



CITY OF DESERT HOT SPRINGS
REGULAR MEETING OF THE
COMMUNITY AND CULTURAL AFFAIRS COMMISSION

AGENDA

AUGUST 9, 2017
6:00 PM

CITY COUNCIL CHAMBERS
CARL MAY COMMUNITY CENTER
11711 West Drive, Desert Hot Springs, California

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

MINUTES

CCAC Regular Meeting Minutes, July 12, 2017

Public Works Assistant, Lynne Paul

Recommendation: Approve minutes as submitted; or corrected.

PUBLIC COMMENTS

At this time, pursuant to State law, any person may comment on an item, which is NOT on the agenda. PLEASE STATE YOUR NAME FOR THE RECORD.

Comments are limited to the first ten (10) speakers at three (3) minutes per speaker. All comments are to be directed to the Community and Cultural Affairs Commission and shall be devoid of any personal attacks. Members of the public are expected to maintain a professional, courteous decorum during public comments.

DISCUSSION ITEMS AND STATUS REPORTS:

1. Community and Cultural Affairs Commission Budget

Community Development Director, Daniel Porras PE

Recommendation: Receive and File

2. **Sound Xperience**
Chair, Pamela Berry and Vice Chair, Requita Grant
Recommendation: Approve sponsorship of \$800 for the September/October concert.
3. **Mayor's Healthy City Initiative Partnership**
Chair, Pamela Berry
Recommendation: Discuss the advantages to partner with the Mayor's Healthy City Initiative. Approve placing this item on the September's CCAC agenda.
4. **AMP Grant Proposal, Levitt Foundation**
Chair, Pamela Berry and Vice Chair Requita Grant
Recommendation: Approve that Staff Follow-Up with Submission of Grant
5. **Classical Concert Series**
Chair, Pamela Berry
Recommendation: Approve up to \$2,000 to continue sponsorship of the Danny Holt Classical Concert Series
6. **Cultural Awareness in Education**
Chair, Pamela Berry
Recommendation: Approve a donation up to \$300 to the Desert Hot Springs High School, USB National Hispanic Heritage Month to be used for events planned.
7. **Art and Community Calendar**
Chair, Pamela Berry
Recommendation: Approve creating a master Art and Community Calendar.
8. **Carl May Art Exchange**
Vice Chair, Requita Grant
Recommendation: Approve the quarterly rotation of juried art to the Carl May Community Center.
9. **Commissioner Appointments as Liaisons to Special Event Sub-Committees**
Chair, Pamela Berry
Recommendation: Appoint Liaisons to special event Sub-Committees.
10. **Art Inventory**
Community Development Director, Daniel Porras PE
Recommendation: Update.
11. **Sub-Committee Reports - Finance, Public Arts, Parks and Recreation/Sand to Snow, Yard Beautification**
Sub-Committee Chairs
Recommendation: Update

CHAIR AND COMMISSIONER REPORTS

COMMUNITY DEVELOPMENT DIRECTOR REPORT

ADJOURN REGULAR MEETING

NOTICES

Title 2

In an effort to comply with the requirements of Title 2 of the Americans With Disabilities Act of 1990, the City of Desert Hot Springs requires that any person in need of any type of special equipment, assistance, or accommodation(s) in order to communicate at a City public meeting, must inform the City Clerk/Agency Secretary a minimum of 72 hours prior to the scheduled meeting to enable the City to make reasonable arrangements.

SB 343

In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item, and is distributed less than 72 hours prior to a regular meeting will be made available for public inspection in the Community Development Department at City Hall during normal business hours at 65950 Pierson Boulevard, Desert Hot Springs, CA 92240.

If, however, the document or writing is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting, as listed on this agenda at 11711 West Drive, Desert Hot Springs, CA 92240.

DECLARATION OF POSTING

I, Daniel Porras PE, Community Develop Director, certify that the agenda was posted on August 3, 2017, not less than 72 hours prior to the meeting.



CITY OF DESERT HOT SPRINGS

REGULAR MEETING OF THE COMMUNITY AND CULTURAL AFFAIRS COMMISSION

DRAFT ACTION MINUTES

JULY 12, 2017

6:00 PM

**CITY COUNCIL CHAMBERS
CARL MAY COMMUNITY CENTER
11711 West Drive, Desert Hot Springs, California**

CALL TO ORDER

Chair, Pamela Berry, called the regular meeting of the Community and Cultural Affairs Commission to order at 6:04 pm.

ROLL CALL

Present: Commissioners Berry, Burke, Eastman, Grant and Sewell.

PLEDGE OF ALLEGIANCE

Commissioner, Barbara Eastman, led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

Action: Berry moved to approve the July 12, 2017 regular meeting agenda adding emergency agenda item #6 regarding the Sound Xperience and moving the Sub-Committee reports to item #7, motion seconded by Grant, motion carried 5/0 by the following vote:

<u>Vote:</u>	AYES: 5 - Berry, Burke, Grant, Sewell, Eastman
Passed	NOES: 0 - (None)

MINUTES

Action: Berry moved to approve the June 14, 2017 regular meeting minutes, as submitted, motion seconded by Grant, motion carried 5/0 by the following vote:

Vote: AYES: 5 - Berry, Burke, Grant, Sewell, Eastman
 Passed NOES: 0 - (None)

PUBLIC COMMENTS

Michael Picardi addressed the Commission regarding the Friends of the Library and the purpose of submitting an invoice for the donation that CCAC approved at the June meeting.

Sue Giron requested that a Commissioner be assigned as event coordinator for 2018 Martin Luther King's Birthday Celebration.

DISCUSSION ITEMS AND STATUS REPORTS:

1. **CCAC Budget**
Community Development Director, Daniel Porras PE
Recommendation: Receive and file.

Community Development Director, Daniel Porras, presented the May CCAC budget and responded to questions.

2. **Event Dates for 2017-2018 Fiscal Year**
Chair, Pamela Berry
Recommendation: Approve CCAC event dates for the 2017-2018 Fiscal Year.

Chair, Pamela Berry, presented the report and responded to questions.

Action: Burke moved to approve 2017-2018 event dates as recommended and naming the events to an Arts Master Calendar, motion seconded by Grant, motion carried 5/0 by the following vote:

Vote: AYES: 5 - Berry, Burke, Grant, Sewell, Eastman
 Passed NOES: 0 - (None)

3. Invoicing for Events

Chair, Pamela Berry

Recommendation: Approve establishing a time limit for submission of invoices by event coordinators.

Chair, Pamela Berry, presented this report and responded to questions.

Action: Berry moved to approve that event coordinators submit invoices and expenses to be paid no later than 45 days after an event and that staff pay invoices and expenses within 30 days of submission, motion seconded by Eastman, motion carried 5/0 by the following vote:

Vote: AYES: 5 - Berry, Burke, Grant, Sewell, Eastman
Passed NOES: 0 - (None)

4. Discussion Regarding Preservation of Metal Sculptures

Community Development Director, Daniel Porras PE

Recommendation: Update and discussion.

A discussion ensued regarding the preservation of the Simi Dabah sculptures.

5. Art Inventory

Community Development Director, Daniel Porras PE

Recommendation: Review the spreadsheet and photos to continue discussions of the art inventory plan.

Community Development Director, Daniel Porras, presented the report and responded to questions.

6. Sound Xperience (Urgency Item)

Vice Chair, Requita Grant

Recommendation: Approve increasing the current budget for this event by \$150.

Vice Chair, Requita Grant, presented this report and responded to questions.

Action: Sewell moved to approve that the event continue at \$800 and that food will not be provided, motion seconded by Burke, motion carried 4/1 by the following vote:

Vote: AYES: 4 - Berry, Burke, Sewell, Eastman
Passed ABSTAIN: 1 - Grant

7. CCAC Sub-Committee Reports: Finance, Public Arts, Parks and Recreation/Sand to Snow, Yard Beautification, and Special Events (Vietnam Memorial Moving Wall)

Sub-Committee Chairs

Recommendation: Receive updates from CCAC Sub-Committee Chairs.

Sub-Committee Chairs presented their reports

CHAIR AND COMMISSIONER REPORTS

Commissioners provided reports.

COMMUNITY DEVELOPMENT DIRECTOR REPORT

None

ADJOURN REGULAR MEETING

The meeting was adjourned at 7:37 pm

REPORT TO THE COMMUNITY AND CULTURAL AFFAIRS COMMISSION



DATE: August 9, 2017

TITLE: Community and Cultural Affairs Budget

Prepared by: Community Development Director, Daniel Porras PE

RECOMMENDATION:
Receive and File

BACKGROUND / DISCUSSION:

Community and Cultural Affairs Commission Budget Report			
Period: June 1, 2017 to June 30, 2017			
Art in Public Places Budget			
Event	To/From	Date	Total
Beginning Balance		6/1/2017	\$ 77,801.03
Revenues			
Revenue Collection Payment		6/29/2017	\$ 3,200.96
		Sub-Total	\$ 3,200.96
Payments			
Jeffrey Spakes (back-dated)		6/30/2017	\$ 3,600.00
		Sub-Total	\$ 3,600.00
Ending Balance		6/30/2017	\$ 77,401.99
Funds Committed			
Item	Total	Previously Paid	Remaining
Entry Sign Monuments*	\$ 28,000.00	\$ 6,480.00	\$ 21,520.00
Utility Boxes	\$ 3,950.00	\$ 1,700.00	\$ 2,250.00
Jeffrey Spakes Butterflies	\$ 17,000.00	\$ 17,000.00	\$ -
		TOTAL	\$ 23,770.00
FUNDS REMAINING			\$ 53,631.99
*\$13,000 was added back to Entry Monuments per CCAC action in January 11, 2017			

CCAC Budget FY 16-17 \$12,000 -001-41-11-4247			
Event	To/From	Date	Total
Payments			
CCAC Memorial Day Program	UPS Store	5/27/2017	\$ 103.44
Memorial Day-Stage, Canopy, Folding Chairs	Easy Party Rentals	5/29/2017	\$ 640.60
Memorial Day Reimbursement	Pamela Berry	6/12/2017	\$ 108.11
		Sub-Total	\$ 852.15
FY 2016-2017			
Item	Budget	Paid	Paid This Period
Beginning Balance	\$ 12,000.00		
Committed Expense			
Veterans Day 2016	\$ 537.00	\$ 537.00	Paid In Full
Holiday Tree Ligthning 2016	\$ 1,000.00	\$ 953.52	Paid In Full
Holiday Parade 2016	\$ 1,000.00	\$ 1,000.00	Paid In Full
Martin Luther King's Birthday Event 2017	\$ 615.00	\$ 514.25	Paid In Full
Jeffery Spakes Art Unveiling Event 2017	\$ 1,000.00	\$ 992.81	Paid In Full
DHS Classical Concerts (Danny Holt)	\$ 2,500.00	\$ 2,500.00	Paid In Full
Memorial Day 2017	\$ 852.15	\$ 852.15	Paid In Full
Vietnam Memorial Wall 2017	\$ 1,200.00	\$ 1,200.00	Paid In Full
Cultural Awareness In Educ-Taste of Soul (DHSHS)	\$ 300.00	\$ 300.00	Paid In Full
Sound Xperience Event 7-22	\$ 800.00		
Sound Xperience Event 8-18	\$ 800.00		
DHS HS Choir Donation -Approved June 14, 2017	\$ 150.00		
DHS HS ROTC Donation -Approved June 14, 2017	\$ 150.00		
Friends of the Library -Approved June 14, 2017	\$ 100.00		
Senior Center Flower Delivery Donation - Approved June 14, 2017	\$ 100.00		
Senior Center Computer Donation -Approved June 14, 2017	\$ 500.00		
Garden Club Events	\$100.00		
Remaining Balance	\$295.85	\$ 8,849.73	\$ -
FY 2017-2018			
Item	Budget	Paid	Paid This Period
Beginning Balance			
Committed Expense			
Garden Club Events	\$ 750.00		
	\$ 750.00		

REPORT TO THE COMMUNITY AND CULTURAL AFFAIRS COMMISSION



DATE: August 9, 2017

TITLE: Sound Xperience

Prepared by: Chair, Pamela Berry and Vice Chair Requita Grant

Reviewed by: Community Development Director, Daniel Porras PE

RECOMMENDATION:

Approve sponsorship of \$800 for the September/October concert.

BACKGROUND / DISCUSSION:

September 15, 2017 to October 15, 2017 is Hispanic Heritage Month. A concert is desired for the community to highlight this.

FISCAL IMPACT:

Should this be approved, funding would be allocated from the Community and Cultural Affairs Commission budget.

REPORT TO THE COMMUNITY AND CULTURAL AFFAIRS COMMISSION



DATE: August 9, 2017

TITLE: Mayor's Healthy City Initiative Partnership

Prepared by: Chair, Pamela Berry

Reviewed by: Community Development Director, Daniel Porras PE

RECOMMENDATION:

Discuss the advantages to partner with the Mayor's Healthy City Initiative. Approve placing this item on the September's CCAC agenda.

BACKGROUND / DISCUSSION:

Interest has been shown to have the Community and Cultural Affairs Commission work more closely with the Mayor's Healthy City Initiative Partnership, headed by Jackie Chatman, to reach the seniors and youth.

Currently the initiative is seeking monthly meeting place for a speaker series, etc.

EXHIBITS:

- 1) Report to the Community and Cultural Affairs Commission

Report to the Community and Cultural Affairs Commission**DATE: July 12, 2017****TITLE: Mayor's Desert Hot Springs Healthy City Initiatives****Prepared by: Vice-Chair, Requita Grant & Chair, Pamela Berry****Reviewed by:**

Discussion

The CCAC should build a partnership with Desert Hot Spring Healthy City Initiatives for possible programming for youth and senior activities.

Jackie Chatman has worked in conjunction with Mayor Matas to incorporate and make our city a healthy and active community. Part of the Community and Cultural Affairs Commission is to make sure we create programs for the betterment of our community serving both the youth and senior populations. We live in a small and diverse community with ample access to fast-food it might be in the best interest of the commission to see if there is a mutual beneficial relationship that could exist if we partner with the Mayor's Healthy City Initiatives.

There will not be any fiscal impact for partnering with this organization but it will help us to create more meaningful programs for our youth and seniors with a whole mind body and wellness.

Presently, the committee needs to have a location to meet once a month. The commission should make a recommendation allowing for access to one of the community buildings such as Wardman Park or the Henry Lozano Center at Guy Tedesco Park.

Either park location would allow for the committee to meet and organize events centered on health and wellness that is accessible for the community.

Moreover, we are incorporating programs that will be free of cost to the public to promote civic engagement and implementing these programs may have had minimal impact on the budget. Additionally, there are items that the commission needs to purchase so we can attend events and partner with other organizations and develop a working rapport with those entities to brand our city as destination and not just a bedroom city.

REPORT TO THE COMMUNITY AND CULTURAL AFFAIRS COMMISSION



DATE: August 9, 2017

TITLE: AMP Grant Proposal, Levitt Foundation

Prepared by: Chair, Pamela Berry and Vice Chair Requita Grant

Reviewed by: Community Development Director, Daniel Porras PE

RECOMMENDATION:

Direct Staff to research grant parameters and submittal requirements.

BACKGROUND / DISCUSSION:

The Mortimer and Mimi Levitt Foundation is dedicated to reinvigorating America's public spaces through creative placemaking. The Executive Director is Sharon Yazowski (www.levitt.org). AMP grants are geared to small towns and cities. The grant award is an annual \$25,000 matching grant program, designed to inject new life into neglected public spaces through the joy of free, live music.

Each fall, the Levitt AMP finalists are selected through online public voting. In January, 15 US based nonprofits or municipalities (partnering with a nonprofit) are selected. Grant recipients must present the AMP Music Series of 10+ free concerts.

This grant would allow the city to have a portable stage and to hold 10 free concerts in public spaces. This grant was suggested by Vice Chair Grant last year and there will be a brief video for the Commission to view. The timeline for the grant is:

- Webinar - August 23, 2017
- Grant application due - October 2, 2017
- Public voting - November 1 through 20, 2017
- Review of applications - November 21 through December 31, 2017
- Winner announced - January 2, 2018

REPORT TO THE COMMUNITY AND CULTURAL AFFAIRS COMMISSION



DATE: August 9, 2017

TITLE: Classical Concert Series

Prepared by: Chair, Pamela Berry

Reviewed by: Community Development Director, Daniel Porras PE

RECOMMENDATION:

Approve up to \$2,500 to continue sponsorship of the Danny Holt Classical Concert Series

BACKGROUND / DISCUSSION:

Director, Danny Holt, plans to continue the series of concerts in the city.

FISCAL IMPACT:

Should this be approved, funding would be allocated from the Community and Cultural Affairs Commission budget.

EXHIBITS:

- 1) DHS Classical Concerts CCAC Proposal 2018

**Desert Hot Springs Classical Concerts • Proposal for funding from CCAC
July 30, 2017**

Dear Commissioners and City Staff,

Thank you for considering this proposal to help fund the fourth season of Desert Hot Springs Classical Concerts, our city's very own concert series.

Thanks in large part to the support of the CCAC, the last several years have seen tremendous growth for Desert Hot Springs Classical Concerts. From our first season to the most recent season, we have *quadrupled* the number of artists performing on our series, and we've seen our audience continually grow. In addition to financial support from the CCAC, the series has received funding and in-kind donations of services from local businesses and other organizations, along with contributions by individual donors.

For the 2018 season, we'll be celebrating the first complete season with a newly refurbished piano at our primary venue. And we are committed to growing our audience even more—including reaching out to area schools and families to encourage parents to bring their children to the concerts; and hopefully offering at least one "satellite" concert at an additional venue.

A grant of \$2500 from the CCAC would be a significant down-payment on another exciting series of concerts to begin in January or February 2018. As I approach individuals, business owners, and other local organizations about underwriting these concerts, it's incredibly helpful to show that the city continues to be a pillar of support.

Highlights of the concert series are on the next page. I would be happy to discuss the details and answer any questions you may have.

Sincerely,

Danny Holt

Founder & Artistic Director, Desert Hot Springs Classical Concerts
(661) 993-1003 • holtdc@yahoo.com • www.dannyholt.net

Some important information about *Desert Hot Springs Classical Concerts*:

- **Concerts are free and open to all.** Donations are accepted at the door.
- Danny Holt brings years of concert production experience to managing the series, and brings in **performers from Los Angeles, New York, and elsewhere.** The repertoire is classical music, and examples of ensembles include solo harp, vocalist with piano, string quartet, piano trio, etc.
- Performers on the series are all professionals in their field, and they are warm and inviting in their presentations, reaching out to audiences that may not be familiar with classical music. Concerts include informal conversation with the audience about the history of the music, the composers, etc. **Audience members have the chance to meet and mingle with the artists after each concert.**
- **DHS Christ Lutheran Church has graciously offered to continue hosting the concert series.** The church sanctuary seats 185 with additional overflow capacity in the adjacent community room. With ample audience seating and beautiful acoustics, it's the ideal location for the series. With each concert, the audience is growing and they have been incredibly positive and enthusiastic. We are also exploring the possibility of offering one or two additional concerts at other local venues, in an effort to reach out to residents who may not have yet attended our concerts.
- **We are currently seeking funding to produce a series of 4-6 concerts to begin in January or February 2018.** This can be done on a modest budget of approximately \$6,000 (total) for six concerts. (By comparison, similar concert series often have a budget in the range of \$5,000 – \$10,000 *per concert*.) We have relationships with patrons of classical music and the arts in the Coachella Valley, and always actively seek funding from individuals as well as businesses and other organizations. **Desert Hot Springs Classical Concerts is poised to become a permanent and sustainable part of our community.**
- **A grant of \$2,500 from the CCAC would guarantee at least 4 concerts for 2018,** and would give us a significant boost as we work to secure additional funding from other sources.
- We have received press coverage in *The Desert Sun*, the *Desert Star Weekly*, and on **KMIR**, and series **Founder & Director Danny Holt was recently honored by the City of Desert Hot Springs.** We will continue working with local media, community groups, schools, and others to build our audience and get the word out about the great concerts in our community!

REPORT TO THE COMMUNITY AND CULTURAL AFFAIRS COMMISSION



DATE: August 9, 2017

TITLE: Cultural Awareness in Education

Prepared by: Chair, Pamela Berry

Reviewed by: Community Development Director, Daniel Porras PE

RECOMMENDATION:

Approve a donation up to \$300 to the Desert Hot Springs High School, USB National Hispanic Heritage Month to be used for events planned.

BACKGROUND / DISCUSSION:

September 15, 2017 to October 15, 2017, when we recognize the contributions of Hispanic and Latino Americans to the culture of the United States.

FISCAL IMPACT:

Should this be approved, funding would be allocated from the Community and Cultural Affairs Commission budget.

REPORT TO THE COMMUNITY AND CULTURAL AFFAIRS COMMISSION



DATE: August 9, 2017

TITLE: Art and Community Calendar

Prepared by: Chair, Pamela Berry

Reviewed by: Community Development Director, Daniel Porras PE

RECOMMENDATION:

Approve creating a master Art and Community Calendar

BACKGROUND / DISCUSSION:

It is the intention of this calendar to include all events by all organizations.

It is necessary to have a master calendar, managed by the CCAC, to input events as they are planned. Each event organizer would be responsible to inform the CCAC Liaison, when the event is planned.

The ability to RSVP a date (6 - 12 months out) before an event permit, whether one is needed or not, is submitted (60 days prior) is necessary.

The Community and Cultural Affairs Commission can/will reach out to the organizations to inform them:

All Desert Aquatics
 Boy Scout Troop 1606
 Cabot's Museum Board
 CV Chamber (ribbon cuttings)
 Diversity Club
 Elks Club
 Friends of the Library
 Health and Wellness Center
 (Boys & Girls Club)
 Historical Society

Hoteliers Association
 Mayor's Office
 Palm Springs Unified School District
 (PSUSD)
 Rotary
 Senior Center
 Smooth Transitions
 Veterans of Foreign War (VFW)
 Women's Club

REPORT TO THE COMMUNITY AND CULTURAL AFFAIRS COMMISSION



DATE: August 9, 2017

TITLE: Carl May Art Exchange

Prepared by: Vice Chair, Requita Grant and Chair, Pamela Berry

Reviewed by: Community Development Director, Daniel Porras PE

RECOMMENDATION:

Approve the quarterly rotation of juried art to the Carl May Community Center.

BACKGROUND / DISCUSSION:

Over the past year, the Carl May Community Center has had the same art exhibited. Per the ordinance, the Commission is required to make art accessible to the public through the creation of programs. Presently one organization has secured tenancy in the Carly May Community Center for paintings. Additionally, student art needs to be displayed from the schools in Desert Hot Springs.

The Commission, in order to make art equitable, needs to have an artist call and an Artist Liaison needs to be designated. This Liaison can be a Commissioner from the Arts in Public Places Sub-Committee or a local working artist who has experience in curation and jurying a quarterly exhibit.

Earlier this year, Vice Chair Requita Grant, juried art from Palm Springs Unified School District for an exhibition that took place in Palm Springs.

We are not limited and can create themes. We need to be equitable as a city Commission for the community when it comes to art.

REPORT TO THE COMMUNITY AND CULTURAL AFFAIRS COMMISSION



DATE: August 9, 2017

TITLE: Commissioner Appointments as Liaisons to Special Event Sub-Committees

Prepared by: Chair, Pamela Berry

Reviewed by: Community Development Director, Daniel Porras PE

RECOMMENDATION:
Appoint Liaisons to special event Sub-Committees

BACKGROUND / DISCUSSION:

Events to appoint at this time:

Martin Luther King's Birthday
 Memorial Day
 Monarch Festival
 Veterans Day

REPORT TO THE COMMUNITY AND CULTURAL AFFAIRS COMMISSION



DATE: August 9, 2017

TITLE: Art Inventory

Prepared by: Chair, Pamela Berry

Reviewed by: Community Development Director, Daniel Porras PE

RECOMMENDATION:
Update and Discussion

REPORT TO THE COMMUNITY AND CULTURAL AFFAIRS COMMISSION



DATE: July 12, 2017

TITLE: CCAC Sub-Committee Reports: Finance, Public Arts, Parks and Recreation/Sand to Snow, Yard Beautification

Prepared by: Community Development Director, Daniel Porras PE

RECOMMENDATION:

Receive updates from CCAC Sub-Committee Chairs.

