	12
City of Costa Mesa Logo.....	13
Budget Template.....	14

## CITY OF COSTA MESA ♦

## 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 2024-2025 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 \$20,000.**

- There is a maximum award amount for up to \$5,000.
- 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](mailto: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 12.

### **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](http://www.costamesaca.gov/artsculture)

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

## 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 \(costamesaca.gov\)](http://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](mailto: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 to this and can you accommodate this request?

## PARTNERSHIP AGREEMENT

THIS PARTNERSHIP AGREEMENT is entered into on \_\_\_\_\_ (month) and \_\_\_\_\_ (day), 2023 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 for Arts Grant Program**

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

**TOTAL SCORE (Max Score=30):** \_\_\_\_\_

**AWARD AMOUNT** (Suggested amount based on score): \_\_\_\_\_

## FINAL REPORT

Please fill out this report online: [www.costamesaca.gov/artsculture](http://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.....

## ARTS GRANT PROGRAM EXAMPLES

### CALIFORNIA CITIES: Missions, Values and Objectives

#### 1. City of Costa Mesa

##### 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

#### 2. City of Carlsbad

##### MISSION

Our mission supports the following values:

- Provide inclusive opportunities for arts & culture experiences for Carlsbad students and residents
- reducing/eliminating barriers for participation.
- Provide arts education and lifelong learning opportunities for all ages.
- Support local and regional arts organizations as an important component of the economy and quality of life in Carlsbad and North San Diego County.
- Support arts education in schools and through affiliated organizations.
- Develop and support organizational strength and capacity of Carlsbad arts organizations.
- Encourage new and emerging artists, arts organizations and programs in Carlsbad, CA.
- Celebrate Carlsbad as an exciting, vibrant and creative destination for residents and visitors alike.
- Acknowledge indigenous land and cultural awareness in the Carlsbad community.

#### 3. City of Santa Ana

##### MISSION

The City of Santa Ana will support creative projects that explore the dynamic relationship between arts & culture and economics. This encourages nonprofit arts organizations to engage with the city's economic and cultural fabric through participatory and interactive works, inviting the community to actively reflect on and contribute to the conversation, specifically how the arts and creative industries impact the city's economic landscape, cultural identity, and community well-being.

We invite submissions from artists and arts organizations working in various mediums—visual arts, performance, music, creative writing, digital media, and more—who will not only explore the intersection of arts & culture and economics but also design projects that involve direct participation from the residents, businesses, and communities of Santa Ana.

Potential ideas to consider:

- Projects that invite the community to explore how the arts & culture drive the city's economy.
- Collaborative works that engage citizens in imagining or influencing the future development of creative spaces in the city.
- Projects that ask the community to contribute stories, images, or artifacts related to Santa Ana's cultural heritage, focusing on the role this heritage plays in tourism and the local economy.
- Interactive exhibitions or public engagements that highlight how art and culture are valued economically and socially.
- Projects that invite participation from underrepresented communities to address economic inequities in the cultural sector.

#### **4. City of Burbank**

##### **MISSION**

The Purpose of the program is to support local artists and arts organizations and to engage Burbank residents with diverse and outstanding cultural arts projects.

We encourage applications and projects that:

- Expand public access to the arts and build awareness and appreciation for the art form presented.
- Educate, entertain, and inspire participants and thoughtfully engage residents, businesses, artists, and visitors.
- Offer a wide range of creative perspectives and reflect our community's rich cultural diversity

#### **5. City of Tracy**

##### **MISSION**

City of Tracy's Re-Granting Program is now accepting applications from Tracy-based artists, arts educators, and arts organizations who seek to develop and presents projects in Tracy. Projects must be accessible to the public in the form of events and activities such as classes, exhibits, festivals, performances, screenings, readings, and workshops.

The purpose of the Re-Granting Program is to:

- Strengthen resources available to the creative community;
- Encourage and support collaborative projects;
- Promote arts education while serving diverse audiences;
- Increase public access to the arts.

## COUNCIL POLICY

SUBJECT	POLICY NUMBER	EFFECTIVE DATE	PAGE
CULTURAL PROGRAM FUNDING	800-3	2-4-91	1 of 3

BACKGROUND

Over the years, the community has experienced a significant growth in cultural and artistic activities. While the City has been a financial participant in supporting the Costa Mesa Civic Playhouse and South Coast Repertory Theatre, no specific guidelines have been used in evaluating requests for funding by these organizations. With the increase in new cultural organizations in the community and a resulting demand for financial assistance from the City, it is appropriate that a policy be adopted which sets forth a basic framework for considering such requests.

PURPOSE

It is the purpose of this Policy to:

1. Clearly delineate the role of the City of Costa Mesa in supporting cultural and artistic organizations.
2. Set forth minimum standards for considering requests for financial and other support for such organizations.

POLICY

1. Generally, the City will assume the role of a "broker" in providing support to the Arts. This role is consistent with the City's support of private, nonprofit organizations to provide services to the community as opposed to providing the service directly itself.
2. The concept "support" to artistic and cultural organizations is broad-based and all-inclusive. This shall include direct financial assistance, advertising, sponsorship of special programs, City Staff assistance, allocation of revenues received from Cable Television franchise fees, and use of City facilities.
3. In general, the following criteria will be utilized in considering requests for City support of cultural and artistic organizations.
  - (a) All eligible cultural and artistic groups should be nonprofit and tax exempt under Section 501 (CM) (3) of the Internal Revenue Code.

## CITY OF COSTA MESA, CALIFORNIA

## COUNCIL POLICY

## SUBJECT

CULTURAL PROGRAM FUNDING

POLICY  
NUMBER

800-3

EFFECTIVE  
DATE

2-4-91

## PAGE

2 of 3

- (b) Eligibility of cultural institutions may be broad in the early years of funding with more specific categories to be developed (i.e., museums, theatre companies, zoos, scholarships, etc.).
- (c) Beyond the preceding basic considerations, the City shall also consider the following criteria:
- (1) Artistic excellence
  - (2) Size of audience
  - (3) Make-up of audience
  - (4) Relevance to City's concerns
  - (5) Public and critical reaction to the organization
  - (6) Quality of fiscal management
  - (7) Longevity in the City of Costa Mesa
  - (8) Percentage of request to organization's annual budget
  - (9) Community leadership and support
  - (10) Education and outreach programming
- (d) Education and outreach programs are defined as those programs which extend an arts organization's service, especially to underserved or disadvantaged segments of the community. Such programs include, but are not necessarily limited to, those which partially or fully subsidize ticket costs for students, seniors, and others with limited financial means; educational programs taken directly to the public in schools and neighborhoods; and programs meant to enhance the public's experience and understanding of artistic works.
- (e) City funding support for private organization operational expenses and for special events will be established so as to contribute to a balance of community cultural, recreational, and promotional programs designed to enhance the well-being of the community.
- (f) The functions or services to be provided must be of such a nature that the interests of the City are better served by an agreement with the private organization than by the performance of the service or function by the City.
- (g) The City will only provide support to a legally constituted nonprofit organization completely directing and in complete control of its own affairs through its officers and members.

## CITY OF COSTA MESA, CALIFORNIA

## COUNCIL POLICY

UBJECT	POLICY NUMBER	EFFECTIVE DATE	PAGE
CULTURAL PROGRAM FUNDING	800-3	2-4-91	3 of 3

- (h) The City will not provide funding support to a private organization for the conduct of any religious or political activity.
- (i) City funds will be used only to assist an organization in its annual operating program or in its sponsorship of special events. City funding will not be used for the purchase of awards, trophies, gifts, or uniforms, nor the buildup of reserves.
- (j) No expenditure may be made out of any appropriation until a written agreement, setting out the terms and conditions of the parties, has been consummated. This agreement will specify in detail the services or functions to be performed, the nature of the payment or reimbursement schedule, and the financial reporting requirements.

PROCEDURE

The City Council shall approve a process for considering requests made pursuant to this Policy. Organizations requesting support from the City shall do so in accordance with the approved process so as to ensure fair and equal treatment for all involved parties.



# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

---

**File #:** 25-335

**Meeting Date:** 6/5/2025

---

**TITLE:**

**FREE AT SEGERSTROM CENTER CAMPUS PROGRAM FINAL REPORT FOR FISCAL YEAR 2024-2025**

**DEPARTMENT: PARKS AND COMMUNITY SERVICES**

**RECOMMENDATION:**

Staff recommends the Arts Commission receive and file the Free at Segerstrom Center Campus Program final report fiscal year 2024-2025.



## Agenda Report

Arts Commission

---

Item #: 25-335

Meeting Date: 6/5/2025

---

**TITLE:** FREE AT SEGERSTROM CENTER CAMPUS PROGRAM FINAL REPORT FOR FISCAL YEAR 2024-2025

**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 receive and file the Free at Segerstrom Center Campus Program final report fiscal year 2024-2025.

### **BACKGROUND:**

The Free at Segerstrom Center Campus Program is part of the Arts & Culture Master Plan, **Goal #1 Objective 1.2 Action 1.2.2.** and was approved by the City Council on March 16, 2021.

The Free at Segerstrom Center Campus Program was implemented for the first time in the 2023-24 fiscal year. Free tickets to performances at the Segerstrom Center Campus were offered to local nonprofit organizations and the general public from December of 2023 to June of 2024.

### **ANALYSIS:**

The Free at Segerstrom Center Campus Program continued in its second year for fiscal year 2024-25. The City purchased tickets to performances from the following participating organizations:

- Orange County Museum of Art (\$10,000, arts education workshops for Costa Mesa residents)
- Pacific Chorale (\$9,900 for 153 tickets for three shows and parking vouchers)
- Pacific Symphony (\$9,963 for 188 tickets for five shows and parking vouchers)
- Philharmonic Society (\$9,904 for 88 tickets for 5 shows and parking vouchers)
- Segerstrom Center for the Arts (\$9,862 for 143 tickets for 5 shows and parking vouchers)
- South Coast Repertory (\$9,895 for 159 tickets for 5 shows and parking vouchers)

Parking vouchers were provided for each show at a cost of \$4,500.

Staff promoted this program to targeted nonprofit organizations, in an effort to benefit underserved communities. Staff worked with a point person from each nonprofit organization to give out free tickets and communicate with interested individuals. The organizations in table 1 were asked to participate.



Table 1:

Boys and Girls Club of Costa Mesa	Project Hope Alliance	StandUp for Kids
Costa Mesa Senior Center	Promotoras OC	Think Together
Costa Mesa Unidos	Resilience OC	Title I Schools in Costa Mesa
Families Forward	Save Our Youth	Trellis
Human Options	Share Our Selves	Wilson Learning Center
Meals on Wheels	Someone Cares Soup Kitchen	
Mercy House	SPIN	

After offering tickets to performances to the above list, any remaining tickets were given away via social media, the City newsletter and through email blasts on a first-come first-serve basis.

After the second year of coordinating the initiative some key program takeaways are:

- Parking vouchers were utilized this year to replace the shuttle service, which saved on funding to purchase more tickets. Next year, one parking voucher will be offered for every two tickets.
- The full calendar of all available shows for the season will be posted on the website in advance.
- Registration will open first to nonprofit organizations about a week before and then be made available to the public online after initial period as was done this past year.
- Each show will have a registration link that will open three weeks before the event. Ticket pickup will be about ten days before the event as was done this past year.
- Due to the popularity of the program, people will be limited to five shows per season and tickets will only be given to Costa Mesa residents.
- An email, zip code and phone number will be required to register for tickets.
- People may register for up to four tickets for each show.
- An online registration process was created this year, which worked out better for data collection, versus the paper form we used last year. Online registration will continue for next year.

For fiscal year 2025-26, free tickets to performances will be offered from October 2025 through June 2026. Tickets will be purchased from the same organizations on the Segerstrom Center Campus from year to year, as per the Arts and Culture Master Plan.

### **FISCAL REVIEW**

Funding for the Free at Segerstrom Center Campus Program is currently supported with funds from the Arts & Culture Plan.

### **LEGAL REVIEW**

There is no legal review required for this report.

### **CONCLUSION:**

Staff recommends the Arts Commission receive and file the Free at Segerstrom Center Campus Program final report fiscal year 2024-2025.