City of Culver City

Staff Report

File #: 25-1379, **Version:** 1 **Item #:** A-2.

CAC - ACTION ITEM: (1) Review of a Cultural Affairs Commission Biannual Written Report to the City Council, including Accomplishments During the Period January through June 2025, and an Update on the Upcoming July to December 2025 Plans; and (2) Authorization of Transmittal of the Report to the City Council.

Meeting Date: July 15, 2025

Contact Person/Dept: Sally Unsworth / City Manager - Office of Economic and Cultural Development

Phone Number: (310) 253-6003

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

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

Public Notification: (E-mail) Meetings and Agendas - Cultural Affairs Commission (07/11/2025)

Department Approval: Jesse Mays, Assistant City Manager (07/09/2025)

RECOMMENDATION

Staff recommends that the Cultural Affairs Commission (CAC) (1) review and discuss a draft written report to the City Council, including activities from January 2025 through June 2025, and proposed activity and upcoming agenda items for July 2025 through December 2025; and (2) authorize transmittal of the report to the City Council.

BACKGROUND

City Council Policy 3002, *City Commissions, Boards and Committees; Appointed Representatives to Outside Agencies and Boards* (CBC Policy), Section VI (page 7), states (in part): “Periodically, but no less than biannually, each CBC shall submit to the City Council a written report on their respective activities.” To prepare for this requirement, the City Clerk’s Office has directed staff to place this item on the agendas of all CBCs in June or July 2025. All CBC reports will be compiled and presented as part of the August 11, 2025, City Council agenda.

DISCUSSION

Staff has prepared a draft summary report of accomplishments and actions that the CAC (and its subcommittees) has taken from January 1 to June 30, 2025, and a draft summary of activities and agenda items planned for July 1 to December 31, 2025. The report format is based on the template provided by the

City Clerk. The report focuses on the work of the CAC and does not include the work plan of Cultural Affairs staff.

FISCAL ANALYSIS

None

ATTACHMENTS

1. 25-07-15_ATT Cultural Affairs Commission Biannual Report July 2025

MOTIONS

That the Cultural Affairs Commission:

1. Approve the Biannual Report of Activities; and
2. Authorize transmittal to the City Council.

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