

City of West Hollywood  
**ARTS AND CULTURAL AFFAIRS COMMISSION**  
**July 27, 2006**

CALL TO ORDER: The Arts and Cultural Affairs Commission (ACAC) meeting was called to order by the Chair at 5:04 p.m.

**A. ROLL CALL**

Present: Michael J. Haibach, Chair  
Jon Bailey, Vice Chair  
Ken Sherman  
Lyn DeShields  
Beverly Denenberg  
Andrew Campbell

Excused: Ari Wiseman

Staff Liaison: Jeffrey Huffer, Economic Development Department

Recording Secretary: Prentis Bonds

Also Present: Nancy Beard, Recreation Services Manager  
Bonnie Smith, Special Events Supervisor

**B. Posting of the Agenda**

The agenda was posted per proper noticing procedures at City Hall, West Hollywood Park Auditorium, Plummer Park, West Hollywood Library, and West Hollywood Sheriff's Station.

**C. Staff Comments on the Agenda**

There were no staff comments on the agenda.

**I. APPROVAL OF MINUTES – June 22, 2006**

Commissioner Bailey moved that the Arts and Cultural Affairs Commission approve the minutes of June 22, 2006. Commissioner Denenberg seconded the motion and the motion carried unanimously.

**II. ITEMS FROM THE PUBLIC**

None.

**III. FINANCIAL REPORT – PUBLIC ART & BEAUTIFICATION FUND**

Jeff Huffer provided the Commission with a revenue and expenditure status report for the Public Art and Beautification Fund. He explained that revenues are generated from developers who choose to pay the in-lieu fee, which is one percent of the development construction valuation. The City's Finance Department determines the Commission's budget and appropriates funds based in part on projected revenues and

## **B. Election of Vice-Chair**

The Chair opened the floor for nominations for the election of Vice Chair.

Commissioner Denenberg nominated Commissioner Ken Sherman.

There were no other nominations. The Chair closed the floor for nominations and entertained a motion to elect Commissioner Ken Sherman as Vice Chair of the Arts and Cultural Affairs Commission.

Commissioner Bailey moved that the Arts and Cultural Affairs Commission elect Commissioner Ken Sherman as Vice Chair of the Arts and Cultural Affairs Commission. Commissioner Campbell seconded the motion and the motion carried unanimously.

The term of the new Vice Chair would begin at the August meeting.

## **C. Grants and Performing Arts Subcommittee**

The Arts and Cultural Affairs Commission temporarily re-assigned Commissioners Bailey, Campbell and DeShields to serve on the Grants and Performing Arts Subcommittee to work with staff on developing guidelines for the 2006-2007 arts grant program. Staff was directed to schedule a meeting with members of the Subcommittee.

Commissioner Sherman expressed interest in serving on the Subcommittee as an alternate.

## **D. Cultural Affairs Administrator**

Jeff Huffer provided an overview of the Cultural Affairs Administrator class specification. Staff feels the class specification reflects the important and essential job functions that will help the Commission achieve its goals and objectives.

Upon review of the class specification, the Commission recommended that staff replace existing language "Manage the City's Urban Art Program" under the heading Essential Job Functions with the text "Manages the City's Arts and Cultural Affairs programs". They also recommended that staff advertise the position with the Los Angeles Arts Council and Center for Non-profit Management and on LACulture.net

## **VI. ITEMS FROM THE CHAIR**

The Chair commented that on July 24<sup>th</sup> Council approved Christopher Street West (CSW) Task Force and ACAC recommendations that called for a stronger contractual relationship with CSW and financial transparency of the organization. CSW will be required to return within 90-days with a three-year plan to achieve recommendations.

The art will be a ten-foot cast bronze hybrid of a hyacinth and a palm tree finished with colored patinas and secured to a concrete base. She provided material samples and illustrations of the art. Commissioner Denenberg also reported that the Subcommittee received an overview of a proposed four-story, 53-unit apartment building at 1234 N. Hayworth from project representatives. The developer is in the process of hiring an art consultant and is considering a gate feature for the public art component.

Staff was directed to agendaize 8833 Cynthia - Final Art Plan for the August meeting.

#### **E. Public Art Conservation Program**

Jeff Huffer provided an update on the Public Art Conservation Program on behalf of Ray Reynolds, Director of Economic Development. Sculpture Conservation Studio (SCS) is on target to present results of the public art conservation survey at the August 17<sup>th</sup> meeting of the Urban Arts Subcommittee. Following, SCS will have fifteen working days to revise the document for review by the Arts and Cultural Affairs Commission at their September meeting.

Commissioner Denenberg commented that members of the Subcommittee would like to conduct a site visit with Sculpture Conservation Studio in early September.

### **V. NEW BUSINESS**

#### **A. Election of Chair**

The Chair opened the proceedings noting that in 2004, the Arts and Cultural Affairs Commission approved the annual rotation of the Chair based on seniority with a caveat that commissioners can decline the position of chair for any reason. The Chair entertained a motion to elect Ken Sherman as Chair of the Arts and Cultural Affairs.

Commissioner Bailey moved that the Arts and Cultural Affairs Commission elect Commissioner Ken Sherman as Chair of the Arts and Cultural Affairs Commission. Commissioner Denenberg seconded the motion.

Commissioner Sherman declined.

The Chair then entertained a motion to elect Jon Bailey as Chair of the Arts and Cultural Affairs Commissioner Jon Bailey.

Commissioner Sherman moved that the Arts and Cultural Affairs Commission elect Commissioner Jon Bailey as Chair of the Arts and Cultural Affairs Commission. Commissioner Denenberg seconded the motion and the motion carried unanimously.

The term of the new Chair would begin at the August meeting.

percentage of fund remaining in the account months before the close of the fiscal year. He noted that the only guaranteed revenue is the interest earned on the account. Additionally, he provided a retrospective of funds deposited into the Public Arts and Beautification Fund over the last three years. He concluded his report noting that should the fund not generate projected revenues over a period of time, there would be a deficient in the account that could adversely affect arts and cultural affairs programming.

Following, the Commission directed staff to provide a financial report quarterly.

#### **IV. UNFINISHED BUSINESS**

##### **A. Halloween '05 Report**

Nancy Beard, Recreation Services Manager, provided an overview of the 2005 Halloween Carnival Evaluation staff report that addressed Council's recommendations concerning public safety, entertainment, crowd control and incentives for attendees to come in costume. In the report, staff recommended that Council authorize staff to develop methods to reduce crowd size while maintaining a high quality event and ensuring the appropriate safety personnel staffing level. She concluded her report noting that the City Council will review and comment on the report at their August 21<sup>st</sup> meeting.

Following, several members of the Commission commented that the report's "Statement on the Subject" should be more focused on staff's recommendation for Council to authorize staff to develop methods to reduce crowd size by 2007.

##### **B. Cultural Center Feasibility Study**

Jeff Huffer provided the Commission with an update on the Cultural Center Feasibility Study. Webb Management and Pfeiffer Partners completed a draft of the Cultural Center Feasibility Study report. The Executive Summary of the report was mailed to members of the Arts and Cultural Affairs Commission as well as individuals and art organizations who participated in the study. On August 1, 2006, the Economic Development Department will host a community meeting to discuss preliminary results and Jean Marie Gath of Pfeiffer Partners will present findings at the August meeting of the ACAC.

##### **C. Art On the Outside Subcommittee**

The July meeting of the Art on the Outside Subcommittee was cancelled due to the lack of a quorum.

##### **D. Urban Arts Subcommittee**

Commissioner Denenberg reported on the Urban Arts Subcommittee meeting held July 20<sup>th</sup> and introduced art consultant Corrine Weitzman. At the meeting, the Subcommittee reviewed and approved the final art plan for the condominium project at 8833 Cynthia conditioned upon consultation by a structural engineer prior to installation of the art. Ms. Weitzman provided a brief description of the art.

**VII. ITEMS FROM THE COMMISSION**

Commissioner Campbell commented that October is National Arts and Humanities Month and suggested that the Commission consider arts programming in conjunction with the month next year. He also commented on past programming activities of the California Arts Council and the Los Angeles County Arts Commission in recognition of National Arts and Humanities Month.

Commissioner Sherman suggested that the ACAC consider the mannequin project. This project would be similar in nature to the bears, cows, angels, etc.

The Commission deferred discussion of this topic to the Art on the Outside Subcommittee.

Commissioner Denenberg commented that she will not be present at the August meeting.

**VIII. ITEMS FROM STAFF**

Jeff Huffer spoke on West Hollywood National Night Out to be held August 1, 2006 throughout West Hollywood and distributed information packets and passes. He informed the Commission that Gregory Ganci recently contacted staff concerning his proposed gift to the City of a life-size statue of the Matthew Shepard to be situated in Matthew Shepard Triangle or the adjacent park. He asked if the Commission would like staff to agendize the topic for discussion at their August meeting.

The Commission decided not to agendize the item and directed staff to follow-up with Mr. Ganci and reiterate their position as previously expressed in several letters to him.

**IX. ADJOURNMENT**

The Commission adjourned at 5:50 p.m. to its next meeting scheduled August 24, 2006, at 5:00 p.m. in the Community Conference Room at City Hall.



Michael Haibach, Chair



Prentis Bonds, Secretary