

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

June 21, 2021

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

**A. CALL TO ORDER**

Chair Marcy called the meeting to order at 6:02 p.m.

**B. ROLL CALL**

Present: Manna, Spackman, Tokashiki, Rubino, Ryan, Chair Marcy

Absent: None

Staff present: Eilen Stewart, Interim Cultural Arts Manager (ICAM), Recording Secretary Rosemary Lackow.

**C. APPROVAL OF MINUTES - May 17, 2021**

It was moved and seconded (**Manna/Rubino**) to approve the minutes as submitted; the motion passed by a roll call vote 3 – 3 (ayes: **Manna, Rubino, Marcy**; abstain: **Ryan, Spackman, Tokashiki**).

**D. CEREMONIAL**

ICAM Stewart with Chair Marcy, welcomed new Commissioners Spackman, Tokashiki, and Ryan.

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

**F. GENERAL BUSINESS**

Each of the commissioners new and current, and **ICAM Stewart** gave brief self introductions.

**Discussion of Work Plan Items**

**ICAM Stewart** provided a broad overview covering several topics. She noted the role of the Commission is to be an advisor to the City Council – to help it make decisions regarding the administration of the Public Art Trust Fund (PATF). **ICAM Stewart** reviewed the PATF as to how money is collected, the criteria for eligible programs, and expiration deadlines. **ICAM Stewart** reported that currently the fund is at \$1.99 million with approximately \$651 thousand allocated and approximately \$1.3 million in unallocated funds; no funds are set to expire until 2023.

**ICAM Stewart** reviewed the organizational structure of city staff (City Manager, Parks and Recreation Department, and Cultural Arts Division) and reviewed the Cultural Arts Work Plan including how it is annually reviewed and adopted by the City Council. **ICAM Stewart** noted that the Work Plan serves as a guide to the Commission in implementing the various arts programs approved by the Council. Her role as the Interim Cultural Arts Manager is to oversee and guide the Commission through subcommittees, and the main purpose of tonight’s meeting is to first, educate new commissioners and then update the Work Plan committee membership. **ICAM Stewart** clarified that there is one umbrella Work Plan which is comprised of several individual projects and committees have been formed for each project.

**Chair Marcy** advised that the project tracking forms (provided with the packet) should collaboratively be updated by each committee and then emailed to both **ICAM Stewart** and **Linda Robb** one week before each monthly meeting; he is available to discuss any projects. **ICAM Stewart** encouraged that each

commissioner keep detailed notes.

**ICAM Stewart** proceeded to lead discussion of each work plan item; giving a background and updating as appropriate, after which each Commissioner stated their desired committee assignments as indicated in the following list. **ICAM Stewart** advised there should be no more than 3 commissioners on any one committee and each commissioner should be on 3-4 committees:

- a) **MBAC (Art Center) Revamp Project: Manna, Rubino, Spackman**  
Staff update: artist John Van Hamersveld has given verbal permission for City to replace the deteriorating vinyl frieze mural (designed by him) on the Art Center building in its entirety with replicated painted-on elements. Staff supports pursuing this replication solution (as opposed to e.g. decommissioning and permanent removal and possibly replacing with a new, different artwork) but the final recommendation will be up to the Commission. The committee will discuss options for the frieze and address this issue going forward.
- a) **PR and Marketing Campaign: Manna, Spackman**  
Staff input: Cultural Arts marketing must be in line with City-wide protocols for the Department of Parks and Recreation (e.g. Cultural Arts cannot have its own YouTube channel); A “Did you know” campaign has been suggested; Parks and Rec social media staff are available as a resource.
- b) **Rainbow Crosswalk: Marcy, Rubino, Ryan**  
Committee report: this project showcases inclusion and diversity of the community, and there are many opportunities for the design which the committee is working on identifying.
- c) **Arts Grants – General Guidelines: Marcy, Spackman, Tokashiki**  
Staff input: the purpose of the arts program is to streamline the development and implementation of art programs in the City by funding worthy projects as well as providing an opportunity for local artists to showcase their talent. This committee will be looking at overarching parameters and a framework for the entire group of grants programs. At the next meeting the Commission will focus on these parameters.
- d) **Arts Grants – Murals: Ryan, Tokashiki**  
Staff update: still waiting on legal information (issues relating to installation e.g. maintenance and warranty – on private commercial property).
- e) **Arts Grants - Utility Infrastructure Beautification: Marcy, Rubino**  
Staff update: most work done; awaiting the overall arts grant parameters to be finalized
- f) **Arts Grants - Sculpture Garden: Manna, Ryan, Tokashiki**  
Staff input: committee will need to consider installation challenges from lessons learned after a transition away from restrictive “pot and pole” method – for sculptures on loan to city. An example is the “Red Circle” in Polliwog Park.
- g) **Arts Grants - Performing Arts: Rubino, Spackman, Tokashiki**  
Committee update: progress has stalled due to COVID-19, but looking for possible performers and venues. Suggested venues might include, besides MBAC, the botanic garden in Polliwog Park, the sloping lawn behind the civic center library, an area by the Police Department building, and the Metlox plaza. It was noted that installation of a permanent stage in Polliwog Park is on the Parks and Recreation Department Work Plan but implementation is likely years away.
- h) **Arts grants - Digital Wall Art (City Hall): Manna, Spackman**  
Staff update/discussion: This entails installing a large digital display screen in the City Hall lobby area, on which the City could show images of its featured public art or exhibits; would also be an opportunity for artists who could apply for a grant to display a video, or some form of art imagery. Staff has met with a vendor and obtained a quote for the proposed work and is researching technical and legal issues (e.g. what type of promotion can/can’t be done). The inclusion of an audio component is an issue to be decided, but likely not to be supported for practical and technical reasons.

**i) Arts Grants - School/Education: Rubino, Ryan**

Staff input/update: the purpose is to provide a way for the schools through the PTA, boosters or teachers etc. to apply for some funds for supplies or equipment they need for art programs. Staff has met with art teachers to get an idea of what they may submit for, and staff believes that this program may likely be funneled through the teachers. The issue of eligibility (which school levels can apply) is an example of an issue the committee might look at.

**j) Arts Grants - Permanent Sculpture: Manna, Ryan, Tokashiki**

No new input – it was clarified that this program is similar to (g) but is for permanently installed sculpture.

**ICAM Stewart** advised next steps: committees should contact her to arrange a meeting to discuss status and brainstorm how to move forward and within each committee; to think about what criteria/parameters that are desired such as eligibility and any other issues that need to be vetted. One week before each public meeting the committees should collaboratively update their data sheets, and email a consolidated progress form to her.

**G. STAFF ITEMS**

**ICAM Stewart** reported:

- Cultural Arts Division updates: **ICAM Stewart** updated on re-opening developments affecting Cultural Arts including: expansion of Manhattan Beach Art Center hours to 5 days/week, expansion of classes being offered, the continuation of the ceramics showcase exhibit “Architecture of Touch” and plans to open the community exhibit “80 Years of Creating Community” on July 16. In addition, staff is planning a short (4 event) “Concerts in the Park” program for August, and, as soon as the COVID protocols allow, Public Works will be able to move the “Dragon Tail” and “Egrets” sculptures to permanent locations (MBAC and Botanical Garden, respectively);

Commissioner Rubino asked if there might be time to plan a closing event for the current MBAC exhibit; **ICAM Stewart** will look into that.

- PATF trust fund status: total in fund is a little under \$2 million, \$651 thousand is allocated and about \$1.3 million unallocated. No funds will expire until 2023.
- City Council Updates: The council has adopted its 2021/2022 budget with no significant changes.

Responding to **Chair Marcy**, **ICAM Stewart** informed that the City Council public meeting protocols have changed due to recent loosening of the statewide COVID-19 emergency order and the council meetings will no longer be held entirely by virtual/remote format. She is not sure at this time what effect that has on the Commission and the upcoming meetings, the July meeting will still be virtual via Zoom. She will look into this and keep the Commissioners informed.

**H. COMMISSION ITEMS - None**

**I. ADJOURNMENT**

At 7:58 p.m., **Chair Marcy**, seeing no objection, adjourned the meeting to July 19, 2021 at 6:00 p.m.