

CITY OF OXNARD
CULTURAL ARTS COMMISSION
AGENDA
REGULAR MEETING
Council Chambers, 305 West Third Street
Wednesday, March 8, 2017, 5:00pm

A. ROLL CALL

B. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES

C. PUBLIC COMMENTS – On Items Not On The Agenda

A person may address the Cultural Arts Commission only on matters within the subject matter jurisdiction of the Commission. The presiding officer shall limit public comments to three minutes. The Commission cannot enter into detailed discussion or take action on any item presented during public comments that is not on the agenda. Such items may only be referred to the Commission Secretary for administrative action or scheduled on a subsequent agenda for discussion. Unless otherwise approved by the Commission, persons wishing to speak on items on the agenda should do so during public comments.

D. APPROVAL OF MINUTES

1. SUBJECT: The minutes of the Cultural Arts Commission regular meeting from January 11, 2017 are submitted for approval.

RECOMMENDATION: Cultural Arts Commission approve the minutes of January 11, 2017 regular meeting.

E. REPORT OF COMMISSION SECRETARY

The Commission Secretary shall report on items of interest to the Commission occurring since the last meeting. The Commission cannot enter into detailed discussion or take action on any item presented during this report. Such items may only be referred to the Secretary for administrative action or scheduled on a subsequent agenda for discussion.

F. NEW BUSINESS

1. SUBJECT: 2017/18 Cultural Arts Commissioners

RECOMMENDATION: That the Cultural Arts Commissioners be welcomed and introduced (Ingrid Hardy, Cultural and Community Services Department Director)

2. SUBJECT: Swearing in of Cultural Arts Commissioners

RECOMMENDATION: That the Cultural Arts Commissioners be sworn in by the Oxnard City Clerk (Michelle Ascension, City Clerk)

3. SUBJECT: Downtown Arts Hub

RECOMMENDATION: That the Commission receive a report on the Downtown Arts Hub (Staff)

G. OLD BUSINESS

1. SUBJECT: 2016/17 Cultural Arts Grant Awards

RECOMMENDATION: That the Commission receive a report on the status of the Cultural Arts Grants awards (Staff)

2. SUBJECT: 2016/17 Cultural Arts Grant Award Appeals

RECOMMENDATION: That the Commission receive a report on the 2016/17 Cultural Arts Grant award appeals (Staff)

H. SUBCOMMITTEE REPORTS/COMMISSION BUSINESS

1. Strategic Plan Subcommittee

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a meeting, you should contact the office of the City Clerk at 385-7803. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting.

I. COMMISSION COMMENTS

Commissioners may individually report on items of interest or concern outside of sub-committee reports. The Cultural Arts Commission cannot enter into detailed discussion or take action on any item presented during these reports.

J. ITEMS OF FUTURE CONSIDERATION

Commissioners may request that items be placed on future agendas for extended discussion.

- Election of Commission Chair/Vice Chair – April 2017 meeting
- Process for artists to propose City-themed art projects to the Commission for approval/action
- Discuss 501(c)
- RFP/Grant process lessons learned

K. ADJOURNMENT

The next regular meeting is scheduled for Wednesday, April 12, 2017, 5:00pm, City Council Chambers, 305 W. Third Street, Oxnard, CA 93030

**CULTURAL ARTS COMMISSION
STAFF REPORT**

MEETING DATE:	March 8, 2017	Agenda Item:	E
TO:	Cultural Arts Commissioners		
FROM:	Michele Kantor		
CC:	Ingrid Hardy, Cultural and Community Services Director		
SUBJECT:	Informational Items		

RECOMMENDATION

That the Cultural Arts Commission receive information regarding the following:

- Brief descriptions of proposed Cultural Arts grantees' activities (Attachment E1)
- Cultural Arts Fund balance: \$336,242.67
- Funding opportunity for artists and arts non-profits(see below)

California based musicians and presenters can sign up to be eligible for funding through IMTour, the Independent Musicians on Tour program. Presenters can apply for grants to help subsidize the fee of an IMTour artist. Artists gain professional development, exposure to new audiences, and opportunities to perform at new venues, as well as getting paid.

- Website is: www.imtour.org

BACKGROUND

These materials are made available either at the prior request of the Commission or determined by staff to be of interest to the Commission.

ATTACHMENT

E1 – Description of Proposed Grantees Activities

**Attachment E1
Description of Proposed Grantees Activities**

Organization Grants:

Legacy Organizations	Award Amount	Description
Acuna Art Gallery/Cafe on A	\$10,899	Offering arts, cultural, and educational activities for Oxnard's diverse populations, empowering and inspiring civic pride
Black American Political Association	\$8,587	Juneteenth Celebration 2017, including Art Walk
Channel Islands Maritime Museum	\$9,688	World-class maritime paintings, nautical treasures, lectures, art shows and events at harbor location
CYRUS	\$4,294	Community arts activities at the Palms Center
Elite Theater	\$11,339	Oxnard's long-running live community theater
Inlakech Cultural Arts Center	\$12,000	Teaching children, youth, and adults mariachi and cultural heritage; regular local performances
Neighbors Embracing Multicultural Arts (NEMA)	\$8,367	Dancers and performers showcasing Near Eastern artistry and culture
Oxnard Community Concert Association	\$11,560	Wide range of live on-stage concerts with diverse national and international performers
Oxnard Film Society	\$11,119	Award-winning international films, documentaries, and independent films shown at Oxnard's Plaza 14 Cinema
Teatro de las Americas	\$12,000	Presenting bi-lingual live theater with emphasis on Spanish language playwrights

Emerging Organizations	Award Amount	Description
Hip Hop Collective	\$2,692	Building bridges through music, especially hip-hop
Las Salseras One Love Dance Co.	\$7,462	Dance classes with sharing of cultural traditions and wellness programs
O'My Theater	\$7,769	Youth performers of all ages present live theater
Oxnard Music Advocacy Group	\$8,000	Providing classroom music instruction by qualified music teachers; adding parent/child vocal classes
Philippine Center	\$7,385	Preserving and presenting Filipino art, culture and heritage, especially through Filipino youth

Emerging Organizations	Award Amount	Description
Rhythm of the Coast	\$7,846	F.M. community radio station; includes a poetry slam and open mic nights
We Say No School Tour (KNS Rockstar)	\$5,231	Motivational anti-bullying performances; highly-interactive with youth audiences

Project Grants:

Emerging Artists	Award Amount	Description
Antonio Acosta	\$1,204	“Our Elements” (earth, wind, water, fire) painting series with attempt to complete in a 72-hour time period
Elissa Torres	\$1,500	Production of a mural in South Oxnard
James Thompson	\$1,122	Production of a play, “In Times Like These” about making wise life choices
Keesha Carson	\$1,082	“Gospel Beach” concert including youth choir
Lorrie Milton	\$1,459	Community-based visual arts classes for ages 5-16
Luis Campa	\$949	Paintings highlighting Oxnard’s :”Hidden” landscapes and architecture
Teresa Carrasco	\$1,429	“Oh Say Can You See” - paintings pertaining to American history and capitalism

Mid-Career Artists	Award Amount	Description
Incog/Jace Martin	\$2,407	“Be Seen Be Heard” – mentoring project for local musicians, including video production
Jacque Biaggi	\$1,981	Ceramicist – show will focus on healing power of art
Julio Alcala	\$2,500	Documentary on Oxnard’s fieldworkers
Leslie Richen-Wongmo	\$2,481	“Threads of Awakening” -author; sharing her experiences as a textile artist in the Tibetan tradition
Rene Corado	\$1,278	Combining nature walks and understanding of ecology with visual art activities for children

Collaborative Groups	Award Amount	Description
Heather Behrens, et al.	\$2,500	“Oxnard Arts Legacy”-3 special events to showcase the arts in Oxnard
Diego and Miranda Magana	\$1,937	Performance of Mexican-American influenced music and song-“Concierto de la Llorona”

CULTURAL ARTS COMMISSION STAFF REPORT

DATE:	March 8, 2017	Agenda Item:	F.3
TO:	Cultural Arts Commissioners		
FROM:	Ingrid Hardy, Cultural and Community Services Director Chelsea Reynolds, Performing Arts Center Manager		
SUBJECT:	Downtown Arts Hub		

RECOMMENDATION:

That the Commission receive a report on the Downtown Arts Hub.

BACKGROUND:

In January 2016, the Congress for New Urbanism – California Chapter (CNU) engaged the community in an extensive charrette process including open dialogue, large open discussion, small-group focused discussions, and individual interviews. Based on community input, analysis, and design studies, CNU outlined a vision for the future of Downtown Oxnard. The vision plan focuses on 7 Big Ideas, of which one is an Arts Hub.

On October 18, 2016, the City Council unanimously approved the Downtown Vision Plan and directed staff to prepare and return with an implementation plan. Staff returned to the City Council on January 31, 2017 with a recommendation to receive a report on the implementation and programming of the settlement funds and provide direction to staff on the proposed allocation of funds to begin the reinvestment in Downtown Oxnard. Before prioritizing the allocation of funds for downtown, the City will hire a staff person to specifically focus on the downtown area and coordinate the City’s efforts.

In regards to the Downtown Arts Hub, staff recommended that the initial seed money be used to assist in initiating creative placemaking and fund pilot arts engagement projects. Creative placemaking is an opportunity to provide artists, arts organizations and community development practitioners the platform to deliberately integrate arts and culture into the community revitalization work. It places arts at the table with land-use, transportation, economic development, housing, and infrastructure.

While the allocation and prioritization of settlement funds has not happened yet, staff believes that it is still important to continue with community planning and engagement efforts around a Downtown Arts Hub. In an effort to better understand the collective vision of what creative placemaking should represent in Downtown Oxnard, staff is planning a community convening on Thursday, May 25, 2017 at the Oxnard Main Library. Participants will include stakeholders such as elected and appointed officials, downtown merchants, arts organizations and artists, schools and colleges, local agencies, and the general public. From this convening, the City will have a greater understanding of the community’s vision of a downtown Arts Hub and can prioritize and strategize on implementation.

**CULTURAL ARTS COMMISSION
STAFF REPORT**

MEETING DATE:	March 8, 2017	Agenda Item:	G.1
TO:	Cultural Arts Commissioners		
FROM:	Dan O’Friel, Commission Secretary		
CC:	Ingrid Hardy, Cultural and Community Services Director		
SUBJECT:	2016/17 Cultural Arts Grant Update		

RECOMMENDATION

That the Commission receive an update on the status of the Cultural Arts Grants awards.

BACKGROUND

On September 6, 2016, City Council authorized the appropriation and disbursement of \$175,000 of Public Art fund revenues for the purpose of providing funding to various Oxnard-based arts organizations and artists in the form of grants to support ongoing operations and cultural activities and encourage local artist development through the 2016/17 Cultural Arts Grant Program. A Request for Proposal (RFP) was established, which included the criteria for grant eligibility, categories of grant recipients, and ranges of potential grant awards.

Staff distributed a memo to the Commission on February 16, 2017 (Attachment G1), informing the Commission of the proposed awards, the postponement of Citizen Advisory Group members, and an amended schedule of distributing the grant awards. In addition, staff informed the Commission that staff would work with the City Attorney’s Office to determine an expedient and effective adjustment to the awards approval process. This discussion was necessary to address the potential conflicts of interest issues and the dilemma of having a quorum of the Commission to approve the grant awards.

Due to the number of Commissioners who have either submitted a grant application, or have a relationship with a grant applicant, it has become very difficult to obtain a quorum of the Commission to approve the grant awards. In addition, due to the postponement of the new commissioners, the new commissioners would need to be afforded time to become acclimated with the grant process and the information they will be voting on. This would further delay the distribution of the grant awards.

Upon discussion with the City Attorney’s Office, the most transparent and expedient way to move forward with awarding of the 2016/17 grants is to reconvene the Cultural Arts Committee to approve the distribution of the awards in lieu of the Cultural Arts Commission. A special meeting of the Cultural Arts Committee will be held on Thursday, March 9, 2017 at 5:00pm.

This action alleviates conflict of interest concerns and expedites the distribution of grant awards. The grant awards will be presented to the full City Council at their March 21, 2017 meeting.

After City Council approval, staff will process the awards for payment and inform the Commission and grantees of the award distribution date.

Due to potential inherent and ongoing conflict of interest challenges, staff will conduct an analysis of the current grants process and return to the Commission at a later date with a recommendation on a process for future grant cycles.

ATTACHMENTS

G1 – Proposed 2016/17 Cultural Arts Grant Awards and Amended Schedule Memo

MEMO

February 6, 2017

TO: City of Oxnard Cultural Arts 2016/17 Grant Applicants
 FROM: Michele Kantor/Dan O’Friel, Cultural Arts Commission Staff Support
 cc: Cultural Arts Commissioners; Ingrid Hardy, Cultural and Community Services Director
 SUBJECT: Proposed 2016/17 Cultural Arts Grant Awards and Amended Schedule

We are pleased to provide you with the review panelists’ scores along with staff’s 2016/17 Cultural Arts Grant awards funding by the City of Oxnard.

In each category the highest score received the maximum award amount. Subsequent award amounts in each category were calculated as a percentage of the highest score in its respective category. This calculation was used to determine the following proposed grant awards:

Proposed Grant Awards – Project Grants

Emerging Artists	Total Score	Proposed Award	
		Max =	\$1,500
Elissa Torres	147	100%	\$ 1,500
Lorrie Milton	143	97%	\$ 1,459
Teresa Carrasco	140	95%	\$ 1,429
Antonio Acosta	118	80%	\$ 1,204
James Thompson	110	75%	\$ 1,122
Keesha Carson	106	72%	\$ 1,082
Luis Campa	93	63%	\$ 949
			<u>\$ 8,745</u>

Mid-Career Artists	Total Score	Proposed Award	
		Max =	\$2,500
Julio Alcala	135	100%	\$ 2,500
Leslie Richen-			
Wongmo	134	99%	\$ 2,481
Incog/Jace Martin	130	96%	\$ 2,407
Jacque Biaggi	107	79%	\$ 1,981
Rene Corado	69	51%	\$ 1,278
			<u>\$ 10,648</u>

Collaborative Group	Total Score	Proposed Award	
		Max = \$2,500	
Heather Behrens Group	111	100%	\$ 2,500
Maganas Group	86	77%	\$ 1,937
			\$ 4,437

Proposed Grant Awards – Organizational Grants

Legacy	Total Score	Proposed Award	
		Max = \$12,000	
Inlakech	109	100%	\$ 12,000
Teatro de las Americas	109	100%	\$ 12,000
Ox. Community Concert Assn.	105	96%	\$ 11,560
Elite Theater	103	94%	\$ 11,339
Oxnard Film Society	101	93%	\$ 11,119
Acuna Art Gallery	99	91%	\$ 10,899
Channel Islands Maritime	88	81%	\$ 9,688
Black American Political Assn	78	72%	\$ 8,587
NEMA	76	70%	\$ 8,367
CYRUS	39	36%	\$ 4,294
			\$ 99,853

Emerging	Total Score	Proposed Award	
		Max = \$8,000	
Ox Music Advocacy Group	104	100%	\$ 8,000
Rhythm of the Coast	102	98%	\$ 7,846
O'My Theater	101	97%	\$ 7,769
Las Salseras	97	93%	\$ 7,462
Philippine Center	96	92%	\$ 7,385
We Say No School Tour (KNS)	68	65%	\$ 5,231
Hip Hop Collective	35	34%	\$ 2,692
Youth Mass Choir	0	0%	\$ -
			\$ 46,385

Total Grant =	\$175,000
Total Proposed Awards =	\$170,068
Remainder for Appeals Process =	\$4,932

The review panelists were thoughtful and deliberate in their considerations and were very well-practiced with the scoring criteria. They appreciated looking at the supplemental materials many of you provided, such as binders with photographs of your work, the DVDs and CDs, event programs and schedules.

Appeals

Appeals must be delivered to the City Development Services Department, c/o Michele Kantor, at 214 S C Street, Oxnard (where the original application was delivered) by 12:00pm Tuesday, February 21, 2017. If the appellant has a fiscal sponsor, that sponsor should be a co-signer of the appeal letter. The appeal should contain a detailed rationale that challenges the evaluation of the grant submitted.

Appellants may schedule a telephone or in-person appointment with Michele Kantor to review scoring data and review panel comments prior to appeal submittal. Michele can be reached at michele.kantor@oxnard.org or at 805.385.3938.

At the February 15, 2016 special meeting of the Cultural Arts Commission, the Commission will appoint Commissioners to review submitted appeals (1 subcommittee for Project Grants and 1 for Organization Grants). This ad hoc subcommittee will review appeals for:

- Technical errors in the ranking process
- Lack of justification for the points assigned by the evaluators
- Other issues raised by the appellant.

Schedule

An amendment to the schedule is necessary due to a delay in the appointment of new Commissioners to the 2017/18 Cultural Arts Commission. There is a need for a full quorum of commissioners in order to vote on the final awards and send the recommendation to the City Council for final approval. The Mayor is scheduled to appoint Citizen Advisory Committee (CAG) members (to include the Cultural Arts Committee) at the February 28, 2017 City Council meeting.

Wednesday, February 8	No Commission meeting
Wednesday, February 15	Special Cultural Arts Commission meeting
Tuesday, February 21, 12pm	Appeals submission due
Tuesday, February 28	CAG appointments by Mayor
TBD	Special Cultural Arts Commission meeting for swearing in of Cultural Arts Commissioners
March 8	Regular meeting of Cultural Arts Commission

**CULTURAL ARTS COMMISSION
STAFF REPORT**

MEETING DATE:	March 8, 2017	Agenda Item:	G.2
TO:	Cultural Arts Commissioners		
FROM:	Dan O’Friel, Commission Secretary		
CC:	Ingrid Hardy, Cultural and Community Services Director		
SUBJECT:	2016/17 Cultural Arts Grant Appeals		

RECOMMENDATION

That the Cultural Arts Commission receive and review 2016/17 Cultural Arts Grant award appeals.

BACKGROUND

One appeal request was received by the February 21, 2017 submittal deadline. On Thursday, March 9, 2017 staff will deliver to the Commissioners a copy of the appeal along with review panelists notes/scoring for review. Commissioners will discuss and vote on the appeal decision at the next Cultural Arts Commission meeting.

The appeal review and/or decision will not impact the appellant’s proposed award. Commissioners will be reviewing the appeal for the purpose of determining if an additional amount of award should be granted the appellant.