



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

**Monday, April 15, 2024**

**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

Vice Chair Tokashiki  
Commissioner Patterson  
Commissioner Ehrlich-Fein

**D. APPROVAL OF MINUTES**

March 18, 2024

**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 – Phase III (on hold)
  - b. Murals update
  - c. Sculpture Garden City Council direction
  - d. 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 [ebrinkman@manhattanbeach.gov](mailto:ebrinkman@manhattanbeach.gov) and [lrobb@manhattanbeach.gov](mailto: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**

March 18, 2024

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 4:00 p.m.

**B. PLEDGE TO THE FLAG**

**C. ROLL CALL**

Present:, Dohner, Erlich-Fein, Karger, Patterson, Vice Chair Tokashiki, Chair Spackman

Absent: None

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

**D. APPROVAL OF MINUTES – February 21, 2024**

It was moved and seconded (Tokashiki/Karger) to approve the February minutes with three corrections:

- Pg. 2, in d. New Art Initiatives; Downtown Art Walk: first line correct spelling of Jill Lampkin to read “Jill Lamkin”
- Pg. 2, same paragraph, last line, strike “Huntington Beach” and replace with “Hermosa Beach”
- Pg. 2, last line, revise sentence to read: “...feels this could be about putting together a printed brochure or a digital document (e.g. on the city’s website) promoting the City’s.....a high priority.”

The motion passed by voice vote: 5-1 (Dohner abstention)

**E. CEREMONIAL - None**

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

**G. GENERAL BUSINESS**

CAM Stewart made the following announcements:

- She will be resigning from her position as Cultural Arts Manager; tonight is her final meeting with the Commission as her last day will be Friday, March 29<sup>th</sup>. She will bring projects to the City Council tomorrow and seeing that all are set on a good pathway forward. Commissioner Karger expressed her appreciation to CAM Stewart, with assent from all.

Director Leyman expressed his appreciation and recognized CAM Stewart for her accomplishments with

the City, noting that during her term the arts through a multitude of Work Plan programs has been significantly elevated. A recruitment will be undertaken to fill the position and, on a temporary basis, be taking on the role of Cultural Arts Manager; he will be in touch further with the Commission. He cautioned that it will be necessary to pause a number of programs.

- Projects: Tomorrow (3/19) a number of CAC projects will be brought to the City Council for approval, however some will need to be paused such as the Utility Box Beautification (will hold back RFP). Murals: all approved will continue to be installed per an established schedule and CAM Stewart noted one is completed, another is almost complete and others that will be started soon; there should be no delay in completing the current program. Two additional murals that will be considered tomorrow by council (shark and LA v. Hate proposal) could be added to the program.

#### 1. Work Plan Item Discussion

##### a. Utility Box Beautification (Phase III):

See bullet 2 above regarding Projects—per CAM Stewart, RFP to be paused.

##### b. Murals

See bullet 2 above regarding Projects. Regarding the shark mural, CAM Stewart noted that tomorrow the City Council will consider a location including the Commission’s recommendation for either of the two west facing walls of the new Fire Station on Manhattan Beach Boulevard. She has discussed the status with the artist and he is amenable with both these locations and the budget. If approved, this mural will be added to the list of those to be installed. If the LA vs. Hate is approved it also will be added to the list of installation murals, however this project takes much more work as a location has not been agreed on and integration/engagement with the school district is required.

##### c. Sculpture Garden

See bullet 2 above—per CAM Stewart, the CAC recommendation of 15 artists will be considered by the City Council tomorrow. Staff will see what the council approves but will likely need to be paused.

##### d. New Art Initiatives. CAM Stewart noted that the new initiatives will need to be paused.

**Downtown Art Walk:** Commissioner Karger updated with aid of a PowerPoint (“MB Downtown Artwalk 2025”), reflecting input she has received from Jessica, President/CEO, Hermosa Beach Chamber of Commerce. Initially the Hermosa Beach project, featuring 50 artists in 50 stores, was a Leadership Hermosa Beach project but now in its third year, it is being done by Indivisible Arts (nonprofit that fosters creativity) and the city’s Historical Society. They handle student submittals separately. Jessica recommends: 1) limit the number of artists to 15-20 as it takes 1-2 weeks to install with follow-up; 2) have a point person who could be the CAC committee chair working with Jill Lamkin, Downtown MB Business and Professional Association (DTMBB&PA) ; 3) can sell the art online (their online site is “State of the Art” with profits going towards Indivisible Arts and the Historical Society) to provide a pathway for giving to nonprofits; 4) have a map. They also had two additional events: “Art and Coffee Walk” and a scavenger hunt coordinated with the stores. Commissioner Karger noted that she thinks MB may not want to do the scavenger hunt, but this could be a related event handled entirely by DTMBB&PA.

Hermosa had a number of challenges, some advice to meet these includes: 1) staff resources: estimate 200-200 hours were needed; 2) insurance is needed as liability is incurred for within the stores; 3) to promote the artists, get their bios and have available and 4) if selling the art, work out details of how this is done.

CAM Stewart will email a pdf of Commissioner Karger's PowerPoint to the Commission.

Discussion followed; Commissioner Karger will continue to gather information and inform Jill Lamkin as to the status until staff resources are available to proceed to develop a recommendation that can be presented to council. Commissioner Karger welcomes assistance from other Commissioners however she does not feel at this time that a formal subcommittee is needed. CAM Stewart suggested some research that can be done with Hermosa might include looking at their submittal applications. It was further clarified that the Hermosa Beach project was not handled by the city but rather was handled completely by the Chamber and the non-profits. It was suggested that, if successful the event could be expanded to east Manhattan. It was also suggested that in Manhattan Beach, "Young at Art" or a 501c3 could be involved. Commissioner Patterson suggested that Young at Art might be a good resource if it were decided that they would handle student submittals separately as in Hermosa Beach.

## **H. STAFF ITEMS**

**Cultural Arts Division updates** – Ceramics Supervisor Brinkman reported:

- Utility box beautification: repairs have been made to all already installed that have had problems – looks good, but please report any problems if you see anything.
- Exhibitions: "Return to Form" is closing 3/31 and the next opening for "Plus One" will be on Friday, April 19 (5 pm to 7 pm). This exhibit is the community pottery showcase, scheduled every two years and features 25 artists, thematically looking at the mentor/mentee dynamic inherent in pottery making that strengthens the pottery culture.
- Ceramics classes/other instruction programs: The installation of the new ceramics kiln has begun and staff is, working with the construction/engineering team, attempting to minimize impacts to programming. However, on April 9<sup>th</sup> the ceramics studio will need to be closed for the spring session, and remain so until the new kiln is installed. Although a short session was hoped to be offered, the entire spring session has been cancelled. Summer programming is in the works, to include full schedule of ceramics, as well as Concerts in the Park, many workshops at the Art Center, and Shakespeare by the Sea.
- Arts Assessment: in a couple of months the consultant is expected to finalize and submit a report to the City which will in a few months, come before the Cultural Arts Commission.

**PATF (Public Art Trust Fund)** - no report.

**City Council update** (see prior discussion).

## **I. COMMISSION ITEMS**

Commissioner Dohner mentioned that on the morning Channel 5 news, Mira Costa was highlighted including VAPA (Visual and Performing Arts) and its subparts (dance, drama, music, etc.) CAM Stewart noted that in the past the Mira Costa jazz band was a lead in at the Concerts in the Park but this was discontinued as it was too complex.

Chair Spackman expressed appreciation and good wishes to CAM Stewart, who noted her pleasure in working with the city and this group.

**J. ADJOURNMENT**

At 4:38 p.m. Chair Spackman without opposition and further ado/adieu, adjourned the meeting to 4:00 pm, April 15<sup>th</sup>.

DRAFT

**DATE:** April 15, 2024

**TO:**

Members of the Cultural Arts Commission

**FROM:**

Eilen R Stewart, Cultural Arts Manager

**SUBJECT:**

Cultural Arts Commission Work Plan for 2023 – 2024

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**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)
- City Council has reviewed and approved recommended artwork and locations (18 boxes at 16 locations), staff is routing contracts to begin work
- In response to request from the Down Town Business Association and other interested parties, staff recommends preparing for Phase III of new utility box artwork.
- The CAC identified 39 individual utility boxes in 28 locations around

the City and proposal for Phase III and locations will be reviewed by City Council at the January 17, 2024 meeting.

- Installation of Phase II boxes was completed in January 2024.

- **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 received 116 applications and assembled a PowerPoint presentation with 100 viable submissions; incomplete and redundant applications were eliminated
- CAC reviewed submissions on their August 21 meeting and put forth 27 semi-finalists for City Council review on September 19
- City Council reviewed the recommendations and approved artwork for 5 sites at their September 19, 2023 meeting; they asked that the CAC return with additional options for the two remaining sites (PD/Fire wall and MBAC)
- Staff directed artists to adjust and/or resubmit their proposals if they felt it was necessary, 47 revisions were received and added to the remaining 73 submissions not yet reviewed by City Council. The Cultural Arts Commission reviewed all 120 proposals (those remaining from Round I and those newly received) at their October 16, 2023 meeting and recommended 9 artworks for the two remaining locations
- Councilmembers Howorth and Napolitano requested to hold a discussion regarding the Eric Snyder “Shark” mural (proposed for the PD/Fire wall) at the October 17, 2023 City Council meeting.
- City Council will review all recommendations as well as the “Shark” mural at their November 21, 2023 meeting
- CC selected mural options for Heights (versions a and b by previously selected artist Armelle Vervialle Ngo), MBAC, and PD/Fire, and directed staff to find a location for the Shark mural

- **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 19, 2023
- City Council reviewed the four proposed recommendations and directed CAC and staff to research and return with 15 options of sculptures to purchase or commission for permanent display in lieu



of the four proposed options

- **Velzy Commemorative Plaque: (Completed)**
  - 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
  - Plaque has been completed and will be unveiled at a celebratory event at the Hermosa Beach Historical Society on August 24, 2023
  - Public Works will install plaque after the Catalina Classic Race on August 27, 2023
  - Plaque was installed in early January 2024
- **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 list of possible arts initiatives as of March 2023 includes:
    - Art Walk/Art Exhibition
    - Digital Art/Performance (removed 09.18.23)
    - Instruments in the Park
    - Performing Arts at MBAC (removed 09.18.23)
    - Art Nights/MB Chamber
    - Intersection Decorations (removed 09.18.23)
    - Designated Street Art Area (removed 09.18.23)
    - Mural at Dorsey Field (removed 09.18.23)
    - Decommission Mosaic Artwork at Pier (removed 09.18.23, defer to RLA assessment)
    - Small Downtown Performance Space
    - Polliwog Park Landscape Art (removed 09.18.23)
  - The Cultural Arts Commission reviewed the running list of art opportunities at their September 18, 2023 meeting, removed/renamed as needed and added several new items; the current list of projects is as follows:
    - Public Art Tour (pause until other work is complete, CC 10.19.23)
    - Instruments in the Park (removed by CC 10.19.23)
    - Art Nights/MB Chamber
    - Small Downtown Performance Space (removed by CC 10.19.23, requested programming existing spaces instead)
    - Chalk Art Festival
    - Surfboards on Parade
    - Art Vending Machine
    - Young at Art for Older Adults
    - Art Therapy at Joslyn Center
    - LA/South Bay Coalition vs Hate Community Mural (removed)

- by CC 10.19.23, staff to bring back as separate item)
      - Alley Arts Murals (removed by CC 10.19.23, more development needed)
  - The City Council reviewed this list of initiatives at their September 19<sup>th</sup> 2023 meeting and made comments resulting in the following list:
    - Art Nights/MB Chamber
    - Chalk Art Festival
    - Surfboards on Parade
    - Art Vending Machine
    - Young at Art for Older Adults
    - Art Therapy at Joslyn Center
    - Public Art Tour (paused by CC 10.19.23)
- **Bruce's Beach Artwork Recommendations:**
  - Following the closing of the RFP, staff received 26 submissions for the Bruce's Beach Commemorative artwork
  - The Art in Public Places Committee (APPC), reviewed all proposals and recommended that the following be moved forward for review and recommendation by the Cultural Arts Commission
    - [Austen Brantley](#)
    - [Amie Jacobsen](#)
    - [James Dinh](#)
    - [Forma Studio](#)
    - [Muna Malik and Tre Borden](#)
    - [Masud Ashley Olufani 2](#)
    - [James Moore](#)
    - [Rachel and Rigel Hunter](#)
    - [Joseph O'Connell](#)
  - The CAC reviewed the 9 applicants at their August 21 meeting and recommended 5 candidates for City Council Review. The CAC concurred with the APPC that more outreach to the community and development of projects is needed. The recommended candidates are:
    - James Dinh
    - Forma Studio
    - Muna Malik and Tre Borden
    - Austen Brantley
    - Joseph O'Connell (I Was Here Project & Creative Machines)
  - Next APPC meeting has been scheduled for 6pm, on January 24, 2024
  - APPC met on 01.24.24 and recommended the following action plan:
    - Split project in two: artist work and installation/permitting work
    - Split budget 50/50 for artist vs installation/permitting
    - Create a team of experts for the project: selected artist, staff,

contractors as needed from following areas: Public Works, Engineering, Architectural Design, Project Management, Community Development, Building Safety, Planning, Permitting, and Cultural Arts

- Redevelop and reissue RFP with new budget and clarified goals for artwork
- Create a short video to accompany RFP outlining new process and didactic goals of the artwork
- Host a pre-application RFP workshop to answer questions from prospective applicants and ensure quality proposals
- Next APPC meeting has been scheduled for 6pm, on March 7, 2023
- The March 7, 2024 Zoom meeting was hacked by a group of individuals who were able to completely override all controls for the meeting for a period of several minutes. They proclaimed horrible racial slurs both vocally and visually by taking over the 'share screen' function of the meeting. The technical support present on site quickly jumped into action and were eventually able to regain control of the Zoom component and remove the perpetrators from the meeting. The incident was reported to appropriate agencies including the Manhattan Beach Police Department as well as LA vs Hate.