



**CITY OF MANHATTAN BEACH  
CULTURAL ARTS COMMISSION**

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**July 16, 2018**

**Manhattan Beach City Hall**

**NEW LOCATION – City Manager’s Conference Room**

**1400 Highland Ave.**

**Manhattan Beach, CA 90266**

**6:00 PM**

**A G E N D A**

**A. CALL TO ORDER**

**B. PLEDGE TO THE FLAG**

**C. ROLL CALL**

Chairperson Fred Manna

Commissioner Shannon Ryan

Commissioner Elizabeth Rubino

Commissioner Grayson Matsumoto

Commissioner Jacquelyne May

Commissioner Orhan Taner

**D. APPROVAL OF MINUTES**

June 18, 2018

**E. CEREMONIAL**

Welcome new Commissioner Orhan Taner-Manna

**F. AUDIENCE PARTICIPATION (3-Minute Limit)**

The public may address the Commission regarding City business not on the agenda.

**G. STAFF ITEMS**

Cultural Arts Division update-Stewart

Request For Proposals for Utility Box Beautification Project

City Council updates

**H. COMMISSION ITEMS**

**I. GENERAL BUSINESS**

**J. ADJOURNMENT**

**CITY OF MANHATTAN BEACH**  
**MINUTES OF THE CULTURAL ARTS COMMISSION**

June 18, 2018

City Hall – City Council Chambers  
1400 Highland Avenue  
Manhattan Beach, CA 90266

**A. CALL TO ORDER**

Chairperson Manna called the meeting to order at 6:02 PM.

**B. ROLL CALL**

Present: Matsumoto, May, Rubino, Ryan, Chairperson Manna

Absent: none

Others present: Cultural Arts Manager Martin Betz, Ceramics Supervisor Eilen Stewart, Recording Secretary Rosemary Lackow

**C. APPROVAL OF MINUTES May 21, 2018**

Chair Manna noted that, with only two new Commissioners seated tonight who were present on May 21, the minutes may be approved by those two Commissioners.

It was moved and seconded (Rubino, May) to approve the May minutes with no changes; the motion carried with a 2-0-3-0: Ayes: 2 (May, Rubino), Noes: 0, Absent: 0; Abstain: 2 (Matsumodo, Manna).

**D. CEREMONIAL**

At the invitation of the Chair, each Commissioner gave a brief personal introduction:

- Shannon Ryan: 25 year Manhattan Beach resident, is a certified financial advisor who has been involved Leadership Manhattan, and with several local community organizations.
- Betsy Rubino: 30 year beach city resident, the past 17 in Manhattan Beach, is an administrator with LAUSD for many years, working with art events, has an MFA and is a national board-certified teacher, and has completed her first year on the CAC.
- Fred Manna: 17-year Manhattan Beach resident, just completed his second year on the Cultural Arts Commission, served on Parks and Recreation Commission for six years, is a grad of Leadership Manhattan, and is also involved with Beach Cities Health District.
- Jacki May: raised in Manhattan Beach, in her second term on the Cultural Arts Commission, involved and interested in art since very young, is a professional photographer and was instrumental in bringing art programs to the City.
- Grayson Matsumoto: a junior this fall at Vista Mar High School, plays varsity soccer and is interested in seeing the City's arts become more diverse and distinct.

Arts Manager Betz proceeded to give a powerpoint that detailed the Cultural Arts Division, including its mission statement as well as descriptions and staffing for all major programs including: MB Art Center including exhibitions, Live Oak Ceramics Studio, Youth Education, Adult Education, Summer Concerts, Special Programs (e.g. Light Gate viewings), Summer Metlox Movies, StArt Program (Mira Costa), and three Cultural Arts Commission programs including the Strand Alcove Benches, the Sculpture Garden and Art in Public Places (e.g. Light Gate).

**Chair Manna** noted, and staff took under advisement, that the two plaques at Light Gate have conflicting dates of installation (January 27 and January 29<sup>th</sup>). Manager Betz noted two upcoming exhibits at the Art Center, including “A Day in the Life of Manhattan Beach” (June 29 to August 5), and “Terra Firma” which is a photographic commentary (August 17 to October 14). Mr. Betz noted that all commissioners are strongly encouraged to attend exhibit openings.

**Chair Manna** noted some “ground rules” for meetings to promote efficiency and inclusiveness. He suggested in discussing matters, each Commissioner will have a turn to comment first for about three minutes and then each will have a second chance to comment with a shorter limit, approximately one minute. He wants to make sure everyone will have a chance to comment on all matters.

**E. AUDIENCE PARTICIPATION (3-Minute Limit) - None**

**F. STAFF ITEMS**

Cultural Arts Division update: Cultural Arts Manager Betz and Cultural Arts Supervisor Stewart provided the following updates:

- “A Day in the Life of Manhattan Beach” is being installed now at the Art Center has two components, an Instagram contest and a community oriented exhibit.
- “Terra Firma” is a photographic commentary featuring the work of renowned National Geographic photographer and Manhattan Beach resident Robert Ketchum and five other artists; the opening is August 17<sup>th</sup>.

Public Art Trust Fund Update – every month Cultural Arts Manager Betz will provide an update on the trust fund. Currently there is a balance of over a million dollars of non-allocated funds.

Light Gate glass replacement – a few pieces need to be replaced due to reaction from sun exposure, and the City is now getting bids. The Commission briefly discussed concerns about whether the public art pieces are or should be warranted as the cost for this repair will be \$10,000. Manager Betz suggested the issue of warranty can be revisited by the Commission when it discusses and approves future similar projects.

Metlox Plaza Fountain rehab project – is in progress; also the dog sculpture has been repainted red.

Request for Proposals for Utility Box Beautification Project. Manager Betz noted that this project is one of two that has been given a high priority by the City Council. Cultural Arts Supervisor Stewart presented a slide presentation providing an overview as well as details of the staff recommendations for the criteria and parameters to be incorporated into the project RFP. It was noted that the budget is \$20,000 for 20 to 30 utility box wrappings; the project is expected to be completed in FY 2018-19. Ms. Stewart explained that the City Council wants to see some historic city photos used but as has been determined by the Commission, the use of historic images is not to be a strict requirement for submittals, but rather will be a source of inspiration. A few sample RFPs (Glendale, Costa Mesa) were noted. The action tonight is for the Commission to discuss staff recommendations for the RFP and provide direction regarding drafting the RFP. A final draft of the RFP will be presented for final review at the next meeting.

The Commission discussed several aspects of the RFP and came to a consensus to endorse the staff recommendations with some modifications or clarifications which included: 1) eligibility to be restricted to local “beach cities” of Redondo Beach, Hermosa Beach, Manhattan Beach, with residents of Manhattan Beach having priority (because this is a pilot program with limited number of utility boxes at this time) and students in Manhattan Beach schools; 2) number of proposals allowed: no limit per artist; 3) theme: submittals should not to be limited specific theme (as in the case of the Hermosa Beach program) but rather should reflect inspiration either by historic photos of the City (to be provided with the RFP) or should reflect “Iconic Manhattan Beach”, either from the perspective of the past (which can include the historic photos) or present day; 4) pairing with utility box location: an artist may suggest a specific location for a submitted wrapping, but the final location, will be at the discretion of the City and student applicants may be given priority for a submittal that is adjacent to their own school.

Chair Manna invited public input.

**Gary McAuley**, Historic Society, stated that he agreed that, if the theme would not be limited specifically to historic imagery, that the program should be somewhat thematic, for cohesiveness, in emphasizing Manhattan Beach.

It was moved and seconded (Rubino/May) to direct staff as follows relative to the Utility Box Beautification RFP:

1. The submittals should include (3) high resolution images per artist proposal; a portfolio of images of prior work, a bio/resume, and proposal description and statement about the proposed artwork (as suggested by staff).
2. There is no limit to the number of proposals an artist may submit.
3. Artist stipend of \$500 per artwork (as suggested by staff).
4. Qualifying artists to be from the beach cities only (Redondo Beach, Manhattan Beach, Hermosa Beach) and any student at a Manhattan Beach school.
5. Pairing submittals with locations: artists to be given a list of box locations, and may request a preferred location; but RFP to include caveat that the City will determine final locations. Student artists submittals may have a preference for a box at the artist’s school.
6. A box to be provided for the artist to check, to indicate if applicant is a student at a Manhattan Beach school.
7. The artwork can include a logo or mark, and the CAC will use its discretion in reviewing use of that logo or mark (as suggested by staff).
8. Artists may not use corporate logos (as suggested by staff).
9. Artists will retain rights and City will have right to use the artwork in perpetuity (as suggested by staff).
10. The RFP should note that themes to be considered include: historic Manhattan Beach, or iconic Manhattan Beach, either past (which can include historic Manhattan Beach images) or present day.

The motion passed unanimously on a voice vote: (Ayes: Matsumoto, May, Rubino, Ryan, and Chair Manna; Noes: none; Absent: None; Abstain: None)

Manager Betz noted that the staff will bring back a draft RFP with supplemental info (list of locations, historic photos) for final review at the next (July) meeting.

City Council Updates. Manager Betz noted that the cultural arts programs are moving forward in line with the approved Work Plan and with direction given at the joint Council/CAC meeting. The the utility box beautification and decommissioning process (the Art in Public Places Committee has met once) are progressing; the next project will be the regranting program.

## G. COMMISSION ITEMS

**Chair Manna** confirmed that both new commissioners have received their Commissioner' Handbook. He reminded that all Commissioners should call the City to alert if they are not able to attend a meeting, as this may affect reaching a quorum. He is researching as to what number of Commssioners constitutes a quorum.

**Art in the Park concept – Betsy Rubino.** Manager Betz noted that he has met with Commissioner Rubino regarding her proposal. Tonight the Commission may discuss and decide whether to place the item on a future agenda and which time a report will be provided to the Commission with more details. Commissioner Rubino briefly described the concept in that this would be a joint effort between the school district and Cultural Arts Commission in a City park with community partners invited to participate. The event would feature booths where the hosting organization would showcase and/or instruct a form of art, wweierh vial or performing. Community partners would have an incentive in that they would be encouraged to hand out information that would generate interest about their programs. In a brief discussion, the Commission indicated interest in knowing when and where this would occur, and if it would be a one-time or recurring event.

It was moved and seconded (May/Ryan) that the Art in the Park Concept be included on the agenda of the Commission's August meeting. There being no objections, it was so ordered by the Chair.

## H. GENERAL BUSINESS

### 18.0416.01 Approval of Sulpture Garden 2018 models and drawings

At 8:05 pm. the Commisison moved to the foyer outside the Council chambers to view and discuss the models and drawings submitted by the finalists: Jenna Gibson (colored balls), Patricia Vader ("How's Traffic Today"– kinetic horse) and Tim Mchargue (bubble tubes). A fourth finalist (Matthew Duffy) failed to submit a model and has fallen out of the competition. Artist Jenna Gibson was present and answered questions regrding her proposal. It was agreed that all three models represented feasible public sculptures. Some questions arose as to whether the base of the Mchargue bubble tubes sculpture could be reduced in size.

At 8:33 the Commission returned to the Council chambers at 8:33 pm.

It was moved and seconded (Rubino/Matsumoto) that all three models be accepted as conceptually feasible. The motion passed unanimously on a voice vote: (Ayes: Matsumoto, May, Rubino, Ryan, and Chair Manna; Noes: none; Absent: None; Abstain: None)

Manager Betz advised that he would communicate with the three artist finalists as needed and these three proposals will be forwarded to the City Council with a recommendation to approve as the 2018 Sculture Garden sculptures.

Appointment of 2018-2019 Commission Vice-Chair

Manager Betz explained that Commissioner Rubino is next in line for the position of Vice-Chair. It was moved and seconded (Ryan/May) that Commissioner Betsy Rubino be appointed as Vice-Chair of the Cultural Arts Commission. The motion passed unanimously on a voice vote: (Ayes: Matsumoto, May, Rubino, Ryan, and Chair Manna; Noes: none; Absent: None; Abstain: None)

**I. ADJOURNMENT**

At 8:42 P.M, Chair Manna adjourned the meeting to the regular meeting at 6:00 P.M. on July 16, 2018 in the Council Chambers at City Hall, 1400 Highland Avenue; and there being no objections, it was so ordered.

DRAFT