

Cultural Arts Commission
Regular Meeting Agenda

Tuesday, February 27, 2018

6:30 P.M.

**City Hall – Multipurpose Room
23825 Stuart Ranch Road**

Call to Order

Roll Call

Approval of Agenda

Report on Posting of Agenda – February 21, 2018

1. Ceremonial/Presentations

- A. Election of Officers
- B. Creative Visions

2. Written and Oral Communications from the Public

- 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. Commissioner Comments and Inquiries
- C. Staff Updates
- D. Commission Ad Hoc Committee Reports
 - 1. Arts in Education
 - 2. Arts Center
 - 3. City Hall Public Art
 - 4. Concert on the Bluffs

3. Consent Calendar

- A. Previously Discussed Items

None.

B. New Items

1. Approval of Minutes

Recommended Action: Approve the minutes for the Regular meeting of the Cultural Arts Commission on January 23, 2018.

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

4. Old 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) Determine if new Ad Hoc Committees need to be created to fulfill City Council assignments.

Staff contact: Recreation Manager Riesgo, 456-2489 ext. 350

5. New Business

A. Art Utility Box Program

Recommended Action: Discuss the potential development of an Art Utility Box Program and provide guidelines for a pilot program.

Staff contact: Community Services Deputy Director Riesgo, 456-2489 ext. 350

B. Cultural Arts Program Budget

Recommended Action: 1) Review the Proposed Cultural Arts Program Budget for Fiscal Year 2018-2019 and provide feedback to staff.

Staff contact: Community Services Director Bobbett, 456-2489 ext. 225

Future Agenda Items

Adjournment

Future Meetings

Tuesday, March 27, 2018	6:30 p.m. Regular Meeting	City Hall Multipurpose Room
Tuesday, April 24, 2018	6:30 p.m. Regular Meeting	City Hall Multipurpose Room
Tuesday, May 22, 2018	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.

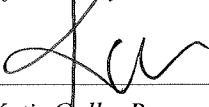
Old Business items have appeared on previous agendas but have either been continued or tabled to this meeting with no final action having been taken. Public comment shall follow the rules as set forth under Oral Communication.

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 2018.



Katie Gallo, Recreation Supervisor



Cultural Arts
Commission Meeting
2-27-18

**Item
3.B.1.**

Cultural Arts Commission Agenda Report

To: Chair Malcolm Brickman and Members of the Cultural Arts Commission

Prepared by: Brittany Saleaumua, Administrative Assistant

Reviewed by: Kristin Riesgo, Community Services Deputy Director

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

Date prepared: February 23, 2018 Meeting date: February 27, 2018

Subject: Approval of Minutes

RECOMMENDED ACTION: Approve the minutes for the Regular meeting of the Cultural Arts Commission on January 23, 2018.

DISCUSSION: Staff has prepared draft minutes for the Regular meeting of the Cultural Arts Commission on January 23, 2018.

ATTACHMENTS: 1) January 23, 2018 Regular meeting minutes

MINUTES
CULTURAL ARTS COMMISSION
REGULAR MEETING
JANUARY 23, 2018
MALIBU CITY HALL
6:30 P.M.

CALL TO ORDER

Chair Brickman called the meeting to order at 6:33 p.m.

ROLL CALL

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

PRESENT: Chair Catherine Malcolm Brickman; Vice Chair Suzanne Zimmer (Arrived at 6:37 PM); Commissioners Alan Roderick-Jones, Lotte Cherin and Veronica Brady

ABSENT: Ex Officio Graeme Clifford

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

APPROVAL OF AGENDA

MOTION Commissioner Cherin moved and Chair Brickman seconded a motion to approve the agenda. The motion carried 3-0, Vice Chair Zimmer absent.

REPORT ON POSTING OF AGENDA

Administrative Assistant Saleaumua reported that the agenda for the meeting was properly posted on January 18, 2018.

ITEM 1 CEREMONIAL/PRESENTATIONS

A. Administration of Oath of Office to Newly Appointed Commissioners

Administrative Assistant Saleaumua swore in Commissioner Brady.

ITEM 2.A. PUBLIC COMMENTS

None.

ITEM 2.B. COMMISSIONER COMMENTS AND INQUIRIES

Commissioner Roderick-Jones stated the Dan Eldon exhibit would be installed on Saturday, January 27, 2018 and an advertisement would be published in the Malibu Surfside News.

Chair Brickman welcomed Commissioner Brady. Chair Brickman stated she had been working with the Poet Laureate Committee and they had planned a Poet Laureate Summit in May 2018 at Malibu City Hall. She stated funding for the Summit will be through the Library Speaker Series.

ITEM 2.C. STAFF UPDATES

Recreation Manager Riesgo discussed upcoming events. She stated the mid-year activity report would be presented to City Council on February 12, 2018.

Community Services Director Bobbett provided an update on the 2017-2018 Cultural Arts Program budget.

ITEM 2.D. COMMISSION AD HOC COMMITTEE REPORTS

1. Arts in Education

Chair Brickman discussed the Malibu High School, Juan Cabrillo Elementary School and Point Dume Marine Science School Visiting Artist Program.

In response to Commissioner Brady, Chair Brickman stated she would send Recreation Manager Riesgo dates for the school workshops.

2. Arts Center

Commissioner Cherin stated she was working with Commissioner Roderick-Jones on a conceptual plan for an Arts Center.

Commissioner Roderick-Jones discussed his conceptual plan for an Arts Center.

Chair Brickman suggested contacting the Director of Smothers Theater at Pepperdine University to discuss their success and concerns with the operation of their facility.

Commissioner Brady stated there are many Cultural Arts Center and theater models. She stated she has built and renovated art centers and suggested contacting the Los Angeles County Arts Commission who would offer demographic assistance and a cost analysis.

3. City Hall Public Art

Updates provided during commissioner comments and staff updates.

4. Concert on the Bluffs

None.

ITEM 3 CONSENT CALENDAR

Item 3.B.1. was pulled by Commissioner Cherin.

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 Joint Special meeting of the Parks and Recreation Commission/Cultural Arts Commission on November 14, 2017 and the Regular meeting of the Cultural Arts Commission on November 28, 2017.

The following item was pulled from the Consent Calendar for individual consideration.

B. New Items

1. Approval of Minutes

Recommended Action: Approve the minutes for the Joint Special meeting of the Parks and Recreation Commission/Cultural Arts Commission on November 14, 2017 and the Regular meeting of the Cultural Arts Commission on November 28, 2017.

Commissioner Cherin requested a correction to the Arts in Education update on the November 28, 2017 minutes to state “Commissioner Cherin stated she was trying to coordinate with the Los Angeles Opera Organization for the benefit of schools in Malibu” so that it reflected that her and Chair Brickman had met with the Arts Angels and were not currently working with them.

MOTION Chair Brickman moved and Vice Chair Zimmer seconded a motion to approve the revised minutes for the November 28, 2017 meeting. The motion carried 5-0.

ITEM 4 OLD BUSINESS

A. Cultural Arts Commission Mission Statement

Recommended Action: 1) Review and revise the Cultural Arts Commission Mission Statement; and 2) Recommend the City Council approve the revised Cultural Arts Commission Mission Statement.

Chair Brickman read the revised mission statement.

Commissioner Brady suggested adding “emerging” into the mission statement to read “promoting artistic and cultural activities and the inclusion of established, emerging and local artists”.

In response to Vice Chair Zimmer’s inquiry, Commissioner Brady suggested changing “cultural organizations” to “culture” to make it a broader statement.

Vice Chair Zimmer suggested stating “promoting arts” to “promoting artistic”.

MOTION Chair Brickman moved and Commissioner Brady seconded a motion to make a recommendation to adopt the revised Cultural Arts Commission mission statement. The motion carried 5-0.

B. Placement of Donated Art Work

Recommended Action: Discuss the potential placement and plaque design for the *Anchor for Malibu* sculpture.

Community Services Director Bobbett presented the staff report.

In response to Vice Chair Zimmer, Community Services Director Bobbett stated the City is reviewing options for an engineer to design a foundation for that statue which would be sunken into the ground. The sculpture and base would be attached to the foundation.

Commissioner Roderick-Jones suggested softening the base’s corners to match the softness of the sculpture.

Chair Brickman stated she preferred the plaque to be free-standing and separate from the sculpture. She stated the sculpture should face southwest.

Vice Chair Zimmer and Commissioners Brady, Cherin and Roderick-Jones agreed with Chair Brickman.

MOTION Chair Brickman moved and Commissioner Brady seconded a motion to place the *Anchor for Malibu* sculpture to face Southwest with a free-standing plaque and separate from the sculpture. The motion carried 5-0.

C. 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) Determine if new Ad Hoc Committees need to be created to fulfill City Council assignments.

Community Services Director Bobbett presented the staff report.

Recreation Manager Riesgo clarified that an ad hoc committee can only consist of two members from the Commission even if one of those members is in an ex-officio position.

Commissioner Cherin suggested dissolving the Arts Center Ad Hoc Committee and creating a second Ad Hoc Committee to support Concert on the Bluffs.

In response to Commissioner Cherin, Chair Brickman stated that a date had not been confirmed for the 2018 Concert on the Bluffs.

Community Services Director Bobbett suggested tabling the item to the Cultural Arts Commission regular meeting in February. He stated a decision about the date of Concert on the Bluffs should be determined by then.

CONSENSUS

By consensus, the Commission agreed to table Item 4.C. to the Cultural Arts Commission regular meeting on February 27, 2018.

ITEM 5 NEW BUSINESS

None.

FUTURE AGENDA ITEMS

None.

ADJOURNMENT

MOTION At 8:40 p.m., Vice Chair Zimmer moved and Chair Brickman seconded a motion to adjourn the meeting. The motion carried 5-0.

Approved and adopted by the Cultural Arts Commission of the City of Malibu on February 27, 2018.

CATHERINE MALCOLM BRICKMAN, Chair

ATTEST:


BRITTANY SALEAUMUA, Administrative Assistant



Cultural Arts Commission Agenda Report

To: Chair Malcolm Brickman and Members of the Cultural Arts Commission

Prepared by: Brittany Saleaumua, Administrative Assistant

Approved by: Jesse Bobbett, Community Services Director 

Date prepared: February 23, 2018

Meeting date: February 27, 2018

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) Determine if new Ad Hoc Committees need to be created to fulfill City Council assignments.

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.

At the October 24, 2017 Regular meeting, the Commission approved to disband the Arts Foundation Ad Hoc Committee and create the Arts Center Ad Hoc Committee.

Currently, the Commission has four Ad Hoc Committees:

- Concert on the Bluffs – Chair Brickman and Vice Chair Zimmer
- City Hall Public Art – Commissioner Roderick-Jones
- Arts in Education – Chair Brickman and Commissioner Cherin
- Arts Center – Commissioners Cherin

The Commission is asked to review the current Ad Hoc Committees and determine the Commissioners who will be on each Ad Hoc Committee. The Commission should also

decide if new Ad Hoc Committees relevant to current Council assignments should be created.

ATTACHMENTS: None.



Cultural Arts Commission Agenda Report

To: Chair Malcolm Brickman and Members of the Cultural Arts Commission

Prepared by: Kristin Riesgo, Community Services Deputy Director

Approved by: Jesse Bobbett, Community Services Director

Date prepared: February 21, 2018 Meeting date: February 27, 2018

Subject: Art Utility Box Program

RECOMMENDED ACTION: Discuss the potential development of an Art Utility Box Program.

DISCUSSION: On June 12, 2017 the Cultural Arts Commission was given an assignment by City Council to provide guidance and input to staff regarding a Public Art Treatment Program for utility boxes owned by the City of Malibu. Several cities have created programs that incorporate public art on utility boxes which has received positive feedback from their community. These programs also create a sense of community and local identity, provide support to local artists and prevent graffiti on the boxes.

Traditionally, art is incorporated on City-owned utility boxes with the work being completed by either a professional artist, local artist or a combination of both. The Public Works Department has provided the following information regarding the location of utility boxes owned by the City:

- Traffic Signal on Malibu Canyon Road and Civic Center Way
- Traffic Signal on Winter Canyon Road and Civic Center Way
- Waste Water Treatment Box at Cross Creek Road and Civic Center Way
- Waste Water Treatment Box at Malibu Bluffs Park
- Waste Water Treatment Box at Legacy Park

Most traffic signals in City limits are located on Pacific Coast Highway (PCH) and are owned by the California Department of Transportation (Caltrans). At this time, the City does not have an Agreement with Caltrans to conduct an art program on the utility boxes located on PCH. If a program is developed and recommended, staff would contact Caltrans to discuss options for expanding the program to the PCH boxes.

Program elements to consider may include the application process, art and artist selection process, artists' stipends, theme, timeline, eligibility and artwork type.

Staff has provided examples of program policies and application forms from three cities in California (Attachments 1-3). The Commission is being asked to review options for adding an Art Utility Box Program and provide staff with recommendations on potential program guidelines. Once completed and reviewed by the Commission, Staff would take the program to City Council for approval.

ATTACHMENTS:

- 1) City of Redwood City Utility Box Mural Project
- 2) City of San Ramon Utility Box Public Art Project
- 3) City of San Bruno Traffic Signal Controller Boxes Art Project



**Parks, Recreation and Community Services
Civic Cultural Commission**

Call for Local Artists *Utility Box Mural Project*

Date Issued:

Monday, February 13, 2017

Application Deadline:

Monday, March 13, 2017
5:00pm



Imagine how your art can transform a street!

The City of Redwood City and its Civic Cultural Commission invites artists to participate in the City's Utility Box Mural Project.

The City and the Commission are seeking artists to showcase their work on a Pilot Program to paint up to 10 utility boxes located throughout Redwood City. The goals of the program are to enhance the beauty and vibrancy of Redwood City, deter unsightly graffiti on utility boxes, and bring art to unexpected places.

Applications can be downloaded from <http://redwoodcity.org/publicart>.

Applications will not be accepted after the deadline.

***Please read this "Call for Artists" in its entirety
before completing the application.***

Eligibility

This "Call for Artists" is open to all Redwood City and surrounding communities adult and student practicing artists. The Call is also open to Art Teachers that are interested in mentoring a group of students. All entries must be an original design and artwork of the entrant and must be suitable for viewing by all ages.

Description and Location of Utility Boxes

The City's Utility Boxes vary in size, but typically they are 4 feet, 7 inches tall; 3 feet, 2½ inches wide; and 2 feet, 2 inches deep. The boxes are currently gray or brown and will require several sequential applications of paint to complete the project (1. sand 2. prime 3. paint with acrylics 4. finishing with anti-graffiti clear coat). The boxes are located throughout Redwood City, including major thoroughfares that are visible to pedestrian, automobile, and other passing traffic.

This call is only for City of Redwood City Utility Boxes. At some intersections where there are more than one box, the City's box is the largest one.

Artwork Opportunity

The proposed Utility Box Mural art must be acrylic paint and cover all four sides and the top of the box.

The art should enliven the area, transform the street and reflect the neighborhood or area where the utility box is located. Due to the location of the boxes, the art should be visible from a distance; therefore you may choose to utilize bold colors and designs. Additional consideration can be given to a project that showcases Redwood City's cultural diversity, historic heritage, or acknowledges a key activity that takes place in the area. This year is Redwood City's Sesquicentennial anniversary, our 150th birthday therefore, historical themes are encouraged.

Artists can submit more than one concept for the same location.

The art cannot restrict any vents or airflow through the boxes, and or any locks or handles. City maintenance crews must be able to fully access the components inside the box at all times.

The artist will provide all art supplies to complete the project. Artists are responsible for prepping and painting the utility box. An anti-graffiti clear coat to protect the art upon completion will be applied by the City.

The installation of the work must be completed by August 1, 2017. The artists may enlist assistants to help them complete the project. An art teacher may also mentor a group of students.

The artist cannot begin the installation on the selected utility box until all liability and contract forms are completed and submitted to the City, and the design has been approved. If you are under the age of 18, a parent or guardian is required to sign all forms.

The art may include the name of the artists and the sponsor (no larger than a 3" x 5" space) at the bottom of the box.

Entries that use a copyrighted or trademarked image will not be accepted. In addition, the art must not be plagiarized, stolen, or copied from any other source. Entries must not defame or invade the rights of any person, living or dead.

The artwork is a long-term installation and will become the property of the City of Redwood City.

How to Apply for this Call

Please go to <http://redwoodcity.org/publicart> to apply for the Utility Box Mural Project. There, you will see the application to download and complete.

Application

All requirements listed below must be met or the application will be removed from consideration.

- Full application completed.
- A concept drawing that shows the front, sides, and top of the utility box must be included in the application. Please note that utility boxes do differ in size, so we are just asking for a concept drawing.
- Submissions may be hand drawn or computer generated.
- An Artist Statement (2,000 characters maximum) that describes why the artist is interested in painting a utility box, previous experience working on public art projects, and how the artist believes the art will transform the street and/or enliven the area.
- A résumé that includes exhibition history, past projects; or a brief description of cooperative, community-based projects (do not exceed four pages). ***If you are a student***, a letter of recommendation from an art teacher will be accepted in lieu of a résumé.
- A minimum of 3 examples of previous work including a brief description.
- All visuals including utility box designs and examples of previous work must meet the online format specifications required for uploading:
 - File type: JPG
 - Dimensions: minimum 1920 pixels on the longest side.
 - Resolution: 300 dpi
- If interested, the artist can select the location of the box they would like to paint. The Civic Cultural Commission will accept up to 3 location choices. Please rank the specific location with #1 being the most desired, #2 being the next, and so forth. The City and the Commission will have final say on final determination of location if artist is accepted.

Artist Selection Process

The selection process will consist of:

1. Review by the Public Art Task Force which includes three members of the City's Civic Cultural Commission and two City Council Members.
2. Recommendation by Public Art Task Force to the Civic Cultural Commission

3. Civic Cultural Commission review and recommendation to City Council
4. Final Approval may be made by the City Council

Selection Criteria

When making the selection for the Utility Box Mural Project, the following will be considered:

- Artistic excellence, innovation, and originality.
- Does the artist have the experience to complete the project within time frame?
- Does the art meet the goals of the project?
 - Transform the area?
 - Relate to the area where the utility box is located?
 - Show the City's cultural diversity, historic heritage, or a key activity?

If you are selected to complete a Utility Box Mural

All artists must sign a City of Redwood City liability release and complete agreement before beginning work on the selected utility box. The installation of the work must be completed by August 1st, 2017.

The artists will receive a \$250 stipend when they begin the work. You must notify the City when your project is completed. After review from City Staff and a Civic Cultural Commission member, you will receive an additional \$250.

Questions?

Please contact Sheila Cepero, Project Coordinator at ceperowall@yahoo.com or call (650) 303-0216.