



CITY OF NEWPORT BEACH CITY ARTS COMMISSION - 5:00 P.M. REGULAR MEETING / 6:00 P.M. STUDY SESSION AGENDA

Civic Center Council Chambers
100 Civic Center Drive, Newport Beach, CA 92660

Thursday, August 10, 2017 - 5:00 PM

City Arts Commission Members:

Judy Chang, Chair
Arlene Greer, Vice Chair
Michelle Bendetti, Secretary
Miriam Baker, Commissioner
Grace Divine, Commissioner

Staff Members:

Tim Hetherton, Library Services Director
Francine Jacome, Administrative Support Technician

The City Arts Commission special 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 seventy-two (72) 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 Tim Hetherton, Library Services Director, at least forty-eight (48) hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible at (949) 717-3801 or 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 Staff table.

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. CONSENT CALENDAR

All matters listed under CONSENT CALENDAR are considered to be routine and will all be enacted by one motion in the form listed below. City Arts Commissioners have received detailed staff reports on each of the items recommending an action. There will be no separate discussion of these items prior to the time the City Arts Commission votes on the motion unless members of the City Arts Commission request specific items to be discussed and/or removed from the Consent Calendar for separate action. Members of the public who wish to discuss a Consent Calendar item should come forward to the lectern upon invitation by the Chair.

A. Approval of Minutes of the July 13, 2017, City Arts Commission Meeting**1. Draft of 07/13/2017 Minutes**

[08-10-2017 - CAC - 01 Draft Minutes.pdf](#)

B. Consent Calendar Items**2. Financial Report**

Review of financial information.

[08-10-2017 - CAC - 02 Financial Report FY 2016-17.pdf](#)

[08-10-2017 - CAC - 03 Financial Report FY 2017-18.pdf](#)

3. Cultural Arts Activities

Monthly review of cultural arts activities from the Library Administrative Office for upcoming Library and City arts events and services.

[08-10-2017 - CAC - 04 Cultural Arts Activities for July 2017.pdf](#)

VI. CURRENT BUSINESS**A. Items for Review and Possible Action****4. Cultural Arts Grants 2017/18**

Staff will provide an overview of the Cultural Arts Grants for arts organizations who are based or provide programming in Newport Beach. The sum of \$40,000 (Cultural and Arts, City Grants Account #4002-8254) is provided annually for specific cultural or artistic planning or projects as approved by the City Council. The City Arts Commission has the responsibility to review all programs and requests for support from arts groups and make recommendations for funding to the City Council for final approval.

[08-10-2017 - CAC - 05 Staff Report Cultural Arts Grants 2017-18.pdf](#)

[08-10-2017 - CAC - 06 ATTACHMENT A - Cultural Arts Grant Application Instructions .pdf](#)

[08-10-2017 - CAC - 07 ATTACHMENT B - Cultural Arts Grant Application.pdf](#)

[08-10-2017 - CAC - 08 ATTACHMENT C - Cultural Arts Grant Completion Report.pdf](#)

B. Monthly Reports

5. Sculpture Exhibition Ad Hoc Subcommittee

Commissioner Miriam Baker, Commissioner Grace Divine, Commissioner Arlene Greer

VII. CITY ARTS COMMISSION ANNOUNCEMENTS OR MATTERS WHICH MEMBERS WOULD LIKE PLACED ON A FUTURE AGENDA FOR DISCUSSION, ACTION OR REPORT (NON-DISCUSSION ITEM)

VIII. 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.

RECESS

IX. RECONVENE AT 6:00 P.M. FOR STUDY SESSION

X. ROLL CALL

XI. STUDY SESSION

6. Sculpture in Civic Center Park Exhibition

Mr. Rick Stein and Professor Joe Lewis will present the submissions for Phase III of the Sculpture in Civic Center Park Exhibition and provide a forum for public comment in regards to the submitted work.

XII. 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.

XIII. ADJOURNMENT

**Newport Beach City Arts Commission Special Meeting Minutes
Thursday, July 13, 2017
Regular Meeting – 5:00 PM
City Council Chambers
100 Civic Center Drive
Newport Beach, CA 92660**

I. CALL MEETING TO ORDER – 5:01 P.M.

II. ROLL CALL

Commissioners Present: Lynn Selich, Chair
Miriam Baker
Judy Chang
Grace Divine
Arlene Greer

Commissioners Absent: Michelle Bendetti

Staff Present: Tim Hetheron, Library Services Director
Francine Jacome, Administrative Support Technician

III. ELECTION OF OFFICERS

The City Arts Commission shall nominate and elect Commissioners to serve as Chair, Vice Chair, and Secretary for FY 2017/2018.

Motion made by Chair Selich, seconded by Commissioner Greer, and failed (2-3-0-1) to postpone the election of officers until the vacant seat is filled and Commissioner Bendetti is present.

AYES: Selich, Greer
NOES: Baker, Chang, Divine
ABSTENTIONS: None
ABSENT: Bendetti

Nomination made by Commissioner Chang, seconded by Commissioner Greer, and carried (4-0-1-1) of herself for Chair.

AYES: Baker, Chang, Divine, Greer
NOES: None
ABSTENTIONS: Selich
ABSENT: Bendetti

Nomination made by Chair Chang, seconded by Commissioner Divine, and carried (4-0-1-1) of Commissioner Greer for Vice Chair.

AYES: Baker, Chang, Divine, Greer
NOES: None
ABSTENTIONS: Selich
ABSENT: Bendetti

Nomination made by Vice Chair Greer, seconded by Chair Chang, and carried (4-0-1-1) of Commissioner Bendetti for Secretary.

AYES: Baker, Chang, Divine, Greer
NOES: None
ABSTENTIONS: Selich
ABSENT: Bendetti

IV. NOTICE TO THE PUBLIC

V. PUBLIC COMMENTS

Jim Mosher hoped the Chair would allow public comment during each agenda item.

VI. CONSENT CALENDAR

A. Approval of Minutes of the June 8, 2017 City Arts Commission Meeting

1. Draft of 06/08/2017 Minutes

Motion made by Vice Chair Greer, seconded by Commissioner Baker, and carried (4-0-1-1) to approve the draft Minutes for the meeting of June 8, 2017 with Mr. Mosher's correction to page 2, line 4.

AYES: Chang, Greer, Baker, Divine
NOES: None
ABSTENTIONS: Selich
ABSENT: Bendetti

B. Consent Calendar Items

2. Financial Report - *Review of financial information.*

Library Services Director Hetheron reported expenses for the Newport Beach Art Exhibition exceeded revenues by \$678. Funds from the Library budget were transferred to cover the deficit.

3. Cultural Arts Activities - *Monthly review of cultural arts activities from the Library Administrative Office for upcoming Library and City arts events and services.*

Library Services Director Hetheron reported the gallery space in Central Library is reserved through March 2019. The *Memories in the Making* exhibit will follow the John Wayne exhibit.

Motion made by Vice Chair Greer, seconded by Chair Chang, and carried (4-0-1-1) to approve the Consent Calendar.

AYES: Chang, Greer, Baker, Divine
NOES: None

ABSTENTIONS: Selich
ABSENT: Bendetti

VII. CURRENT BUSINESS

A. Items for Review and Possible Action

4. **Ad Hoc Subcommittee Appointments** – *The Chair will appoint Ad Hoc Subcommittees of one or more members for such specific purpose as the business of the Commission may require from time to time.*

Library Services Director Hetheron referred to Mr. Mosher's comments regarding subcommittees and suggested the Chair appoint subcommittees as needed with each subcommittee sunseting when its work is complete. Staff recommends this item be deferred until a subcommittee is needed.

Vice Chair Greer suggested Chair Chang appoint an ad hoc subcommittee for the Sculpture Exhibition because selection of sculptures for the next phase is underway. Library Services Director Hetheron concurred.

Vice Chair Greer and Commissioners Baker and Divine volunteered to serve on the subcommittee, and Chair Chang appointed them to the Sculpture Exhibition Ad Hoc Subcommittee.

5. **Ronald Reagan Statue** – *Staff recommends that the Art in Public Places Ad Hoc Subcommittee determine an appropriate site in Civic Center Park to place the Ronald Reagan sculpture.*

Library Services Director Hetheron reviewed the staff recommendation, and requested the City Arts Commission should take public comment after it discusses the issue.

Jim Mosher believed Commissioner Baker should recuse herself from this item. If she does not, it could be seen as self-promotion in wanting a more prominent place for her sculpture. In the past, Commissioners who had exhibited at the Library recused themselves from the discussion.

Commissioner Baker recused herself from this item.

Mr. Mosher felt there is more public interest in the statue than is evident from the sparse crowd attending the meeting. The City Arts Commission meeting had not been well publicized. Council Policy requires the City Arts Commission to confer with the Parks, Beaches and Recreation Commission before issuing a recommendation. He suggested the subcommittee review the minutes from the February 2011 City Arts Commission meeting and the February 22, 2011 City Council meeting. Making this statue part of the Sculpture Exhibition is absurd because including it in the rotation is a political statement, not an artistic statement. The Arts Commission has a responsibility to communicate that to the City Council. The statue's current location is appropriate.

Vice Chair Greer suggested the Chair appoint a subcommittee to recommend a site for the Ronald Reagan statue.

In response to Vice Chair Greer's request, Library Services Director Hetherington agreed to look into the comments and sort them out for the Commission.

Chair Chang appointed herself, Vice Chair Greer, and Commissioner Divine to a Ronald Reagan Statue Ad Hoc Subcommittee.

6. Clarification on the Newport Beach Arts Foundation Reorganization Staff Report – *Staff will correct the record for factual errors stated in the June 8 staff report.*

Library Services Director Hetherington wished to correct the record because he relayed the subcommittee's report to the City Arts Commission incorrectly. The City Council did not direct development of the reorganization plan for the Newport Beach Arts Foundation. The staff report for this item correctly relays the subcommittee's report.

B. Monthly Reports

7. Art in Public Places Ad Hoc Subcommittee – *Commissioner Arlene Greer*

Rick Stein, Arts OC, reported that the deadline for artist submissions for the Sculpture Exhibition passed on July 9. He received 53 submissions, six of which were deemed ineligible for a variety of reasons. In most cases of ineligibility, the works are not complete but only conceptual drawings. The City Council requested an online voting process, and voting through the website will open on July 17 at noon and end at noon on July 30. Members of the public will be able to view each work of art and vote only once for only one work of art. The voting public will be required to enter their email address and ZIP Code. Voting results will be submitted to the judging panel, and judges are required to take the vote into consideration. Outside judges are Bob Nicoll of Blizzard Entertainment and Pat Gomez of the City of Irvine. At the close of public voting, the jury will meet. On August 10 at a City Arts Commission study session, he will present all submissions, and the public will have an opportunity to provide feedback. During the week of August 21, the judging panel will meet and obtain public comment. At its September 14 meeting, the City Arts Commission will decide on nine works and two or three alternates to recommend to the City Council. During the September 26 City Council meeting, the public can provide comments, and the City Council will approve the works for installation. The goal is to install works during the second and third weeks of October. October 28 is the scheduled date for a dedication ceremony and reception. Staff is working with the City Attorney to determine whether prizes can be used to encourage people to vote. He encouraged the City to promote voting in its communications as well. The submissions represent a range of styles.

Vice Chair Greer reported that the Newport Beach Art Exhibition was held June 17th. One hundred thirty-nine artists participated and provided 238 works of art. Thirteen works of art were sold, an all-time record. She read the list of award winners. Vice Chair Greer estimated 2,000 people attended and thanked all those who made the Art Exhibition a success.

8. Performing Arts Ad Hoc Subcommittee – Commissioner Michelle Bendetti, Commissioner Arlene Greer, Commissioner Judy Chang

Library Services Director Hetheron reported the Flashback Heart Attack concert was well attended and good entertainment. The food trucks were busy and provided good food.

In response to Chair Chang's inquiry, Library Services Director Hetheron estimated 2,500-3,000 people attended the concert. There didn't appear to be any parking issues or unruly behavior.

Vice Chair Greer stated it was difficult to find a seat, but it was a wonderful family concert.

Commissioner Selich reported the Pacific Symphony concert is scheduled for Sunday with a musical playground for children before the concert.

9. Marketing & Communications Ad Hoc Subcommittee - Commissioner Michelle Bendetti, Commissioner Lynn Selich

Commissioner Selich had no report.

10. Government Relations Ad Hoc Subcommittee - Commissioner Lynn Selich

Commissioner Selich had no report.

11. Finance Ad Hoc Subcommittee - Commissioner Lynn Selich

Commissioner Selich had no report.

VIII. CITY ARTS COMMISSION ANNOUNCEMENTS OR MATTERS WHICH MEMBERS WOULD LIKE PLACED ON A FUTURE AGENDA FOR DISCUSSION, ACTION OR REPORT (NON-DISCUSSION ITEM)

Library Services Director Hetheron noted two subcommittees had been appointed and previous subcommittees were disbanded.

In response to Vice Chair Greer's question, Library Services Director Hetheron indicated there would not be a marketing and communications subcommittee. Marketing will be handled by each subcommittee and staff.

In reply to Chair Chang's queries, Library Services Director Hetheron advised that the Arts Foundation had donated \$1,000 for the Pacific Symphony concert. The donation will be used to defray the cost of the concert.

Vice Chair Greer requested a future agenda item for the 2017-2018 Cultural Arts Grants.

IX. PUBLIC COMMENTS ON NON-AGENDA ITEMS

In reply to Jim Mosher's question, Rick Stein reported Display, Inc., will review all works to determine any installation issues and whether works are suitable for displaying

outdoors. There will be several layers of review with consultants, the City Arts Commission, and the City Council. All submissions will be shared with the City Arts Commission, including those deemed ineligible.

Mr. Mosher noted the City Council allocated \$50,000 of Visit Newport Beach funds to the Christmas Boat Parade. Policy I-9 refers to funding for public art coming from the City Art in Public Places Reserve Fund, which was not mentioned in Assistant City Manager Jacobs' presentation. Perhaps the City Arts Commission should look into this fund.

X. ADJOURNMENT – 5:47 P.M.

Chair Chang adjourned the meeting at 5:47 p.m.

Cultural Arts Division		2016-2017					
As of July 31, 2017							
ACCT #	ACCT NAME	BUDGET	DATE	VENDOR	EXPENSES	BALANCE	NOTES
	Programming	95,000					
	<i>including Pacific</i>		07/06	Alliant Insurance	1,358	93,642	Concert Series
	<i>Symphony funding</i>		07/06	Triskelion Event	2,559	91,083	July Concert
			07/06	Rettich David	3,250	87,833	July Concert
			07/27	Rumors	3,250	84,583	August Concert
			07/27	Triskelion Event	2,559	82,024	August Concert
			08/10	Triskelion Event	2,559	79,465	September Concert
			08/10	Joshua Schreiber	3,250	76,215	September Concert
			08/16	Billy Mitchell	250	75,965	Symphony Concert
			08/16	Alliant Insurance	489	75,476	Symphony Concert
			08/16	ABM Janitorial	240	75,236	July Concert
			08/12	Staff Overtime	345	74,891	July Concert
			08/26	Staff Overtime	580	74,311	Symphony Concert
			08/31	Suzannes Catering	2,402	71,909	Symphony Concert
			08/31	Signature Party Rental	20	71,889	Symphony Concert
			08/31	Signature Party Rental	864	71,025	Symphony Concert
			08/31	ABM Janitorial	480	70,545	Symphony & Aug. Concert
			09/06	Office Depot	34	70,511	Symphony Concert
			09/06	Pacific Symphomy	50,000	20,511	Symphony Concert
			09/14	Firebrand Media	160	20,351	July Concert
			09/26	Firebrand Media	160	20,191	August Concert
			09/26	Firebrand Media	160	20,031	September Concert
			09/26	Smart Levels Media	886	19,145	Concert Series
			09/26	4Imprint	241	18,904	Symphony Concert
			09/09	Staff Overtime	464	18,440	August Concert
			09/23	Staff Overtime	464	17,976	September Concert
			10/04	ABM Janitorial	240	17,736	September Concert
			10/10	CNB - Police	598	17,138	Concert Series
			10/10	CNB - Police	523	16,615	Concert Series
			10/04	Balboa Island Assc	200	16,415	Centenial Concert
			10/25	Petty Cash	28	16,387	Concert Series
			10/27	Alliant Insurance	1,213	15,174	Event Insurance
			11/15	Los Angeles Times	342	14,832	Advertisement
				Misc. Credit Card	363	14,469	
			12/09	Petty Cash	11	14,458	
			01/03	Display	8,495	5,963	Delivery & Installation
		2,400	03/28	Transfer from NMUSD		8,363	
				PayPal	525	7,838	Art Show entries
				Smart Levels Media	222	7,616	
			05/01	Alliant Insurance	1,165	6,451	
			06/06	Signature Party Rental	1,881	4,570	Art Exhibition
			06/06	A Orchard	100	4,470	Art Exhibition winner
			06/06	F Reza	100	4,370	Art Exhibition winner
			06/06	D Charles	100	4,270	Art Exhibition winner
				Got Print	200	4,070	
			06/30	C Cohn	100	3,970	Art Exhibition winner
			06/30	G Glikman	300	3,670	Art Exhibition winner
			06/30	S. Amling	300	3,370	Art Exhibition winner
			06/30	E. Stampfli	200	3,170	Art Exhibition winner
			06/30	J. Jacob-Schram	300	2,870	Art Exhibition winner
			06/30	C Fesko	200	2,670	Art Exhibition winner
			06/30	SASSC Inc	100	2,570	Art Exhibition winner
			06/30	K Jeongmyo	300	2,270	Art Exhibition winner
			06/30	E Petrovskaya	200	2,070	Art Exhibition winner
	TOTAL					2,070	

Cultural Arts Division		2016-2017					
As of July 31, 2017							
ACCT #	ACCT NAME	BUDGET	DATE	VENDOR	EXPENSES	BALANCE	NOTES
	Professional Services	40,000					
			07/14	Alan Scott	288	39,712	Real Heroes Installation
			07/14	AnnChatillon	410	39,302	Photo Service Symphony Concert
			08/08	Dinnwiddie Events	600	38,702	Symphony Concert
			08/15	Executive Events	525	38,177	Symphony Concert
			08/16	TAVD Visual	297	37,880	Transcription Service
			09/09	Sterling OC Enterprise	410	37,470	Symphony Concert - Light
			09/06	TAVD Visual	605	36,865	
			09/06	Dinnwiddie Events	610	36,255	Symphony Concert
			09/14	Sound Fusion	1,000	35,255	Concerts
			09/06	Loren Lillestrand	4,647	30,608	Consulting Service
			10/06	Crown Building Serv	1,968	28,640	Statue Cleaning (Ben Carlson)
			10/10	City of Newport Beach	1,997	26,643	Symphony Concert - Security
			10/04	TAVD Visual	338	26,305	Transcription Service
			10/12	Arts OC	21,582	4,723	Sculpture De-Installation
			11/15	TAVD Visual	266	4,457	Transcription Service
			11/17	Crown Building Serv	656	3,801	Statue Cleaning (Ben Carlson)
			12/05	Alan Scott	350	3,451	Mark Leysen Installation
			12/05	TAVD Visual	194	3,257	Transcription Service
			01/03	TAVD Visual	169	3,088	Transcription Service
			02/01	TAVD Visual	160	2,928	Transcription Service
			02/14	Alan Scott	303	2,625	Scott Amling Installation
			03/01	TAVD Visual	101	2,524	Transcription Service
			04/03	Crown Building Serv	656	1,868	Statue Cleaning (Ben Carlson)
			04/03	TAVD Visual	295	1,573	Transcription Service
			04/13	Dinnwiddie Events	750	823	Art Exhibition
			04/03	Alan Scott	269	554	Assemblages by Ron Yeo
			05/11	TAVD Visual	236	318	Transcription Service
			06/05	TAVD Visual	216	102	Transcription Service
			06/05	Dinnwiddie Events	80	22	Art Exhibition
			06/30	Ross Brian Lloyd	700	(678)	Monthly Storage Nov 16 - May 17
				Image 360 South Bay	69	(747)	
				TAVD Visual	191	(938)	Transcription Service
			06/30	ABM	320	(1,258)	Art Exhibition
			06/30	Crown Building Serv	256	(1,514)	Statue Cleaning (Ben Carlson)
	TOTAL					(1,514)	
	City Grants	40,000					
			12/09	Balboa Island Museum	1,500	38,500	
				N.B. Film Festival	8,000	30,500	
				Baroque Music Festival	2,500	28,000	
				S. Coast Rep Theater	3,000	25,000	
				Festival Ballet	5,500	19,500	
				OC Museum of Art	10,000	9,500	
				Balboa Isl Improve Assn	1,000	8,500	
				Pacific Symphony	4,500	4,000	
				Backhausdance	4,000	0	
	TOTAL					0	

Cultural Arts Division			2016-2017				
<i>As of July 31, 2017</i>							
ACCT #	ACCT NAME	BUDGET	DATE	VENDOR	EXPENSES	BALANCE	NOTES
	Sculpture Garden	24,661					
			09/06	Matthew Babcock	1,845	22,816	Contract Payment
			09/06	Curt Brill	2,400	20,416	Contract Payment
			09/06	David Buckingham	1,250	19,166	Contract Payment
			09/06	Nadler Arnold	3,113	16,053	Contract Payment
			09/06	Ray Katz	2,855	13,198	Contract Payment
			09/06	Jonathan Prince	3,000	10,198	Contract Payment
			09/06	Jennifer Cecere	3,000	7,198	Contract Payment
			09/06	Gerardo Martinez	3,000	4,198	Contract Payment
			09/06	Rench Christopher	2,948	1,250	Contract Payment
			09/06	Ivan McClean	1,250	0	Contract Payment
	TOTAL					0	

Cultural Arts Division			2017-2018				
As of July 28, 2017							
ACCT #	ACCT NAME	BUDGET	DATE	VENDOR	EXPENSES	BALANCE	NOTES
	Programming	95,000					
			07/06	Alliant Insurane	1,885	93,115	Pacific Symphony Concert
			07/06	Alliant Insurane	1,715	91,400	Other Summer Concerts
			07/06	Jason Weeks	3,500	87,900	Flashback Heart Attack
			07/06	Triskelion Events	2,559	85,341	Flashback Heart Attack
			07/14	Pacific Symphony	50,000	35,341	Pacific Symphony Concert
	TOTAL					35,341	
	Professional Services	40,000					
			07/14	Ross Brian Lloyd	100	39,900	Monthly Storage July
			07/24	Display	4,605	35,295	Cows4Camp De-Installation
	TOTAL					35,295	
	City Grants	40,000					
						40,000	
	TOTAL					40,000	
	Sculpture Garden	100,000					
	(Contract Art Services)					100,000	
	TOTAL					100,000	

TO: Newport Beach City Arts Commission

FROM: Library Services Department
 Tim Hetherton, Library Services Director
 949-717-3810, thetherton@newportbeachca.gov

PREPARED BY: Tim Hetherton

TITLE: Cultural Arts Activities for July 2017

Pacific Symphony Concert: On Sunday, July 16, from 5:30 to 8:30 p.m. on the Newport Beach Civic Center Green, the Newport Beach City Arts Commission presented a performance of the Pacific Symphony as part of the popular Symphony in the Cities series. The evening began with the Symphony’s “Musical Playground” starting at 5:30 p.m. which featured many interactive and hands-on activities for children, including instrument making, a drum circle, an instrument petting zoo, and an opportunity to meet the musicians. Kids were also given the chance to learn how to conduct with Maestro Carl St.Clair and later help lead the orchestra.

Admission to the concert was free and free parking was made available in the Civic Center parking structure, and the adjacent Central Library parking lot. The Irvine Company also permitted attendees to use the lot across Avocado. Concert goers, who numbered between 2500 and 3000 people, were encouraged to bring a picnic dinner or to purchase food and refreshments from food trucks that were on site.

Cows4Camp de-installation: The Cows4Camp exhibit was de-installed on July 20 and 21 at a cost of \$4,605.00. The cows are being staged at the Display Inc. facility where they will be cleaned before being transported back to Dana Point. 3 cows were damaged during the exhibition. The *Green Day* cow was subjected to graffiti, *SoCal Beach Culture* has chipped paint, and *California Vineyards* has a large scratch across its side. Staff is working with Display Inc. and the exhibit’s curator, Dana Yarger, to repair the cows.

Central Library Gallery Exhibitions: the following artists have been approved by the City Arts Commission to display their work in the Central Library gallery space:

INSTALL	DE-INSTALL	ARTIST
09/06/2017	11/03/2017	Memories In The Making (Alzheimer’s)
11/06/2017	01/05/2018	Chip Fesko
01/08/2018	03/02/2018	Phyllis Paxton
03/05/2018	05/04/2018	Jane Kelly
05/07/2018	07/06/2018	James Strombotne
07/09/2018	09/07/2018	Diana Blaisure
09/10/2018	11/02/2018	Iriet Peshkess
11/05/2018	01/04/2019	Diana Ghoukassian
01/07/2019	03/04/2019	Gianne De Genevraye

TO: Newport Beach City Arts Commission

FROM: Library Services Department
Tim Hetherton, Library Services Director
949-717-3810, thetherton@newportbeachca.gov

PREPARED BY: Tim Hetherton

TITLE: Cultural Arts Grants 2017/18

ABSTRACT:

The sum of \$40,000 (Cultural and Arts, City Grants Account #4002-8254) is provided annually for specific cultural or artistic planning or projects as approved by the City Council. The City Arts Commission has the responsibility to review all programs and requests for support from arts groups and make recommendations for funding to the City Council for final approval.

DISCUSSION:

City Council Policy I-10 recognizes the importance of promoting culture and the arts within the City and establishes a Reserve Fund for Culture and Arts. The sum of \$40,000 is provided annually for specific cultural or artistic planning or projects as approved by the City Council. The City Arts Commission has the responsibility to review all programs and requests for support from arts groups and make recommendations for funding to the City Council for final approval. Through the administration of annual Cultural Arts Grants, the City of Newport Beach distributes funds to arts organizations, enabling them to expand arts programs offered to the Newport Beach community.

To apply, arts organizations are required to meet the following criteria:

- a) Only arts *organizations* are eligible; we do not award grants to individual artists.
- b) Arts organizations must propose projects/programs for funding that directly benefit children and adults living in Newport Beach, and schools only within the City's geographic boundaries. Collaborative events, such as public performances or programs implemented in conjunction with the City of Newport Beach are also eligible for grants.
- c) The City Arts Commission funds only arts projects/programs which will be presented before September 28, 2018, not general operating expenses.
- d) Arts organizations that received cultural grants during 2016-2017 will not be considered unless they have completed and returned their Cultural Arts Grant Completion Report, even if they have not completed some of the components of the project/program by the grant application due date.
- e) All applications must be typed or word-processed and complete with requested attachments. You may reformat on the computer as long as the font and pagination appears the same.

Applications are available at <http://www.newportbeachca.gov/government/departments/library-services/cultural-arts/cultural-arts-grants>. To be considered for a Cultural Arts Grant, the application must be completed according to the instructions and received at the Library's Administrative Office by **4:00 p.m. on Friday, September 29, 2017**. *This is not a postmark date.* The address to email and mail or deliver is:

Address: Tim Hetherton, Library Services Director
Arts and Cultural Services Division
Newport Beach Public Library
1000 Avocado Avenue
Newport Beach, CA 92660

Email: thetherton@newportbeachca.gov

TIMELINE:

09/29/17	Applications are due.
09/29/17	2016/17 Cultural Arts Grant Completion Report due.
09/29/17	Grant funds must have been spent or encumbered.
10/12/17	City Arts Commission reviews applications and approves grantees.
10/24/17	Recommendations made to City Council.
TBD	Award letters and checks disseminated.

NOTICING:

This agenda item has been noticed according to the Brown Act (72 hours in advance of the meeting at which the City Arts Commission considers the item).

ATTACHMENTS:

- A - Cultural Arts Grant Application Instructions
- B- 2017-18 Cultural Arts Grant Application
- C- Cultural Arts Grant Project Completion Report



**CITY OF NEWPORT BEACH ARTS COMMISSION
CULTURAL ARTS GRANT APPLICATION
FISCAL YEAR 2017-2018**

TO: Area Arts Organizations
FROM: Chair, Newport Beach City Arts Commission
DATE: April 1, 2017

Attached is an application for a cultural arts grant from the Newport Beach City Arts Commission. The City of Newport Beach distributes funds to arts organizations, enabling them to expand arts programs offered to the Newport Beach community.

To apply, arts organizations are required to meet the following criteria:

- a) Only arts *organizations* are eligible; we do not award grants to individual artists.
- b) Arts organizations must propose projects/programs for funding that directly benefit children and adults living in Newport Beach, and schools only within the City's geographic boundaries. Collaborative events, such as public performances or programs implemented in conjunction with the City of Newport Beach are also eligible for grants.
- c) The City Arts Commission funds only arts projects/programs which will be presented before September 29, 2017, not general operating expenses.
- d) Arts organizations that received cultural grants during 2016-2017 will not be considered unless they have completed and returned their Cultural Arts Grant Completion Report, even if they have not completed some of the components of the project/program by the grant application due date.
- e) All applications must be typed or word-processed and complete with requested attachments. You may reformat on the computer as long as the font and pagination appears the same.

To be considered for a Cultural Arts Grant, the application must be completed according to the instructions and received at the Library's Administrative Office by **4:00 p.m. on Friday, September 29, 2017**. *This is not a postmark date.* The address to email and mail or deliver is:

Address: Tim Hetheron, Library Services Director
Arts and Cultural Services Division
Newport Beach Public Library
1000 Avocado Avenue
Newport Beach, CA 92660
Email: thetheron@newportbeachca.gov

The Newport Beach Arts Commission strives to satisfy as many grant requests as possible. We encourage your submittal however appreciate your cognizance of budget constraints as we work to address a growing pool of grant applicants.

If you have any questions, please call the Cultural Arts Services Office at (949) 717-3870.

INSTRUCTIONS FOR SUBMITTING GRANT PROPOSAL
City of Newport Beach Cultural Arts Grants

Members of the City Arts Commission will review each application, assign funding, and present their recommendations to the City Council. It is the City Arts Commission's intention to distribute funds to qualified organizations with strong projects and programs that will serve the Newport Beach community. Grants are awarded on the merit of the project or program as outlined in the grant application.

The Cultural Grant Application will not be considered if:

- It is not received in the Library Administrative Office at the Newport Beach Central Library, 1000 Avocado Avenue, Newport Beach, 92660 by **4:00 p.m. on Friday, September 29, 2017**. *This is not a postmark date.*
- It is not submitted in the format requested or if it is incomplete.
- The organization does not meet the eligibility requirements as per the cover letter.
- The proposed project does not fall within the scope of the guidelines.
- You received a cultural grant last year and have not filed your completion report, even if you have not completed some of the components of the project/program.

The best proposals will:

- **Respond directly** to the questions listed. Clear, concise responses will bring out the best features of the proposal and highlight the **goals and objectives** of the project or program. Be sure to include all requested material. Do not assume that the Arts Commission will have knowledge of facts that are not described in the proposal. The proposals will be judged entirely and exclusively on their contents, not on prior knowledge of the organization.
- Use each narrative section and the budget form to **tell the City Arts Commission why it should select your organization's proposal**. Tell why your project/program stands out in the benefits that it offers to the citizens of Newport Beach and why this need is best met by *your* organization and proposal.
- Not include material in excess of what is requested- it will not be seen by the City Arts Commission.

DATES TO REMEMBER

09/29/17	Date applications are due in the office
10/12/17	City Arts Commission reviews applications
10/24/17	Recommendations made to City Council
TBD	Award letters sent out
TBD	Grant checks are presented by City Council at a regularly scheduled meeting
09/30/17	2016-17 Cultural Arts Grant Completion Report due
09/30/17	Grant funds must have been spent or encumbered

If there are questions about any part of the proposal or the application, please call the Library Services Director, at (949) 717-3810.

**NEWPORT BEACH CITY ARTS COMMISSION
2017-18 CULTURAL ARTS GRANT APPLICATION**

(Applications must be typed or word-processed- you may reformat on the computer as long as it appears the same: i.e. use Times New Roman 12 point and the same pagination.)

Popular Name of Organization

Legal Name (if different)

Federal Tax ID No.

Mailing Address

City

Zip

Contact Name

Telephone

FAX

E-mail

Web Site

Geographical Area Served

Have you received a City of Newport Beach Cultural Arts Grant before? ____ If so, when? _____

Year organization was founded _____ Number of paid staff _____ # of active volunteers _____

Total amount requested: (from request line of project budget) \$ _____

Estimated number of people in Newport Beach that the proposed project(s) will serve: _____

3. Describe the specific project/program that will be funded by a cultural grant. Include how the proposed project/program will be implemented and outline a schedule or project timeline, with planned dates and locations. Identify individuals and groups involved, particularly artists and performers, and describe their roles and responsibilities. Describe the background and qualifications of your organization and key personnel to be involved in the program. *Remember: the City funds only projects and programs- not operating expenses. These projects and programs must promote community involvement and awareness of the arts in Newport Beach.*

Is this a new _____ or existing _____ project/program?

4. Define or describe the segment of the population in Newport Beach that you intend to serve by your project/program. Include such things as age, location, numbers served, etc.

5. Complete the project budget form. Address *only the budget for the specific project*, not your annual operating budget. For multi-project proposals, please duplicate and fill out a budget for each project. Please annotate the budget at the bottom if there are details (such as a breakdown of personnel or a marketing budget) critical to the proposal.

PROJECT BUDGET	Funding from the City of Newport Beach	Funding from Other Sources
EXPENSES-Personnel		
Artistic		
Administrative		
Technical Production		
EXPENSES-Operating		
Facility Expense/Space Rental		
Marketing		
Production/Exhibition Expense		
Touring/Presentation Expense		
Educational Materials		
Transportation		
Equipment		
Other (if greater than 10%, annotate below)		
GRAND TOTAL		

6. Describe the expected **quantifiable** outcomes of your project/program and how you will evaluate the results. Be very specific in addressing the ways that you will determine that your project/program met the needs that you identified and accomplishes the goals you set out to achieve (i.e. you provide 50 hours of musical instruction and instruments to the 100 children at Newport Elementary school as measured by music store rental receipts and logs of instructors.)

7. Attachments Requested

Please do not send material in excess of what is requested; it will not be seen by the City Arts Commission.

- A list of Board Members and their affiliations
- A recent list of individuals, corporations and foundations that provide organizational support- not to exceed one page.
- If you are a 501(c) (3) organization attach a copy of your IRS determination letter (or your fiscal agent's) indicating tax exempt status.
- **One** brochure and/or **one** press clipping. Do not send photos, videos, CDs or any other extraneous material. It will not be presented to the City Arts Commission.

8. Please complete this operating budget form for 2017/18 and 2018/19. This is not the project/program budget for which you are applying, but your overall organizational budget. You may annotate at the bottom if there are details critical to the proposal.

OPERATING BUDGET

	2017/18 Budget (current)	2018/19 Budget (projected)
I. Income (cash only)		
Contributed		
Earned		
Total Income		
II. Expenses		
Program		
General and Administrative		
Marketing and Development		
Total Expenses		
III. Operating Surplus/Deficit (Income minus Expenses)		
IV. Fund Balance at Beginning of Year		
V. Accumulated Surplus (Deficit) (Add lines III and IV)		
VI. In-Kind Contributions (attach schedule if greater than 10% of total income)		

9. I verify that the information submitted in this application is true and correct to the best of my knowledge.

Name _____ Title _____

Signature _____ Date _____

NEWPORT BEACH CITY ARTS COMMISSION

CULTURAL ARTS GRANT PROJECT COMPLETION REPORT

(Please type report)

DUE by September 29, 2017

Name of Organization _____

Mailing Address _____

Telephone _____ Fax _____

Person preparing report _____ Phone _____

Grant Project(s) Funded _____

Effective Dates of Grant _____

Period covered in this Report _____

1. Please describe the effectiveness of your organization's grant project(s), in terms of:
 - The size and composition of the target group reached
 - Conformity to the planned time framework
 - The theme of the project
 - The allocation of funds to date
 - The kinds of educational services provided by this project
 - The composition of the professional staff rendering these services
2. Please describe how the program was evaluated. Include information on measures your organization has initiated to improve the project in the future.
3. Please add any other comments you feel are appropriate.
4. Please attach relevant press clippings, brochures, photos, etc. that demonstrate how the project was completed or is in process.

Please limit your narrative to no more than two (2) pages. The Completion Report must be received by the Arts Commission by **September 29, 2017 at 4:00 pm**. **This report must be submitted in order to be eligible for future Arts Commission funding. If the project has not yet been presented, please complete the report with your progress to date.**

Mail or Deliver To:

Tim Hetherton, Library Services Director
Arts and Cultural Services Division
1000 Avocado Avenue
Newport Beach, CA 92660
(949) 717-3802