



**CITY OF SOUTH PASADENA
PUBLIC ART COMMISSION MEETING
AGENDA**

**City Council Chambers
1414 Mission Street, South Pasadena, CA 91030**

January 22, 2020 at 6:30 PM

*In order to address the Public Art Commission, please complete a Public Comment Card.
Time allotted per speaker is three minutes.*

South Pasadena City Council 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.

CALL TO ORDER: Jaz Sawyer, Ed.D., Chair

ROLL CALL: Steven Wong, Vice-Chair
Jeffrey Burke
Phung Huynh
Kris Kuramitsu

COUNCIL LIAISONS: Richard D. Schneider, M.D.

STAFF PRESENT: Margaret Lin, Manager of Long Range Planning and Economic Development

PUBLIC COMMENTS AND SUGGESTIONS

(Time limit is three minutes per person)

The Public Art Commission (Commission) welcomes public input. Members of the public may address the Commission by completing a public comment card and giving it to the Margaret Lin, Manager of Long Range Planning and Economic Development prior to the meeting. At this time, the public may address the Commission on items that are not on the agenda. Pursuant to state law, Commission may not discuss or take action on issues not on the meeting agenda, except that members of the Commission or staff may briefly respond to statements made or questions posed by persons exercising public testimony rights (Government Code Section 54954.2). Staff may be asked to follow up on such items.

Note: Public input will also be taken during all agenda items. Time allotted per speaker is three (3) minutes.

COMMUNICATIONS

1. **City Council Liaison Communications**
2. **Commissioner Communications**
3. **Staff Liaison Communications**

ACTION/DISCUSSION

4. **Election of Chair and Vice-Chair**

Recommendation

It is recommended that the Commission nominate and elect a Chair and Vice-Chair for 2020.

5. **December 16, 2019 Meeting Minutes**

Recommendation

It is recommended that the Commission review and approve the December 16, 2019 Meeting Minutes.

6. **2020 Work Plan**

Recommendation

It is recommended that the Commission review and provide comments on the Draft 2020 Work Plan.

ADJOURNMENT

FUTURE PUBLIC ART COMMISSION MEETINGS

February 26, 2020	City Council Chambers	6:30 PM
March 25, 2020	City Council Chambers	6:30 PM
April 22, 2020	City Council Chambers	6:30 PM

PUBLIC ACCESS TO AGENDA DOCUMENTS

Prior to meetings, agenda related documents are available for public inspection at, City Hall, 1414 Mission Street, South Pasadena, CA 91030. The complete agenda packet may also be viewed on the City's website at: <https://www.southpasadenaca.gov/government/boards-commissions>

ACCOMMODATIONS



The City of South Pasadena wishes to make all of its public meetings accessible to the public. Meeting facilities are accessible to persons with disabilities. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Hearing assistive devices are available in the Council Chamber. 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.

1/16/19

Date

A handwritten signature in blue ink that reads "Margaret Lin".

Margaret Lin

Manager of Long Range Planning and Economic Development

**MINUTES OF THE REGULAR MEETING OF THE
PUBLIC ART COMMISSION
OF THE CITY OF SOUTH PASADENA
CONVENED THIS 16th DAY OF DECEMBER 2019 6:36 P.M.
CITY COUNCIL CHAMBERS
1414 MISSION STREET**

CALL TO ORDER/ROLL CALL	The regular meeting of the Public Art Commission (Commission) was convened at 6:36 P.M. Commissioners present: Burke, Kuramitsu, Sawyer, and Wong; Commissioner absent: Huynh; Council Liaison: Khubesrian; and Staff present: Manager of Long Range Planning and Economic Development (Manager) Lin.
PUBLIC COMMENTS (ITEMS NOT ON THE AGENDA)	None
1. CITY COUNCIL LIAISON COMMENTS	Mayor Khubesrian announced that presented Lissa Reynolds, SPARC, with a certificate proclaiming her as the Mayor of the Arts; and shared that there would be a reception on December 18, 2019 for incoming Mayor Joe.
2. COMMISSIONER COMMENTS	Commissioner Burke commended Commissioner Huynh for being featured in a book and shared that he attended the SPARC holiday party.
3. STAFF LIAISON COMMENTS	Manager Lin announced that 11:11 would be hosting a reception and artist walkthrough for the Civic Center Art Gallery on January 11, 2020.
ACTION/DISCUSSION ITEMS	
4. APPROVAL OF THE MINUTES	The October 23, 2019, regular meeting minutes were approved (4 ayes, 0 noes, 1 absent).
5. 2019 ANNUAL REPORT	Manager Lin reported that each year commissions are asked to provide an annual report to share their accomplishments from the past year; and presented the draft 2019 Annual Report. The Commission reviewed the items that were presented and made a motion to approve the annual report (4 ayes, 0 noes, 1 absent).
6. DRAFT 2020 WORK PLAN	<p>Manager Lin reported that per the Council's direction each commission will review their purview and develop a subsequent work plan for the next year. The Draft 2020 Work Plan would be adopted at the first meeting of the new year.</p> <p>The Commission reviewed the draft work plan. Commissioner Kuramitsu shared that she would be sending a list of artists to be included in the Art Resources Inventory. Commissioner Burke shared that the Cable Channel Ad Hoc Committee found that the</p>

	majority of the time the City's cable channel is not utilized; the channel is a valuable asset that needs to be managed but recognized that there is no funding at this time. Mayor Khubesian suggested that the Commission propose a pilot program during budget discussions. The Commission discussed possible programming for the channel and suggested that a line item could be included in the next Civic Center Art Gallery contract to provide some programming for the channel.
7. DRAFT CODE OF ETHICS	Manager Lin reported that the City Council was currently considering the adoption of a Code of Ethics and was seeking feedback from the commissions regarding the Draft Code of Ethics. The Commission reviewed and recommended adoption of the Draft Code of Ethics (4 ayes, 0 noes, 1 absent).
ADJOURNMENT	By consensus, the Commission adjourned the meeting at 7:37 P.M.

Approved By:

 Jaz Sawyer, Ed.D.
 Chair

DRAFT



Public Art Commission Agenda Report

DATE: January 22, 2020

FROM: Joanna Hankamer, Director of Planning and Building
Margaret Lin, Manager of Long Range Planning and Economic
Development

SUBJECT: **Adopt 2020 Work Plan**

Recommendation

It is recommended that the Commission review and adopt the 2020 Work Plan.

Discussion/Analysis

Per the City Council's direction each Commission will review their purview and develop a subsequent work plan for the year. The work plan will help manage limited staff resources and the tasks or processes necessary to achieve those goals for the commission. The Draft 2020 Work Plan will be presented to the Commission for adoption at the beginning of the 2020.

Background

On October 17, 2018, the City Council approved Ordinance No. 2326 to create the Public Art Commission. The Public Art Commission is responsible for the review and approval of public art projects associated with the Public Art Program, including but not limited to, proposed site-specific public art, art donations, and public art developed with the funds from the Public Art Development Fee.

On October 17, 2018, the City Council also approved Ordinance No. 2325 to establish a Public Art Development Fee Program. The Development Fee would provide one percent (1%) of the total building valuation towards public art on-site or one and a half percent (1.5%) of the total building valuation to the public art development fee in lieu of providing public art on-site:

- Residential developments of four or more units with a building valuation exceeding \$500,000 as determined by the Building Official; and
- Commercial and industrial building projects with a building valuation exceeding \$500,000 as determined by the Building Official; and
- Remodeling projects of existing commercial or industrial buildings, when the remodeling has a building valuation exceeding \$250,000 as determined by the Building Official; and
- Remodeling projects of residential buildings of four or more units or complexes of four or more units, whether exterior or interior, when the remodeling has a building valuation exceeding \$250,000 as determined by the Building Official.

Developments or modifications to affordable housing, performance arts facilities, museums, private non-profit and institutional uses, interior remodel or tenant improvements, and national disaster repairs or rebuilding required by code will be exempt from this provision.

Projects that are subject to the Public Art Development Fee will be required to allocate a percentage of the total building valuation towards the following:

- One percent (1%) for on-site installation of approved site-specific public artwork, cultural, or artistic facilities equal to or exceeding the value of the contribution amount; or
- One and a half percent (1.5%) for payment in cash of the development fee to a new Public Art Fund.

Projects to be funded from the Public Art Fund shall consist of artwork placed in public places or incorporated into public buildings, art education programs, art display programs or performances, or the allocation of space such as a civic gallery or theater space. All projects subject to the Public Art Development Fee shall be reviewed and approved by the Public Art Commission following the design review for the associated development or redevelopment project.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachment: 2020 Work Plan

PUBLIC ART COMMISSION

2020 Work Plan



Objective	Tasks and Activities	Lead Person(s)	Timeline	Desired Outcome
Election of Chair and Vice-Chair	<ul style="list-style-type: none"> - Nominations - Elections 	Margaret Lin	Quarter 1	Select a Chair and Vice-Chair
Review of Public Art Commission Ordinance/ Work Plan/ Public Art Development Fee Ordinance	<ul style="list-style-type: none"> - Review of the Commission's purview - Adoption of the 2020 Work Plan 	Margaret Lin	Quarter 1	Review the Commission's purview and work plan for 2020
Art Resources Inventory	<ul style="list-style-type: none"> - Continue to add resources to the Inventory 	Margaret Lin	Quarter 2	Develop a comprehensive inventory of all art resources in the City
Art Resources Gaps	<ul style="list-style-type: none"> - Evaluate the Inventory to identify gaps - Identify priority areas for future funding 	Margaret Lin	Quarter 2	Identify gaps in the Art Resources Inventory to identify priority areas for future funding opportunities

Objective	Tasks and Activities	Lead Person(s)	Timeline	Desired Outcome
Civic Center Art Gallery	<ul style="list-style-type: none"> - Release Request for Proposals - Evaluate proposals - Conduct interviews - Award contract 	Margaret Lin	Quarter 2	Select a curator for the Civic Center Art Gallery
Public Art Program Proposals	<ul style="list-style-type: none"> - Review and approval of public art proposals with the Public Art Program Review Criteria - Receive regular updates regarding the Public Art Development Program 	Margaret Lin	Ongoing	Ensure high-quality public art is developed through the Public Art Program