

CAPITOLA

ART & CULTURAL COMMISSION

MEETING AGENDA

Tuesday, June 9, 2015

6:30 p.m.

City Council Chambers

Commission Members

Michael Termini ~ Chair

Roy Johnson ~ Vice Chair

Nathan Cross

Joan Davisson

Stephanie Gelman

Laurie Hill

Kim Hogan

David Kraemer

Joyce Murphy

Linda Smith

Jenny Shelton

James Wallace

- 1. Call to Order-Roll Call**
- 2. Approval of Agenda-**
- 3. Oral Communications-**
- 4. Approval of Minutes- May 12, 2015**
- 5. General Business-**
 - a. Trestle Mural (Verbal)**
 - b. Plein Air (Verbal)**
 - c. Opera at the Beach (Verbal)**
 - d. Climbable Public Art (Verbal)**
 - e. Capitola Ave. Guardrail Project (Verbal)**
 - f. Twilight Concerts Staffing**
 - g. Commission Membership Size**
- 6. Commissioner Reports-**
- 7. Staff Report-**
- 8. Communications-**
- 9. Future Agenda Items**
- 10. Adjournment**

Notice: The Art and Cultural Commission meets on the second Tuesday at 6:30 PM in the City Council Chambers located at 420 Capitola Avenue, Capitola.

Agenda and Agenda Packet Materials: The Art and Cultural Commission Agenda is available on the City's website: www.cityofcapitola.org/ on Friday prior to the Tuesday meeting. If you need additional information please contact the City Hall Department at (831) 475-7330.

Staff Representatives

Kelly Barreto &

Larry Laurent

Americans 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 individuals with hearing impairments at the meeting in the City Council Chambers. Should you require special accommodations 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 boards' 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.

CAPITOLA

ART & CULTURAL COMMISSION

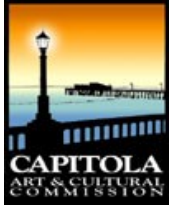
DRAFT MEETING MINUTES

Tuesday, May 12, 2015 6:30 p.m.

City Council Chambers

1. **Call to Order-Roll Call:** Present: Termini, Johnson, Davisson, Hogan, Hill, Cross, Kraemer, Murphy, Shelton, Gelman Absent: Smith, Wallace
2. **Approval of Agenda-** M/S Cross/ Davisson Approved
3. **Oral Communications-** Commissioner Hogan commented on the new rotating art display in the Council Chambers. Commissioner Shelton discussed the Ebb and Flow event in Santa Cruz on June 6th. Will include a kinetic sculpture parade at 12 noon.
4. **Approval of Minutes-** M/S Gelman/Arnone April 14, 2015 meeting.
5. **General Business-**
 - a. **41st Ave. Landscape Project**- Landscape architect Mike Arnone gave a presentation regarding possible improvements to the landscape surrounding the public art on 1st Ave medians. Goal is to use drought tolerant plants to look like the ocean. Mr. Arnone will prepare an estimated cost for one of the medians and speak with Steve Jesberg regarding water usage.
 - b. **Trestle Mural** – Wharf Road Mural Artist, Maia Negre show mockups of the railroad bridge painted in the same theme as the mural. Commissioner Johnson thought there would be words. Artist Negre did not have a problem with words being added to painting. Artist Negre was asked to look into ways of attaching art to bridge rather than painting directly. Staff Laurent will contact SCCRTC to see if they have rail based scaffolding.
 - c. **Plein Air**- Commissioner Kramer proposed the event for November 7th and 8th. Event would be for around 40 people. Will have a speaker on Saturday AM. There will need for be help wit marketing the event. Cost of the event would be \$3500 and the cost of buying the painting would be \$1500. Staff Laurent was directed to submit a budget request for \$3500. - Commission
 - d. **Opera at the Beach**- Chair Termini proposed an Opera at the Beach event on September 20 from 2 pm – 4 pm. M/S Shelton/Murphy to approve event
 - e. **Climbable Public Art** – Staff Laurent reported on Climable Art in Capitola Park. Commission discussed options and narrowed down to Esplanade Park and Noble Gulch Park. Commissioner Johnson commented that public art should not be for just village. Commission agreed to move forward with Public Art at Noble Gulch. Staff Laurent was directed to pu together conceptual design to bring to Council.
 - f. **Symphony**-. Commissioner Gelman reported that there she has not been able to contact the symphony. The deadline for getting on the symphony calendar was June 30th. Chair Termini suggested that the event be looked at in future years. Commission was in agreement.
 - g. **Capitola Ave. Guardrail Project**- Chair Termini reported that new guardrail has not yet been purchased by the City. Subcommittee of commissioners Hogan, Cross, Murphy and Johnson will create a call to artists. Chair Termini will request plans for retaining wall.

6. Commissioner Reports- Commissioner Shelton reported that it will cost between \$1000 and \$1500 to create the updates to the Capitola art-app. Commissioner Shelton also stated that this would be her last meeting but will be available to get another commissioner up to speed on the Application.
7. Staff Report- Postcard is at the printer for review. Will be out on time.
8. Oral Communications- None.
9. Future Agenda Item - Size of Commission
10. Adjournment at 7:40 pm to a Regular Schedule Meeting to be held on Tuesday, June 9, 2015 at 6:30 p.m. City Council Chambers.



Item #: 5.a

ART & CULTURAL COMMISSION AGENDA REPORT

MEETING OF MAY 12, 2015

FROM: STAFF
DATE: May 7, 2015
SUBJECT: Size of Commission

RECOMMENDED ACTION: Accept Report

BACKGROUND

In 2013 the Art and Cultural Commission size from nine members to twelve members. During the April 14, 2015 meeting a commissioner indicated that they would be resigning soon. It was requested that a discussion of the size of the Commission be discussed to determine if there was a consensus on the most effective number of commissioners.

FISCAL IMPACT

There is no fiscal impact at this time.

ATTACHMENT

Art & Cultural Com Bylaws Rev 11-26-13

Report Prepared By: Larry Laurent

BYLAWS

CAPITOLA ART & CULTURAL COMMISSION City of Capitola, California

ARTICLE I. NAME AND AUTHORITY

Section 1. Name

The name of this organization shall be the CAPITOLA ART & CULTURAL COMMISSION of the City of Capitola, California, hereinafter referred to as the "Commission".

Section 2. Authority

The Commission is established pursuant to the authority of Chapter 2.56 of the City of Capitola Municipal Code.

ARTICLE II. POWERS AND DUTIES

The Capitola Art & Cultural Commission shall have the function and duties set forth in Municipal Code Section 2.56.050 and any amendments thereto. The Municipal Code Section currently provides for the following functions and duties:

- a. Advise the City Council as to the allocation of public funds for the support and encouragement of existing and new programs in the arts, and for the acquisition by purchase, gift or otherwise, of works of art;
- b. Subject to City Council approval, initiate, sponsor or direct special programs which will enhance the artistic and cultural climate of the City;
- c. Establish close liaison with other commissions and civic organizations in order to foster public interest in the arts;
- d. Advise the City Council concerning the interpretation and implementation of the City's established art and cultural policies and practices, including the Art & Cultural Master Plan, as they relate to the Art & Cultural Commission's objectives;
- e. In February of each year, prepare for City Council review an assessment of the Art & Cultural Commission's goals, plans and objectives from the prior fiscal year and recommend for Council approval the Art & Cultural Commission's goals, plans and objectives for the next fiscal year.
- f. Perform such other functions and duties as may be directed by the City Council.

ARTICLE III. MEMBERSHIP AND TERM OF OFFICE

Section 1. Number and Qualifications

The Art & Cultural Commission shall consist of ~~nine~~ twelve members as follows:

1. One (1) City Council Member
2. One (1) Planning Commissioner
3. One (1) Artist or Arts Organization Representative Member
4. One (1) Arts Professional Member
5. Eight (8) "At-Large" Members

Members do not need to be a resident of Capitola.

Section 2. Selection and Appointment of Members

Applications for Art & Cultural Commission members will be received by the City and forwarded to the Chairperson of the Art & Cultural Commission. Applicant(s) will attend a minimum of one Commission meeting, conference with the Chair and Commissioner(s) regarding the obligations and duties of being a commissioner prior to receiving approval for appointment. The Chair will forward the Commission's recommendation(s) for approval of applicant(s) to the City Clerk/Mayor.

The Council Member and Planning Commissioner appointees shall be selected by a majority vote of their respective boards. The Artist or Arts Organization Representative, Arts Professional, and the "At-Large" Appointees shall be appointed to the Art & Cultural Commission by a majority vote of the City Council.

Section 3. Term of Office

Except as otherwise provided in Municipal Code Section, 2.56.030 the members shall serve for a term of two (2) years and may be reappointed for successive two-year terms with a term limit set at a maximum of three (3), two year terms.

Section 4. Removal of Members

Any member who is absent for three meetings, and who fails to provide an excuse that is determined by the Chair to be reasonable, shall be removed by the City Council. All members of the Commission serve at the pleasure of the City Council and therefore may be removed from office, without cause, and at any time, by the affirmative vote of three City Council members.

ARTICLE IV. OFFICERS

Section 1. Selection of Officers

As soon as practicable, following the first day of January of each year, there shall be elected as officers for the Commission a Chairperson and a Vice Chairperson. An election shall be held at the next regular meeting to fill any office that becomes vacant during the calendar year.

Section 2. Chairperson

The Chairperson shall be elected by a majority vote of the members from among their membership. The Chairperson shall preside at all regular meetings and shall call all special meetings. The Chairperson shall use Roberts Rules of Order to conduct the meetings. He or she shall represent the Commission before the Council.

Section 3. Vice Chairperson

The Vice Chairperson shall be elected by a majority vote of the Commission members. He or she shall assume all duties of the Chairperson in the absence of the Chairperson.

Section 4. Staff Representative

The Staff Representative shall be hired by the City Manager. General duties include:

1. Preparing, assembling and mailing meeting packets;
2. Correspondence and communication;
3. Record keeping;
4. Staff reports;
5. Financial reports;
6. Meeting minutes;
7. Liaison to the public;
8. Other tasks as assigned.

ARTICLE V. COMMITTEES

Section 1. Establishment of the Committees

The Art & Cultural Commission may designate specific committees as follows: Public Art, Volunteers, Fundraising, Marketing and any other committee as necessary. Committees shall be composed of no more than (3) commissioners. The committees may include volunteer members as deemed necessary by the Art & Cultural Commission. The committees shall report to the Art & Cultural Commission on no less than a quarterly basis.

Section 2. Membership of Committees

The Chairperson shall make all assignments and appoint the Chairperson of each committee with the consensus of the commission.

ARTICLE VI. MEETINGS**Section 1. Open Meetings**

All regular and special meetings of the Commission are subject to the Brown Act and therefore are advertised and open meetings to which the public and the press shall be invited.

Section 2. Regular Meetings

Regular meetings of the Commission shall be held monthly on a day, time and location to be decided upon by the Commission on an annual basis. Any changes to regular meeting day, time and location will be provided to the Office of the City Clerk for calendaring purposes. *[Amended on 5/26/05 by Resolution No. 3463]*

Section 3. Special Meetings

A special meeting may be called by the Chairperson of the Commission or by vote of the Commission. Notice of such special meeting shall be given as required by law; and the purpose of or the business to be transacted during such special meeting shall be stated in the notice.

Section 4. Quorum

A quorum shall consist of a majority of the members of the Commission.

Section 5. Absence of Quorum

In the absence of a quorum at any meeting, such meeting shall be adjourned to the next regular meeting date by any member present. No meeting may be declared adjourned for lack of a quorum until a fifteen (15) minute period after the scheduled time of the meeting has elapsed.

Section 6. Conduct of Meeting

At the time and place established for any meeting, when a quorum is present, the Chairperson shall call the meeting to order. The normal order of business shall include at least the following:

Section 6. Conduct of Meeting (Continued)

- a. Roll call
- b. Adoption of the Agenda
- c. Oral communications (open to the public items not on the agenda)
- d. Approval of minutes of previous meetings
- e. Discussion of old or unfinished business; review of recommendations and action on same
- f. New business
- g. Commissioner Reports
- h. Staff Reports
- i. Communications
- j. Future Agenda Items
- k. Adjournment

Section 7. Voting

All questions shall be resolved by a majority vote of the members present. The vote shall be taken by roll call vote, voice vote, or by the raising of hands; provided that, at the request of any member, the vote shall be taken by a roll call vote.

ARTICLE VII. AMENDMENTS

These Bylaws may be amended from time to time by a vote of the Commission and approval by the City Council.

ARTICLE VIII. ADOPTION AND EFFECT**Section 1. Adoption**

Immediately upon a majority vote of the Commission and approval by the City Council these Bylaws shall be in full force and effect; any and all provisions of previously adopted Bylaws, policies, or procedures which may be totally or partially in conflict herewith are hereby repealed.

Section 2. Effect

These Bylaws shall not be considered or construed as superseding any ordinance or directive of the City Council of the City of Capitola, nor shall they preclude the preparation and adoption of further procedural manuals and policies by which the Commission may direct its activities.

This is to certify that the above and foregoing Bylaws of the Art & Cultural Commission of the City of Capitola were approved by the City Council of the City of Capitola on the 26th day of November, 2013, by adoption of Resolution No. 3971.

Susan Sneddon, City Clerk

Revisions to Art & Cultural Commission Bylaws

01/22/04	Resolution No. 3326	Original Bylaws approved by City Council
05/26/05	Resolution No. 3463	Amended Article VI, Section 2, Regular Meetings
04/26/12	Resolution No. 3915	Amended Article III, Section 1, Number of members
11/26/13	Resolution No. 3971	Amended Article III, Section 1, Number and Qualifications; Article VI, Section 4, Quorum, and Section 6, Conduct of Meeting