City of Culver City

Staff Report Details (With Text)

File #:	20-158	**Version:** 1	**Name:**	Cultural Affairs Foundation FY 2019-20 Work Plan
Type:	Minute Order		**Status:**	Action Item
File created:	8/12/2019		**In control:**	CULTURAL AFFAIRS COMMISSION
On agenda:	9/17/2019		**Final action:**	
Title:	CAC - Update from the Culver City Cultural Affairs Foundation (CCCAF) Including Consideration of the CCCAF's FY 2019-20 Work Plan for Cultural Affairs and Schedule of Future Updates on Events and Activities.			
Sponsors:				
Indexes:				
Code sections:				
Attachments:	1. 19-09-17_ATT_Letter from CCCAF Dated September 11, 2019.pdf			

Date	Ver.	Action By	Action	Result
9/17/2019	1	CULTURAL AFFAIRS COMMISSION		

CAC - Update from the Culver City Cultural Affairs Foundation (CCCAF) Including Consideration of the CCCAF's FY 2019-20 Work Plan for Cultural Affairs and Schedule of Future Updates on Events and Activities.

Meeting Date: September 17, 2019

Contact Person/Dept: B. Christine Byers / Administrative Services - Cultural Affairs

Phone Number: (310) 253-6003

Fiscal Impact: Yes [] No [X]   **General Fund:** Yes [] No []

Public Hearing: []   **Action Item:** [X]   **Attachments:** [X]

Public Notification: (Meetings and Agendas - Cultural Affairs Commission (09/12/19); CCCAF Board Members (09/12/19)

Department Approval: Serena Wright-Black, Assistant City Manager (09/12/19)

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RECOMMENDATION

Staff recommends that the Cultural Affairs Commission (CAC) consider the information provided, approve the CCCAF FY 2019-20 Work Plan for Cultural Affairs, and consider the timing of future updates from the CCCAF on its events and activities.

BACKGROUND/DISCUSSION

Section 7 of the amended Memorandum of Understanding between the City of Culver City and the CCCAF, dated April 5, 2018 and amended on June 24, 2019, Section states:

> CCCAF shall provide a written plan of activities (the "Plan") no later than thirty (30) days following the commencement of the fiscal year (July 1). The Plan shall include a general outline of the CCCAF proposed activities to assist in fundraising to carry out the goals of the Cultural Affairs Work Plan. The Plan shall also outline a per project budget for any planned fundraising activities as well as a disbursement schedule. The Plan shall be considered by the Commission at its regularly scheduled monthly meeting following submission.

Staff, the CAC's Cultural Affairs Foundation Liaison subcommittee and CCCAF Board Members met on August 28, 2019 to review two areas within the FY 2019-20 adopted Cultural Affairs work plan requiring additional funding support: 1) the Performing Arts Grant Program; and, 2) cultural facility enhancement of Veterans Memorial Auditorium (VMA).

The CCCAF transmitted a letter, dated September 11, 2019, which is attached hereto, stating that the CCCAF would focus on raising $25,000 in FY 2020 toward the Performing Arts Grant Program and that in January 2020, consider their contribution toward VMA once City staff have estimated costs to outfit the stage for a stand-alone, black box theatre configuration.

At the August 14, 2018 CCCAF Board meeting, starting in 2019, the CCCAF would provide the CAC with oral and written updates on its events and activities at the January, April, July and October CAC meetings. A minimum of quarterly reports to the CAC is required per Exhibit A of the amended MOU; additional items pertaining to the CCCAF will be included on future CAC meeting agendas on an as-needed basis.

CCCAF Board members will be at the CAC meeting to present their work plan and a hard copy will be provided at that time.

FISCAL ANALYSIS

Currently there is no fiscal impact to the City in conjunction with this agenda item.

ATTACHMENTS

1. 19-09-17_ATT_Letter from CCCAF Dated September 11, 2019.

MOTION

That the Cultural Affairs Commission:

1. Approve the Culver City Cultural Affairs Foundation FY 2019-20 Work Plan for Cultural Affairs.