



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

Monday, July 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

Commissioner Patterson
Vice Chair Karger
Commissioner Colmey

Chair Tokashiki
Commissioner Dohner
Commissioner Padnos

D. APPROVAL OF MINUTES

June 17, 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. RLA Art Assessment Report Update
2. 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 mleyman@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 17, 2024

Location: Manhattan Beach City Hall and Hybrid (remote) format: by teleconference (Zoom)
City Hall: 1400 Highland Avenue
Manhattan Beach, CA 90266

A. CALL TO ORDER

Chair Tokashiki called the meeting to order at 4:02 p.m.

B. PLEDGE TO THE FLAG

C. ROLL CALL

Present: Dohner, Padnos, Karger, Colmey, Patterson, Vice Chair Karger

Absent: None

Staff present: Parks and Recreation Director Mark Leyman, Senior Management Analyst Linda Robb, Recording Secretary Rosemary Lackow

D. APPROVAL OF MINUTES – May 20, 2024

It was moved and seconded (Patterson/Karger) to approve the May meeting minutes as submitted.
The motion passed unanimously by voice vote: 6-0

E. CEREMONIAL - None

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

G. GENERAL BUSINESS

1. Work Plan Item Discussion

a. Utility Box Beautification (Phase III). Chair Tokashiki noted that Phase III is on hold. Director Leyman welcomed commissioners Colmey and Padnos and updated that staff is working towards bringing a contractor on board to help with this and other projects and will hopefully have progress to report next month.

b. Murals Update. Chair Tokashiki noted several murals have been installed, citing the one at “Rocketship Hall” which looks great; more are being installed soon.

c. Sculpture Garden. Director Leyman confirmed this project is still paused until staff resources are in place.

d. New Art Initiatives – Commissioner Karger summarized the background on the Commission’s development of a Downtown Art Walk project with a focus on skateboard deck art, in collaboration with downtown businesses. Updating, she noted she discussed the concept with Jill Lamkin, President of the

Downtown Manhattan Beach Business and Professional Association (DTMBPA); Ms. Lamkin has indicated that the downtown merchants are not interested out of concern that they would not get enough of a benefit (e.g. added traffic in the stores, more sales) to justify the very large effort that would be required. Ms. Lamkin suggested perhaps an event just at Metlox could be done, however in discussing with the staff, this would require a large amount of city resources.

Commissioner Karger discussed this with Director Leyman and Recreation Supervisor Brinkman and it was suggested that the Commission explore alternatives and perhaps revisit the concept of a citywide art tour of existing installed artworks.

The Commission discussed a few alternative concepts and acted as follows:

- **City Art Tour: (Tokashiki)** As many new artworks have been installed recently, it may be a good time to update and enhance a public guide to art in public places throughout the city. A digital and paper pamphlet would be developed with map, showing locations of all art installed in the City with information about each work and artist and QR codes could be installed at each artwork site. The main effort would be to pull together a full updated list of city artworks. Once established, perhaps this can in the future be offered as a Dial-a-Ride bus tour with the assistance of volunteer docents.

An exploratory committee (Karger, Tokashiki, Dohner). was formed to work out the concept of a City Art Tour and report back.

Commissioner Karger also mentioned that staff, recognizing that the Culture Brewing Company has been very supportive in displaying art, suggested that and the Commission could go back to Ms. Lamkin and suggest that if a small group of businesses are similarly inclined, the City could be a resource for finding artists.

Commissioner Karger will contact Jill Lamkin and suggest the city could be a resource for artists for downtown businesses that want to display art.

- **Poet Laureate of Manhattan Beach: (Patterson).** A Poet Laureate would appear and recite poetry at certain important public events, work in poetry groups and promote poetry including working with the schools— more of a performing arts initiative. It was agreed that more information about a Poet Laureate program is needed including how to set up.

An exploratory committee (Patterson, Colmey, Padnos) was formed to obtain more information and report back.

- **Free Expression Camp:** Commissioner Padnos described a camp program he has developed for students to learn how to express and advocate for themselves through the arts. He will be implementing in underprivileged areas this summer, working with some nonprofits and suggests that this curriculum could be applied to the Manhattan Beach community. The Commission discussed, liked the concept but needs to understand how this would translate to a city program, and, importantly, what resources would be needed from the City as a work plan item.

Commissioner Padnos will explore this concept more including what city resources would be needed and report back.

Director Leyman cautioned that any new initiative that would require additional city resources or a budget allocation will require approval from the City Council as a Work Plan amendment and this may mean that new projects may not be able to be implemented until next year.

H. STAFF ITEMS

Cultural Arts Division updates – Director Leyman reported:

- Cultural Arts Manager Recruitment: Recruitment opened today through mid-July. This position has a new title, Cultural Arts Senior Recreation Supervisor.
- City Arts and Facility tour: tentatively is scheduled for Monday July 29th, meeting and leaving from the Art Center on Manhattan Beach Boulevard, 4-6 p.m.
- RLA Arts Assessment: Staff expects this project, a full accounting of the City art collection, to be wrapped up in a week or two; the final report and accounting will be presented to the Commission possibly in September. RLA will also be returning with a plan, also funded by PATF, to maintain the collection.
- Exhibits: “Plus One” at MBAC will conclude June 30th. The annual community exhibit will follow; the opening reception will be July 26, 5-7 p.m.
- Murals update: Recently completed: Civic Center Fire Station and Marine Avenue Park (Pamela Wall Fitch) and the Charles Bragg “Sunbath” seal at the 34th Street stairs. Charles Bragg will soon start another mural at the pier comfort station.
- Concerts in the Park: kickoff June 30 with 9th Annual Salute to the Troops, Satin Dollz band.
- Shakespeare by the Sea: July 18 - Cardenio and 19th - Henry the IV – in Polliwog Park
- Ceramics Studio: the new kiln install is expected to be done late August; Open Lab is open a few days a week.
- Council chambers AV improvement: July 15 will mark the last meeting of the CAC in the council chambers for a few months. All city commission meetings in August have been cancelled.
- PATF balance: Currently balance of \$1,650,844.63; \$895,891.94 allocated and \$754,992.69 is unallocated. There is no worry that funds (\$176,000+/-) expiring this year will not be allocated by the end of the year.
- City Council: at tomorrow’s meeting the council will be directing staff regarding the Digital Wall Display project for the City Hall lobby. The city is having a hard time finding bidders to construct that project.

I. COMMISSION ITEMS

Chair Tokashiki welcomed Commissioners Colmey and Padnos.

SRM Robb gave a brief synopsis of the Brown Act, noting that, with six commissioners no more than three can be present and discuss any commission business; the new Commissioners will receive training arranged through the City Clerk.

The new commissioners gave self-introductions. Marie Colmey is an attorney and painter and strong supporter and advocate of the arts and community collaboration. Anthony Padnos is a senior at Mira Costa with a passion for debate and art; he has a large social media following for his art videos posted online and developed an art project for the “Young at Art” school art program.

J. ADJOURNMENT

At 4:45 p.m. it was moved and seconded (Karger/Colmey) and passed unanimously by voice vote, to adjourn the meeting to 4:00 pm, July 17.

DRAFT

TO:

Members of the Cultural Arts Commission

FROM:

Mark Leyman, Director of Parks and Recreation

SUBJECT:

RLA Conservation, LLC Comprehensive City Art Collection Assessment Report Update

RECOMMENDATION:

Staff recommends that the Cultural Arts Commission receive the RLA Conservation, LLC comprehensive City Art Collection Assessment Report.

FISCAL IMPLICATIONS:

On September 19, 2017, City Council approved an allocation of \$20,000 from the Public Arts Fund (PAF) to hire a part time staff member to develop a Public Art Assessment report. After a review of the project parameters in anticipation of launching the Project, it was determined that additional expertise would be required to account for the diversity of artwork within the City's collection as well as to establish repair and maintenance schedules that best fit industry standards for the different types of artwork the City owns. On September 19, 2023, City Council approved an additional \$25,000 to contract with RLA Conservation, LLC (RLA), to assess the condition of each piece in the City's art collection and recommend conservation treatments and maintenance plans for each artwork. Costs of the conservation treatments and recommended maintenance may be paid for from the PAF, which currently has a total balance of about \$1.6 million with approximately \$841,000 in allocated funds and roughly \$800,000 in unallocated funds. The use of PAF funds for this project is congruent with the purpose of the PAF as detailed in the Manhattan Beach Municipal Code Section 10.90.050.

BACKGROUND:

A Public Art Assessment was introduced as a Cultural Arts Commission work plan item on June 5, 2017, and was approved by City Council on July 18, 2017. On September 19, 2017, City Council allocated an amount not to exceed \$20,000 from the PAF for completion of this work by an in-house staff person.

A part time staff member was hired in October of 2018 to begin the assessment. It soon became apparent that in order to obtain comprehensive information and recommendations, a professional conservation team was needed to assess a collection of the size and scope of the one owned by the City. During the COVID-19 pandemic, the staff member working on the assessment vacated their position and the project was paused until a new approach for this item could be developed.

Staff reached out to other municipalities to gather input on how their collections were managed and received highly positive input regarding RLA, who maintains the collections of multiple nearby municipalities and other agencies. Upon further research staff determined that RLA is the most qualified contractor for the necessary work.

DISCUSSION:

The City of Manhattan Beach owns a collection of approximately 75 public art artworks consisting of murals, sculptures, memorials, fountains, and other assets. While steps were taken at various points in the City history to organize and keep track of this collection, few records exist and are inconsistent. As most of these artworks are installed outdoors, the marine environment is causing consistent, and in some cases, severe deterioration. In conducting this assessment, the complete collection will be properly catalogued, documented, and described. In addition, an action plan will be created to correct the immediate damage to artworks in need of repair, as well as establish an ongoing maintenance plan for the entire collection to ensure a safe and extended useful life of these items.

RLA developed a [plan](#) for three categories of artworks: those in need of immediate repair and how to accomplish it; those in stable condition but in need of ongoing maintenance to preserve condition; and those in need of decommissioning based on deteriorated condition or the City's desire to no longer house the artwork. RLA has prepared cost estimates and comprehensive plans for each of these contingencies, to be performed at a time determined by the City, with the work done by RLA or other conservation professionals.

ATTACHMENTS:

1. [RLA Assessment Report](#)

DATE: July 15, 2024

TO:

Members of the Cultural Arts Commission

FROM:

Mark Leyman, Parks and Recreation Director

SUBJECT:

Cultural Arts Commission Work Plan

RECOMMENDATION:

Discuss Cultural Arts Commission (CAC) Work Plan items based on the input received from City Council at the February 13, 2024 City Council work plan 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:

Cultural Arts Commission 2024-2025 Work plan items:

- Utility Box Beautification Phase III (on hold)
- Murals update
- Sculpture Garden
- New Art Initiatives

MB City Art Tour

- Objective:
 - Guide to City art for citizens and visitors
- Phases
 - Update website with art information
 - Physical pamphlet for self-guided tour
 - Consider app with map
 - Add QR codes on art that link to information about art
 - Guided Bus Tour
- Needed:
 - Locations/map of the art
 - Information about each piece – name, artist, date created/installed, medium
 - Meet with City web master to understand implications
- Progress to date
 - Identified source documents for art up to 2020
 - Laid out process to move forward

MB City Art Tour ACTIONS

- Plan:
 - Obtain locations and info about art from assessment – done (excel and power point)
 - Write up on new art - Suzanne
 - Identify which are missing and update spreadsheet - Karen
 - Review website and Power point
 - Identify locations/ mapping for all - Jen

Backup

MB City Art Tour

- Plan:
 - Add spreadsheet and power point to google docs.
 - Obtain locations and info about art from assessment – done (excel and power point)
 - Identify which are missing? Post 2020, Ex: Phase 2 utility box, and murals – update spreadsheet
 - Power point may be most complete
 - Identify which are on the website – update spreadsheet
 - Gather info about art (location, artist name, type of art, name of piece, date) that is NOT on website
 - Add
 - Use online template for art information – catalog of art by location
 - Determine format for physical brochure
 - Subset of art, locations/map
- Next:
 - Update website with art information
 - Create Physical pamphlet for self-guided tour
 - Consider app with map
 - Distribute and share through City publications
 - Add QR codes on art that link to information about art
 - Set up guided Bus Tour
 - Create short “blurb” about each piece
 - Set up bus tours – one time, yearly or ongoing (quarterly)?
 - Docent/leader, dial-a-ride? (insurance)
 - Add QR codes to artwork