

Cultural Arts Commission Meeting Agenda Announcement

On March 12, 2020, Governor Newsom issued Executive Order No. N-25-20, which allows Brown Act Body members to attend meetings telephonically. Please be advised that some, or all, Whittier Cultural Arts Commissioners may attend this meeting telephonically.

Consistent with mandates of Executive Order No. N-29-20, a physical location from which members of the public may observe the meeting or offer public comment will not be made available. City Hall will not be open to the public for this meeting; however public comments and viewing options are provided below.

To submit Public Comments/Questions:

- Email: jmckenna@cityofwhittier.org
- Voicemail: (562) 567-9400

To view live meetings remotely:

- Video and audio: <https://us06web.zoom.us/j/89899453642>
Use 'Raise Hand' feature.
- Audio only: Dial (720) 707-2699 (Meeting ID: 898 9945 3642)
Press *9 to 'Raise Hand' and then *6 to unmute yourself when prompted.
- In person at City Hall 13230 Penn St., Whittier, CA 90602, City Council Chamber

Please submit email comments by 5:00 p.m. on the date of the meeting to ensure Cultural Arts Commissioners receive and have time to review them. All emails received by 5:00 p.m. are forwarded to the Commission. Emails received after 5:00 p.m. but before the conclusion of public comments will be entered into the record.

Americans with Disabilities Act

Disability-related services are available to enable persons with a disability to participate in this meeting, consistent with the Federal Americans with Disabilities Act of 1990. Spanish interpreters are also available. For information or to request services, please contact the Parks, Recreation and Community Services Department at least 24 hours in advance of the meeting at (562) 567-9400.

**AGENDA
CITY OF WHITTIER
CULTURAL ARTS COMMISSION
COUNCIL CHAMBER, 13230 PENN STREET
AUGUST 28, 2023, 6:00 PM**

1. CALL TO ORDER

2. ROLL CALL

Susan Eiden, Commissioner
Beth Robinson, Commissioner
Chris Rubalcaba, Vice Chair
Pamela Korporaal, Chair

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENTS

The public is invited to address the Cultural Arts Commission regarding any item of business, or any matter within the body's subject matter jurisdiction. Consistent with Executive Order No. N-29-20 public comments can be made via:

- Email: jmckenna@cityofwhittier.org
- Voicemail: (562) 567-9400

Please submit email and voicemail public comments by 5:00 p.m. on the date of the meeting to ensure Commissioners receive and have time to review them. All emails and voicemails received by 5:00 p.m. are forwarded to the Commission. Emails and voicemails received after 5:00 p.m. but before the conclusion of public comments will be entered into the record.

Pursuant to State law, the Commission cannot take action or express a consensus of approval or disapproval on any communications which do not appear on the printed agenda.

5. OATH OF OFFICE

Julian Cepeda

6. STAFF REPORTS

6.A. Approval of Minutes

Recommendation: Approve the Minutes of the Regular Meeting of May 22, 2023.

6.B. Election of Officers

Recommendation: Commission will elect a Chair and Vice Chair for FY 2023-24.

6.C. Commissioner Sub-Committee Assignments

Recommendation: Commission will discuss and approve Sub-Committee vacancies for the 2023-24 FY.

6.D. Chalktastic

Recommendation: Committee reschedule Chalktastic from October 14, 2023, to November 18, 2023.

7. SECRETARY COMMENTS

8. COMMISSION MEMBER COMMENTS/CONFERENCE REPORTS

9. ADJOURNMENT

Disability-related services are available to enable persons with a disability to participate in this meeting, consistent with the Federal Americans with Disabilities Act of 1990. Spanish interpreters are also available. For information or to request services, please contact the Parks, Recreation and Community Services (PRCS) Department at least 24 hours in advance of the meeting at (562) 567-9400.

The agenda packet is available three days before the meeting in the PRCS Department at City Hall (13230 Penn Street), Whittier Central Library (7344 Washington Avenue) and East Whittier Branch Library (10537 Santa Gertrudes Avenue). Additionally, the agenda packet can be viewed on the City's website. Materials distributed to the Cultural Arts Commission within 72 hours of the Cultural Arts Commission meeting are available for public inspection in the PRCS Department's Office.

Los servicios relacionados con la discapacidad están disponibles para permitir que las personas con discapacidad participen en esta reunión, de conformidad con la Ley Federal de Estadounidenses con Discapacidades de 1990. También hay intérpretes en español disponibles. Para obtener información o para solicitar servicios, comuníquese con el Departamento de Recreación y Parques al Servicio a la Comunidad al menos de 24 de horas antes de la reunión al (562) 567-9400.

El paquete de la agenda está disponible tres días antes de la reunión con El Departamento de Recreación y Parques al Servicio a la Comunidad en el Ayuntamiento (13230 Penn Street), Biblioteca Central de Whittier (7344 Washington Avenue) y Biblioteca sucursal del este de Whittier (10537 Santa Gertrudes Avenue). Además, el paquete de la agenda se puede ver en el sitio web de la Ciudad. Los materiales distribuidos al Comisión de artes culturales dentro de las 72 horas de la reunión del Concejo Municipal están disponibles para inspección pública en la con el Departamento en el Recreación y Parques al Servicio a la Comunidad.

I hereby certify under penalty of perjury, under the laws of the State of California that the foregoing agenda was posted in accordance with the applicable legal requirements. Regular and Adjourned Regular meeting agendas may be amended up to 72 hours in advance of the meeting. Dated this 25th day of August 2023.

/s/ Janine McKenna

Janine McKenna, Secretary



Agenda Report

Cultural Arts Commission

Date: August 28, 2023

To: Cultural Arts Commission

From: Virginia Santana, Director of Parks, Recreation and Community Services

Subject: Approval of Minutes

RECOMMENDATION

Approve the Minutes of the Regular Meeting of May 22, 2023.

BACKGROUND

None.

DISCUSSION

Staff prepared draft minutes and hereby submits the Minutes for Commission approval.

FISCAL IMPACT

None.

STRATEGIC PLANNING GOAL

Goal 4: Transparent & Open Government

ATTACHMENTS

A. Minutes of the Regular Meeting of May 22, 2023

**MINUTES
CITY OF WHITTIER
CULTURAL ARTS COMMISSION
REGULAR MEETING
CITY COUNCIL CHAMBER, 13230 PENN STREET
MAY 22, 2023 – 6:00 P.M.**

1. CALL TO ORDER:

Chair Korporaal called the regular meeting of the Cultural Arts Commission to order at 6:05 p.m. in the Council Chamber of Whittier City Hall, 13230 Penn Street, Whittier, California.

2. ROLL CALL

PRESENT: Susan Eiden, Commissioner
Beth Robinson, Commissioner
Christopher Rubalcaba, Vice-Chair
Pamela Korporaal, Chair

ABSENT: None.

STAFF PRESENT:

Virginia Santana, Director of Parks, Recreation and Community Services
Erin Hamilton, Community Services Manager
Margo Diamond, Management Analyst I
Stacey Arismendez, Community Services Supervisor
Brooke Simon, Community Services Supervisor
Robert Landis, Community Services Coordinator
Roxanne Gonzalez, Administrative Secretary
Melia Martinez, Recreation Specialist II

3. PLEDGE OF ALLEGIANCE

Commissioner Eiden led the Pledge of Allegiance.

4. PRESENTATION – SPECIAL EVENTS

Secretary Santana introduced Community Services Supervisor Simon and Community Services Coordinator Landis, who oversee Special Events and the Parnell Park Activity Center. As a team, they manage Parnell Park Senior and Activity Center, which hosts city activities, classes, senior programming, voting polls, events, and rentals for various special events. Coordinator Landis discussed Rec and Read, a collaborative program led alongside the Library, the variety of special events and miscellaneous events they coordinate, such as Arbor Day, Eggstravaganza, 4th of July, Summer Concerts, Keep Whittier Prettier, Public Safety Expo, Movies in the Park, and ribbon cuttings.

5. PUBLIC COMMENTS

No public comments were received.

6. STAFF REPORTS

6.A. Approval of Minutes

It was moved by Commissioner Eiden, seconded by Vice-Chair Rubalcaba, and by 4-0 vote, to approve the Minutes of the Regular Meeting of March 27, 2023, and the Minutes of the Special Meeting Joint Session of April 19, 2023.

6.B. Art Updates

Community Services Supervisor Arismendez updated the Commission on the upcoming artists for the Lobby Art program. She also stated a call to artists will go out in October 2023. We received over 200 submissions and 120 artists were selected to display their art on a large banner which will be hung around Whittier. A banner reception will be held at the end of June. Chair Korporaal asked if the Commission will receive an updated lobby artist list. Supervisor Arismendez stated that an update list will be provided to the Commission.

Management Analyst Diamond updated the Commission on the Whittier Beautification Program. She stated that the subcommittee met to discuss the program and select finalists. Five winners were selected. We awarded residents who live in district 1, 2, 4, 5, and 6. The selected winners will be recognized by Council on June 13, 2023. We will publish another call for nominations and plan on marketing the event to more residents.

It was moved by Commissioner Eiden, seconded by Vice-Chair Rubalcaba, and by 4-0 vote, to receive and file the art updates.

6.C. Social Media Updates

Management Analyst Diamond discussed the goals of promoting activities and events via social media. She indicated that we are meeting all our goals which can be seen by our community engagement numbers which fall between 25 to 50 percent. Instagram is where we've seen the most growth in community engagement. We post activities and events like Concerts and Movies in the Park as well as highlights in our stories. Videos are posted on Instagram to remind community members of registration dates for different programming.

Management Analyst Diamond introduced Recreation Specialist II Melia Martinez whose focus will be creating media content of our events for our social media platforms.

It was moved by Commissioner Robinson, seconded by Commissioner Eiden, and by 4-0 vote, to receive and file the social media updates.

6.D. Whittier Theater Updates

Secretary Santana updated the Commission on the Whittier Theater. Dancing with the Whittier Stars was hosted on May 5th and 6th in the theater. Staff painted theater walls, cleaned, and installed new lights on the mirrors. Currently, the theater is still being used to store furniture for the Senior Center until it reopens. The Whittier Theater group will select dates to host shows. Supervisor Arismendez, an expert on using CivicRec will help the theater with online registration and ticket sales. The theater lights are operational but there are components that need adjusting. C

Chair Korporaal asked if we plan in displaying art in the lobby area in front of the theater like in the past. Supervisor Arismendez stated that when they put out the call to artists in October the theater lobby area will be included as a location. Commissioner Eiden asked if the furniture in the theater will be moved out. Manager Hamilton stated that all the furniture from the senior center, depot, and habitat authority will be moved out from the theater once the Senior Center Renovation Project is complete.

It was moved by Commissioner Eiden, seconded by Vice-Chair Rubalcaba, and by 4-0 vote, to receive and file the art updates.

7. SECRETARY'S COMMENTS

Secretary Santana shared with the Commission what the department asked for during the first budget session meeting. She stated that the Parks Master Plan in moving forward and thanked everyone who has completed the survey. She added that there was a theft at the Senior Center, but the copper piping that was taken has been replaced and the project is projected to be completed in the fall. She informed the Commission that an art project may be coming there way as there are plans to display art on the amphitheater that will be built at Parnell Park. The Art in Public Places funds will be used towards the art that will be displayed on the amphitheater. An RFP will be presented to the Art in Public Places Advisory Committee who will relay their recommendations to the Commission. She shared that our city collaborated with other cities to host a senior prom for senior citizens. Thirteen cities came together and hosted about 600 seniors at the Commerce Casino Club. Commissioner Eiden asked what the process is to create a subcommittee. Secretary Santana stated she would need to go before Council to express a need for a subcommittee. She continued that Council may then direct staff to create the subcommittee to meet community needs similar to the Parks Master Plan subcommittee.

8. COMMISSIONERS' COMMENTS

Commissioner Robinson stated that they've been meeting about the poet laureate and hope to bring a proposal forward in an agenda item in June. Secretary Santana directed her to speak with Council to discuss adding the poet laureate proposal to an agenda item so they may direct staff with further instruction.

Commissioner Eiden stated that Whittier is a great place to live given the variety of events and activities. She also added that after informing kids involved in theater tech of job openings with the city applied for the open positions.

Vice-Chair Rubalcaba thanked everyone for their hard work and stated that Whittier is a wonderful place to live and raise kids.

Chair Korporaal concurred with Vice-Chair Rubalcaba.

9. ADJOURNMENT

The meeting was adjourned at 7:13 p.m.

Approved and adopted by the Cultural Arts Commission on _____.

Virginia Santana, Secretary



Agenda Report

Cultural Arts Commission

Date: August 28, 2023

To: Cultural Arts Commission

From: Virginia Santana, Director of Parks, Recreation and Community Services

Subject: Election of Officers

RECOMMENDATION

Commission will elect a Chair and Vice Chair for FY 2023-24.

BACKGROUND

At the beginning of each new fiscal year the Commission elects a new Chair and Vice Chair.

DISCUSSION

The Commission will begin with the process of nominating and selecting new officers.

FISCAL IMPACT

There is no fiscal impact associated with the report.

STRATEGIC PLANNING GOAL

Goal 4: Transparent & Open Government

ATTACHMENTS

None.



Agenda Report

Cultural Arts Commission

Date: August 28, 2023

To: Cultural Arts Commission

From: Virginia Santana, Director of Parks, Recreation and Community Services

Subject: Commissioner Sub-Committee Assignments

RECOMMENDATION

Commission will discuss and approve Sub-Committee vacancies for the 2023-24 FY.

BACKGROUND

At the beginning of each new fiscal year the Commission appoints representatives to the following Sub-Committees:

1. Street Banner Program
2. Chalktastic
3. Whittier Beautification Committee
4. Lobby Art Program
5. Summer Concerts in the Park

DISCUSSION

The Commission will discuss the appointment of representatives to the following Sub-committees: Lobby Art, Street Banner Program, Chalktastic, Summer Concerts in the Park, Art in Public Places Advisory Committee, the Whittier Beautification Committee.

FISCAL IMPACT

There is no fiscal impact associated with the report.

STRATEGIC PLANNING GOAL

Goal 4: Transparent & Open Government

ATTACHMENTS

- A. Sub-Committee Assignments FY 2022-2023

**CITY OF WHITTIER
CULTURAL ARTS COMMISSION
SUBCOMMITTEES**

<u>Lobby Art Program</u>	
Commissioner Beth Robinson	7-25-22
Chair Pamela Korporaal	7-25-22

<u>Street Banner Program</u>	
Vice-Chair Chris Rubalcaba	7-25-22
Commissioner Susan Eiden	2-27-2023

<u>Chalktastic</u>	
Chair Korporaal	2-27-2023
Vice-Chair Chris Rubalcaba	7-25-22
Note: Commissioners working together for Chalktastic 2022	

<u>Summer Concerts in the Park Committee</u>	
Commissioner Beth Robinson	7-25-22
Vice-Chair Chris Rubalcaba	7-25-22

<u>Whittier Beautification Committee</u>	
Vice-Chair Chris Rubalcaba	2-27-2023
Commissioner Susan Eiden	2-27-2023



Agenda Report

Cultural Arts Commission

Date: August 28, 2023

To: Cultural Arts Commission

From: Virginia Santana, Director of Parks, Recreation and Community Services
Erin Hamilton, Parks, Recreation and Community Services Manager

Subject: Chalktastic

RECOMMENDATION

Committee reschedule Chalktastic from October 14, 2023, to November 18, 2023.

BACKGROUND

In 2022, the Chalktastic Program was hosted in front of City Hall, commencing at 9:00 a.m. and concluding at 12:00 p.m. This occasion featured a skilled chalk artist responsible for crafting an art masterpiece while also offering guidance to other young artists present.

DISCUSSION

The Chalktastic Program sub-committee, consisting of Chair Korporaal and Vice Chair Rubalcaba, discussed the 2023 Chalktastic program. The event was scheduled to be held on October 14, 2023. The PRCS Department will be hosting a variety of special events every weekend in the month of October. Staff is recommending the Commission consider rescheduling the Chalktastic program to Saturday, November 18, 2023.

FISCAL IMPACT

None.

STRATEGIC PLANNING GOAL

Goal 4: Transparent & Open Government

ATTACHMENTS

None.