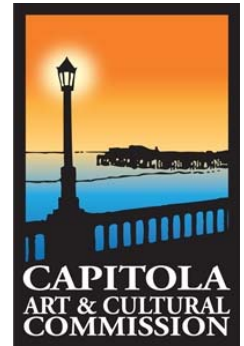


# City of Capitola

## Art & Cultural Commission

### Tuesday, September 9, 2025 – 6:30 PM

Community Room  
420 Capitola Avenue, Capitola CA 95010



**Chair:** Mary Beth Cahalen

**Vice Chair:** Roy Johnson

**Commissioners:** Karin Anderson, Courtney Christiansen, Joe Clarke, Enrique Dolmo Jr., Roy Holmberg, Jill Lengre, Esther Sylvan.

**Staff Representatives:** Nikki Bryant

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1. **Call to Order**
  2. **Additional Materials**
  3. **Public Oral Communication:** *Public Oral Communication allows members of the public to address the Commission on any Program Report or topics within the purview of the Commission not on the General Business agenda.*
  4. **Commissioner Comments**
  5. **Staff Comments**
  6. **Approval of Minutes- Regular Meeting August 12, 2025.**
  7. **Program/Committee Reports:** *All items in program and committee reports are staff or committee updates. Public Communication for these items is to be addressed during Public Oral Communication.*
  8. **General Business:** *All items listed in General Business are intended to provide an opportunity for public discussion. The following procedure pertains to each General Business item 1) Staff explanation; 2) Commission Questions; 3) Public Comment; 4) Commission deliberation; 5) Decision.*
    - a. **Former Wharf Arch:** *Discuss the Holmberg Arch for public art concept for staff to evaluate project feasibility.*
    - b. **Village Streetlight Banners:** *Consider Art & Cultural Commission goal objective regarding the Streetlight Banners implemented in Summer 2024.*
  9. **Adjournment:** *to the next regular Art & Cultural Commission meeting on October 14, 2025*

*Agenda and agenda Packet Materials:* The Art and Cultural Commission Agenda is available on the City's website: [www.cityofcapitola.org](http://www.cityofcapitola.org) on Friday prior to the Tuesday meeting. If you need additional information, please contact the City Hall Department at (831) 475-7300

*American with Disabilities Act:* Disability-related aids or services are available to enable persons with a disability to participate in this meeting consistent with the Federal Americans with Disabilities Act of 1990. Assisted listening devices are available for individual with hearing impairments at the meeting in the City Council Chambers. Should you require special accommodation to participate in the meeting due to a disability, please contact the City Clerk's office at least 24-hours in advance of the meeting at (831) 475-7300. In an effort to accommodate individuals with environmental sensitivities, attendees are requested to refrain from wearing perfumes and other scented products.

*Appeals:* Any person who believes that a final action of this advisory body has been taken in error may appeal that decision to the City Council. Appeals must be in writing and delivered to the City Clerk's Office within ten (10) working days from the time of the board's decision. The notice of appeal shall set forth appellant's name, phone number, address to which notices may be sent to the appellant, and the grounds upon which the appeal is made.

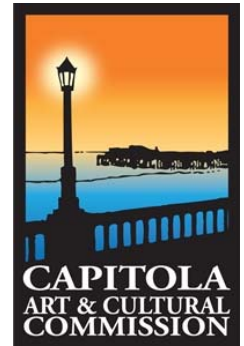
# City of Capitola

## Art & Cultural Commission: Draft Minutes

### Tuesday, August 12, 2025 – 6:30 PM

Council Chambers

420 Capitola Avenue, Capitola CA 95010



**Chair:** Mary Beth Cahalen

**Vice Chair:** Roy Johnson

**Commissioners:** Karin Anderson, Courtney Christiansen, Mayor Joe Clarke, Enrique Dolmo Jr., Roy Holmberg, Jill Lengre, Esther Sylvan

**Staff Representatives:** Nikki Bryant

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#### 1. Call to Order:

The meeting was called to order at 6:32 PM. In attendance: Anderson, Cahalen, Christensen, Clarke, Dolmo, Holmberg, Johnson, Lengre. Absent: Sylvan,

#### 2. Additional Materials

None

#### 3. Public Oral Communication

Molly Ording

Laurie Hill

#### 4. Commissioner Comments

Mayor Clarke commented on the Park at Rispin Mansion reflecting pool

Vice Chair Johnson commented on positive youth experiences at New Music Sunday and Makers Market

Commissioner Anderson commented on Dueling Pianos, New Music Sundays, Wharf Makers Market

Commissioner Lengre commented on Wharf Makers Market and staff

Chair Cahalen commented on the Beach Festival

Commissioner Holmberg commented on the Makers Market and vendor competition

#### 5. Staff Comments

The reflecting pool at the park at Rispin Mansion was recently filled in, which has prompted concern from some community members about the long-term plans for the feature.

As part of the current site improvement project, the concrete structure of the existing fountain was restored. However, activating it as a functioning fountain is not included in the current scope, nor has it been envisioned for the future. The interior drop is approximately three feet, creating a fall hazard. Per the direction of the Building Official, the area was filled for safety reasons. The only other viable option would have been to install fencing around the structure, which was not preferred given the overall design intent of the park improvements.

The area will be finished in a way that integrates well with the surrounding site. In the future, some or all of the fill may be removed once a permanent public art project is ready to move forward. The Commission has previously discussed a vision for space that includes mosaic tilework and a centerpiece. Staff have applied for grant funding to support this project, but funding has not yet been secured.

**6. Approval of Minutes- July 8, 2025**

Motion to approve the Minutes: Commissioner Anderson

Second: Commissioner Holmberg

Voting Yea: Commissioner Anderson, Commissioner Christinsen, Chair Cahalen, Mayor Clarke, Commissioner Dolmo, Commissioner Holmberg, Vice Chair Johnson, Commissioner Lengre

**7. Program/Committee Reports**

3 more twilight Concerts, Makers Market Wharf and final Esplanade past and Aug 17, Dueling Pianos past and Aug 23, New Music Sundays past and Aug 17, Plein Air

**8. General Business**

**a. Monterey Ave Railing Project Feedback**

Report given by Staff. Chair Cahalen commented on the appropriate type paint and asked the artist about his thoughts. Commissioner Lengre commented on the different color patterns. Commissioner Holmberg commented on the material improvement. Vice Chair Johnson commented on the approval of the birds and requested progress on fish. Mayor Clarke commented on safety concerns.

Public Comment: Molly Ordning

Motion to approve the Monterey Public Art Project continue progress with feedback from the commission and the artist return after the next phase is complete: Vice Chair Johnson

Second: Mayor Clarke

Voting Yea: Commissioner Anderson, Commissioner Christinsen, Chair Cahalen, Mayor Clarke, Commissioner Dolmo, Commissioner Holmberg, Vice Chair Johnson, Commissioner Lengre.

**b. Bandstand Weathervane**

Report given by Staff. Commissioner Christinsen commented on estimated cost of engineer and artist budget. Commissioner Anderson commented on the cost of materials. Commissioner Holmberg commented on moving forward with the 5,000 artist contract budget and is proposals are unsatisfactory the commission consider the call to artist again.

Public Comment: None

Motion to approve the Art & Cultural Commission's recommend for City Council approval, allocation of Public Art Funds not to exceed \$5,000 for contracting an engineer to develop technical specifications for the Call to Artist and artist contract budget of \$5,000 for the Bandstand Weathervane Project: Chair Cahalen

Second: Mayor Clarke

Voting Yea: Commissioner Anderson, Commissioner Christinsen, Chair Cahalen, Mayor Clarke, Commissioner Dolmo, Commissioner Holmberg, Vice Chair Johnson, Commissioner Lengre.

**c. Begonia Festival Commemorative Public Art Project**

Report given by Staff. Mayor Clarke commented on the cost for repair. Commissioner Lengre asked about recommended paint and the productivity of adding another layer of temporary paint. Commissioner Holmberg commented on different paint processes. Commissioner Anderson commented on the timing of the Beach Festival, Vice Chair Johnson commented on moving forward with a permanent fix.

Public Comment: Laurie Hill

Motion to approve the artist be requested to research a permanent fix for the paint fade issue, consistent with Begonia flower colors, and return to the commission for a presentation on research finding at a meeting after the Beach Festival: Chair Cahalen  
Second: Commissioner Lengre

Voting Yea: Commissioner Anderson, Commissioner Christinsen, Chair Cahalen, Mayor Clarke, Commissioner Dolmo, Commissioner Holmberg, Vice Chair Johnson, Commissioner Lengre.

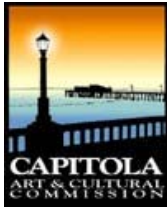
## **9. Adjournment**

The meeting was adjourned at 7:38 PM to the next regular Art & Cultural Commission meeting on September 9, 2025.

ATTEST:

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Nikki Bryant



# ART & CULTURAL COMMISSION AGENDA REPORT

## MEETING OF September 9, 2025

FROM: Staff  
DATE: August 25, 2025  
SUBJECT: Former Wharf Arch

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### **RECOMMENDED ACTION:**

Discuss the Holmberg Arch for public art concept for staff to evaluate project feasibility.

### **BACKGROUND**

The City's Public Art Program, governed by Chapter 2.58 of the Capitola Municipal Code, supports investment in art to enhance the visual environment and cultural vibrancy of Capitola. The Art & Cultural Commission, as established in Chapter 2.56, advises the City Council on the use of public art funds and recommends annual priorities for new projects.

At the Art & Cultural Commission meeting on February 19, 2025, the Commission expressed interest in exploring a public art project for the City's using the former Wharf Arch.

### **DISCUSSION**

The Wharf Resiliency Project began in late summer 2023. To prepare for the project Department of Public Works removed the two pillars that held the former entry arch created Roy Holmberg. A new entry arch was developed for the wharf, leaving the Holmberg Arch stored in the City's Corp yard.

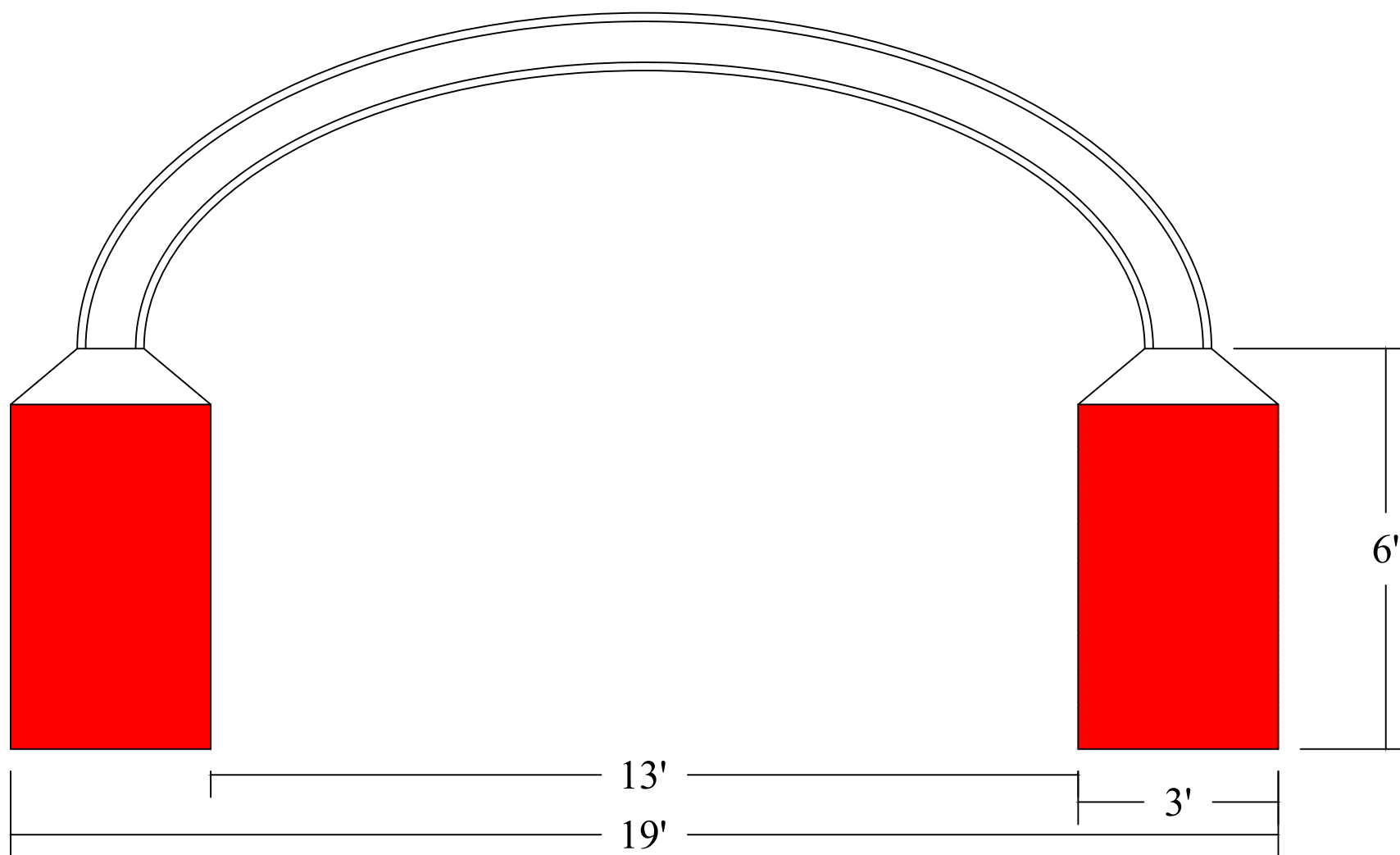
Staff recommend the Commission consider ideas for the Holmberg Arch, for staff to analyze for feasibility or return the arch to the artist.

**FISCAL IMPACT** There is no fiscal impact associated with receiving this report. The Public Art Fund currently has a balance of approximately \$125,200, with \$60,000 in commitments to other in-progress projects.

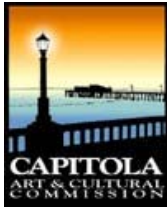
### **ATTACHMENT**

1. Wharf Image with measurements

**Report Prepared By:** Nikki Bryant  
Community Services and Recreation Director



Capitola Wharf



Item #: 8.b

# ART & CULTURAL COMMISSION AGENDA REPORT

## MEETING OF September 9, 2025

FROM: Staff  
DATE: September 2, 2025  
SUBJECT: Village Streetlight Banners

**RECCOMENDED ACTION:** Consider Art & Cultural Commission goal objective regarding the Streetlight Banners implemented in Summer 2024.

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### **BACKGROUND**

In May of 2019, City Council implemented Administrative Policy V-16 Village Streetscape Decorations. The policy outlines a process for the review and authorization of decorations placed in the Village, which includes banners hung from streetlights. The policy prohibits banners that would advertise any specific business or product. All new proposed banners must be approved by the City Council.

The Art & Cultural Commission recommended to Council that funds be allocated to support the Village Streetlight Banner Project and provide public art and beautification for the Village. The Council allocated \$3,000 from the Public Art Fund to support this initiative. In July 2024 the BIA presented a proposal for the Commission that consisted of colorful banners, and these banners were installed in August 2024.

### **DISCUSSION**

During the Fiscal year 25/26 Art & Cultural Goal Setting meeting, the commission indicated a desire to revisit this project.

Currently there are four banners that remain in the Village. Staff have determined that many of the banners were lost in the Winter storms or removed due to damage of the hanging arm. Staff recommend the commission consider the goal objective for concept discussion and develop a plan for the FY 26/27 goal setting meeting in January 2026.

### **FISCAL IMPACT**

The current estimated balance of the Public Art Fund is \$125,200 and the commission has approximately \$60,000 committed to current projects.

### **ATTACHMENT**

1. V-16 Village Streetscape Decorations

**Report Prepared By:** Nikki Bryant  
Community Services & Recreation Director



## ADMINISTRATIVE POLICY

Number: V-16

Issued: 5/9/19

Jurisdiction: City Council

### VILLAGE STREETScape DECORATIONS

#### I. PURPOSE

The purpose of this policy is to provide a process for the review and authorization of decorations placed in public spaces within Capitola Village. Decorations may include tree lighting, banners hung from streetlights, and any temporary placement of decorative items such as a seasonal décor or holiday celebrations.

This policy is intended to regulate the placement of decorations independent from approved Special Events. Any decorations proposed as part of a Special Event shall be reviewed and approved through the Special Event process.

For the sole purpose of this policy, the term “Village streetscape” includes all public road rights-of-way in the CV (Central Village) zoning district including streets, sidewalks, green belts (Lawn Way), and Esplanade Park.

#### II. POLICY

All proposals for the installation or placement of decorations shall be submitted to the Public Works Department a minimum of sixty (60) days prior to the desired date of installation. All proposals will be reviewed by Public Works staff who will consult with other City departments as needed.

Village streetscape decorations must promote the Village or City. Decorations cannot advertise any specific business or product.

All new proposed Village decorations must be approved by the City Council. Applicants are advised not to purchase any decorations until City approval is granted.

Previously approved Village decorations may be approved by the City Manager provided the City Manager can make all of the following findings:

1. The decorations were previously approved by the City Council.
2. The decorations were installed the previous year.
3. There are no significant modifications or variations to the decorations as compared to prior years.
4. There were no major issues with the decorations in recent prior years.
5. The decorations, as proposed, can function safely.
6. The decorations will not cause undue interference with previously approved or ongoing activities, construction, road maintenance, public transit systems, or traffic.
7. The decorations provide a benefit to the Village or City.



If the City Manager cannot make the above findings, the proposal shall be denied, or the City Manager may refer the proposal to the City Council. The City Manager's approval/denial of a decorating proposal is appealable to the City Council. All appeals must be made pursuant to Chapter 2.52 of the Capitola Municipal Code.

The City Manager may refer any recurring decorating proposal to the City Council for consideration. Any Council Member may require that any recurring decorating plan be brought to the City Council for consideration by making such a request prior to the City Manager's approval.

### **III. INSURANCE**

All entities installing decorations on Village streetscape must provide proof of general liability insurance that names the City of Capitola as an additional insured. Insurance coverage must be maintained for the duration that the decorations are installed. The insurance requirements shall meet the levels stipulated in the most current contract between the City and the Capitola Village and Wharf Business Improvement Association

### **IV. INSTALLATION**

Installation of all decorations must be coordinated with the Department of Public Works.

All decorations to be installed by the City must be delivered to the City Public Works Corporation Yard located at 430 Kennedy Drive, Capitola CA 95010 at least one (1) week prior to the installation date.

If the applicant proposes to self-install decorations, the Public Works Department must be notified 72 hours in advance of the installation date. Any corrective action to applicant-installed decoration must be remedied immediately by the applicant upon notice from the City. Failure by the applicant to take required corrective actions may result in removal of the decoration by the Public Works Department. Applicant will be charged for any costs associated with removal due to failure by the applicant to take corrective action.

The City reserves the right to remove Village streetscape decorations at any time for any or no reason.

### **V. PROCEDURE**

- A. Submit Village Streetscape proposals to Public Works 60 days prior to desired installation. Repeat plans may be submitted 30 days in advance.  
Plan shall include the following:
  - 1) Description of decoration purpose and theme
  - 2) Date of installation and date of removal
  - 3) Description of decorations including:
    - a. Description of individual elements
    - b. Pictures or sketches required for all elements
    - c. Manufacturer or supplier and color of any lights
    - d. Size of elements if applicable
  - 4) Placement (use of a plan sheet is encouraged)

- 5) Insurance certificate
- B. Initial review by applicable Public Works Department
- C. Public Works will route to City Departments
- D. Approval by the City Manager or City Council
- E. Public Works Department will issue notice of approval

This policy is approved and authorized by:

  
\_\_\_\_\_  
Jamie Goldstein, City Manager