

Cultural Arts Commission

Regular Meeting

Monday, May 18, 2026

4:00 PM

City Council Chambers and Zoom



APPOINTED OFFICIALS

Chair Suzanne Karger

Vice Chair Carol Patterson

Commissioner Marie Colmey

Commissioner Dana Torrey

Commissioner Ellen Rosenberg

Commissioner Karen Tokashiki

Commissioner Alex Dickey

CITY STAFF

Parks and Recreation Director Mark Leyman

Cultural Arts Senior Supervisor Eric Brinkman

MISSION STATEMENT:

Our mission is to provide excellent municipal services, preserve our small beach town character, and enhance the quality of life for our residents, businesses and visitors.

MANHATTAN BEACH'S CULTURAL ARTS COMMISSION WELCOMES YOU!

Meetings are broadcast live through Zoom (Direct URL:

<https://www.zoomgov.com/j/1614440182> , Meeting ID: 161 444 0182

The City continues to offer an opportunity to participate in Cultural Arts Commission meetings via Zoom and in-person. The Cultural Arts Commission encourages the public to participate by submitting comments in advance of the meeting, no later than 12:00 PM, the day of the meeting, via:

- 1) eComment at <http://www.manhattanbeach.gov/ecomment> or
- 2) Email to parksandrecreationcommissions@manhattanbeach.gov

All of your comments provided by the deadlines above will be available to the Cultural Arts Commission and the public prior to the meeting.

Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are available for review on the City's website at www.manhattanbeach.gov, the Police Department located at 420 15th Street, and are also on file in the Parks and Recreation Department for public inspection. Any person who has any question concerning any agenda item may call (310) 802-5448 or email parksandrecreationcommissions@manhattanbeach.gov.

In compliance with the Americans With Disabilities Act, if you need special assistance to participate in this meeting, you should contact the Parks and Recreation Department at (310) 802-5448 (voice) or (310) 546-3501 (TDD) or email parksandrecreationcommissions@manhattanbeach.gov. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting, including but not limited to providing hand held microphones during the meeting.

CERTIFICATION OF MEETING NOTICE AND AGENDA POSTING

I, Mark Leyman, Parks and Recreation Director of the City of Manhattan Beach, California, state under penalty of perjury that this notice/agenda was posted on Thursday, May 14, 2026, on the City's Website and on the bulletin boards of City Hall, Joslyn Community Center and Manhattan Heights.

BELOW ARE THE AGENDA ITEMS TO BE CONSIDERED. THE RECOMMENDED COMMISSION ACTION IS LISTED IMMEDIATELY AFTER THE TITLE OF EACH ITEM IN BOLD CAPITAL LETTERS.

PLEASE NOTE THAT THE CULTURAL ARTS COMMISSION MAY ACT ON ANY ITEM LISTED ON THE AGENDA.

A. CALL MEETING TO ORDER

B. PLEDGE TO THE FLAG

C. ROLL CALL

D. APPROVAL OF AGENDA

*This is the time for the Cultural Arts Commission to:
(a) notify the public of any changes to the agenda; or
(b) rearrange the order of the agenda.*

MOTION TO APPROVE AGENDA

E. APPROVAL OF MINUTES

1. Cultural Arts Commission Minutes:

[CAC 26-0006](#)

This Item Contains the Cultural Arts Commission Adjourned Regular Meeting Minutes of April 20, 2026.

Attachments: [Cultural Arts Commission Adjourned Regular Meeting Minutes of April 20, 2026](#)

F. PUBLIC COMMENTS (3 MINUTES PER PERSON)

At the discretion of the Chair, the Chair may allow 2 minutes of public comments.

Speakers may provide public comments on any matter that is within the subject matter jurisdiction of the Cultural Arts Commission, including items on the agenda. The Chair may determine whether an item is within the subject matter jurisdiction of the Cultural Arts Commission. While all comments are welcome, the Brown Act does not allow the Cultural Arts Commission to take action on any item not on the agenda. If you would like to provide public comments from your seat, please inform the Meeting Clerk or raise your hand. Staff will provide a handheld microphone to ensure your comments are heard.

The Cultural Arts Commission encourages the public to participate by submitting comments in advance of the meeting, no later than 12:00 PM, the day of the meeting, via:

- 1) eComment at <http://www.manhattanbeach.gov/ecomment> or
- 2) Email to parksandrecreationcommissions@manhattanbeach.gov

All of your comments provided by the deadlines above will be available to the Cultural Arts Commission and the public prior to the meeting.

IN PERSON PUBLIC PARTICIPATION

Please complete the "Request to Address the City Council or Commission" card by filling out your name, the item(s) you would like to offer public comment, and returning it to the Meeting Clerk.

ZOOM PUBLIC PARTICIPATION

- 1) Join Zoom Meeting via the internet:

<https://www.zoomgov.com/j/1614440182> , Meeting ID: 161 444 0182

During the meeting you will need to use the "raise hand" button through Zoom at the time the Agenda Item is being presented for the Cultural Arts Commission consideration.

- 2) Join Zoom Meeting via Phone Conference (Voice Only):

Phone Number: (669) 900-6833, Meeting ID: 161 444 0182

*During the meeting you will need to enter *9 on the phone's dial pad at to activate the "raise hand" button at the time the Agenda Item is being presented for Cultural Arts Commission consideration.*

CONTINUED

Please note, the City is not responsible for the public's use of Zoom as it relates to the software, configuration, and setting on a personal device. The public is encouraged to visit the Zoom website for information on use of this software. The City's use of Zoom is consistent with the platform features and functions as described on the Zoom website.

G. GENERAL BUSINESS

Each speaker may speak for up to 3 minutes on each general business item. If you would like to speak from your seat, please inform the Meeting Clerk or raise your hand. Staff will provide a handheld microphone to ensure your comments are heard.

- 2. Cultural Arts Commission Work Plan [CAC 26-0007](#)
- 3. Selection of 2026/2027 Cultural Arts Commission Chair and Vice-Chair [CAC 26-0008](#)

H. STAFF ITEMS

Cultural Arts Division Updates

PATF Budget Update

City Council Updates

I. COMMISSION ITEMS

J. ADJOURNMENT

K. FUTURE MEETINGS

- June 15, 2026 – Monday – 4:00 PM*
- July 20, 2026 – Monday – 4:00 PM*
- August 17, 2026 – Monday – 4:00 PM (Cancelled)*
- September 21, 2026 – Monday – 4:00 PM (Cancelled)*
- September 30, 2026 – Wednesday – 4:00 PM*
- October 19, 2026 – Monday – 4:00 PM*
- November 16, 2026 – Monday – 4:00 PM*
- December 21, 2026 – Monday – 4:00 PM (Cancelled)*



CITY OF MANHATTAN BEACH

1400 Highland Avenue Manhattan Beach, CA 90266
www.manhattanbeach.gov • (310) 802-5000

STAFF REPORT

Agenda Date: 5/18/2026

TO:

Honorable Chair and Commissioners of the Cultural Arts Commission

THROUGH:

Mark Leyman, Parks and Recreation Director

FROM:

Eric Brinkman, Cultural Arts Senior Supervisor

SUBJECT:

Cultural Arts Commission Minutes:

This Item Contains the Cultural Arts Commission Adjourned Regular Meeting Minutes of April 20, 2026.

RECOMMENDATION:

The attached minutes are for the Commission's approval:

Attachment(s):

1. Cultural Arts Commission Adjourned Regular Meeting Minutes of April 20, 2026.

CITY OF MANHATTAN BEACH
MINUTES OF THE CULTURAL ARTS COMMISSION

April 20, 2026

Location: Manhattan Beach City Council Chambers

Hybrid (in-person/Zoom)

1400 Highland Avenue, Manhattan Beach, CA 90266

A. CALL TO ORDER

Chair Karger called the meeting to order at 4:05 p.m.

B. PLEDGE TO THE FLAG

C. ROLL CALL

Present: (6), Rosenberg, Colmey, Torrey, Vice Chair Patterson, Chair Karger.

Absent: (2) Tokashiki, Dickey

Staff present: Senior Recreation Supervisor (SRS) Eric Brinkman, Senior Management Analyst (SMA)

Linda Robb, Recording Secretary Rosemary Lackow

D. APPROVAL OF AGENDA

It was moved and seconded (Rosenberg/Patterson) to approve the agenda (no change). Motion passed unanimously by roll call vote 5-0-2 (Dickey, Tokashiki absent).

E. APPROVAL OF MINUTES

1. Cultural Arts Commission Minutes - Regular Meeting: March 16, 2026

It was moved and seconded (Colmey/Rosenberg) to approve, subject to revision of the first sentence, second paragraph, G. c. noted below. Motion passed unanimously by roll call vote: 5-0-2 (Tokashiki, Dickey absent).

Revised to read:

c. SRS Brinkman informed that ~~at tomorrow's City Council meeting~~ he will be ~~requesting~~ exploring funding for one PAMP.....

In discussing the above motion to approve the minutes, SRS Brinkman clarified that the Work Plan discussion in G.3 on the agenda is for 2027-2028.

F. PUBLIC COMMENTS – None

G. GENERAL BUSINESS

2. Cultural Arts Commission (CAC) Work Plan 2026/2027. SRS Brinkman confirmed that this item concerns projects for next year (2027/2028) and going forward. Starting at the next meeting, the Commission will report on the Work Plan based on direction from the City Council at its recent meeting. SRS Brinkman, along with sub-committee chairs, reported as follows.

a. New Art Initiatives

- i. Public Art Brochure. Chair Karger summarized: committee, coordinating with staff, developed a draft plan for next tour: Saturday Sept 19th, 2:00 pm, for 60 attendees; Commissioners to lead a loop starting at Manhattan Beach Art Center (MBAC) at Dragon Tales, going across Manhattan Beach Boulevard to Polliwog Park and adjacent area, capturing e.g. StoryWalk and utility boxes, ending back at MBAC to view current exhibit and snacks. The general intent is to continue this program while changing each tour. Chair Karger confirmed that publicity for the next tour will be the same as the first.

Staff will administratively change the program name to reflect the expansion from a brochure to a tour, and staff with the Committee will discuss how reservations are made, whether through Eventbrite or a city registration system. It may look at the reservation data from the first tour.

- ii. Poet Laureate (Patterson, Colmey, Torrey) SRS Brinkman clarified that the City Council is unable to act until the Commission makes a recommendation. He presented a revised prospectus, which the Commission reviewed, that contains: Mission Statement, Program Goals, Scope of Work, required Deliverables, Selection Process, Application Requirements, Finalist Requirements, Terms & Conditions, Copyright, and Additional Provisions.

The Commission discussed content and asked about potential funding impacts to existing programs, finding it very desirable to know this before recommending approval. SRS Brinkman noted that estimating program costs is difficult and explained several reasons, primarily that this is a completely new program that can change significantly depending on the laureate chosen. SRS Brinkman believes that if a funding impact arises, it would likely affect new initiatives rather than core continuing programs.

Commissioner Patterson suggested that the Commission consider, in the Laureate selection process, how independent a candidate might be, which, in turn, can impact staff costs.

Staff confirmed that this matter has been properly placed on the meeting agenda. Staff advised that two actions are needed: 1) approve the program content, and 2) approve as a recommendation that will be forwarded to the City Council.

The Commission discussed the prospectus, and there was consensus for:

1. Two-year term
2. Money to be allocated: honorarium \$8,000; up to \$5,000 for materials
3. Deliverables: a) 4 items per year (8 over two years) with collaboration with county branch library staff in developing poet laureate programming for teens. b) Participate as Poet Laureate in at least one City event; c) Design and implement programming for all ages, including older adults (work with the Senior Advisory Committee, Older Adult Poetry Club).

In discussing, comments included: hasn't captured ALL discussion but is better organized and clearer; likes the emphasis on creative freedom, the age-group targets, and that the laureate will develop the program. It was clarified that the laureate will report to staff, but this will be fleshed out more.

Two motions were made:

Motion 1: (Rosenberg/Torrey) approving the Prospectus as discussed, including that the Poet Laureate will report to staff.

Motion passed 5-0-2, by roll call (Tokashiki, Dickey absent)

Motion 2: (Patterson/Torrey) approving presentation to the City Council of the revised Prospectus.

The Commission discussed the main issue: whether this should go to the City Council without more information on whether the city has adequate resources to fund it alongside existing programs.

SRS Brinkman advised that, upon being sent to City Council, the council will be re-prioritizing Cultural Arts (CA) programming, and it is difficult to say how that will be done. There will be some growing pains (mostly with staff) as this and other new initiatives (e.g., Olympics-related activities) roll out, but he believes the existing core programs would not be impacted; adjustments would be made to other new initiatives.

Commissioner Rosenberg commented that this new initiative could also enhance other existing programs and that advocates should send the recommendation to approve based on the content developed. SRS Brinkman emphasized that when the City Council considers the matter, the accompanying staff report can address this concern. Commissioner Colmey emphasized that she would like more information on whether and what existing CA programs may be affected. SRS Brinkman reiterated: this information is hard to provide at this time, but clearly, the Poet Laureate will be operated as a “pilot program” like the other new initiatives. While it is a benefit to other programs, it should not be expected to save money.

Vice Chair Patterson pointed out that being a pilot program is an advantage – the council will not be voting on a permanent program beyond two years; also, the CAC can guide implementation in selecting a good candidate. Chair Karger stated at first that she wants more information about the impacts. that she is reconsidering and would like to see this go forward. Commissioner Rosenberg noted that, as is routine, any new program runs the risk of being modified due to circumstances that may arise.

Vice Chair Petterson called for the question on the pending motion to present the approved content to the City Council for approval.

Motion 2 approving sending the content of the program to council, passed by voice vote 5-0-2 (Tokashiki and Dickey absent)

- b. Memorial for the Fallen (Tokashiki, Torrey, Karger): SRS Brinkman updated: the APPC will meet and review 21 submissions, for a short list of three semi-finalists. The semi-finalist submittals will be presented to the CAC for review, and the CAC will recommend a finalist for council consideration and funding.
- c. Public Art Master Plan Revision (PAMPR) (Colmey, Rosenberg): Commissioner Colmey updated, noting that the sub-committee recently held a kick-off meeting, led by the CA team of

Eric/Randy, with participation by Community Development (Adam Finestone, Planning Manager) and others, including art consultant Susan Gray. The committee will next meet on May 4th, then monthly.

- d. Bruce's Beach Public Artwork (Karger, Patterson): SRS Brinkman updated: Staff is working on the contract and fee schedule, dates for deliverables, and milestones for releasing funds. The close-out has been extended to the end of 2027. A community reception was held, hosted by Dr. Lee, presenting the artist, April Banks. Commissioner Colmey's takeaways about the artist were twofold: the artist is enthusiastic about interacting with the community, and the project is a continuation of the community. Commissioners Colmey and Patterson both commented on the efficacy and higher quality of the RFQ (Request for Qualifications) process, compared to an RFP (Request for Proposals).

H. STAFF ITEMS

Cultural Arts Division updates (2027): SRS Brinkman announced:

- MBAC Exhibit = "Ritual" opening reception April 17, runs through the end of June.
- ACE (Annual Community Exhibition) application window is 4/6 - 5/15. Commissioners may apply; a blind jury will judge the exhibit, and it will be open until late July. NO requirement for when the piece was created.

PATF budget update: SRS Brinkman updated: Public Art Trust Fund has not changed: balance of about \$1.6 million, about \$1 million allocated, and about \$600 thousand unallocated.

City Council updates: The City Council will review the final report on the Library Needs Assessment on April 21. The report suggests updating or enhancing items: parking, storage of historic materials, and exploring ways to enhance the outside library patio to enable more programming.

I. COMMISSION ITEMS

Commissioner Rosenberg noted in the future meeting section of the agenda that September 21 is a standing meeting date and that it coincides with Yom Kippur. Will this meeting date change? SMA Robb informed that this agenda section indicates regular meeting dates, and holidays are adjusted closer to the meeting date.

Vice Chair Patterson announced or brought up: 1) a collection of poems published by the Poetry Circle (a program of the Parks and Recreation Department Older Adults Services) - a lovely presentation was made to older adults at a luncheon at Joslyn; 2) Kudos to newly wrapped utility boxes. 3) A proposal for an Olympic volleyball-related mural in an alley was proposed, and then withdrawn (not approved). She suggested that this might be a good project for the city's public art program, perhaps emphasizing local Olympic volleyball athletes. She will endeavor to get more information. Chair Karger noted that the Olympics committee will be on the next CAC agenda.

J. ADJOURNMENT

At 5:29 pm Chair Karger called for adjournment, with no opposition, to May 18, 4:00 pm.



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STAFF REPORT

Agenda Date: 5/18/2026

TO:

Members of the Cultural Arts Commission

FROM:

Mark Leyman, Parks and Recreation Director
Eric Brinkman, Senior Recreation Supervisor

SUBJECT:

Cultural Arts Commission Work Plan

RECOMMENDATION:

Discuss Cultural Arts Commission (CAC) Work Plan items based on the input received from City Council at the February 24, 2026, City Council work plan meeting.

FISCAL IMPLICATIONS:

Fiscal implications, if any, will be developed on a project-by-project basis and presented to the City Council as necessary.

DISCUSSION:

Cultural Arts Commission 2026-2027 Work plan items:

1. Work Plan Item Discussion
 - a. New Art Initiatives
 - i. Public Art Brochure
 - ii. Poet Laureate
 - iii. Olympics-related art projects
 - b. Memorial for the Fallen
 - c. Public Art Master Plan Revision
 - d. Bruce's Beach Public Artwork



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STAFF REPORT

Agenda Date: 5/18/2026

TO:

Members of the Cultural Arts Commission

FROM:

Eric Brinkman, Sr. Recreation Supervisor

SUBJECT:

Selection of 2026/2027 Cultural Arts Commission Chair and Vice-Chair

Annually, the Cultural Arts Commission is required to select a Chair and Vice-Chair for the Commission. The Commission Chair is a one-year term (June to May) and is rotated amongst the Commissioners in order of their seniority on the Commission. Commissioner Patterson would be next in line to serve as Chair, with Commissioner Colmey to serve as Vice-Chair.