



**CITY OF SOUTH PASADENA  
PUBLIC ART COMMISSION  
SPECIAL MEETING AGENDA  
March 8, 2021, at 5:30 p.m.**

*South Pasadena Public Art Commission Statement of Civility*

*As your elected governing board, we will treat each other, members of the public, and city employees with patience, civility and courtesy as a model of the same behavior we wish to reflect in South Pasadena for the conduct of all city business and community participation. The decisions made tonight will be for the benefit of the South Pasadena community and not for personal gain.*

**NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY**

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, the special meetings of the Public Art Commission will be conducted remotely and held by video conference. The meeting will be broadcast live on the City's Public Art Commission website and can be viewed by joining Zoom via this link: <https://us02web.zoom.us/j/89392861772>

Please be advised that pursuant to the Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Council Chambers will not be open for the meeting. Commission members will be participating remotely and will not be physically present in the Council Chambers.

The Public Art Commission welcomes public input. If you would like to comment on an agenda item, members of the public may submit their comments in writing for the Public Art Commission consideration, by emailing comments or questions to [PublicArtComments@southpasadenaca.gov](mailto:PublicArtComments@southpasadenaca.gov) or by calling **(626) 403-7720** and leaving a **3-minute** voicemail message to be played during the meeting. Public comments must be received **by 12:00 p.m. on Monday, March 8, 2021** to ensure adequate time to compile and post. Please provide: 1) your name; and 2) agenda item for the comments/questions. All comments/questions received will be distributed to the Commission for consideration and will also be posted on the City's website prior to the meeting.

**IMPORTANT NOTE:** Members of the public may access the meeting to observe the meeting's proceedings; however, at this time, there is no live, real-time participation by members of the public.

- CALL TO ORDER:** Steven Wong, Chair
- ROLL CALL:** Steven Wong, Chair  
Phung Huynh, Vice-Chair  
Annalee Andres  
Jeffrey Burke  
Kris Kuramitsu
- COUNCIL LIAISONS:** Mayor Pro-Tem Michael Cacciotti
- STAFF PRESENT:** Kanika Kith, Planning Manager

**APPROVAL OF AGENDA**

Majority vote of the Commission to proceed with Commission business.

**PUBLIC COMMENTS AND SUGGESTIONS**

(Time limit is three minutes per person)

If you wish to address the Public Art Commission on items not on the agenda and within the subject-matter jurisdiction of the Public Art Commission, members of the public may submit their comments in writing to [PublicArtComments@southpasadenaca.gov](mailto:PublicArtComments@southpasadenaca.gov) or by calling (626) 403-7720 and leaving a 3-minute voicemail message to be played during the meeting. Public comments must be received **by 12:00 p.m. on Monday, March 8, 2021** to ensure adequate time to compile and post. Please make sure to indicate: 1) your name; and 2) stating it is for general public comments/suggestions.

The public should be aware that the Public Art Commission may not discuss details or vote on non-agenda items. Your concerns may be referred to staff or placed on a future agenda.

**ACTION/DISCUSSION**

**1. Public Art Commission Reorganization**

Recommendation

Select a Chair and Vice-Chair

**2. Approval of the 2021 Work Plan**

Recommendation

The Commission review and approve the 2021 Work Plan

**CONSENT**

**3. Minutes from November 16, 2020 Meeting**

Recommendation

It is recommended that the Commission review and approve the meeting minutes.

**COMMUNICATIONS**

**4. City Council Liaison Communications**

**5. Commissioner Communications**

**6. Staff Liaison Communications**

**ADJOURNMENT**

**PUBLIC ACCESS TO AGENDA DOCUMENTS**

The complete agenda packet may be viewed on the City’s website at:

<https://www.southpasadenaca.gov/government/boards-commissions/public-art-commission>

Meeting recordings will be available for public viewing after the meeting. Recordings will be uploaded to the City’s YouTube Channel no later than the next business day after the meeting.

The City’s YouTube Channel may be accessed at:

[https://www.youtube.com/channel/UCnR169ohzi1AIewD\\_6sfwDA/featured](https://www.youtube.com/channel/UCnR169ohzi1AIewD_6sfwDA/featured)

**ACCOMMODATIONS**



The City of South Pasadena wishes to make all of its public meetings accessible to the public. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division via e-mail at [CityClerk@southpasadenaca.gov](mailto:CityClerk@southpasadenaca.gov) or by calling (626) 403-7230. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

*I declare under penalty of perjury that I posted this notice of agenda on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City’s website as required by law.*

03/04/21

Date

Name



**Public Art Commission  
Agenda Report**

ITEM NO. 1

**DATE:** March 8, 2021  
**TO:** Public Art Commission  
**FROM:** Kanika Kith, Planning Manager  
**SUBJECT:** Public Art Commission Reorganization

---

**Recommendation**

Appoint a Chair and Vice Chair to serve the Public Art Commission meetings in 2021.

**Discussion**

The Public Art Commission appoints a commissioner to serve as Chair and Vice-Chair annually. Per Article 4 Boards and Commission – General Provisions Section 2.31 Organization of the South Pasadena Municipal Code, the Chair and Vice-Chair may serve no more than two consecutive one-year terms. Under Section 2.31, Chair Wong and Vice-Chair Huynh may continue to serve as Chair and Vice Chair for 2021 as they have only served for one year.

These appointments are effective immediately after the motions are approved and through the 2021 calendar year.



## Public Art Commission Agenda Report

ITEM NO. 2

---

**DATE:** March 3, 2021  
**TO:** Public Art Commission  
**FROM:** Kanika Kith, Planning Manager  
**SUBJECT:** 2020 Annual Report and Work Plan for 2021 (**Continued**)

---

### **Recommendation**

It is recommended that the Public Art Commission discuss and approve the Work Plan for 2021.

### **Discussion**

Both the 2020 Annual Report and 2021 Work Plan were presented to the Public Art Commission at the meeting of November 16, 2020. At this meeting, the Commission approved the Annual Report for 2020 and continued the 2021 Work Plan to allow an opportunity for our new Commissioner, Commissioner Annalee Andres, to participate in consideration of the work plan. The 2021 Work Plan will be forwarded to the City Council with the 2020 Annual Report for presentation on March 17, 2021. The approved Annual Report is also attached for your reference.

### **Attachments**

1. Updated 2021 Work Plan
2. Approved 2020 Annual Report

ITEM 2

**ATTACHMENT 1**  
2021 Work Plan

# Public Arts Commission

## 2021 Work Plan



City of  
**SOUTH PASADENA**

ITEM 2

Objective	Tasks and Activities	Lead Person(s)	Timeline	Desired Outcome
Election of Chair and Vice-Chair	<ul style="list-style-type: none"> <li>- Nominations</li> <li>- Elections</li> </ul>	Planning and Community Development Staff	Quarter 1	Select a Chair and Vice-Chair
Work Plan	<ul style="list-style-type: none"> <li>- Adoption of the 2021 Work Plan</li> </ul>	Planning and Community Development Staff	Quarter 1	Review the Commission's purview and work plan for 2021
Artist Rights/Artist Friendly City	<ul style="list-style-type: none"> <li>- Review best practices</li> <li>- Adoption</li> </ul>	Planning and Community Development Staff	Quarter 1	Adoption of a resolution declaring the City as an Artist Friendly City
Civic Center Art Gallery (contingent on FY 20/21 budget)	<ul style="list-style-type: none"> <li>- Release Request for Proposals</li> <li>- Evaluate proposals</li> <li>- Conduct interviews</li> <li>- Award contract</li> </ul>	Planning and Community Development Staff	Quarter 1/2	Select a curator for the Civic Center Art Gallery
Art Resources Inventory	<ul style="list-style-type: none"> <li>- Continue to add resources to the inventory</li> </ul>	Planning and Community Development Staff	Quarter 2	Develop a comprehensive inventory of all art resources in the City
Art Resources Gap	<ul style="list-style-type: none"> <li>- Evaluate the inventory to identify gaps</li> <li>- Identify priority areas for future funding</li> </ul>	Planning and Community Development Staff	Quarter 2	Identify gaps in the Art Resources Inventory to identify priority areas for future funding opportunities

# ITEM 2

Public Art Program Proposals	<ul style="list-style-type: none"> <li>- Review and approval of public art proposals with the Public Art Program Review Criteria</li> <li>- Receive regular updates regarding the Public Art Development Program</li> </ul>	Planning and Community Development Staff	Ongoing	Ensure high-quality public art is developed through the Public Art Program
City's Cable Channel	<ul style="list-style-type: none"> <li>- Explore options to expand media programming on the City's cable channel</li> </ul>	Planning and Community Development Staff  Ad Hoc Committee	Quarter 2/3	Increased utilization of the City's cable channel
Promotion of Arts and Culture	<ul style="list-style-type: none"> <li>- Explore options to promote arts and culture throughout the community</li> </ul>	Planning and Community Development Staff  Ad Hoc Committee	Quarter 2/3	Increased community awareness and engagement



**ATTACHMENT 2**  
2020 Annual Report

**ANNUAL  
REPORT  
2020**

---

**Public Art  
Commission**



## **A Message from the Commission Chair**

2020 marks the second year of our city's the newly formed Public Art Commission. This year we have been responsive to our current global pandemic and social-political unrest in supporting how our city engages with the arts. This includes the facilitation and integration of art on the newly installed and temporary safety rails for our city's Al Fresco Dining in response to COVID-19 safety measures, and supporting our South Pasadena High School Anti-Bias Club to develop their proposal for a Black Lives Matter Mural. We look forward to continuing this challenging work to ensure that South Pasadena is a supportive and inclusive city for the arts into the next year.

Sincerely,

Steven Wong  
Public Art Commission, Chair

---

## **PURPOSE STATEMENT**

It shall be the responsibility of the Public Art Commission to act in an advisory capacity to the City Council in all matters pertaining to public art or art in public places; to review and approve proposed public art projects associated with the City's Civic Center Art Gallery, Public Art Program, and Public Art Development Fee; and to provide policy recommendations on public art projects and programs as directed by the City manager or the City Council, including but not limited to artwork placed in public places or incorporated into public buildings, art education programs, or art display programs or performances.

---

## Public Art Commission

Steven Wong	Commission Chair
Phung Huynh	Commission Vice-Chair
Jeffrey Burke	Commissioner
Kris Kuramitsu	Commissioner
Jaz Sawyer, Ed.D	Commissioner
Councilmember Richard D. Schneider, M.D.	City Council Liaison
Margaret Lin, Manager of Long Range Planning and Economic Development	Staff Liaison

Public Art Commission meetings are held every 4<sup>th</sup> Wednesday of the month at 6:30PM. Meetings are held at the Council Chambers located at 1424 Mission Street. Due to COVID-19 safety protocols, the Commission meetings have been held in virtual mode since March 2020.

---

## **Public Art Development Project**

Approved the City's first Public Art Development Project located at 1611 Spruce Street. The total building valuation for the additions is estimated at \$594,000, therefore the one percent Public Art Allocation is equal to \$5,940. The proposed four foot sculpture, titled "Birds in Light" by Tim Carey and Cristopher Slatoff, includes five red crowned parrots around a tree and will be located at the front of the property. The sculpture will include fused glass inserted into a metal sculpture that will be mounted onto a pedestal or bird bath.

---

## **Al Fresco Public Art Project**

Approved the proposal from the South Pasadena Arts Council to integrate public art on the cement barricades used for the Al Fresco Dining and Retail Pilot Program.

---

## **Artist Rights**

Initiated discussions regarding artist rights. Discussed the possibility of the City Council adopting a series of best practices and declaring the City as an Artist Friendly City.

---

## **Black Lives Matter Mural**

Created an Ad Hoc Committee to assist the students from the South Pasadena High School Anti-Bias Club to develop their proposal for a Black Lives Matter Mural. The proposed mural will reflect the advocacy for and solidarity with the BLM movement, acknowledging Lesbian Gay Bisexual Transgender Queer Black lives so that all Black lives matter, referencing historical Civil Rights movements to contextualize recent engagement with social justice.

# ITEM NO. 3

**MINUTES OF THE SPECIAL MEETING OF THE  
PUBLIC ART COMMISSION  
OF THE CITY OF SOUTH PASADENA  
CONVENED THIS 16<sup>th</sup> DAY OF NOVEMBER 2020 6:30 P.M.  
CITY COUNCIL CHAMBERS  
1414 MISSION STREET**

<b>CALL TO ORDER/ROLL CALL</b>	The special meeting of the Public Art Commission (Commission) was convened at 6:30 P.M. Commissioners present: Burke, Huynh, Kuramitsu, and Sawyer; Commissioner absent: Wong; Council Liaison: Schneider; and Staff present: Manager of Long Range Planning and Economic Development (Manager) Lin.
<b>PUBLIC COMMENTS (ITEMS NOT ON THE AGENDA)</b>	None.
<b>1. CITY COUNCIL LIAISON COMMENTS</b>	Councilmember Schneider commented on how well the Al Fresco public art project was looking and expressed his gratitude for working with the Public Art Commission.
<b>2. COMMISSIONER COMMENTS</b>	The Commission thanked Councilmember Schneider for his work with the community and wished him well.
<b>3. STAFF LIAISON COMMENTS</b>	Manager Lin commented that the next regularly scheduled Public Art Commission meeting would be right before the Christmas holiday and asked if the Commission would like to reschedule the meeting date to accommodate commissioner plans. The Commission responded that they would be available to meet during the regularly scheduled meeting date (December 23, 2020 at 6:30PM).
<b>ACTION/DISCUSSION ITEMS</b>	
<b>4. APPROVAL OF THE MINUTES</b>	The October 28, 2020 Minutes were unanimously approved (4 ayes, 0 noes, 1 absent).
<b>5. 2020 PUBLIC ART COMMISSION ANNUAL REPORT</b>	The Commission reflected on their accomplishments over the past year and concurred that the major items had been highlighted in the draft Annual Report. Commissioner Burke commented that Chair Wong would need to include his message at the beginning of the report. Vice-Chair Huynh made a motion to approve the Annual Report, seconded by Commissioner Burke (4 ayes, 0 noes, 1 absent).
<b>6. 2021 PUBLIC ART COMMISSION ANNUAL WORK PLAN</b>	The Commission discussed the items on the proposed work plan. Manager Lin clarified that the Commission did not need to take action on the work plan until the start of the new year. Commissioner Burke suggested adding consideration of additional media programming for the City's cable channel and requested that an update regarding the proposed Artists Rights best practices be brought back

# ITEM NO. 3

	to the Commission as soon as possible. Vice-Chair Huynh suggested adding an item to explore additional projects or programming to promote arts and culture in the community.
<b>ADJOURNMENT</b>	By consensus, the Commission adjourned the meeting at 7:00 P.M.

Approved By:

\_\_\_\_\_  
Steven Wong  
Chair

DRAFT