



**CITY OF MANHATTAN BEACH
CULTURAL ARTS COMMISSION MEETING**
Monday, May 17, 2021
5:00 PM
Location: Virtual – Instructions within Agenda

A G E N D A

A. CALL TO ORDER

B. ROLL CALL

Commissioner Ryan Commissioner Rubino
Commissioner Marcy Commissioner Manna

C. APPROVAL OF MINUTES

April 19, 2021

D. CEREMONIAL

E. AUDIENCE PARTICIPATION (3-Minute Limit)

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

F. GENERAL BUSINESS

Discussion of Work Plan items:

- a) MBAC Revamp Project
- b) PR and Marketing Campaign
- c) Rainbow Crosswalk
- d) Arts Grants – General guidelines
 - a. Murals
 - b. Utility Infrastructure Beautification
 - c. Sculpture Garden
 - d. Performing Arts
 - e. Digital Wall Art
 - f. School/Education
 - g. Permanent Sculpture

Selection of 2021-2022 Chair and Vice-Chair

G. STAFF ITEMS

Cultural Arts Division updates
PATF Budget update
City Council updates

H. COMMISSION ITEMS

I. ADJOURNMENT

Pursuant to Governor Newsom's Executive Orders No. N-25-20 and No. N-29-20, City Council Chambers is not open to the public. In the interest of maintaining appropriate social distancing, the Cultural Arts Commission encourages the public to participate by submitting comments on agenda items or other subject matter within the jurisdiction of the Library Commission via email to both estewart@citymb.info and lrobb@citymb.info, no later than 4:00 PM, May 17, 2021 (the day of the meeting), if you are unable to join the meeting via Zoom.

Zoom Meeting Instructions: There are multiple ways to join the meeting. Please Note - the Cultural Arts Commissioners and Staff will be visible via video, members of the public may choose to turn on their video during public comment during their turn.

If you plan to speak during the meeting, join via Zoom at 4:45 p.m. in order to request to be on the speakers list.

1. Join Zoom Meeting via the internet (download app if needed): Direct URL: <https://comb.zoom.us/j/92330757540> , Meeting ID: 923 3075 7540
Please name yourself to include the item(s) you wish to speak on, and your First & Last name. Example: G.1 – Jane Smith.
2. Join Zoom Meeting via Phone Application (download app if needed): Download Mobile Apps: <https://zoom.us/download>, Enter Meeting ID: 923 3075 7540
Please name yourself to include the item(s) you wish to speak on, and your First & Last name. Example: G.1 – Jane Smith.
3. Join Zoom Meeting via Phone Conference (Voice Only): Phone Numbers: +1 669-900-6833 or +1 346-248-7799. Meeting ID: 923 3075 7540.
Find your local number: <https://comb.zoom.us/j/92330757540>. Upon calling in, you will be "muted" until you are prompted by the Host to state which item you wish to comment on. Your mic will be unmuted when it's your turn to provide Public Comment.

Please Note - All microphones for non-Commissioners or Staff will be muted during the meeting, except during Public Comment periods for which you have requested to speak.

The City strongly advises you of the following:

1. Download the Zoom app to your respective device well ahead of the meeting time. Visit <https://zoom.us/> for the download link. Please make sure you have downloaded the most recent version available.
2. Familiarize yourself with the Zoom application prior to the meeting.
3. Check the condition of all personal electronic equipment, internet and phone connections, and microphone/speaker functionality. The City is unable to support this equipment.
4. Join the meeting prior to the start time. Due to security or technical limitations, admittance to the meeting may not be possible after the meeting begins.
5. Every effort will be made to "rename" participants on Zoom as quickly as possible, so that phone numbers are hidden, however, phone numbers may be partially visible for a brief time.

CITY OF MANHATTAN BEACH
MINUTES OF THE CULTURAL ARTS COMMISSION

April 19, 2021

Meeting by teleconference (Zoom) – in accordance with procedures on agenda
1400 Highland Avenue
Manhattan Beach, CA 90266

CALL TO ORDER

Vice Chair Marcy called the meeting to order at **5:02 p.m.**

A. ROLL CALL

Present: Manna, Rubino, Vice Chair Marcy

Absent: Ibaraki, Chair Ryan

Staff present: Eilen Stewart, Interim Cultural Arts Manager (ICAM), Linda Robb, Cultural Arts Division staff (Host Participant).

ICAM Stewart noted that **Commissioner Davis** has resigned from the Commission.

B. APPROVAL OF MINUTES - March 15, 2021

It was moved and seconded (Manna/Rubino) that the minutes be approved as submitted; said motion passed by hand vote (3-2).

C. CEREMONIAL - None

D. AUDIENCE PARTICIPATION (3-Minute Limit) – **Vice Chair Marcy welcomed Councilmember Franklin.**

E. GENERAL BUSINESS – **Discussion of Work Plan Items**

MBAC Revamp (Manna/Rubino): **Commissioner Manna** noted there is no update since the project is on hold while awaiting feedback from legal counsel. **Commsr Manna** suggested that, so as not to cause delay, the vinyl mural repair and the power washing issues be treated separately; neither should be eliminated and both should be considered as part of the enhancement of the Art Center site. **Commsr Rubino** agreed.

PR and Marketing Campaign (former Commsr Davis/Ibaraki): No update.

Rainbow Crosswalk: (Marcy/Rubino). **Commissioner Marcy** noted that the subcommittee has revised its presentation and it is being reviewed by staff; **ICAM Stewart** reported that staff is in the process of getting feedback from other City departments on the crosswalk locations.

Arts Grants – General guidelines: (Murals; Utility Infrastructure Beautification; Sculpture Garden; Performing Arts; Digital Wall Art; School Education; Permanent Sculpture): **Vice Chair Marcy** led discussion on some issues that affect all of the arts grants programs, using as a reference, the most recent (November, 2020) presentation developed by the performing arts subcommittee. Regarding eligibility, **Commissioner Manna** had a concern that the criteria that a member of an application group have a “strong tie to the community” may be too vague. **Vice Chair Marcy** noted the intent of that wording was to be more inclusive and encourage more diversity in the applicants, as there are many who cannot afford to live in the city. A “strong tie” could mean a person who

currently works or has a history such as working, going to school or growing up in the city. **Commissioner Manna** suggested that the application add wording giving some examples of what “strong tie to the community” could include (ie. “such as.....”).

A brief discussion followed as to how to address the eligibility requirements and there was consensus that some restrictions should apply to staff and commission and/or council members as is typical in competitions, but the extent of the restrictions including geographic criteria needs to be discussed further in future meetings. **Vice Chair Marcy** pointed out that in the broadest terms excluding all city commissions, councilmembers and family members and staff and their family, for example, would be very restrictive. **Commissioner Rubino** noted that the intent for performing arts was that there be a preference, but not necessarily a requirement that applicants be South Bay area residents. **ICAM Stewart** pointed out that the criteria can be limited to the currently seated Cultural Arts or other Commissions and/or City Council, and exceptions can be carved out to a specific type of art grant if appropriate.

ICAM Stewart next went over forms and materials pertaining to the Work Plan projects. She has sent them out and explained that each subcommittee shall keep track of the work being done including anything that is “pending”. The idea is that, at a glance, the current project status can be quickly ascertained on the tracking form. She asked that the forms be filled out and returned to her no later than Monday May 10th. They will all be compiled for the next meeting May 17. Commissioner Rubino asked if they could work in the “Google Doc” platform which perhaps staff could also access. Staff member **Linda Rob** explained there are some city issues with using Google Docs; it was agreed that the subcommittees could use Google Docs internally between themselves, but, once finalized by the committee one final report should then be submitted to staff.

F. STAFF ITEMS

Cultural Arts Division Updates. **ICAM Stewart** reported:

- The Art Center is open to the public for exhibit viewing on weekends only (Fridays, Saturdays, Sundays 10 am to 5 pm) with COVID-19 protocols. The current exhibit *Architecture of Touch* focuses on the city’s ceramics studio and celebrates the teachers (and their art) who have worked through the pandemic.
- Reopening planning: the ceramics studio upgrade by Public Works is going very well. Cultural Arts staff is meeting with the Parks and Rec team to discuss protocols of reopening eventually all recreation facilities for indoor activities; the Joslyn Center will reopen first.

PATF Budget Update – no changes to report.

City Council updates. **ICAM Stewart** commented that there were no new items to report as related to the CAC.

Regarding Bruce’s Beach, **Commissioner Manna** pointed out that he feels it is important that the public understand, through the media or other coverage, that the funding for a dedicated art piece as approved by the City Council, will come from the public art trust fund, not the General Fund and that, in doing so, the intent is to do something very special at this site.

Vice Chair Marcy asked, should the County opt to give back the land that it currently owns, would there be alternate locations for the approved art piece that would come under the CAC’s review? **ICAM Stewart** confirmed that the funding would be through the Public Art Trust Fund and review will involve both the APPC and CAC; she will pass along this comment about educating about the art trust fund.

Councilmember Joe Franklin clarified that the Council's intent was that the art would be reviewed by the Cultural Arts Commission and the cost and location has not been determined. The amount approved is for budget purposes and it could be less, would very likely be less.

G. COMMISSION ITEMS - none.

H. ADJOURNMENT

At 5:57 P.M, **Vice Chair Marcy**, seeing no objection, adjourned the meeting to May 17, 2020 at 5:00 p.m. via Zoom.

DRAFT

DATE: May 17, 2021

TO:

Members of the Cultural Arts Commission

FROM:

Eilen R Stewart, Interim Cultural Arts Manager

SUBJECT:

Cultural Arts Commission Work Plan for 2021-2022

RECOMMENDATION:

Discuss Cultural Arts Commission Work Plan items approved by the City Council on January 4, 2021 at the City Council and Commissions joint meeting.

FISCAL IMPLICATIONS:

Fiscal implications, if any, will be developed on a project-by-project basis and presented to the City Council as necessary.

DISCUSSION:

The City Council met with the Cultural Arts Commission in a joint meeting on January 4, 2021 to provide direction and approve the following topics for the 2021-2022 Cultural Arts Commission Work Plan.

- MBAC Revamp Project
- Performing Arts Campaign
- PR and Marketing Campaign
- Sculpture Garden
- Utility Box Beautification
- City Murals
- Arts Grants
- City Wide Arts Assessment
- City Hall Lobby Art
- AC Conner Exhibition
- Historical Archiving Project

Ad-hoc committees have been assigned for each project. Committees will provide a written update prior to each commission meeting, which will be attached to the agenda monthly.

CULTURAL ARTS COMMISSION WORK PLAN ITEM

Arts Grants – Digital Wall Art

Ad-hoc Committee: Joe Marcy, Fred Manna

Staff Liaison: Interim Cultural Arts Manager (ICAM) Eilen R Stewart

PROJECT SUMMARY

City Council approved the addition of this work plan item (pivoting from the initial City Hall Lobby Art Project and combining it with the Arts Grants Program) at the January 4, 2021 joint Council/Commission meeting. Commission is to evaluate and propose options to for awarding monetary grants to artists creating digital artwork to be displayed on the LED display wall in the City Hall Lobby (installation timeline TBD). This project is part of the Arts Grants umbrella and will follow similar guidelines as the rest of Arts Grants.

PROJECT ACTION ITEMS AND STATUS

ACTION ITEM	POINT PERSON	UPDATED	STATUS	TARGET DATE
ADD NEWEST ITEMS HERE				
Comments:				
Discuss general guidelines for grant application, qualifications, etc.	CAC		To be discussed	04.19.21
Comments:				
Meet with staff to discuss options and opportunities for project	Marcy Manna			
Staff met with digital display vendor to assess viability of project	Staff	04.19.21	COMPLETE	03.21.21
Comments: Staff met with digital display vendor to assess the viability of project including preliminary cost estimate, quality of available product, maintenance and installation concerns				
ADD OLDER ITEMS HERE				
Comments:				
ADD OLDER ITEMS HERE				
Comments:				
ADD OLDER ITEMS HERE				

Comments:

ADDITIONAL INFORMATION

CULTURAL ARTS COMMISSION WORK PLAN ITEM

Arts Grants – City Murals

Ad-hoc Committee: Betsy Rubino

Staff Liaison: Interim Cultural Arts Manager (ICAM) Eilen R Stewart

PROJECT SUMMARY

City Council approved the continuation of this work plan item (combining the existing Mural Program with the Arts Grants Program) at the January 4, 2021 joint Council/Commission meeting. Commission is to evaluate and propose options to award monetary grants to artists looking to create murals in Manhattan Beach. This project is part of the Arts Grants umbrella and will follow similar guidelines as the rest of Arts Grants.

PROJECT ACTION ITEMS AND STATUS

ACTION ITEM	POINT PERSON	UPDATED	STATUS	TARGET DATE
ADD NEWEST ITEMS HERE				
Comments:				
Discuss general guidelines for grant application, qualifications, etc.	CAC		To be discussed	04.19.21
Comments:				
Assign new commissioner to project	CAC		To be discussed	04.19.21
Comments: Due to the resignation of Commissioner Davis, previously assigned to this project, a new commissioner will need to be added				
Meet with staff to discuss options and opportunities for project	Rubino			
Staff reached out to City Legal Counsel to create an agreement template	Staff	03.15.19	Awaiting Legal response	
Comments: Legal Counsel is reviewing agreement template to incorporate provisions for installing murals paid for by the PATF on public and private property				
Commissioner Davis removed from project due to resignation from CAC	CAC	03.15.21	COMPLETE	
Comments: Commissioner Davis was removed from this project due to her resignation from the CAC, a new commissioner was not yet assigned to project				
ADD OLDER ITEMS HERE				

Comments:				
ADD OLDER ITEMS HERE				
Comments:				
ADD OLDER ITEMS HERE				
Comments:				

ADDITIONAL INFORMATION

CULTURAL ARTS COMMISSION WORK PLAN ITEM

Arts Grants – Performing Arts

Ad-hoc Committee: Betsy Rubino

Staff Liaison: Interim Cultural Arts Manager (ICAM) Eilen R Stewart

PROJECT SUMMARY

City Council approved the continuation of this work plan item (combining it with the Arts Grants Program) at the January 4, 2021 joint Council/Commission meeting. Commission is to evaluate and propose options to for Performing Arts opportunities in Manhattan Beach. This project is part of the Arts Grants umbrella and will follow similar guidelines as the rest of Arts Grants.

PROJECT ACTION ITEMS AND STATUS

ACTION ITEM	POINT PERSON	UPDATED	STATUS	TARGET DATE
ADD NEWEST ITEMS HERE				
Comments:				
Discuss general guidelines for grant application, qualifications, etc.	CAC		To be discussed	04.19.21
Comments:				
Assign new commissioner to project	CAC		To be discussed	04.19.21
Comments: Due to the resignation of Commissioner Davis, previously assigned to this project, a new commissioner will need to be added				
Meet with staff to discuss options and opportunities for project	Rubino			
Commissioner Davis removed from project due to resignation from CAC	CAC	03.15.21	COMPLETE	
Comments: Commissioner Davis was removed from this project due to her resignation from the CAC, a new commissioner was not yet assigned to project				
ADD OLDER ITEMS HERE				
Comments:				
ADD OLDER ITEMS HERE				
Comments:				

ADD OLDER ITEMS HERE				
Comments:				

ADDITIONAL INFORMATION

CULTURAL ARTS COMMISSION WORK PLAN ITEM

Arts Grants – Permanent Sculpture

Ad-hoc Committee: Shannon Ryan, Fred Manna

Staff Liaison: Interim Cultural Arts Manager (ICAM) Eilen R Stewart

PROJECT SUMMARY

City Council approved the addition of this work plan item (combining it with the Arts Grants Program) at the January 4, 2021 joint Council/Commission meeting. Commission is to evaluate and propose options to for Permanent Sculpture opportunities in Manhattan Beach. This project is part of the Arts Grants umbrella and will follow similar guidelines as the rest of Arts Grants.

PROJECT ACTION ITEMS AND STATUS

ACTION ITEM	POINT PERSON	UPDATED	STATUS	TARGET DATE
ADD NEWEST ITEMS HERE				
Comments:				
Discuss general guidelines for grant application, qualifications, etc.	CAC		To be discussed	04.19.21
Comments:				
Meet with staff to discuss options and opportunities for project	Ryan Manna			
ADD OLDER ITEMS HERE				
Comments:				
ADD OLDER ITEMS HERE				
Comments:				
ADD OLDER ITEMS HERE				
Comments:				

ADDITIONAL INFORMATION

CULTURAL ARTS COMMISSION WORK PLAN ITEM

Arts Grants – School/Education

Ad-hoc Committee: Shannon Ryan, Juliana Ibaraki

Staff Liaison: Interim Cultural Arts Manager (ICAM) Eilen R Stewart

PROJECT SUMMARY

City Council approved the continuation of this work plan item (combining it with the Arts Grants Program) at the January 4, 2021 joint Council/Commission meeting. Commission is to evaluate and propose options to for Education and School Grant opportunities in Manhattan Beach. This project is part of the Arts Grants umbrella and will follow similar guidelines as the rest of Arts Grants.

PROJECT ACTION ITEMS AND STATUS

ACTION ITEM	POINT PERSON	UPDATED	STATUS	TARGET DATE
ADD NEWEST ITEMS HERE				
Comments:				
Discuss general guidelines for grant application, qualifications, etc.	CAC		To be discussed	04.19.21
Comments:				
Meet with staff to discuss options and opportunities for project	Ryan Ibaraki			
ADD OLDER ITEMS HERE				
Comments:				
ADD OLDER ITEMS HERE				
Comments:				
ADD OLDER ITEMS HERE				
Comments:				

ADDITIONAL INFORMATION

CULTURAL ARTS COMMISSION WORK PLAN ITEM

Arts Grants – Sculpture Garden

Ad-hoc Committee: Shannon Ryan, Fred Manna

Staff Liaison: Interim Cultural Arts Manager (ICAM) Eilen R Stewart

PROJECT SUMMARY

City Council approved the continuation of this work plan item (combining the existing Sculpture Garden Program with the Arts Grants Program) at the January 4, 2021 joint Council/Commission meeting. Commission is to evaluate and propose options to for a temporary sculpture program. This project is part of the Arts Grants umbrella and will follow similar guidelines as the rest of Arts Grants.

PROJECT ACTION ITEMS AND STATUS

ACTION ITEM	POINT PERSON	UPDATED	STATUS	TARGET DATE
ADD NEWEST ITEMS HERE				
Comments:				
Discuss general guidelines for grant application, qualifications, etc.	CAC		To be discussed	04.19.21
Comments:				
Meet with staff to discuss options and opportunities for project	Ryan Manna			
Comments:				
ADD OLDER ITEMS HERE				
Comments:				
ADD OLDER ITEMS HERE				
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ADD OLDER ITEMS HERE				
Comments:				

ADDITIONAL INFORMATION

CULTURAL ARTS COMMISSION WORK PLAN ITEM

Arts Grants – Utility Infrastructure

Ad-hoc Committee: Juliana Ibaraki, Joe Marcy

Staff Liaison: Interim Cultural Arts Manager (ICAM) Eilen R Stewart

PROJECT SUMMARY

City Council approved the continuation of this work plan item (combining the existing Utility Box Program with the Arts Grants Program) at the January 4, 2021 joint Council/Commission meeting. Commission is to evaluate and propose options to award monetary grants to artists looking to create artwork for existing Utility Infrastructure including but not limited to utility boxes, fire hydrants, and/or parking meters. This project is part of the Arts Grants umbrella and will follow similar guidelines as the rest of Arts Grants.

PROJECT ACTION ITEMS AND STATUS

ACTION ITEM	POINT PERSON	UPDATED	STATUS	TARGET DATE
ADD NEWEST ITEM HERE				
Comments:				
Discuss general guidelines for grant application, qualifications, etc.	CAC		To be discussed	04.19.21
Comments:				
Meet with staff to discuss options and opportunities for project	Marcy Ibaraki			
Preliminary discussion of concept, presentation by Marcy	Marcy Ibaraki	03.15.21	COMPLETE	04.19.21
Comments: CAC discussed presentation, advised Ad-Hoc Committee to meet with ICAM Stewart to discuss details and parameters				
ADD OLDER ITEMS HERE				
Comments:				
ADD OLDER ITEMS HERE				
Comments:				
ADD OLDER ITEMS HERE				

Comments:

ADDITIONAL INFORMATION

CULTURAL ARTS COMMISSION WORK PLAN ITEM

MBAC Revamp Project

Ad-hoc Committee: Fred Manna, Betsy Rubino

Staff Liaison: Eilen R Stewart

PROJECT SUMMARY

City Council approved continuation of this work plan item at the January 4, 2021 joint Council/Commission meeting. Commission is to evaluate and propose options to enhance the look and visibility of the Manhattan Beach Art Center (MBAC), to be proposed to City Council for review.

PROJECT ACTION ITEMS AND STATUS

ACTION ITEM	POINT PERSON	UPDATED	STATUS	TARGET DATE
ADD NEWEST ITEMS HERE				
Comments:				
Determine feasibility to repair, replace, or decommission frieze mural	Staff	04.16.21	Awaiting reply from City Legal Counsel	
Comments: Staff has reached out to City Legal Counsel to determine what can be done to repair, replace, or decommission the John Van Hamersveld mural atop the Art Center that has fallen into disrepair after 5+ years of existence.				
ADD OLDER ITEMS HERE				
Comments:				
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ADD OLDER ITEMS HERE				
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ADD OLDER ITEMS HERE				
Comments:				

ADDITIONAL INFORMATION

CULTURAL ARTS COMMISSION WORK PLAN ITEM**MBAC Revamp Project**

Ad-hoc Committee: Juliana Ibaraki

Staff Liaison: Eilen R Stewart

PROJECT SUMMARY

City Council approved continuation of this work plan item at the January 4, 2021 joint Council/Commission meeting. Commission is to evaluate and propose options to increase public awareness of Cultural Arts projects and opportunities in Manhattan Beach.

PROJECT ACTION ITEMS AND STATUS

ACTION ITEM	POINT PERSON	UPDATED	STATUS	TARGET DATE
ADD NEWEST ITEMS HERE				
Comments:				
Assign new commissioner to project	CAC		To be discussed	04.19.21
Comments: Due to the resignation of Commissioner Davis, previously assigned to this project, a new commissioner will need to be added				
Meet with staff to discuss options and opportunities for project	Ibaraki			
Comments:				
Staff met with Social Media team to discuss options for Social Media outreach	Staff	03.21.21	COMPLETE	
Comments: Staff met with Social Media and Marketing team for Parks and Rec to discuss options for media outreach including Instagram, FaceBook, Twitter, and other platforms; discussion also touched on reposting the Historical Society's <i>File Cabinet Fridays</i> as well as the proposed <i>Did you know?</i> campaign				
Commissioner Davis removed from project due to resignation from CAC	CAC	03.15.21	COMPLETE	
Comments: Commissioner Davis was removed from this project due to her resignation from the CAC, a new commissioner was not yet assigned to project				
ADD OLDER ITEMS HERE				
Comments:				
ADD OLDER ITEMS HERE				

Comments:

ADDITIONAL INFORMATION

CULTURAL ARTS COMMISSION WORK PLAN ITEM

Rainbow Crosswalk

Ad-hoc Committee: Joe Marcy, Betsy Rubino

Staff Liaison: Interim Cultural Arts Manager (ICAM) Eilen R Stewart

PROJECT SUMMARY

City Council approved the addition of this work plan item at the January 4, 2021 joint Council/Commission meeting. Commission is to evaluate and propose options to for a Rainbow Crosswalk in Manhattan Beach.

PROJECT ACTION ITEMS AND STATUS

ACTION ITEM	POINT PERSON	UPDATED	STATUS	TARGET DATE
ADD NEWEST ITEMS HERE				
Comments:				
Staff to evaluate each proposed location for viability	Staff		In Progress	
Comments: Staff to meet with City Planning, Traffic Engineer, Public Works, and other City Departments to determine viability of each proposed crosswalk location				
Staff to notice public of potential crosswalk installation	Staff		Contingent on viability study	
Comments: Staff to conduct online survey, place ads in appropriate media, run a social media campaign, and notice residents of potential crosswalk installation; contingent on viability studies for each location				
ADD OLDER ITEMS HERE				
Comments:				
ADD OLDER ITEMS HERE				
Comments:				

ADDITIONAL INFORMATION

CITY OF MANHATTAN BEACH

MEMORANDUM

TO: Cultural Arts Commission

FROM: Eilen Stewart, Acting Cultural Arts Manager

DATE: May 17, 2021

SUBJECT: Selection of 2021/2022 Cultural Arts Commission Chair

Annually, the Cultural Arts Commission is required to select a Chair and Vice Chair for the Commission. The Commission Chair is a one year term (June to May) and is rotated amongst the Commissioners in order of their seniority on the Commission. Commissioner Marcy would be next in line to serve as Chair followed by Commissioner Manna.