



# CITY OF NEWPORT BEACH CITY ARTS COMMISSION SPECIAL MEETING AGENDA

Civic Center Community Room  
100 Civic Center Drive, Newport Beach, CA 92660

Monday, July 30, 2018 - 5:00 PM

## **City Arts Commission Members:**

**Arlene Greer, Vice Chair**  
**Michelle Bendetti, Secretary**  
**Miriam Baker, Commissioner**  
**Grace Divine, Commissioner**  
**Barbara Glabman, Commissioner**  
**Wayan Kaufman, Commissioner**  
**Marie Little, Commissioner**

## **Staff Members:**

**Natalie Basmaciyon, Library Services Manager**  
**Francine Jacome, Administrative Support Technician**

The City Arts Commission meeting is subject to the Ralph M. Brown Act. Among other things, the Brown Act requires that the special meeting City Arts Commission agenda be posted at least twenty-four (24) hours in advance of the meeting and that the public be allowed to comment on agenda items before the Commission and items not on the agenda but are within the subject matter jurisdiction of the City Arts Commission. The Chair may limit public comments to a reasonable amount of time, generally three (3) minutes per person.

The City of Newport Beach's goal is to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, we will attempt to accommodate you in every reasonable manner. Please contact Natalie Basmaciyon, Library Services Manager, to inform us of your particular needs and to determine if accommodation is feasible at (949) 717-3801 or [thetherton@newportbeachca.gov](mailto:thetherton@newportbeachca.gov).

## **NOTICE REGARDING PRESENTATIONS REQUIRING USE OF CITY EQUIPMENT**

Any presentation requiring the use of the City of Newport Beach's equipment must be submitted to the Library Services Department 24 hours prior to the scheduled meeting.

## **I. CALL MEETING TO ORDER**

## **II. ROLL CALL**

## **III. NOTICE TO THE PUBLIC**

*The City provides a yellow sign-in card to assist in the preparation of the minutes. The completion of the card is not required in order to address the City Arts Commission. If the optional sign-in card has been completed, it should be placed in the tray provided at the podium.*

*The City Arts Commission of Newport Beach welcomes and encourages community participation. Public comments are generally limited to three (3) minutes per person to allow everyone to speak. Written comments are encouraged as well. The City Arts Commission has the discretion to extend or shorten the time limit on agenda or non-agenda items. As a courtesy, please turn cell phones off or set them in the silent mode.*

## **IV. PUBLIC COMMENTS**

*Public comments are invited on agenda items. Speakers must limit comments to three (3) minutes. Before speaking, we invite, but do not require, you to state your name for the record. The City Arts Commission has the discretion to extend or shorten the speakers' time limit on agenda items, provided the time limit adjustment is applied equally to all speakers. As a courtesy, please turn cell phones off or set them in the silent mode.*

**V. STUDY SESSION BUSINESS – CITY ARTS COMMISSION 2018 RETREAT**

1. **Welcome and Introductions**
2. **City Arts Commission Role as Specified in City Charter**  
[07-30-2018 - CAC - 01 Annual Retreat Presentation 2018.pdf](#)
3. **Overview of City Arts Commission Programs**
4. **2018/19 Budget**
5. **Newport Beach Arts Foundation**
6. **Staff Responsibilities**
7. **Overview of Each Committee**
8. **Cultural Arts Grants**

**VI. PUBLIC COMMENTS ON NON-AGENDA ITEMS**

*Public comments are invited and non-agenda items generally considered to be within the subject matter jurisdiction of the City Arts Commission. Speakers must limit comments to three (3) minutes. Before speaking, we invite, but do not require, you to state your name for the record. The City Arts Commission has the discretion to extend or shorten the speakers' time limit on agenda or non-agenda items, provided the time limit adjustment is applied equally to all speakers. As a courtesy, please turn cell phones off or set them in the silent mode.*

**VII. ADJOURNMENT**

# City Arts Commission

*Retreat*

*Civic Center Community Room*

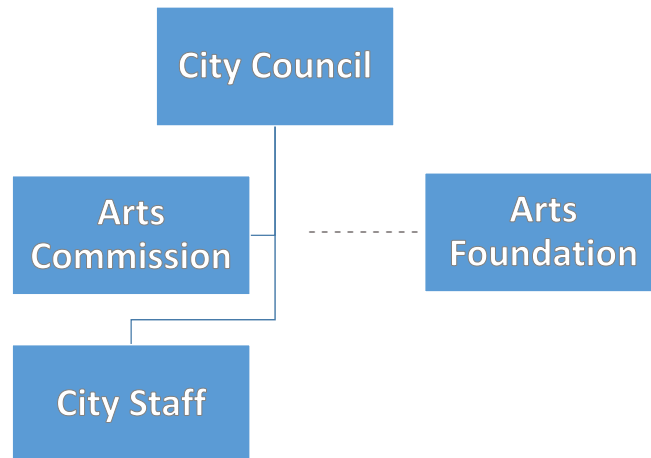
*5 p.m., July 30, 2018*



## Agenda

- Welcome and Introductions
- City Arts Commission Role as Specified in City Charter
- Overview of City Arts Commission Programs
- 2018/2019 Budget
- Newport Beach Arts Foundation
- Staff Responsibilities
- Overview of Each Committee
- Cultural Arts Grants

# Organizational Structure



## City Charter

### **Section 712 City Arts Commission:**

There shall be a City Arts Commission with the number of members to be established by ordinance or resolution and it shall have the power and duty to:

- a) Act in an advisory capacity to the City Council in all matters pertaining to artistic, aesthetic and cultural aspects of the City.
- b) Recommend to the City Council the adoption of such ordinances, rules and regulations as it may deem necessary for the administration and preservation of fine arts, performing arts, historical, aesthetic and cultural aspects of the community.

# City Charter

## **Section 712 City Arts Commission** (continued):

- c) On behalf of the City, actively encourage programs for the cultural enrichment of the community.
- d) Perform such other duties relating to the Arts as the City Council may require. *(Added effective June 6, 1974, and amended effective December 15, 1992)*

# Council Policies Regarding Art

## **Council Policy I-9 – Art in Public Places:**

*(Revised 8/8/17)*

- Arts Commission responsibilities include: project sites, discussions with impacted board and commissions, participate in selection of artists, oversee artistic design process, installation or art and long-term maintenance.
- Identifies criteria for making recommendations to the City Council for an Arts in Public Places project.

## **Council Policies Regarding Art**

### **Council Policy I-10 – Financial Support for Cultural Arts:**

(Revised 8/8/17)

- Authorizes annual funding for specific cultural or artistic planning/promotion and or construction projects as approved by the City Council.
- Expenditures from the reserve fund should be matched equally by the community in the form of contributions and donations.
- Funds from Visit Newport Beach and the Balboa Theater are placed in the Reserve Fund.

## **Council Policies Regarding Art**

### **Council Policy I-10 – Financial Support for Cultural Arts:**

(Revised 8/8/17)

- Authorizes the Arts Commission to advise the City Council on art to be conveyed to the City and recommend appropriate locations for art.
- Provides guidance on the type of art, location and display of art conveyed to the City.

## **Programs**

- Newport Beach Arts Exhibition
- Sculpture Exhibition in Civic Center Park
- Concerts on the Green
- Performing Arts on the Balboa Peninsula
- Exhibitions in the Central Library gallery space
- Cultural Arts Grants

## **Newport Beach Art Exhibition**

- Annual juried art exhibition.
- A percentage of the proceeds for the sale of art goes to the Arts Foundation.
- The event is planned by the Art in Public Places Ad Hoc Subcommittee, approved by the City Arts Commission, and executed by Library staff.

## **Sculpture in Civic Center Park Exhibition**

- The City hires a project manager to arrange the call for entry, manage the public survey, assemble a curatorial panel, and manage the installation of works.
- The top-scoring artworks in an online public survey will be considered and discussed in depth in public meetings.
- The Sculpture Exhibition Ad Hoc Subcommittee recommends final selections to the Arts Commission for approval. The City Arts Commission submits these selections to City Council for final approval.

## **Concerts on the Green**

- Annual summer concert series presented on the Civic Green.
- Performers are selected by the Performing Arts Ad Hoc Subcommittee and approved by the City Arts Commission.
- The concerts are arranged and managed by Library staff.



## **Performing Arts on the Balboa Peninsula**

- Funds are accessed with City Council approval.
- Funds can be used for performing arts on the Balboa peninsula.
- Performances are arranged by the Performing Arts on the Balboa Peninsula Ad Hoc Subcommittee, approved by the City Arts Commission and executed by Library staff.

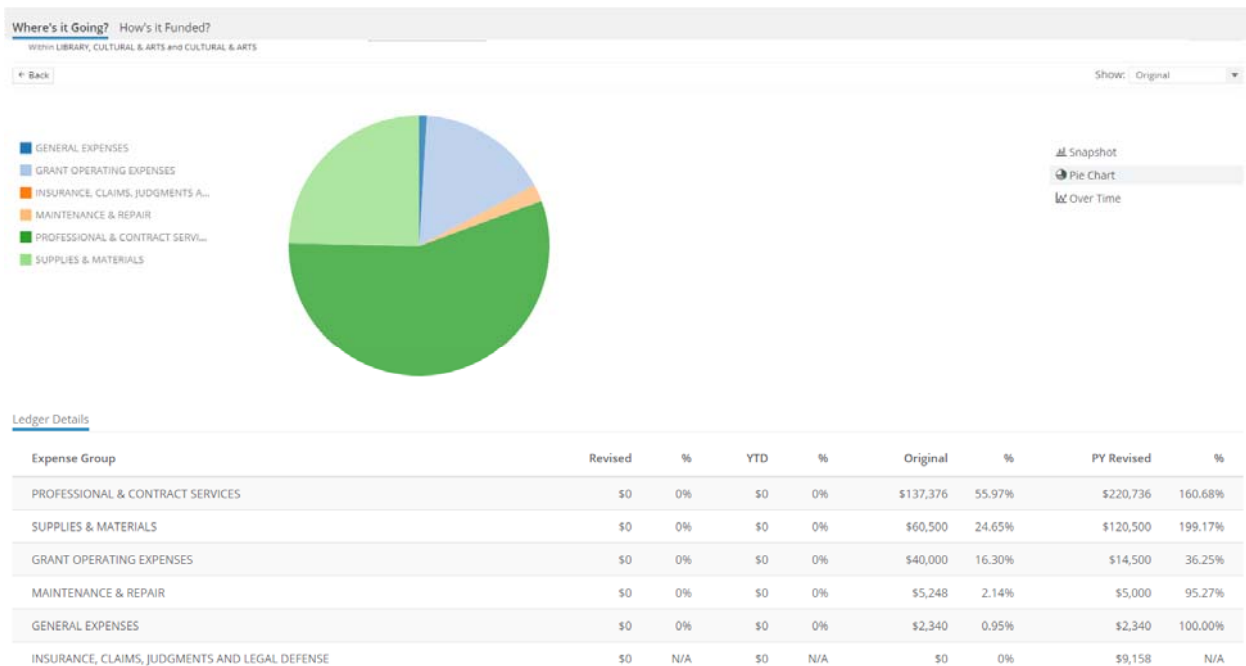
## **Exhibitions in the Central Library Gallery Space**

- Artists apply to exhibit in the Central Library gallery space.
- The Arts in Public Places Ad Hoc Subcommittee evaluates submissions and recommends them to the City Arts Commission for final approval.
- Staff manages the gallery space and arranges for the display of the approved artwork.

# Arts Commission Revenue Sources

## General Fund

- Visit Newport Beach – portion of the Transient Occupancy Tax; City Council approval required. “VNB shall contribute One Hundred Fifty Thousand Dollars and 00/100 (\$150,000.00) per year commencing annually June 1, 2014, to the City of Newport Beach for expenditure programs or activities (e.g., public art, cultural and promotional activities, beautification projects, etc.) that benefit the public, as determined by the City Council. The contribution shall be made annually to the City in two (2) equal installments of Seventy Five Thousand Dollars and 11/100 (\$75,000) payable on June 1 and December 1.”
- Balboa Theater Funds – Special one-time revenue – City Council approval required.
- Arts Foundation – A private non-profit whose mission is to support Arts Commission programming.



## **Newport Beach Arts Foundation**

- The Newport Beach Arts Foundation is a private non-profit 501 (c) (3) organization, dedicated to supporting the cultural arts activities of the Newport Beach City Arts Commission in the City of Newport Beach.
- The Arts Foundation raises funds through donations, proceeds from the Newport Beach Art Exhibition, and Art in the Park.
- In addition to supporting the City Cultural Arts activities, the Foundation periodically hosts visits to galleries, museums, theater and musical performances.

## **Role of the Staff Liaison**

- Staff support and assistance is provided, but the City Arts Commission does not have supervisory authority over City employees. While they may work closely with BCCs, staff members remain responsible to their immediate supervisors and ultimately to the City Manager.
- Staff support includes preparation of a summary agenda subject to approval by the Arts Commission Chair.

## **Ad Hoc Subcommittees**

- Committees formed for a specific task or objective, and dissolved after the completion of the task or achievement of the objective.
- Appointed as needed by the Arts Commission Chair and consist of no more than three Commissioners.
- Inactive ad hoc subcommittees must be sun-setted.

## **Cultural Arts Grants**

- Each year, the City of Newport Beach distributes \$40K to arts organizations, enabling them to expand arts programs offered to the local community.
- Arts organizations are required to meet specific criteria and submit an application.
- The Cultural Arts Grants Ad Hoc Subcommittee evaluates applications and makes a recommendation to the City Arts Commission for final approval.



*Questions?*