City of Culver City

Staff Report Details (With Text)

File #:	25-1290	**Version:**	1	**Name:**	Recieve/File Martin Luther King Jr. Celebration Run of Show
Type:	Minute Order			**Status:**	Action Item
				In control:	MLK Jr. Celebration and Juneteenth Celebration Committee
On agenda:	6/18/2025			**Final action:**	
Title:	Approval of the Run of Show for the Juneteenth Celebration 2025.				
Indexes:					
Code sections:					
Attachments:	1. 2025-06-18 ATT1 Juneteenth 2025 Run of Show.pdf				

Date	Ver.	Action By	Action	Result

Approval of the Run of Show for the Juneteenth Celebration 2025.

Meeting Date: June 18, 2025

Contact Person/Dept: Edgar Varela/PRCS Department
Phone Number: (310) 253-5752

Fiscal Impact: Yes [X] No [] **General Fund:** Yes [] No [X]

Public Hearing: [] **Action Item:** [X] **Attachments:** Yes [X] No []

Public Notification: (E-mail) Meetings and Agendas - Parks, Recreation and Community Services Commission (06/13/2025); (E-mail) Parks, Recreation & Community Service Department Updates (06/13/2025)

Department Approval: Ted Stevens, PRCS Director (06/12/2025)

RECOMMENDATION

Staff recommends that the Martin Luther King Jr. Celebration and Juneteenth Celebration Advisory Committee approve the Run of Show for the Juneteenth Celebration 2025.

BACKGROUND

The Martin Luther King Jr. Celebration and Juneteenth Celebration Advisory Committee (Advisory Committee) is tasked with advising Economic Development staff with the planning of the Juneteenth for 2025. With the event scheduled for June 21, 2025, staff has put together the Run of Show (attachment 1) for the Advisory Committee to discuss.

DISCUSSION

Staff is presenting a detailed timeline outlining the sequence of events for the upcoming 2025 Martin Luther King Jr. Celebration program. In addition to organizing the event flow, the staff ensures that each activity fits within the event's financial constraints, and they have identified staffing needs, including the number and roles of personnel required. The staff also evaluated available resources to ensure smooth execution, adjusting the plan as needed to accommodate potential challenges like staffing shortages, or time constraints.

FISCAL ANALYSIS

The Adopted Budget for Fiscal Year 2024-2025 includes funding for Community Events for Economic Development. There is currently five-thousand and five hundred dollars ($5,500) in approved funds for entertainment and performers for the Juneteenth Celebration 2025 in Economic Development-Contractual Services (10110500.619800).

ATTACHMENTS

2025-06-18 ATT1 Juneteenth 2025 Run of Show

MOTIONS

That the Martin Luther King Jr. Celebration and Juneteenth Celebration Advisory Committee:

Approve the Run of Show for the Juneteenth Celebration 2025,

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