



City Hall
9770 Culver Blvd.
Culver City, CA 90232
(310) 253-5851



Chair Marla Koosed
Vice Chair Regina Klein
Commissioner Len Dickter
Commissioner Thomas Small
Commissioner John B. Williams

CULTURAL AFFAIRS COMMISSION

Regular Meeting

Mike Balkman Council Chambers
9770 Culver Boulevard - First Floor
Culver City, CA 90232

7:00 PM

Tuesday, May 12, 2015

PUBLIC COMMENT

At the times provided on the Agenda, members of the public shall have the opportunity to directly address the City Council, Commission, Committee, and/or Board on any item of interest to the public, before or during the consideration of the item, that is within the subject matter jurisdiction of the City Council, Commission, Committee and/or Board. The Legislative Body in session cannot legally take action on any item not appearing on the agenda. Such items may be referred for administrative action or scheduled on a future agenda. If you wish to address the Legislative Body, the City Clerk/Secretary requests you complete and submit a Request to Speak Card prior to the agenda item being called. You will be called to the podium when it is your turn to address the Legislative Body. Providing your name and other information requested on the Request to Speak Card is voluntary and is requested only to provide a reasonable means to notify persons when their opportunity to address the Legislative Body has arrived. All persons may attend the meeting regardless of whether a person signs, registers, or completes a Request to Speak Card. For specific items listed on the agenda, requests to address the Legislative Body must be made prior to the calling for a vote on that particular item by the presiding officer. Each speaker may address the Legislative Body for up to three minutes (up to four minutes if time is ceded). Persons who are present in the City Council Chambers may cede one minute of time to one other person who is present and wishes to address the Legislative Body by presenting a Request to Speak Card to the City Clerk/Secretary. Public comments on items on the agenda are taken at the time that particular agenda item is considered by the Legislative Body.

AUTHORITY OF PRESIDING OFFICER:

Section 611 of the City Charter provides that during any public meeting, all persons shall have the right to address the City Council, and any City commission, board or committee, subject to reasonable rules of decorum and time limits established by ordinance or the presiding officer. Therefore the presiding officer may, from time to time, establish different time limits than those listed on this Agenda in order to effectively conduct City business

AVAILABILITY OF AGENDA PACKETS AND CONSERVATION OF RESOURCES:

Copies of the Agenda and a binder that includes a copy of all regular session staff reports and attachments are available in the meeting venue. Members of the public may inspect (at no cost) and/or obtain copies (upon payment of the City's current copying fee) of any regular session item by visiting the City Clerk's Office at City Hall. The City also posts this information on its website (www.culvercity.org) as a courtesy. In order to conserve resources at joint meetings, paper copies of joint items (including JOINT CONSENT CALENDAR, JOINT PUBLIC HEARINGS, and JOINT ACTION ITEMS) are provided only with the primary meeting body's agenda packet.

CELL PHONES AND OTHER DISTRACTIONS

Use of cell phones, pagers and other communication devices is prohibited while the meeting is in session. Please turn all devices off or place on silent alert and leave the meeting venue to use. During the meeting, please refrain from applause or other actions that may be disruptive to the speakers or the conduct of City business.

MEETING INFORMATION

Agenda information is available at least 72 hours before each meeting. City Council and Commission meetings can be viewed live in Culver City on Channel 35 by Time Warner subscribers, on Channel 37 by Verizon FIOS subscribers and, for AT&T Uverse subscribers, by going to Channel 99. To view meetings on line please visit <http://www.culvercity.org/webcast>. Additionally, you may access <http://www22.verizon.com/residential/fios/v/channels.htm> and enter your zip code to see the channel listing. Any person needing reasonable accommodation related to disabilities, including assisted listening devices, is welcome to contact the City Clerk's Office at 310-253-5851 or see the City Clerk/Secretary at the meeting.

NOTE: AT OR ABOUT 11:00 P.M., MEMBERS MAY DETERMINE WHETHER TO CONTINUE WITH DISCUSSION OF REMAINING ITEMS ON THE AGENDA OR TO CARRY SOME/ALL OF THE ITEMS OVER TO A FUTURE MEETING DATE

REPORT ON ACTIONS TAKEN IN CLOSED SESSION

REGULAR SESSION

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT - Items NOT On The Agenda

CONSENT CALENDAR ITEMS

C-1. [15-007](#) APPROVAL OF THE MINUTES FOR THE REGULAR MEETING OF
04/14/2015

Attachments: [CAC Draft Minutes 15.04.14](#)

ORDER OF THE AGENDA

ACTION ITEMS

A-1. [15-008](#) REVIEW CITY MANAGER'S PROPOSED CULTURAL AFFAIRS
BUDGET FOR FY 2015-16 AND PROVIDE COMMENTS

PUBLIC COMMENT - Items NOT On The Agenda (Continued)

RECEIPT OF CORRESPONDENCE

ITEMS FROM MEMBERS/STAFF

ADJOURN

REGULAR MEETING OF THE
CULTURAL AFFAIRS COMMISSION
CULVER CITY, CALIFORNIA

April 14, 2015
7:00 P.M.

Call to Order & Roll Call

Chair Koosed called the meeting of the Cultural Affairs Commission to order at 7:00 P.M.

Present: Chair Marla Koosed
Vice Chair Regina Klein
Commissioner Len Dickter
Commissioner Thomas Small

Absent: Commissioner John B. Williams

o0o

Pledge of Allegiance

The Pledge of Allegiance was led by Jen Mulder, Vox Femina Los Angeles.

o0o

Public Comment – Items Not On the Agenda

Chair Koosed invited public comment.

The following member of the audience addressed the commission:

Jen Mulder, Vox Femina Los Angeles, thanked the City and Sony Pictures Entertainment for the grant enabling their free concert on April 26 at the Culver Presbyterian Church and she provided background on the organization.

o0o

Receipt of Correspondence

Christine Byers, Cultural Affairs Coordinator, reported that no correspondence had been received.

o0o

Consent Calendar

Item C-1

Meeting Minutes

MOVED BY COMMISSIONER SMALL AND SECONDED BY VICE CHAIR KLEIN THAT THE CULTURAL AFFAIRS COMMISSION APPROVE MINUTES FOR THE REGULAR MEETING OF MARCH 10, 2015.

THE MOTION CARRIED BY THE FOLLOWING MOTION:

AYES: DICKTER, KLEIN, KOOSSED, SMALL
NOES: NONE
ABSENT: WILLIAMS

o0o

Action Items

Item A-1

1) Review the Proposed FY 2015-16 Cultural Trust Fund Budget for Cultural Affairs; 2) Review of Commissioner Comments and Recommendations; and, 3) Make Summary Recommendations to City Manager for Preparation of the FY 2015-16 Cultural Affairs Budget

Christine Byers, Cultural Affairs Coordinator, reported distributing a four page written summary provided by Julie Lugo Cerra, Culver City Historian and the first Chair of the Cultural Affairs Commission upon its creation.

Susan Obrow, Special Events Coordinator, reported that Commissioner Williams had a scheduled absence and she distributed a revised statement from Commissioner Williams to replace what had been sent out with the agenda packet.

Christine Byers, Cultural Affairs Coordinator, provided a summary of the material of record.

Susan Obrow, Special Events Coordinator, discussed funding for Other Contractual Services; the NEA grant; Technology

Artists; the revision of the Art in Public Places Ordinance; the Cultural Trust Fund; the Summer Concert Series; Cultural Facilities Enhancement; lighting equipment for Veterans Memorial Auditorium; and, larger restoration projects.

Christine Byers, Cultural Affairs Coordinator, clarified an error under Art Maintenance; discussed the increase to the amount allocated for maintenance per the revised Art in Public Places Ordinance; money appropriated for the Creative Economy Report; distinguishing art maintenance from periodic restoration efforts; temporary art displays and exhibits; Historic Designation Plaques; larger art restoration projects planned for FY 2015-16; the Community Cultural Plan; and that she would forward revised copies of the proposed Cultural Trust Fund budget for FY 2015-16 to Commissioners via e-mail following the meeting.

Discussion ensued between staff and Commissioners regarding projects that trigger an Art in Public Places Program requirement; requirements for commercial and retail development projects; differences in payments to the Cultural Trust Fund in different years; clarification that staff salaries are paid for out of the General Fund; changes in the Art in Public Places Ordinance; increased amounts allocated to performing arts programs annually; the total amount of money available in the Cultural Trust Fund; clarification that the Cultural Trust Fund is a restricted capital improvement fund; clarification that the City has funds for programs but limited staff resources; the current rate of development in the City; approval for contract assistance to help with administrative tasks for up to 10 hours per week; funding sources for the position; Fund Administration within the Cultural Trust Fund, Conferences and Conventions, and Special Events and Meetings; the amount requested for the next year vs. what is available in the budget; the Americans for the Arts annual convention; City hosting or partnering with other agencies for events; marketing if the NEA Our Town grant is received; adding funds to provide additional assistance; reallocation of funds; notes added to the budget document for the performing arts; Technology Artists; the sculpture on the corner of Culver Blvd. and Duquesne Ave.; cost savings by retrofitting the sculpture with LED lights; adding clarification to the budget that the appropriation for producing a Creative Economy Report is the same account code as that for the Community Cultural Plan; Community Advisory Committees; the Otis report; Commission consideration of the

item; the subcommittee; the process; administrative limits; purview of the Commission; resources for the Foundation Board; clarification that the process has not really begun; actions of the City of Los Angeles with their report; use of a consultant; finding a way to make smarter, better, and more strategic decisions about where to spend resources; the need for an overview; the Community Cultural Plan; the minimum allocation for commissioning public art; review of the ordinance; and subcommittee involvement in the process.

Christine Byers, Cultural Affairs Coordinator, indicated that she would provide clean copies of the proposed budget via email; she noted that it was agreed upon at the March meeting that the Commission would prepare written summary statements; she indicated that staff had provided several recommendations from the comments submitted by Commissioners; and she noted that individual written comments along with agreed upon summary recommendations and an updated version of the proposed FY 2015-16 budget would be forwarded to the City Manager.

Discussion ensued between staff and Commissioners regarding the phrase "creative think tank" used by Commissioner Williams in his submitted comments; whether the 10 hours per week of support staff time would sufficiently address issues; that this was consistent with the workload; the Historic Preservation Program; the Creative Economy Report; the need for data from City Hall; the amount of staff time required for the implementation of Granicus; the Foundation Board's submission of private foundation grant applications; updating Veterans Memorial Auditorium; establishing basic templates for documents; the effects of event-driven fundraisers on staff time; anticipating future needs; the Fund Administration category; the NEA Our Town grant; updating the Historic Preservation Ordinance; ensuring proper support for staff; amending the budget; alternative funding sources; the Cultural Trust Fund; making the Cultural Affairs Foundation strong enough to support the work of the Commission; a suggestion to maximize resources to fill in gaps; administration of Foundation meetings; and supporting fundraising events.

Commissioner Dickter suggested withdrawing the "creative think tank" language from the motion.

Chair Koosed discussed the process of prioritization; her wish that staffing be reinstated to ensure a fully supported Commission; Cultural Trust Fund support of programs; the lack of staff to support programming; underutilization of the Cultural Trust Fund; specific recommendations; the different perspectives, statements and concerns of Commissioners; making a recommendation to the City Council and the City Manager; she suggested a motion to address staffing issues along with the four Commissioner statements; and she did not want to see the statements condensed and reduced to bullet points.

Chair Koosed proposed that the motion read that the Cultural Affairs Commission respectfully request that the City Manager and City Council consider the recommendations below with attached Commissioner statements when preparing the Fiscal Year 2015-2016 proposed budget for Cultural Affairs:

1. Provide either one additional full time person or two part time contract staff at minimum, until funding can be found for full time staff.

2. Additionally the Commission recommends one part-time graduate student for Fiscal Year 2015-2016 to focus on the City's public art collection, the Cultural Affairs Commission, the Cultural Affairs Foundation website, and all Cultural Affairs Commission and Foundation administrative tasks associated with managing the Commission and Foundation be delegated to other City staff.

Further discussion ensued between staff and Commissioners regarding staff intent to include the full statements; wordsmithing; the strength of the individual statements; functions of the contract person; efficiency; graduate student interns; consistency and expertise; training; other projects; the role of the Commission; clearing the backlog of work; being ready to move forward; Commission purview; removing the reference to specific tasks for graduate students in the motion; the balance between being vague and specific; and a request for a quick recess to consider the text.

Recess/Reconvene

The Cultural Affairs took a brief recess from 8:53 P.M. to 9:00 P.M.

o0o

Item A-1
(Continued)

1) Review the Proposed FY 2015-16 Cultural Trust Fund Budget for Cultural Affairs; 2) Review of Commissioner Comments and Recommendations; and, 3) Make Summary Recommendations to City Manager for Preparation of the FY 2015-16 Cultural Affairs Budget

Discussion ensued between staff and Commissioners regarding wording for the motion; rules governing the Cultural Trust Fund; impacts to the General Fund to hire one full-time staff member; funding for general contract staff; Fund Administration; addressing three years of backlogged work; previous staff funding; whether to specify the appropriate level of staffing; moving money within project areas; the Art in Public Places Ordinance; concern with asking for the impossible; whether it is more effective to propose part-time staff; the importance of leading the conversation; contract staff vs. full-time staff; ongoing legacies for the City; the commitment to Cultural Affairs; economic development; the future; the goal of being self-funded; whether to add wording to indicate what functions staffing would support; a suggestion to attach a summary of the functions of Cultural Affairs; the importance of being clear and concise; and areas that are suffering.

MOVED BY COMMISSIONER DICKTER AND SECONDED BY VICE CHAIR KLEIN THAT THE CULTURAL AFFAIRS COMMISSION: REQUESTS THE CITY MANAGER AND CITY COUNCIL CONSIDER THE FOLLOWING RECOMMENDATION, TOGETHER WITH THE INDIVIDUAL COMMISSIONER WRITTEN STATEMENTS FOR THE FY 2015-2016 CULTURAL AFFAIRS BUDGET: PROVIDE ADEQUATE LEVEL OF STAFFING TO SUPPORT THE VARIED FUNCTIONS AND GOALS OF THE COMMISSION AND THE FOUNDATION. CONTRACT STAFF AND/OR GRADUATE STUDENT INTERNS ARE OPTIONS, AS IS APPROPRIATE TO THE FUNCTIONS AND TASKS PROVIDED. THE CULTURAL AFFAIRS COMMISSION SPECIFICALLY REQUIRES EITHER ONE ADDITIONAL FULL-TIME STAFF PERSON OR TWO PART-TIME CONTRACT STAFF (AT A MINIMUM) UNTIL FUNDING CAN BE

FOUND FOR FULL-TIME STAFF. THIS WOULD BE IN ADDITION TO THE CONTRACT LABOR RECENTLY APPROVED BY THE CITY MANAGER.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: DICKTER, KLEIN, KOUSED, SMALL
NOES: NONE
ABSENT: WILLIAMS

o0o

Public Comment – Items Not On the Agenda

Chair Koosed invited public input.

No cards were received and no speakers came forward.

o0o

Items from Staff

Susan Obrow, Special Events Coordinator, announced a free concert by Vox Femina Los Angeles at Culver City Presbyterian Church on April 26; a free performance by Benita Bike at the Culver City Senior Center on May 3; she reported that Commissioner Williams was performing in *Words by Ira Gershwin* at the Colony Theatre from April 18 - May 17; and she indicated that Janet Hoult had provided information regarding her new collection of poems.

Christine Byers, Cultural Affairs Coordinator, reported that the City Council would be issuing a proclamation on April 27 in honor of May as Historical Preservation Month; she announced the quarterly general meeting of the Culver City Historical Society on April 15 with Albert Vera, Jr. as guest speaker; and she reported on the restoration of *Truth or Fiction*, a permanent artwork located across from City Hall.

o0o

Items From Commissioners

Vice Chair Klein expressed appreciation for the new music on Channel 99; announced a book signing at Arcana by William

Hackman on April 15; and the opening of *Loopholes: A Pain in the IRS* at the Hudson Theatre in Hollywood with music by former Cultural Affairs Commissioner Ronnie Jayne.

Chair Koosed reported attending the recent Heidi Duckler performance at the Morphosis Architects offices in Culver City; announced that April 14 is Arts for L.A. Day and discussed the proclamation presented in recognition thereof; civic engagement and the arts; she wanted to see an Arts for Culver City Day; and she reported attending the Prison Project in Norco.

o0o

Adjournment

There being no further business, at 9:45 P.M., the Cultural Affairs Commission adjourned its meeting to a meeting to be held at 7:00 P.M. on May 12, 2015 in the Mike Balkman Council Chambers at City Hall.

o0o

SECRETARY of the Cultural Affairs Commission

APPROVED _____

MARLA KOUSED

CHAIR of the Culver City Cultural Affairs Commission
Culver City, California

I declare under penalty of perjury under the laws of the State of California that, on the date below written, these minutes were filed in the Office of the City Clerk, Culver City, California and constitute the Official Minutes of said meeting.

Martin R. Cole
CITY CLERK

Date



City of Culver City

City Hall
9770 Culver Blvd.
Culver City, CA 90232
(310) 253-5851

Legislation Text

File #: 15-008, **Version:** 1

Review City Manager's Proposed Cultural Affairs Budget for FY 2015-16 and Provide Comments

Contact Person/Dept: B. Christine Byers / City Manager's Office

Phone Number: (310) 253-6003

Fiscal Impact: Yes ☐ No ☒

General Fund: Yes ☐ No ☒

Public Hearing: ☐

Action Item: ☒

Attachments: ☐

Public Notification: Meetings and Agendas - Cultural Affairs Commission (05/06/15)

Department Approval: Martin R. Cole (05/06/15)

RECOMMENDATION

Staff recommends the Cultural Affairs Commission (CAC) review the proposed FY 2015-16 City Manager's Proposed Cultural Trust Fund (CTF) budget for Cultural Affairs as presented to the City Council on May 11, 2015 and provide comments.

BACKGROUND/DISCUSSION

On March 10, 2015, the CAC considered an agenda item as the first of three opportunities for the CAC to provide input on the FY 2015-16 budget prior to the final budget Public Hearing and adoption by the City Council on June 22, 2015. Pursuant to Commission action taken at the March 10, 2015 meeting, Commissioners prepared written statements that were reviewed at the April 14, 2015 CAC meeting. These statements, together with the CAC's recommendation (as included in the motion for Agenda Item A-1 from the April 14, 2015 CAC meeting) and staff's proposed Cultural Trust Fund budget, were forwarded to the City Manager for his consideration. The City Council also received copies of written statements prepared by Commissioners and the CAC's recommendations. On May 11, 2015, the City Council received copies of the City's Manager's proposed budget for FY 2015-16 which includes the Cultural Trust Fund budget for Cultural Affairs.

FISCAL ANALYSIS

Discussion of this subject by the CAC does not create a fiscal impact on the City. However, based upon the actions taken by the CAC, such actions, if approved by the City Council, could create a fiscal impact, the amount of which could not be determined at this time.

ATTACHMENTS

None.

MOTION

That the Cultural Affairs Commission:

Review City Manager's proposed Cultural Affairs Budget for FY 2015-16 and provide comments as deemed appropriate.