



**CITY OF MANHATTAN BEACH
CULTURAL ARTS COMMISSION MEETING**

Monday, July 17, 2023

4:00 PM

**Location: Manhattan Beach City Hall and
Hybrid virtual**

A G E N D A

A. CALL TO ORDER

B. PLEDGE TO THE FLAG

C. ROLL CALL

Chair Spackman	Commissioner Karger
Commissioner Dohner	Commissioner Patterson
Commissioner Ehrlich-Fein	Commissioner Tokashiki

D. APPROVAL OF MINUTES

June 19, 2023

E. CEREMONIAL

F. AUDIENCE PARTICIPATION (3-Minute Limit)

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

G. GENERAL BUSINESS

1. Work Plan Item Discussion
 - a. Utility Box Beautification
 - b. Murals
 - c. Sculpture Garden
 - d. Velzy Plaque
 - e. New Art Initiatives

H. STAFF ITEMS

Cultural Arts Division updates
PATF Budget update
City Council updates

I. COMMISSION ITEMS

J. ADJOURNMENT

If unable to attend in person, the Cultural Arts Commission encourages the Cultural Arts Commission encourages the public to participate by submitting comments on agenda items or other subject matter within the jurisdiction of the Cultural Arts Commission via email to both estewart@manhattanbeach.gov and lrobb@manhattanbeach.gov, no later than 3:00 PM, the day of the meeting.

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 4:00 PM 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/aByWMMRmYK>. 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

June 19, 2023

Hybrid format: by teleconference (Zoom) and in person in accordance with procedures on agenda
1400 Highland Avenue
Manhattan Beach, CA 90266

A. CALL TO ORDER

Chair Spackman called the meeting to order at 4:01 p.m.

B. ROLL CALL

Present: Chair Spackman, Dohner, Karger, Patterson, Vice Chair Tokashiki (excused at 6:17 pm).

Absent: Erlich-Fein

Staff present: Mark Leyman, Parks and Recreation Director, Eilen Stewart, Cultural Arts Manager, Eric Brinkman, Cultural Arts Supervisor, and Rosemary Lackow, Recording Secretary.

C. APPROVAL OF MINUTES – May 15, 2023

It was moved and seconded (Tokashiki/Karger) to approve subject to revising the last sentence in the last paragraph of item F.e (New Art Initiatives) at the top of page 4 to read:

Going forward, CAM Stewart will provide the list (below) presented by Chair Spackman as background information attached to the staff report template (format to be determined) which will be updated on a regular basis per committee.

CAC WORKPLAN OPPORTUNITIES FOR 2nd HALF 2023

- 1) Art Walk/Art Exhibition
- 2) Digital Art/Performance
- 3) Instruments in the Park
- 4) Performing Arts at MBAC
- 5) Art Nights/MB Chamber
- 6) Intersection Decoration
- 7) Designated Street Art Area
- 8) Mural at Dorsey Field
- 9) Redo Pier Beach Wall (remove mosaic)
- 10) Small Downtown Performance Space
- 11) Polliwog Park Landscape Art (grass mound maze)

Prior to the vote, CAM Stewart pointed out that the approval of the minutes requires a majority vote (4 Commissioners) but there are only 3 commissioners on the Commission who were present at the May 15th meeting. Recording Secretary Lackow noted that she had researched Robert's Rules of Order regarding the question of who may approve minutes, and found that that the applicable rule is simply that a quorum of the currently seated commission is required and all seated members can vote, regardless as to whether present at the meeting for which minutes are being approved. This could be verified by the City Clerk.

CAM Stewart noted that subject to confirmation of this, the commission can proceed with voting on the motion.

Roll Call:

YES: Chair Spackman, Dohner, Karger, Vice Chair Tokashiki, Patterson

NOES: None

ABSENT: Erlich-Fein

ABSTAIN: None

The motion passed 5-0-1-0.

D. CEREMONIAL

Chair Spackman welcomed new Commissioners Dohner and Patterson and the new commissioners each gave introductions. Commissioner Dohner has worked in merchandising management and is a community artist. Commissioner Patterson moved to Manhattan Beach from Ohio where she was a member of her town's cultural arts commission for 20 years.

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

F. GENERAL BUSINESS

1. Selection of new Chair and Vice Chair (See minutes for May 15, 2023 meeting)
2. Work Plan Item Discussion

Chair Spackman suggested and with no objection, the order of agenda items was changed, switching item (c) Sculpture Garden with item (a) Utility Beautification.

a. Sculpture Garden

Commissioner Tokashiki provided new information received by staff after consulting with other city departments (Community Development, Public Works). New parameters include: 1) Sculptures over approximately 5.5 feet in height (including pedestal) require a building permit and possibly a right of way permit; 2) installments west of Valley Drive will require Coastal Development Permit; 3) If the existing program moves forward with no changes, all artists will need to obtain any/all permits required including drawings (in particular, engineered plans for sculptures over 5.5 feet in height) to be evaluated by Public Works and Community Development. Also, a survey would be needed for locations within the coastal zone, west of Valley Drive and coastal clearances may take between 6 and 12 months.

Vice Chair Tokashiki outlined possible courses that can be taken and the staff recommendation. Options include: 1) establish a "blanket" permit process for pre-approved sites and fitting certain installation parameters such as using a "pot and pole" method; or 2) streamline by limiting all sculptures to less than 6 feet in height with a common bolting pattern and restricting locations so they are east of Valley only, out of the coastal zone.

The Commission discussed the options for a streamlined process based on the following parameters: 1) limit the size of pedestal to about 3 feet in height (with possibly one other possible height) with common bolt pattern; 2) locate all in the Veteran's Parkway greenbelt, creating a 'walking gallery'; 3) reduce the stipend (due to smaller sculpture size) and increase the number of artworks; and, 4) rotate art annually. The benefits are that this would be the quickest approach and may be more consistent with city risk management objectives.

The process and timeline going forward was discussed and it was emphasized that that City Council review and approval would be needed. Director Leyman outlined a possibly streamlined timeline that would continue the momentum without undue delay. This would require the ad hoc committee to work closely with staff over the next month to flush out details and then bring those details back for a robust Commission discussion at the July meeting. An RFP could be possibly developed for Commission review in August. Director Leyman would keep the Council apprised through briefing notes.

b. Utility box beautification

After an introduction by CAM Stewart on jury criteria, the Commission reviewed all submittals listed on a provided spreadsheet and locations plotted on an accompanying map for Phase II of the Utility Box Beautification project. All locations have a single utility box with the exception of locations 13 and 18 which have three and 16 which has two.

Upon reviewing and discussing all submittals, it was moved and seconded (Karger/Tokashiki) to recommend that the council select the following list of artists per location. In discussing it was noted that location 16 is recommended for two separate artists (one per utility box) and as such, one additional stipend would be needed to be approved by the City Council.

Location No.	Artist	Description / Notes
12	Bulhozer, Ilana	Beach volleyball (add volleyball players to a second side?)
13 (3 boxes)	Tanaka, Emily	Colorful “tie dye” (#s 1 & 2 on either side of #3)
14	Ngo, Vervialle	Beach scene
15	Lobo, Drica	Sunset, wave, flowers
16 (2 boxes)	Lui, Isabella Lui, Auden	Two separate submittals, request additional funding to be placed at one location
17	Bragg, Charles	Pelicans
18 (3 boxes)	Black, Robert	Hummingbird
19	Cardone, Ryan	Downtown winter sunset
20	Garel, Joanna	Butterfly
21	Casteneda, Elsa	Floating sea life
22	Simon, Neli	Pier and beach (#2)
23	Gonzales, Tony	Vertical Surfboards
Alternate 1	Andrade, Vanessa	South Bay botanicals (#1)
Alternate 2	Andrade, Vanessa	Palm trees (#5)
Alternate 3	Cruz, Rosa	Welcome to Manhattan Beach

Roll Call:

AYES: Chair Spackman, Dohner, Karger, Vice Chair Tokashiki
 NOES: None
 ABSENT: Erilich-Fein
 ABSTAIN: None

CAM Stewart announced that the motion passed 5-0-1-0.

Vice Chair Commissioner

c. Murals

Commissioner Karger presented a draft RFP reflecting changes made by the Commission in June with a few minor tweaks suggested by staff. CAM Stewart asked whether any further changes are desired; none were requested.

In discussing, Commissioner Patterson inquired as to whether any anti-graffiti coating will be applied, citing her past experience with public murals; she is concerned that after a few years such coating can cause a mural to have a milky appearance. CAM Stewart stated that it has been the intent to use an anti-graffiti coating in accordance with City Council preference. Commissioner Patterson will look into this and provide further information to Commissioner Karger who will also look into the issue.

CAM Stewart recalled use of anti-graffiti coating for other projects: 1) first round of murals (not used seem to be holding up well); 2) first round of utility boxes (used and recalls some issues); and 3) Leadership Manhattan mural at MBAC (used but not aware of any discoloration after about a year). Commissioner Karger will look into this further and Commissioner Patterson will confer with her. Commissioner Dohner suggested that all captions for the mural locations in the application, be aligned so that they correspond clearly to each location photo.

It was moved and seconded (Patterson/Dohner) to approve the mural program RFP including application form as presented.

Roll Call:

AYES: Dohner, Chair Spackman, Karger, Patterson

NOES: None

ABSENT: Erilich-Fein, Vice Chair Tokashiki

ABSTAIN: None

CAM Stewart announced that the motion passed 4-0-2-0. Once the document is revised it will be posted to appropriate outlets.

The makeup of committees was discussed and determined going forward as follows:

Murals: Commissioners Karger (Chair); Patterson

Sculpture Garden: Vice Chair Tokashiki (Chair); Chair Spackman.

New Initiatives: Commissions Dohner (Chair) and Chair Spackman

d. Velzy Plaque (see Staff Items, council updates).

e. New Art Initiatives – no update at this time.

G. STAFF ITEMS

Cultural Arts update from Supervisor Brinkman:

- Exhibitions at MBAC: “Swell” closes July 2nd; has been the most popular exhibit to date and the annual Community Art Exhibit has received 200+ submissions (highest ever); opening reception July 28, 6:00 -9:00 pm.
- Arts programming: at MBAC there will be summer camps for kids and more specialized ceramics classes are being offered: new drawing and painting classes are planned for the fall.
- Summer concerts in the park; Sundays July 2 until September 3rd.
- Shakespeare by the Sea: Polliwog Park, Twelfth Night July 20, Hamlet, July 21st.
- Staffing: 4 new part time staff have been hired to help with increased programming (new classes and workshops).

PATF (Public Art Trust Fund) update from CAM Stewart

- Total fund balance: just over \$2 million
- Allocated: about \$1.4 million
- Unallocated: approximately \$649k unallocated
- Projected expirations: 2023 - none; 2024 - \$244k

City Council updates from CAM Stewart:

- Velzy Plaque: City Council will consider revised plaque wording tomorrow (June 20, 2023) - “Dale “Hawk” Velzy developed his world-famous surfboard brand at this site in the early 1950’s.”
- Historical Assessment: City Council will consider a contract with HAI (History Associates Inc.) on the June 20 council consent calendar, covering Phase III, an accounting of historical/cultural assets at the Manhattan Beach Historical Society museum (the “red house”) in Polliwog Park.
- In July council will consider the Commission’s Utility Box Beautification recommendation. Manhattan Beach Public Works Department is starting a utility renovation project that could potentially lead to the future elimination of some of the utility boxes; the timing for the project currently is unknown but this may require in the future that the city decommission or possibly relocate art wrapped cabinets.
- Catalina Classic sculpture: staff is working with the South Bay Boardriders Club to finalize agreement with LA County and right-of-way permits are being worked out, but is anticipated that the artwork will be installed in time for this year’s race on August 27th.
- At the next (July) Commission meeting the overall city-wide arts assessment work plan item will be brought before the Cultural Arts Commission and, subsequently to City Council in August.
- MBAC Van Hamersveld frieze repair: being scheduled – possibly will start late June.

H. COMMISSION ITEMS

Chair Spackman advised that he will be “out of pocket” in July and will work out his schedule with staff.

I. ADJOURNMENT

At 6:43 p.m. with no objection, Chair Spackman adjourned the meeting to July 17th 2023 at 4:00 pm.

DATE: July 17, 2023

TO:

Members of the Cultural Arts Commission

FROM:

Eilen R Stewart, Cultural Arts Manager

SUBJECT:

Cultural Arts Commission Work Plan for 2023

RECOMMENDATION:

Discuss Cultural Arts Commission (CAC) Work Plan items based on the input received from City Council at the March 7, 2023 City 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:

City Council met with the Cultural Arts Commission in a joint meeting on January 9, 2023 to provide direction for the 2023 Cultural Arts Commission Work Plan. Upon discussion, City Council directed the Commission to present a new work plan for consideration. This work plan was presented to and approved by the City Council on March 7, 2023.

The Commission identified the following work plan items:

- **Utility Boxes Phase II:**
 - CAC identified 12 locations with 18 total utility boxes where artwork may be installed
 - RFP was posted and 40 proposals received
 - CAC made recommendations on artists and locations, City Council will review these recommendations and make a final decision on August 1, 2023 (this presentation was slated for the July 18 CC agenda and was moved to August 1 to alleviate overburdening the meeting)
- **Murals on City Property Phase II:**
 - CAC identified 7 locations where murals could be installed
 - In this phase murals will be applied using paint only, directly onto the surface in as is condition
 - RFP has been developed and posted, closing on August 6, 2023, at 5PM
 - staff have begun receiving applications

- **Sculpture Garden:**
 - CAC identified 8 possible locations where sculptural artworks could be installed
 - Staff met with other departments and discovered several challenges to the program as proposed, including the need for permits and engineering specs
 - Staff met to discuss challenges of program and will present possible solutions to the CAC to review, a staff report with CAC recommendations will be drafted and presented to City Council on September 5, 2023
- **Velzy Commemorative Plaque:**
 - After extensive feedback from members of the Historical Society and the public as well as discussion by City Council, the final language adopted for the plaque will read as follows:
Dale “Hawk” Velzy opened one of the world’s first known surfboard shops on this site in the early 1950s; Photo Credit: Don Guild
 - Plaque installation is slated to coincide with the August 27, 2023 Catalina Classic Paddleboard Race
- **Proactive Research of Additional Arts Opportunities:**
 - The CAC will keep an active list of arts opportunities and research the most viable options as time and schedules permit
 - The current list of possible arts initiatives includes:
 - Art Walk/Art Exhibition
 - Digital Art/Performance
 - Instruments in the Park
 - Performing Arts at MBAC
 - Art Nights/MB Chamber
 - Intersection Decorations
 - Designated Street Art Area
 - Mural at Dorsey Field
 - Decommission Mosaic Artwork at Pier
 - Small Downtown Performance Space
 - Polliwog Park Landscape Art (grass mound maze)