

DRAFT
CITY OF MANHATTAN BEACH

MINUTES OF THE CULTURAL ARTS COMMISSION
Special Meeting August 29, 2005, 5:30 p.m.

CONTENTS

I. CALL TO ORDER

The Cultural Arts Commission (CAC) of the City of Manhattan Beach, California met on Monday, August 29 at 5:36 p.m. in the City Council Chamber Conference Room.

II. ROLL CALL

Present: Commissioners Greco (Chair), Phillips (Vice-chair),
Candy Duncan
Juanita Purner, Cultural Arts Manager

Absent: Francey Seckinger
Susannah Rosenthal

III. APPROVAL OF MINUTES

NA

IV. AUDIENCE PARTICIPATION

None

V. GENERAL BUSINESS

05/0412.5 Strand Bench and Alcove Program RFP

The final RFP was reviewed and the following changes were made:

A. Brochure Size

- The brochure size was increased from 8 ½ x 11” to 9” x 15”; the font was increased to a 10 pt.
- Eliminate space before “Bench” on cover

B. First page - **Introduction**

- Capitalize “The RFP Has Two Purposes”

C. **Site**

- Change “Walkway” to one word and “parallel to” instead of “parallel with”
- Second paragraph capitalize first letter, “Alcove/Bench”

- D. Second page – **Alcove/Bench Guidelines** - ADA Compliant
- Add parenthesis (1132B.2 Parks and Recreation Areas)
 - Change one inch to “¾ inch high”
 - Artist/Donor recognition – center “Donated by: name Artist: name”
 - Replace “will not incorporate religious symbols” with “Design will not memorialize individuals or incorporate religious symbols.”
 - Change shape of bench in diagram (eliminate two-seat form)
- E. Second page - **Project Goal**
- Change last bullet – “Enhance beach experience”
- F. Third page – **Budget**
- First paragraph – capitalize “Alcove/Bench”; change “all expenses” to “covers all costs.”
- G. Third page – **Selection Criteria**
- Fourth bullet – change “Design feasibility as evidence by proposed budget.”
- H. Last page – insert “Proposal Delivery Deadline” above “Mail Material to:”

VII REPORTS AND OTHER BUSINESS

VIII. ADJOURNMENT

With no further business, the Cultural Arts Commission adjourned at 8:10 p.m.
The next Cultural Arts Commission meeting will be held on October 11, 2005.