

Cultural Arts Commission
Regular Meeting Agenda

Tuesday, February 28, 2017

6:30 P.M.

**City Hall – Multi-Purpose Room
23825 Stuart Ranch Road**

Call to Order

Roll Call

Approval of Agenda

Report on Posting of Agenda – February 23, 2017

1. Ceremonial/Presentations

- A. Administration of Oath of Office to Newly Appointed Commissioners
- B. Elections of Officers

2. Written and Oral Communications from the Public and Commissioners

- A. Communications from the Public concerning matters which are not on the agenda but for which the Commission has subject matter jurisdiction. The Commission may not act on these matters at this meeting.
- B. Staff Updates
- C. Commissioner Reports
 - 1. Commission Ad Hoc Committee Reports
 - a. Legacy Park Art Enhancement
 - b. Arts in Education
 - c. Fundraising
 - d. Arts Foundation
 - e. City Hall Public Art

3. Consent Calendar

- A. Previously Discussed Items

None.

B. New Items

1. Approval of Minutes

Recommended Action: Approve the minutes for the January 24, 2017 Regular Cultural Arts Commission meeting.

Staff contact: Administrative Assistant Saleaumua, 310-456-2489 ext. 349

4. Old Business

A. Malibu Poet Laureate Candidate

Recommended Action: 1) Accept the Laureate Selection Panel nomination for the Malibu Poet Laureate; and 2) Recommend City Council approve the nomination of Ricardo Ybarra as the Malibu Poet Laureate.

Staff contact: Recreation Manager Crittenden, 456-2489, ext. 337

5. New Business

A. Ad Hoc Committees

Recommended Action: 1) Review current Cultural Arts Commission Ad Hoc Committees and appointments, affirm or modify appointments and make any necessary appointments to fill vacancies; and 2) Confirm which Ad Hoc Committees have completed assigned tasks and dissolve such committees or determine to retain or create Ad Hoc Committees and affirm or modify appointments

Staff contact: Recreation Manager Crittenden, 456-2489, ext. 337

B. Concert on the Bluffs

Recommended Action: Review and discuss the preliminary details for the 2017 Concert on the Bluffs.

Staff contact: Recreation Manager Crittenden, 456-2489, ext. 337

Future Agenda Items

Adjournment

Future Meetings

Tuesday, March 28, 2017	6:30 p.m. Regular Meeting	City Hall Multipurpose Room
Tuesday, April 25, 2017	6:30 p.m. Regular Meeting	City Hall Multipurpose Room
Tuesday, May 23, 2017	6:30 p.m. Regular Meeting	City Hall Multipurpose Room

Guide to the City Commission Proceedings

The Oral Communication portion of the agenda is for members of the public to present items which are not listed on the agenda, but are under the subject matter jurisdiction of the Commission. Although no action may be taken, the Commission and staff will follow up, at an appropriate time, on those items needing response. Each speaker is limited to (3) three minutes. Time may be surrendered by deferring (1) one minute to another speaker, not to exceed a total of (8) eight minutes. The speaker wishing to defer time must be present when the item is heard. In order to be recognized and present an item, each speaker must complete and submit to the Recording Secretary a Request to Speak form prior to the beginning of the item being announced by the Chair (forms are available at the entrance to the meeting room). Speakers are taken in the order slips are submitted.

Items in Consent Calendar Section A have already been considered by the Commission at a previous meeting where the public was invited to comment, after which a decision was made. These items are not subject to public discussion at this meeting because the vote taken at the previous meeting was final. Resolutions concerning decisions made at previous meetings are for the purpose of memorializing the decision to assure the accuracy of the findings, the prior vote, and any conditions imposed.

Items in Consent Calendar Section B have not been discussed previously by the Commission. If discussion is desired, an item may be removed from the Consent Calendar for individual consideration. Commissioners may indicate a negative or abstaining vote on any individual item by so declaring prior to the vote on the motion to adopt the entire Consent Calendar. Items excluded from the Consent Calendar will be taken up by the Commission following the action on the Consent Calendar. The Commission first will take up the items for which public speaker requests have been submitted. Public speakers shall follow the rules as set forth under Oral Communication.

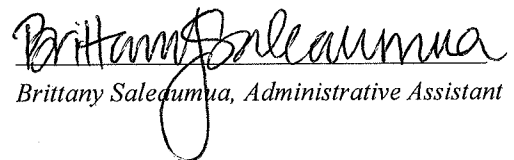
Old Business items have appeared on previous agendas but have either been continued or tabled to this meeting with no final action having been taken. Public comment shall follow the rules as set forth under Oral Communication.

Items in New Business are items which are appearing for the first time for formal action. Public comment shall follow the rules as set forth under Oral Communication.

Copies of the staff reports or other written documentation relating to each item of business described above are on file in the Parks and Recreation Department, Malibu City Hall, 23825 Stuart Ranch Road, Malibu, California and are available for public inspection during regular office hours which are 7:30 a.m. to 5:30 p.m., Monday through Thursday, and 7:30 a.m. to 4:30 p.m., Friday. Written materials distributed to the Commission within 72 hours of the Commission meeting are available for public inspection immediately upon distribution (Government Code Section 54957.5(b)(2)). Copies of staff reports and written materials may be purchased for \$0.10 per page. Pursuant to State law, this agenda was posted at least 72 hours prior to the meeting.

The City Hall phone number is (310) 456-2489. To contact City Hall using a telecommunication device for the deaf (TDD), please call (800) 735-2929 and a California Relay Service operator will assist you. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Environmental Sustainability Director Craig George, (310) 456-2489, ext. 229. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102-35.104 ADD Title II]. Requests for use of audio or video equipment during a Commission meeting should be directed to Alex Montano at (310) 456-2489, ext. 227, or amontano@malibucity.org before 12:00 p.m. on the day of the meeting.

I hereby certify under penalty of perjury, under the laws of the State of California that the foregoing agenda was posted in accordance with the applicable legal requirements. Dated this 23rd day of February 2017.


Brittany Salecumua, Administrative Assistant

MINUTES
CULTURAL ARTS COMMISSION
REGULAR MEETING
JANUARY 24, 2017
MALIBU CITY HALL
6:30 P.M.

CALL TO ORDER

Chair Gibbs called the meeting to order at 6:42 p.m.

ROLL CALL

The following persons were recorded in attendance by the Recording Secretary:

PRESENT: Chair Richard Gibbs; Vice Chair Catherine Brickman; Commissioners Suzanne Keith Zimmer and Alan Roderick-Jones

ABSENT: Commissioner Lotte Cherin and Ex-Officio Graeme Clifford

ALSO PRESENT: Jesse Bobbett, Community Services Director; Amy Crittenden, Recreation Manager; and Brittany Saleaumua, Administrative Assistant

APPROVAL OF AGENDA

MOTION Commissioner Zimmer moved and Vice Chair Brickman seconded a motion to approve the agenda. The motion carried 4-0, Commissioner Cherin absent.

REPORT ON POSTING OF AGENDA

Administrative Assistant Saleaumua reported that the agenda for the meeting was properly posted on January 20, 2017.

ITEM 1 CEREMONIAL/PRESENTATIONS

A. Administration of Oath of Office to Newly Appointed Commissioners

Commissioner Roderick-Jones was sworn in by Administrative Assistant Saleaumua.

B. Presentation on proposed Cultural Arts Program Budget for Fiscal Year 2017-2018

Community Services Director Bobbett presented the Cultural Arts Budget for the 2017-18 Fiscal Year and the programs the budget would cover.

ITEM 2.A. PUBLIC COMMENTS

None.

ITEM 2.B. RECREATION MANAGER UPDATES

Director Bobbett provided an update on the mid-year Cultural Arts Program Budget which was approved by City Council at the Regular Meeting on January 23, 2017 City Council meeting.

Recreation Manager Crittenden provided updates on the Library Speaker Series, the City Hall Art Exhibit Update, and the Poet Laureate Program selection process.

ITEM 2.C. COMMISSIONER REPORTS

Chair Gibbs commended former Commissioners Hosfeld and Myer for their past work on the Commission.

Vice Chair Brickman seconded Chair Gibb's comments.

Commissioner Zimmer indicated agreement with Chair Gibb's comments and welcomed the new commissioners.

1. Commission Ad Hoc Committee Reports

a. Legacy Park Art Enhancement Plan

No updates.

b. Arts in Education

Vice Chair Brickman stated that a light artist would be visiting Malibu High School next month. She stated the rain barrels at Juan Cabrillo were out during the recent rainstorm.

c. Fundraising

No updates.

d. Arts Foundation

Commissioner Zimmer stated that they were still in the process of developing at 501(c)3 organization.

e. City Hall Public Art

No updates.

ITEM 3 CONSENT CALENDAR

MOTION Commissioner Zimmer moved and Vice Chair Brickman seconded a motion to approve the consent calendar. The motion carried 4-0, Commissioner Cherin absent.

The Consent Calendar consisted of the following items:

A. Previously Discussed Items

None.

B. New Items

1. Approval of Minutes

Recommended Action: Approve the minutes for the December 14, 2016 Cultural Arts Commission Special meeting.

ITEM 4 OLD BUSINESS

None.

ITEM 5 NEW BUSINESS

A. International Women's Day Event

Recommended Action: Review the draft of the Cultural Arts Commission activities report covering the period of July 2016 – December 2016 and approve the report for submittal to City Council.

Community Services Director Bobbett stated in order for the Commission to work on the International Women's Day event, it must be approved by Council. He stated that funding for the event would need to come from the Council approved budget for the Fiscal Year 2016-2017.

Commissioner Zimmer stated the event would include art by high school students from Malibu and requested a budget of \$5,000 for the event.

MOTION Chair Gibbs moved and Commissioner Roderick-Jones seconded a motion to recommend to City Council to add the International Women's Day event to the Cultural Arts Commission's approved assigned list. The motion carried 4-0, Commissioner Cherin absent.

ITEM 6 FUTURE AGENDA ITEMS

Election of Chair and Vice Chair
Assignment of Ad Hoc Committees

ADJOURNMENT

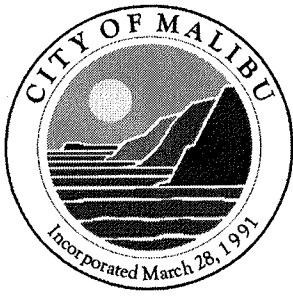
MOTION At 8:52 p.m., Chair Gibbs moved and Vice Chair Brickman seconded a motion to adjourn the meeting. The motion carried 4-0, Commissioner Cherin absent.

Approved and adopted by the Cultural Arts Commission of the City
of Malibu on February 28, 2017.

Chair

ATTEST:

BRITTANY SALEAUMUA, Administrative Assistant



Cultural Arts Commission Agenda Report

To: Chair Gibbs and Members of the Cultural Arts Commission

Prepared by: Brittany Saleaumua, Administrative Assistant *BS*

Reviewed by: Amy Crittenden, Recreation Manager *AC*

Approved by: Jesse Bobbett, Community Services Director *JB*

Date prepared: February 22, 2017

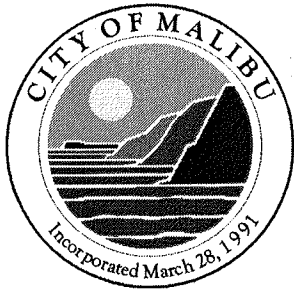
Meeting date: February 28, 2017

Subject: Approval of Minutes

RECOMMENDED ACTION: Approve the minutes for the January 24, 2017 Regular Cultural Arts Commission meeting.


DISCUSSION: Staff has prepared draft minutes for the January 24, 2017 Cultural Arts Commission Regular meeting. Staff hereby submits the minutes for Council's approval.


ATTACHMENTS: January 24, 2017 Cultural Arts Commission Regular meeting



Cultural Arts Commission Agenda Report

To: Members of the Cultural Arts Commission

Prepared by: Amy Crittenden, Recreation Manager 

Approved by: Jesse Bobbett, Community Services Director 

Date prepared: February 10, 2017

Meeting date: February 28, 2017

Subject: Malibu Poet Laureate Candidate

RECOMMENDED ACTION: 1) Accept the Laureate Selection Panel nomination for the Malibu Poet Laureate; and 2) Recommend City Council approve the nomination of Ricardo Ybarra as the Malibu Poet Laureate.

DISCUSSION: On September 27, 2016, the Cultural Arts Commission approved a recommendation to establish a Malibu Poet Laureate program. This recommendation included criteria associated with the selection process and a \$2,000 stipend for the poet laureate once selected.

On November 14, 2016, the City Council approved the recommendation from the Cultural Arts Commission to create the Malibu Poet Laureate program and directed staff to initiate the open application period from November 30, 2016 through January 11, 2017. During the application period, staff received a total of ten applications.

After an extensive review process, the Laureate Selection Panel has reached a unanimous decision to nominate Ricardo Ybarra as the first Malibu Poet Laureate (attachment). Mr. Ybarra stood out for both his vibrant and detailed poetry and his established commitment to the poetry community.

The Commission is asked to accept the nomination and recommend City Council approve Ricardo Ybarra as the Malibu Poet Laureate with his term commencing on March 28, 2017.

ATTACHMENTS: Letter from Laureate Selection Panel

February 13, 2017

Dear Malibu Cultural Arts Commission and Malibu City Council,

After several weeks of deliberation, the Malibu Poet Laureate Selection Panel has come to a unanimous decision for the City of Malibu's inaugural Poet Laureate: Mr. Ricardo Means Ybarra. We wish to formally submit his nomination to you now for approval.

In our review process, we focused primarily on two aspects of each application: the quality of the written poetry and the evident potential for the applicant to serve as an ambassador of poetry for our City of Malibu. While we had a number of strong applicants, Mr. Ybarra stood out for both his vibrant and detailed poetry and his established commitment to the poetry community, in particular his eight years of service on behalf of California Writers in the Schools. We hold no reservations about this nomination, and each of us feels excitement about the events and activities that lie ahead.

We have contacted Mr. Ybarra to request his formal acceptance of this position (pending final approvals by the Commission and the Council), and he has accepted.

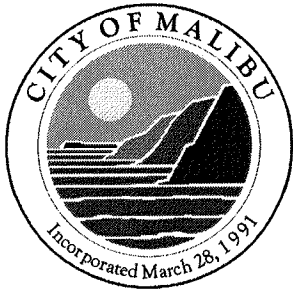
Please don't hesitate to contact me if you need further information or have any questions.

On behalf of the Poet Laureate Selection Panel,

Dr. John Struloeff
Chair, Malibu Poet Laureate Selection Panel

Director, Creative Writing Program, Pepperdine University
Associate Professor of English and Creative Writing, Pepperdine University
Chair, Literary Arts Section, Christian Scholars' Conference

Full Selection Panel Membership:
Dr. John Struloeff, Chair
Ann Buxie, Community Member
Ellen Cohen, Community Member
Benjamin Keoseyan, Pepperdine Poetry Society Member



Cultural Arts Commission Agenda Report

To: Members of the Cultural Arts Commission

Prepared by: Amy Crittenden, Recreation Manager *AC*

Approved by: Jesse Bobbett, Community Services Director *JB*

Date prepared: February 13, 2017 Meeting date: February 28, 2017

Subject: Ad Hoc Committees

RECOMMENDED ACTION: 1) Review current Cultural Arts Commission Ad Hoc Committees and appointments, affirm or modify appointments and make any necessary appointments to fill vacancies; and 2) Confirm which Ad Hoc Committees have completed assigned tasks and dissolve such committees or determine to retain or create Ad Hoc Committees and affirm or modify appointments

DISCUSSION: Cultural Arts Commission Ad Hoc Committees are formed to work on specific assignments and are not subject to Brown Act procedures. Ad Hoc Committees are formed at the onset of assignments to work in detail on projects outside of Commission meeting times and are dissolved once the Commission has completed the assignment.

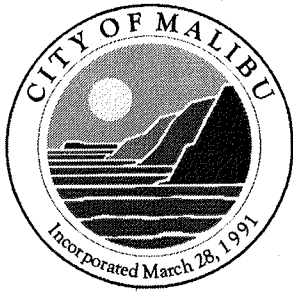
Typically, two Commissioners are assigned to each Ad Hoc Committee and report back monthly to the Commission. The Ad Hoc Committee then works closely with City staff to accomplish individual goals for each of the active Ad Hoc Committees. Currently, the Commission has five Ad Hoc Committees:

- Legacy Park Public Art
- City Hall Public Art
- Fundraising
- Arts in Education
- Arts Foundation

With the recent appointment of two new Cultural Arts Commissioners, the Commission is asked to review the current Ad Hoc Committees and determine if any should be dissolved or modified. The Commission should also decide if any new Ad Hoc Committees relevant to current Council assignments should be created. Additionally,

now that funding is approved for the 2017 Concert on the Bluffs event, the Commission is asked to consider creating a Concert on the Bluff Ad Hoc Committee.

ATTACHMENTS: None.



Cultural Arts Commission Agenda Report

To: Members of the Cultural Arts Commission

Prepared by: Amy Crittenden, Recreation Manager *AC*

Approved by: Jesse Bobbett, Community Services Director *JB*

Date prepared: February 21, 2017

Meeting date: February 28, 2017

Subject: Concert on the Bluffs

RECOMMENDED ACTION: Review and discuss the preliminary details for the 2017 Concert on the Bluffs.

DISCUSSION: On January 23, 2017, the City Council approved funding for the 2017 Concert on the Bluffs. Due to the large breadth of planning needed for the event, several details need to be discussed by the Commission. City staff met with Vice Chair Brickman and identified the following information:

- **Concert Date:** The date of the first Concert on the Bluffs was June 12, 2016, many residents missed the concert because the date fell too close to planned summer vacations, so the 2017 date has been set for August 27, 2017. The Santa Monica-Malibu Unified School District schools return to school on August 22, 2017.
- **Parking:** Pepperdine University reached out to Vice Chair Brickman and expressed interest in partnering with the City. Discussion will involve potentially using parking lots at Pepperdine and also rehearsal space for the dancers and orchestra dress rehearsal.
- **Fundraising/Sponsors:** There are already two community volunteers seeking both cash and in-kind sponsorships for the Concert. Commissioner Zimmer is spearheading the Sponsorship Committee for the event.

- Stage: Based on last year's event, the main stage and dance stage size will need to be increased in order to safely facilitate all of the musicians and dancers. It was also recommended that the entire stage have shade coverage, especially the dance floor. These additional costs will be factored into the production costs.
- Production/Artist Contract: Based on last year's challenge in negotiating performance contracts, an established non-profit organization will handle the musician and dancer contracts. The organization has not yet been identified.
- Ad Hoc Duties: Vice Chair Brickman will be producing the event again this year, so one other Commissioner will need to be appointed to the Concert on the Bluffs Ad Hoc. The Commissioner will meet as needed with City staff and will be involved in assisting in several areas, such as community outreach, promotions, sponsors, etc.
- Creative Team: Several organizations from last year are returning again this year, such as Maestro, Scott Hosfeld, Sound and Production Manager, Tom Sorce, and Dancer Director, Amanda Kofsky. Several ideas about the program have been discussed, but details will not be finalized for several months.

As details continue to evolve, the Concert on the Bluffs Ad Hoc Committee will update the Commission on a monthly basis. It is recommended that Commissioners begin talking about the concert in the community so people are aware of the August 27, 2017, early enough to plan accordingly.