



**CITY OF MANHATTAN BEACH  
CULTURAL ARTS COMMISSION MEETING  
Monday, November 15, 2021  
6:00 PM  
Location: Virtual – Instructions within Agenda**

**A G E N D A**

**A. CALL TO ORDER**

**B. ROLL CALL**

Commissioner Marcy	Commissioner Tokashiki
Commissioner Manna	Commissioner Rubino
Commissioner Spackman	Commissioner Ryan

**C. APPROVAL OF MINUTES**

September 20, 2021  
October 18, 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**

1. Discussion of Work Plan items:
  - a. MBAC Revamp Project
  - b. PR and Marketing Campaign
  - c. Rainbow Crosswalk
  - d. Arts Grants – General guidelines
  - e. Murals
  - f. Utility Infrastructure Beautification
  - g. Sculpture Garden
  - h. Performing Arts
  - i. Digital Wall Art
  - j. School/Education
  - k. Permanent Sculpture

2. Discussion of 2022 Work Plan

**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](mailto:estewart@citymb.info) and [lrobb@citymb.info](mailto:lrobb@citymb.info), no later than 5:00 PM, November 15, 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 5:45 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/u/aByWMRmYK>. 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**

September 20, 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 6:01 p.m.

**B. ROLL CALL**

Present: Manna, Ryan (until 7:07 pm), Spackman, Tokashiki, Rubino, Chair Marcy

Absent: None

Staff present: Eilen Stewart, Cultural Arts Manager (CAM), Linda Robb, Parks and Recreation Management Analyst, Rosemary Lackow, Recording Secretary.

**C. APPROVAL OF MINUTES - August 30, 2021 -**

**Chair Marcy** tabled this item to allow more time for review.

**D. CEREMONIAL – None**

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

**F. GENERAL BUSINESS**

1. 21/0920.1 Catalina Classic Sculpture

**Presentation/Q & A**

**CAM Stewart** provided a brief summary of the staff report on the request. South Bay Boardriders Club (SBBC) proposed to install a commemorative sculpture of the annual Catalina Classic Paddleboard Race was first reviewed by the CAC in 2018, and City Council in December 2020. In its review the city council considered the possibility of the city purchasing the artwork (estimated at \$350k) and waiving permit fees (estimated at \$14k). The City Council directed that the SBBC work with staff to refine and possibly reduce the statue's footprint and that staff notify the surrounding neighborhood for input. The SBBC has now submitted a revised design which has three variations: A, B, C.

**CAM Stewart** noted the revised proposal was recently reviewed by the Arts in Public Places Commission (APPC) and Attachment 3 to the staff report lists issues discussed. The CAC role now is to review and make a recommendation to City Council.

The CAC heard a presentation by the SBBC including a summary of the SBBC request including history of the commemorative paddleboard race (**Ed McKeegan**); artwork purpose (**Tom Horton**, SBBC President) and the location and design options (architect **Michael Lee**). **Mr. McKeegan** clarified they are currently asking that the city approve three things: donation of the statue to the city, location at the south end of the lower pier parking lot and limited PATF funding to cover only future maintenance. Using slides, architect **Lee** emphasized that the design and footprint has been greatly diminished and simplified (e.g., plaza and stairs eliminated) but based on public input, one palm tree would need to be relocated 10-feet to the south/east.

For discussion purposes, **CAM Stewart** noted Attachment 3 to the staff report, a list of issues discussed by the APPC, and added that the APPC had concern that PTAF funding may be requested. She stated that the SBBC has since withdrawn its request for public trust funding and the preferred option is “C” a downsized proposal which has the smallest footprint and cost. The CAC proceeded to discuss that list of issues including: location (including palm tree relocation), design, permanence, the artwork being of a specific event, directionality of the sculpture figures, risk management, and public noticing.

Architect Lee responded to APPC and CAC concerns regarding palm tree and lighting, design, and permanence. Responses from **Architect Lee** and staff input were:

- Palm tree and lighting: **Mr. Lee** believes the change in the tree location will be insignificant the distance moved is minor, lighting will be subtle, low level, and while the sculpture should be visible for safety, there are no adjoining paved areas that he feels should require a higher safety level of lighting. Some neighbors have been contacted but there will be a formal notification for their input.

**CAM Stewart** explained that staff will conduct a mailed survey to property owners within 1,000 feet. Regarding maintenance costs, **Mr. Lee** pointed out: 1) the estimated maintenance cost, needed for the statue’s life, was generated by Public Works and will be eligible for funding through the PATF. 2) The location is out of range of skateboarders (10-feet away from a paved area); 3) Bronze is naturally graffiti resistant due to the patina that develops but bird droppings will need ongoing removal.

- Design: **Mr. Lee** responded to concern that there may be inappropriate photos taken with the sculpture and whether figures will be gender or ethnically specific, noting there has been discussion as to whether a prone or kneeling positions. The three figures will be two males (one standing, one kneeling), one female (prone) to show three separate but typical paddling positions.

- Permanence: The APPC had a concern that representations of figures will commit the artwork to a point in time, and may look dated in the future. Discussion/feedback included comment that this may be a positive point – that this becomes part of our history and gives perspective for years to come. **CAM Stewart** indicated that currently there is no formal plan for maintaining existing public art; that is something, going forward needs to be considered and impacts on PATF balance for new projects; it is anticipated that future increases in maintenance costs will be able to be approved administratively. The estimate for maintenance is more of a placeholder figure, and will be looked at in developing the MOU with the SBBC.

## Discussion

**Commissioner Ryan** noted that she needs to leave the meeting; she fully supports this project. **Commissioner Spackman**: to APCC, inquired about possibly blending sports within the sculpture narrative: **Mr. Lee** noted that there was discussion about other sports but feels there are opportunities to recognize other sports and this location is a perfect location for paddleboarding. **Commissioner Rubino** noted this was supported in 2018 as its history is specific to Manhattan Beach and this location is particularly fitting for this sport. **Brian Kingston** (Boardrider club): paddleboarding is linked to surfing – in that, in the summer, swells are blocked and it is a way to stay in shape for winter wave riding. **Commissioner Manna** noted this sculpture recognizes a specific historic event and volleyball already has recognition on the pier. Surfing does not have a specific event in Manhattan Beach and is recognized in Hermosa Beach. This sculpture is not really standing alone – it is next to the volleyball walk of fame on the pier. **Chair Marcy** noted his concern still that the artwork may be attractive for people to take inappropriate photos and asked whether access to it can be discouraged, e.g., can it be raised off the ground?

7:07 p.m. **Commissioner Ryan** left the meeting.

**Architect Lee** responded to a concern from **Chair Marcy** that the figures will be frontally facing north as

such the view from the bike path/beach will be the statues' back. He noted the figures are facing the Strand for two good reasons: this orientation is consistent with the trajectory of the race and it is meant to invite those walking on the Strand to stop and notice it; in short, he doesn't think it will be a problem.

**CAM Stewart** noted the city Risk Management will review the proposal and the public will be able to provide input in the survey and also at the Council meeting when the proposal is being reviewed. **Mr. Lee** noted that the lifted leg of the prone female figure is an authentic paddling posture and believes will be an effective deterrent to unwanted activity. **Ms. Stewart** emphasized that this will be a permanent installation and there should be much thought and a commitment on behalf of the SBBC and the city. To assist the SBBC, staff will forward to them, public opinion from the survey.

### **Action**

The CAC concluded its review. It was moved and seconded (**Tokashiki/Rubino**) to support as presented with minor revision, Option "C" including location, in that this revised proposal had the smallest footprint and estimated cost.

### **ROLL CALL:**

Ayes: Manna, Spackman, Tokashiki, Rubino

Noes: None

Absent: Ryan

Abstain: Marcy

**Chair Marcy** noted the votes: 4 (aye) – 0 (no) – 1 (absent) – 1 (abstain).

**CAM Stewart** announced the motion has passed and advised that this recommendation will be forwarded to city council with discussion highlights.

7:34 p.m. **Chair Marcy** declared a brief recess.

7:40 p.m. **Chair Marcy** reconvened the Commission meeting.

## **2. 21/0920.2 Discussion of John Van Hamersveld Frieze Repair**

**Chair Marcy** announced the item and invited a staff presentation.

**CAM Stewart** noted that the staff recommendation is to discuss this matter and provide direction on a request that the City Council allocate \$40k from the Public Arts Trust Fund to repair the subject artwork at MBAC which is in a state of escalating disrepair. She gave a brief overview with the aid of PowerPoint slides. She went over the artists importance being the designer of the Endless Summer poster many years ago but achieving great recognition since and especially recently a resurgence of interest and renaissance of his work now has he is approaching elderly age. She noted that this frieze is remarkable in that the artist named and designed it as *Corbu*, custom for the Art Center, installed in 2016, and giving homage to a great influence, the Swiss/French architect /painter Le Corbusier. **CAM Stewart** described the original installation method and the fact that the wrap has not worn well over time. Having looked at options, staff is recommending that the existing piece not be repaired in place, but that the vinyl wrap can be used as a template and be repainted on the building at the same location. Permission to do so has been obtained from the artist. Staff estimates a \$40k cost for a reputable mural restoration company to do the work and PATF money is appropriate and available.

As described by the artist, the art of this *Corbu* wrap is a set of forms in juxtaposition to themselves in a full circle, 360 degrees fitting the circumference of the building. The cream and black pattern creates a visual

game as the shapes meet in a harmonious space. The artwork is congruent with the New Formalism architectural style of the MBAC building.

**CAM Stewart** played a video showing the process and techniques that is being proposed for the repair.

There was considerable discussion by the Commission. **CAM Stewart** emphasized that this project is highly regarded by staff and the Commission's support would be desired. In particular, options that would add color to the frieze artwork were considered which were felt desirable to make the frieze more inviting. Implications such as artists and city ownership rights, the process of decommissioning, etc. were also discussed.

### **Action**

The **CAC** concluded its discussion, and it was moved and seconded (**Rubino/Manna**) to accept the staff recommendation for the restoration of the Cultural Arts Center frieze mural with an option open to make other enhancements to the building.

### **ROLL CALL:**

Ayes: Manna, Spackman, Tokashiki, Rubino, Chair Marcy

Noes: None

Absent: Ryan

Abstain: None

**Chair Marcy** noted the vote: 5 (aye) – 0 (no) – 1 (absent) – 0 (abstain).

**CAM Stewart** announced the motion has passed and thanked the Commission, noting that she will work towards getting the repair completed as soon as possible. **CAM Stewart** clarified that the entire existing vinyl will be removed and only used as a stencil for a new frieze that will be painted on, but will replicate the current artwork. As such the maintenance will be fairly straightforward and should not get in such a state again. The city owns the art and sought permission from the artist (was granted) as a precaution.

### **3. Discussion of Work Plan Items**

#### **a) MBAC (Art Center) revamp: Manna, Rubino, Spackman**

**Commissioner Manna** reported: he is trying to get parameters for cost of a new sign for the Art Center and mentioned that it would not be a potentially distracting flashing sign. He and **Commissioner Rubino** met with a sign contractor and a very rough estimate is \$35k for a 2-sided digital sign component, small to medium in size that will be used for announcing exhibitions at the site. There will also be an artistic component - the contractor had some ideas he feels are elegant that will blend with the frieze by incorporating its elements. It was suggested to look to the city-wide wayfinding consultant for a design. The contractor will put something together to show and the committee will continue looking for information on costs.

#### **b) PR and marketing campaign: Manna, Spackman**

**Commissioner Manna** stated there was nothing significant to report.

#### **c) Rainbow crosswalk: Marcy, Rubino, Ryan**

No significant progress; **CAM Stewart** advised that staff will be taking the Commission recommendation to the City Council on October 19<sup>th</sup>, 2021.

#### **d) Arts grants – General Guidelines: Marcy, Tokashiki, Spackman**

**Commissioner Marcy** stated there was nothing significant to report; **CAM Stewart** reminded everyone to research their projects for cost etc.

e) **Murals:**

**Commissioner Tokashiki** requested info on amounts allocated on past projects, committee will schedule meeting with **CAM Stewart**. **Commissioner Spackman** suggested that the Commission might want to look at establishing an across the board (all projects) funding allocations, not just budget for a category so that the commission can have an expectation as to how much to spend annually. **Commissioner Manna** agreed, and **Commissioner Rubino** agreed in concept but only as pertaining to the grants as the others do not really lend themselves to being included in a spending “budget”. The **Chair** suggested that can be discussed in October and noted that the annual work plan discussion with council is coming up in January.

f) **Utility Infrastructure Beautification:** There were no updates for the remaining work plan projects (f through k).

**G. STAFF ITEMS**

- Roles of Staff/CAC: **CAM Stewart** clarified that her work plan is determined by the Director of Parks and Recreation (Mark Leyman) and his work plan, is in turn is set by the City Council through the. The CAC has ownership of the Cultural Arts Commission Work Plan and her role as CAM is to assist the Commission in implementing the plan.
- PATF (trust fund) status: no significant changes have occurred since last meeting. **CAM Stewart** will send out a worksheet showing what allocations have been approved.
- Cultural Arts Division: The new exhibition – Time4Art’s *Beyond Shapes* will host its opening on October 15<sup>th</sup>. COVID protocols will be in place including a mask requirement and maximum (25 persons) indoor in the exhibition.
- The Division is re-staffing to backfill vacancies.
- Upcoming events include the Home Town Fair in early October (ceramics open house and sale at fair) and the Halloween pumpkin race.
- City Council: requested allocations for four projects will go to council in October.
- The Historical Society collection assessment will move forward as a contract has cleared with the consultant.

**H. COMMISSION ITEMS** - None

**I. ADJOURNMENT**

At 9:16 P.M, **Chair Marcy**, seeing no objection, adjourned the meeting to October 18, 2021 at 6:00 p.m.

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

October 18, 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 6:00 p.m.

**B. ROLL CALL**

Present: Manna, Ryan, Spackman, Tokashiki (6:19), Chair Marcy

Absent: Rubino

Staff present: Eilen Stewart, Cultural Arts Manager (CAM), Linda Robb, Parks and Recreation Management Analyst, Rosemary Lackow, Recording Secretary.

**C. APPROVAL OF MINUTES - August 30, 2021**

It was moved and seconded (**Manna/Spackman**) to approve as submitted. The motion carried 4-0-2 by a hand vote: 4-ayes; 0-noes, 2-absent (Rubino, Tokashiki)

**D. CEREMONIAL – None**

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

**F. GENERAL BUSINESS**

**1. Discussion of Work Plan Items (committee members noted)**

**a. MBAC (Art Center) Revamp: (Manna, Rubino, Spackman)**

**Commissioner Manna** reported that he is waiting for a call back from a sign contractor.

**b. PR and Marketing Campaign: Manna, Spackman**

**Commissioner Manna** reported the committee needs to meet with **CAM Stewart**.

**c. Rainbow Crosswalk: Marcy, Rubino, Ryan**

**CAM Stewart** reported this project is one of four that council will be considering for approval at its meeting tomorrow (10/19/21); a PowerPoint presentation will be presented.

**d. Arts Grants – General Guidelines: Marcy, Spackman**

**Chair Marcy** led a continued discussion on a draft informational document “Cultural Arts 2021 Grant Program”. The document is to include general application guidelines for a variety of grant types (murals, utility infrastructure beautification, etc.). **Chair Marcy** highlighted two revisions based on input from the last meeting in the Eligibility and COVID-19 Compliance sections.

Eligibility

- Added wording “Applicant must be at least 18 years old and students may apply under an education grant category”. In discussing, concern was expressed that the city contract must be with a



responsible adult; **CAM Stewart** advised that, based on past projects, she knows, though trickier, it's possible to allow minors to participate; she will review this and it will get legal review.

- Added wording "Applicants may not already be receiving funding from another city division or department." **CAM Stewart** stated she was not sure that this caveat is needed, possibly this can serve more as a disclosure.

#### COVID-19 compliance

- Added wording: "(ADDENDUM)". **Chair Marcy** noted this section was taken from another city and is intended to ensure as an addendum to the application that the activity will be in compliance with relevant public health protocols. **CAM Stewart**: this will get legal review.

#### Funding Categories: Public Art

Discussion included maximum allowance for various categories. **Chair Marcy** explained he felt having funding parameters based on average costs of similar projects may be more appropriate, noting amounts are based on past projects (e.g. Lightgate, utility boxes) but the Commission could stipulate just a maximum allowance. Concerns expressed include: 1) whether there should be an overall annual trust fund spending budget (none exists) to use as a fiscal guide; and 2) whether there should be a hard cap (or a suggested limit), noting Bruce's Beach artwork is expected to exceed \$350k). It was pointed out that perhaps that's not a big concern because, first, the parameters are intended to apply to routine applicants/community projects as opposed to projects such as Bruce's Beach, which came about as a Council initiative, and its funding is solely up to council. In addition, the **Chair** questioned: is this over-complicated, how much deviation should there be from the general guidelines and should the documents be consolidated while making sure that all categories will fit within the parameters? He believes streamlining could greatly help advancing the programs.

**CAM Stewart** confirmed: 1) past contracts with minor applicants had an adult co-sign; 2) each committee, after meeting with her, should aggregate their project category budget needs and then provide that info to the general guidelines committee. The guidelines committee will compile and report these back to the Commission; 3) project categories can have very different budgets, e.g., murals are costly, citing that two Bo Bridges works recently installed downtown together cost \$230k. This is appreciably higher than the max (\$150k) suggested; 4) to the point made, projects coming through the grant process should be a different category than one that is more Council driven and lastly; 5) we want to fund a steady stream of projects.

#### Additional considerations, general guidelines:

**CAM Stewart** provided some history about the prior grant program and why it did not go forward: it may have been overly ambitious (only 8 applications submitted, most considered non-viable for council approval) and some applications, based on current criteria had conflicts of interest.

**CAM Stewart** noted that to move forward each commission committee should meet with her, and get needed history and background, and update the reporting worksheets. Staff does not have a running document that lists how much has been spent for each project but she can get those numbers from internal city budget documents and go through the budget with each committee; these should be incorporated into the committee worksheets. After doing this for the general guidelines, a more granular review can be made by each committee. She clarified that each category of project will have unique parameters.

**Commissioner Spackman** noted that these are really selection criteria and emphasized cost is important for budgeting. **CAM Stewart** pointed out not every project will need ongoing maintenance but for those that do, a maintenance plan is necessary.

Reiterating, **CAM Stewart** noted that the need is for a general set of guidelines which will state criteria shared by all project categories, and then some supplemental “satellite” docs that will list additional criteria specific to each project category.

**CAM Stewart** and the Commission concluded that, with some additions (e.g., judging criteria, eligibility refinement and disclaimer as to city reserving right to determine content suitability) the general guidelines document may be wrapped up.

- e. **Performing Arts.** **Chair Marcy** suggested a \$25k maximum cost. **Commissioner Tokashiki** noted two categories (individual and group) are due to the fact that costs for costumes are different if the applicant/event is for a group. **CAM Stewart** suggested that applicants need to know limits for staging performances (e.g., Shakespeare in the Park needs \$4,000, each performance) and it is the City’s responsibility to inform up front if a proposal can be supported by the city. It is the applicant’s responsibility to secure a venue, but it’s the City’s job to disclose the appropriate criteria. An applicant might apply for an event that might attract 50,000 people but they also need to know that the city cannot support such an event even though they may be able to do for a much smaller (than \$25k) amount. **Chair Marcy** noted it is hard to compare a private with a city-run event – costs may not be comparable and it is paramount that safety be a number one priority. Wording was added that applicants must detail costs (rentals, porta potties, security etc.).
- f. **Speaker Series/Educational Events, Exhibits.** **Chair Marcy** noted a \$15k maximum allowance is suggested for limited engagements and he described what activities this covers. **CAM Stewart** noted confusion as to how this fits into the work plan and explained that a speaker series if part of education would have to be a grant funded to a school not a speaker. **CAM Stewart** went over how the work plan that was approved by Council per request by the Commission in January, consisting of a set list of projects (see agenda). The grants program has 6 categories: utility infrastructure, sculpture garden, performing arts, digital wall art, school/education, and permanent sculpture. She also clarified the differences between some categories, such as the sculpture garden (being temporary loaned pieces) and permanent sculpture (not temporary). Categories can be combined or amended but that would require modifying the Work Plan formally and there should be a good reason for doing this. **Chair Marcy** noted that simplification of the program would be the reason to make more “user friendly” for applicants as well as the city. **CAM Stewart** noted that changes to the terminology (e.g., Sculpture Garden changed to something suggesting short term public art) would need to be looked at by the subcommittee and brought to the Commission.

**Commissioner Spackman** suggested making one “Sculpture” category, broken down into two: temporary (aka Sculpture Garden) and permanent and expressed concern about the term “TEDx” which may be a private for-profit organization; **Commissioner Tokashiki** clarified the intent was to describe a speaker series that was a “TEDx – like”, not actual corporate TEDx event.

- g. **Miscellaneous (Applicant information, Acknowledgment, etc.).** It was determined that “City Acknowledgment” (from the previous grant info document) should be deleted. Use of City Logo and Required Language (event supported by the city): **CAM Stewart** advised to leave in now and she will check into these and report back.

- h. **Guiding Principles Score Sheet.** A caveat “Not to be provided to applicant” was suggested to strengthen clarity that the city retains discretion in selection process. It was decided that some additional language can be added that would be viewable by the applicant.

In addition, the elements of the score sheet were discussed, and possibly re-ranking or combining some categories was suggested. Combining “Accessibility” with “Community Outreach” was suggested upon being informed by the CAM that “Accessibility” is an ADA issue and as such can be addressed as a requirement in the general application section. However, CAM Stewart also noted Accessibility is appropriately in Community Outreach as relating to the project narrative being accessible to a wide range of the public. She will review these suggestions and whether this can be streamlined.

- i. **Next steps (bigger picture).** CAM Stewart suggested that the commission pick a few grant categories, ones that are most developed (utility infrastructure, murals e.g.) to fast track and start accepting applications and start “testing the waters”. Staff could take this to council as a pilot grant program for input. After that the Commission could work on one remaining grant category per meeting until ready to launch. In more detail, CAM Stewart clarified that once the final draft of the general guidelines is done, then a template for the specific grant applications can be built and posted on the City’s website with an invitation for applications. The commissioners should email the specifics for their categories to Chair Marcy as soon as they compile them.

Chair Marcy requested all committees to discuss and finalize their projects’ specific criteria to be ready to discuss at the November meeting.

CAM Stewart clarified how the Commission will be moving forward – emphasizing that they need to adhere to the Work Plan approved by council. There has been a demonstrated need from past experience that the grant description be well defined so that applications can be vetted and evaluated, and ultimately a contract can be written and the project brought to completion. So, once the general guidelines are completed the specifics for each grant category will be finalized and become attached to the guidelines but the details for all the grants will not be ready to go at the same time – the pilot program will launch with just a few grant categories.

CAM Stewart will again send out the document that shows examples of questions or specifics that need to be flushed out and Chair Marcy will also email the presentation on the utility boxes.

CAM Stewart noted that the specifics template does not have to be lengthy – each committee will pull out only what applies to that type of project, and it can be simplified.

Chair Marcy shared the draft utility infrastructure grant application as an example. He demonstrated the kinds of details that were included noting it’s to be expected that some are repeated from the general guidelines (such as the content must be appropriate for general audiences, estimated cost (project budget)) with the caveat that details are important, but not to the extent that will stifle creativity.

Commissioner Tokashiki inquired and it was discussed – whether the Sculpture Garden component of the MB Art Center improvement work plan item could be implemented with funding through one of the pilot grants. Commissioner Manna, as an MBAC committee member, pointed out that the “sculpture garden” envisioned for the center is a “phase 3” component – which had the lowest priority.

For the November meeting: 1) **Chair Marcy** stated that he and **Commissioners Spackman and Tokashiki** will do a final review of the general guidelines, and reminded all should email to him their projects' unique requirements. 2) Per **CAM Stewart**, Commissioners were advised to be prepared to discuss the next (2022) Cultural Arts Commission Work Plan

**G. STAFF ITEMS**

**CAM Stewart** reported:

- The Home Town Fair was held in early October and was very successful—kudos to Commissioners **Marcy and Tokashiki**, fair boardmembers. Notably, CA staff hosted a ceramic sale of student artwork which also promotes its ceramics classes.
- Homeira Goldstein's exhibition *Beyond Shapes* had an in-person opening at MBAC last Friday with artist David A. Peters present; well attended (180) and runs through December 19<sup>th</sup>, 2021.
- October 24 is the annual Pumpkin Race; the commission is encouraged to participate.
- The City's Historical assessment consultant, History Associates Inc, will be working at the "Red House" in Polliwog Park.
- The Public Arts Trust Fund has had no significant change in the last month. No funds will expire until 2023 at the earliest.
- City Council updates: As noted, the City Council will be considering funding four Cultural Arts Commission projects: Rainbow Crosswalk, MB Art Center frieze repair, stage for Polliwog Park, and the digital art wall for the City Hall lobby at its meeting tomorrow (10/19/21).

**H. COMMISSION ITEMS**

- **Commissioner Manna** suggested that the Commissioners actively explore art venues outside the city. He reported on an exhibit at Skirball and LACMA.

**I. ADJOURNMENT**

At 7:56 P.M, seeing no objection, **Chair Marcy** adjourned the meeting to November 15, 2021 at 6:00 p.m.

**DATE:** November 15, 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

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**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
- 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
<b>ADD NEWEST ITEMS HERE</b>				
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				
<b>ADD OLDER ITEMS HERE</b>				



Comments:				
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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	UPDATE	STATUS	TARGET DATE
Commissioners T and R met with Eilen Stewart to review the draft document. Changes were made and a final draft prepared	Rubino	11-11-21	Draft is ready for Commission to review  A pilot is proposed to gage how it will work.	11-16-21
Rough draft is completed and in revisions	Rubino	9.14.21	Will be ready for commission review by target date	10.18.21
Commissioners Tokashiki and Rubino met twice to create a working draft for the Performing Arts Grant Application.	Rubino		In revisions	
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:

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Comments:

**ADDITIONAL INFORMATION**

**CULTURAL ARTS COMMISSION WORK PLAN  
ITEM**

**Arts Grants – Permanent Sculpture**

Ad-hoc Committee: 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	UPDATE D	STATUS	TARGET DATE
NEWEST ITEMS HERE; Commissioners Manna and Tokashiki met on 8/3 to bring commissioner Tokashiki current on the status of the Sculpture Garden program.	Manna Tokashiki	8/25/21		
Comments: We were unable to contact commissioner Ryan to attend our meeting.				
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:				

## CULTURAL ARTS COMMISSION WORK PLAN

### ITEM

#### Arts Grants – School/Education

Ad-hoc Committee:

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 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	UPDATE D	STATUS	TARGET DATE
ADD NEWEST ITEMS HERE				
Reach out via short survey to the MB Public and Private Schools to gage support/needs	Rubino		In progress	
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: 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	UPDATE D	STATUS	TARGET DATE
<p><b>ADD NEWEST ITEMS HERE:</b> Commissioners Manna and Tokashiki met on 8/3 to bring commissioner Tokashiki current on the status of the Sculpture Garden program.</p>	Manna Tokashiki	8/25/21		
<p>Comments: We were unable to contact commissioner Ryan to join us.</p>				
<p>Discuss general guidelines for grant application, qualifications, etc.</p>	CAC		To be discussed	04.19.21
<p>Comments:</p>				
<p>Meet with staff to discuss options and opportunities for project</p>	Ryan Manna			
<p> </p>				
<p> </p>				
<p>Comments:</p>				
<p> </p>				
<p>Comments:</p>				
<p> </p>				
<p>Comments:</p>				

Comments:				

**ADDITIONAL INFORMATION**

## CULTURAL ARTS COMMISSION WORK PLAN ITEM

### Arts Grants – Utility Infrastructure

Ad-hoc Committee: 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
Received clarification of sign parameters for compliance with the Trust. Will continue collecting estimates and information.	Rubino	9.15.21	Research will be completed and ready for presentation by Target date	10.18.21
Research various types of frontage signs and sign companies.	Rubino	8-25-21	In process	10.18.21
Comments: New committee met and discussed the current 3-phase plan and chose to proceed with 2.1 Signage. Members will research sign companies and reach out to City Council members to determine their support of an electronic marquee and thoughts around the frontage sign.				
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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Comments:				
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Comments:				

ADD OLDER ITEMS HERE				
Comments:				

**ADDITIONAL INFORMATION**

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

Ad-hoc Committee:

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
Staff report is being prepared and will go to Council in October	Marcy/Rubino	9.14.21	In Progress	10.18.21
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

**DATE:** November 15, 2021

**TO:**

Members of the Cultural Arts Commission

**FROM:**

Eilen R Stewart, Interim Cultural Arts Manager

**SUBJECT:**

Cultural Arts Commission Work Plan for 2022-2023

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**RECOMMENDATION:**

Discuss approved Cultural Arts Commission Work Plan items for presentation to City Council at the joint City Council meeting on January 11, 2022.

**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 Cultural Arts Commission will discuss the items below to determine in order to present the status and any recommendations. Suggestions for possible additions to the 2022-2023 work plan may be discussed.

- 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
- Historical Archiving Project