

Cultural Arts Commission Meeting Agenda Announcement

On September 16, 2021, Governor Newsom signed into law Assembly Bill 361, which allows Brown Act bodies to attend meetings telephonically. Please be advised that some, Whittier Cultural Arts Commissioners may attend this meeting telephonically.

Speakers must limit their comments to three minutes. Please note, by order of the presiding officer, public comments minutes may be reduced if at their discretion a surplus of public speakers is present at the meeting.

To submit Public Comments/Questions:

- Email: gonzalezr@cityofwhittier.org
- Voicemail: (562) 567-9400
- Live Audio via Zoom: Only those members of the public who have 'raised their hand' on Zoom will be in the queue for speaking.
- In person at City Hall, 13230 Penn Street, Whittier, CA 90602, City Council Chambers

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 CHAMBERS, 13230 PENN STREET
JULY 22, 2024, 6:00 PM**

1. CALL TO ORDER

2. ROLL CALL

Christopher Rubalcaba, Chair
Pamela Korporaal, Vice Chair
Julian Cepeda, Commissioner
Susan Eiden, Commissioner
Beth Robinson, Commissioner

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 bodies subject matter jurisdiction. Consistent with Executive Order No. N-29-20 public comments can be made via:

- Email: gonzalezr@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, Cultural Arts Commissioners cannot take action or express a consensus of approval or disapproval on any communications which do not appear on the printed agenda.

5. STAFF REPORTS

5.A. Approval of Minutes

Recommendation: Approve the Minutes of the Regular Meeting of June 24, 2024.

5.B. Election of Officers

Recommendation: Commission will elect a Chair and Vice Chair for FY 2024-25.

5.C. Commissioner Sub-Committee Assignments

Recommendation: Commission will discuss and approve Sub-Committee vacancies for the 2024-25 FY.

6. SECRETARY COMMENTS

7. COMMISSION MEMBER COMMENTS/CONFERENCE REPORTS

8. 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 19th day of July 2024.

/s/ Roxanne Gonzalez

Roxanne Gonzalez, Administrative Secretary



Agenda Report

Cultural Arts Commission

Date: July 22, 2024

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 June 24, 2024.

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 June 24, 2024

**MINUTES
CITY OF WHITTIER
CULTURAL ARTS COMMISSION
REGULAR MEETING
CITY COUNCIL CHAMBER, 13230 PENN STREET
JUNE 24, 2024 – 6:00 P.M.**

1. CALL TO ORDER:

Chair Rubalcaba called the regular meeting of the Cultural Arts Commission to order at 6:08 p.m., in the Council Chamber of Whittier City Hall, 13230 Penn Street, Whittier, California.

2. ROLL CALL

PRESENT: Christopher Rubalcaba, Chair
Julian Cepeda, Commissioner
Susan Eiden, Commissioner
Beth Robinson, Commissioner

ABSENT: Pamela Korporaal, Vice Chair

STAFF PRESENT:

Virginia Santana, Parks, Recreation and Community Services Director
Erin Hamilton, Community Services Manager
Margo Diamond, Management Analyst
Stacey Arismendez, Community Services Supervisor
Roxanne Gonzalez, Administrative Secretary
Victoria Andrade, Senior Recreational Specialist II

3. PLEDGE OF ALLEGIANCE

Chair Rubalcaba led the Pledge of Allegiance.

4. PUBLIC COMMENTS

No public comments were received.

5. STAFF REPORTS

5.A. Approval of Minutes

It was moved by Commissioner Eiden, seconded by Commissioner Cepeda, and carried 4-0 to approve the Minutes of the Regular Meeting of April 22, 2024 (Vice Chair Korporaal absent).

5.B. Community Street Banner Program

Community Services Supervisor Arismendez provided updates on our 21st Street Banner Program to the Commission. She stated that all 120 banners have been

returned and will be hung along Penn Street and Whittier Boulevard. We received 360 submissions. She added that the banner reception was held on June 11th. Over 200 artists and family members attended the reception. The renditions of their artwork are currently displayed in the lobby of City Hall and will remain in the lobby through July.

Supervisor Arismendez stated that we will begin planning the 22nd Street Banner program shortly. She shared that Senior Recreation Specialist Andrade assisted with the banner program and the reception, and consistently communicated with the schools who participate every year.

It was motioned by Commissioner Robinson, seconded by Commissioner Eiden, and carried 4-0 to recommend to City Council to utilize Art in Public Places funds to replace the missing statue at York Field (Vice Chair Korporaal absent).

5.C. Philadelphia Project – Request for Proposal (RFP) DRAFT

Community Services Manager Hamilton stated that the Art in Public Places Advisory Committee worked hard to find a new art destination. Previously, Dorland Park was selected as an art destination but the art piece the Committee wanted to push forward conflicted with the Whittier Branding Initiative project. Therefore, the Committee regrouped and selected a new destination, Philadelphia Street and Whittier Boulevard. She added that the new location owned by the City has electricity and garners a lot of traffic from people heading to The Groves across the street.

Manager Hamilton asked the Commission if they have any feedback or edits, they would like to make to the Request for Proposal. She added that the Art in Public Places Advisory Committee did ask that the artist who commissions the art piece at this location incorporate lighting so that the art sculpture is viewable both day and night. She continued that the Request for Proposal asks that the artist take the space into consideration. The current budget for this project is \$250,000 which encompasses creation, installation, and insurance. We will have artist walk through the space. Potential artists will submit a proposal which the Art in Public Places Advisory Committee will review and allocate a stipend of \$1,000. Manager Hamilton stated that the Commission will recommend an artist to City Council. She asked if the Commission has any questions about the site or feedback on the wording in the Request for Proposal.

Commissioner Eiden asked what artists submit. Manager Hamilton stated that artists will submit drawing renditions of what they would like to install in that location. Once the artists receive their stipend, then they will provide their work history, resume, etc. Commissioner Eiden asked if there is a preference for a local artist to take on the project, or do we seek artists from everywhere. Manager Hamilton stated although it would be wonderful to have a local artist take on the work, we still seek artists from everywhere.

Chair Rubalcaba stated that the pool of artists may be limited if we ask for a specific type of art piece. Secretary Santana concurred and provided an example of the Jose Ramos piece at Central Park. Commissioner Eiden asked if we have

a plan to protect the art piece from vandalism. Manager Hamilton responded that staff advises the Art in Public Places Advisory Committee to select locations that are well seen to diminish the probability of vandalism. Commissioner Cepeda asked if we will use the Art in Public Places funding account and whether we can include language encouraging artist to apply to the Request for Proposal. Secretary Santana stated we will use the Art in Public Places funds and we can add language encouraging artist to apply to the Request for Proposal. She continued that we generally share the requests for proposals pertaining to commission art on City property to areas where artists seek projects. She continued that we will also utilize social media to spread the word to the art community.

Commissioner Eiden stated that the Request for Proposal layout and wording looks good. Chair Rubalcaba stated that he likes the location selected and does not think the area will be heavily vandalized due to the open space and significant traffic in the area. Commissioner Robinson asked when the Request for Proposal will go before City Council. Manager Hamilton stated hopefully the Request for Proposal will go before City Council within a month or two. Secretary Santana added that it will depend on the motion the Commission makes tonight regarding the Request for Proposal. Chair Rubalcaba stated he likes the idea of adding benches near the art piece to allow people to sit and enjoy the art piece.

Commissioner Robinson voiced her concern of the art piece being too distracting if tall enough for drivers to see. Secretary Santana stated that we will take into consideration the medium used to create the art piece among other details to ensure the art piece is not too distracting for drivers. Manager Hamilton added that the Community Development Department will guide the artists to ensure that the art piece is not overly distracting. Commissioner Robinson asked questions pertaining to Caltrans and the ownership of the land along Whittier Boulevard. Secretary Santana explained that we do not own Whittier boulevard but the space being considered is City Property and we will follow all procedures to ensure all policies are followed for both the City and Caltrans.

Commissioner Cepeda asked if the Commission could see five finalists as opposed to three. Manager Hamilton stated that is an option, however, she added that the Committee works diligently to narrow down the finalists for the Commission and feel that three finalists would be best. This would limit the amount of funds that would be utilized for the recruitment of an artist while still giving you options to consider. She continued that there are times where the Committee will not have three finalists to recommend to the Commission. Secretary Santana added that we can make adjustments if the Commission sees fit as a team.

Chair Rubalcaba asked for some time to discuss if the Commission would like to make any edits to the Request for proposal. Commissioner Robinson stated that the Request for Proposal was both broad and narrow enough to allow for different art interpretations. Commissioner Eiden stated that the Request for Proposal is great, but suggested adding a reference to local artist, to encourage them to apply. Commissioner Robinson stated that although it would be great to ask local artists to submit a proposal, she feels it may discourage other artists from

applying. Chair Rubalcaba stated so long as we spread the word about the Request for Proposal, we can attract local artists without including the wording on the application. Commissioner Cepeda suggested adding language that will not require but encourage local artist to apply. He suggested adding “local artist encouraged” or adding similar language. Secretary Santana suggested “local artists welcome.”

It was motioned by Commissioner Cepeda, seconded by Commissioner Eiden, and carried 3-1 to move the Request for Proposal forward to Council with the inclusion of language encouraging local artists to apply. (Vice Chair Korporaal absent).

6. SECRETARY’S COMMENTS

Secretary Santana provided the following updates:

- June 17th, we held our first summer concert – Whittier Symphony. Tonight, the band Upstream will perform at Central Park. On June 27th Lady Ivy will perform at Parnell.
- On July 20th we will show A League of their Own at Michigan Park for Movies in the Park.
- On June 25th we will present the Request for Proposal for Kennedy and Guirado Park Renovations for approval.
- The new fiscal year will begin on July 1, 2024.
- The non-profit applications for the Social Services Grant Funding Program FY 24-25 will be sent out. The ad-hoc committee created by City Council helped us work out the new guidelines.
- The Freedom Walk, Flag Raising and Firework show will be held on the 4th of July. PCAM the company who run our Dial-A-Ride services will help provide shuttle services to and from the Sierra Parking lot to York Field.
- Camps and programming are moving along.
- At the next committee meeting we will discuss sub-committee assignments.
- A community meeting will be held on July 17th at Heathfield Drive and Pounds Drive to discuss the First Avenue property recently acquired.
- The artists have begun the molding for the stolen art piece at York Field. Also, we have installed a security system at York Field to help prevent future theft.

7. COMMISSIONERS’ COMMENTS

Commissioner Cepeda asked how a past banner program participant from 2 to 3 years ago could retrieve their banner. Manager Hamilton stated that we hold on to banners for about 2 years, but they are eventually tossed to make room for the new incoming banners. We have held one or two banners. She added that the resident who came to Commissioner Cepeda could reach out to Supervisor Arismendez or Senior Recreation Specialist Andrade who in turn can try to locate the banner. Commissioner Cepeda praised the banner reception and commented that he enjoyed seeing all the artists and banners at the reception.

Chair Rubalcaba stated that staff hosted a nice banner reception and had a fantastic turnout.

Commissioner Eiden shared that the Whittier Community Theatre closed their recent show. Furthermore, auditions for 9 to 5 will begin next month. She also attended a show held by Next Level Theatre who has a combination of adults and children performing. She commented that it would be nice to bring back Whittier Junior Theatre. She asked where people can find the recipients for the Whittier Beautification award. Manager Hamilton responded that the sub-committee would meet to discuss the applications and select the recipients. She thanked everyone for their hard work.

Commissioner Robinson thanked staff and the Art in Public Places Advisory Committee for the work that was put into the Request for Proposal. Also, she shared that she saw the beginning of the concert at Central Park while driving to the meeting.

8. ADJOURNMENT

The meeting was adjourned at 7:08 p.m.

Approved and adopted by the Cultural Arts Commission on _____.

Virginia Santana, Secretary



Agenda Report

Cultural Arts Commission

Date: July 22, 2024

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 2024-25.

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: July 22, 2024

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 2024-25 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 2023-2024

**CITY OF WHITTIER
CULTURAL ARTS COMMISSION
2023-24 SUBCOMMITTEES**

<u>Lobby Art Program</u>	
Commissioner Beth Robinson	8-28-23
Commissioner Susan Eiden	8-28-23

<u>Street Banner Program</u>	
Chair Chris Rubalcaba	8-28-23
Vice Chair Pamela Korporaal	8-28-23

<u>Chalktastic</u>	
Chair Chris Rubalcaba	8-28-23
Commissioner Susan Eiden	8-28-23

<u>Art in Public Places Committee</u>	
Vice Chair Pamela Korporaal	8-28-23
Commissioner Beth Robinson	8-28-23

<u>Summer Concerts in the Park Committee</u>	
Commissioner Beth Robinson	8-28-23
Commissioner Julian Cepeda	8-28-23

<u>Whittier Beautification Committee</u>	
Chair Chris Rubalcaba	8-28-23
Commissioner Julian Cepeda	8-28-23