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Direct questions or concerns to the Commission Liaison at (310) 618-2380, or individual department head prior to submission to the Commission. Parties will be notified if the complaint will be included on a subsequent agenda.

Security procedures: Members of the public will be directed to enter the West Annex building through the sliding door. All other entrances will remain locked for entry.

Any correspondence received after 2:00 p.m. on MONDAY on any item on the agenda will be provided to the Commission electronically and available for public inspection in the City Clerk's Office. A copy of the correspondence will be available for public inspection in a binder at the back of the Council Chamber or Commission Meeting room.

**TORRANCE CULTURAL ARTS COMMISSION AGENDA  
MONDAY, JULY 15, 2024, 2024  
REGULAR MEETING  
7:00 P.M. IN THE WEST ANNEX COMMISSION MEETING ROOM  
AT 3031 TORRANCE BL.**

**THE CULTURAL ARTS COMMISSION MAY TAKE ACTION ON ANY ITEM LISTED  
ON THE AGENDA**

**1. CALL MEETING TO ORDER**

**ROLL CALL:** Commission members Cabrera, Carrasco, Hsiao, Klinenberg, Vice Chair Kraemer, Ohara, Polcari

**2. FLAG SALUTE:**

**3. REPORT OF THE CITY CLERK ON THE POSTING OF THE AGENDA**

The agenda was posted on the Public Notice Board at 3031 Torrance Bl. and on the City's Website on Thursday, July 11, 2024 /s/ Rebecca Poirier

**4. ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS**

**5. ORAL COMMUNICATIONS** (Limited to a 15-minute period)

*This portion of the meeting is reserved for comments on items on the Consent Calendar or not on the agenda. Under the Ralph M. Brown Act, the Commission cannot act on items raised during public comment but may respond briefly to statements made or questions posed; request clarification; or refer the item to staff. **No longer than 1 minute per speaker.** If presenting handout material to Commission, please provide 10 copies to staff before speaking.*

**6. CONSENT CALENDAR**

*Matters listed under the Consent Calendar are considered routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, that item will be removed by a Commissioner from the Consent Calendar and considered separately.*

**6A. APPROVAL OF MINUTES:** June 17, 2024

## **7. ADMINISTRATIVE MATTERS**

### **7A. NOMINATIONS AND ELECTIONS OF CHAIR AND VICE CHAIR**

Recommendation of the Cultural Services Manager that the Cultural Arts Commission Nominate and Elect a Commission Chair and Vice Chair of the Cultural Arts Commission for 2024-2025.

### **7B. CULTURAL SERVICES MANAGER –CULTURAL SERVICES DIVISION UPDATES**

Recommendation of the Cultural Services Manager that the Cultural Arts Commission receive and file updates on Cultural Services Division activities.

### **7C. CULTURAL SERVICES MANAGER –FORM SUBCOMMITTEE TO RESEARCH CITIES THAT PROVIDE COMPREHENSIVE CULTURAL LISTINGS**

Recommendation of the Cultural Services Manager that the Cultural Arts Commission form a subcommittee to research and compile a list of cities that provide comprehensive cultural listings and include the policies and procedures they follow.

### **7D. COMMUNITY SERVICES DIRECTOR –REPORT AND RECOMMENDATIONS FOR PUBLIC ART MURAL POLICY**

Recommendation of the Cultural Services Manager that the Cultural Arts Commission receive and file the Community Services Director's report and recommendation for a new City Public Art Mural Policy.

### **7E. CULTURAL SERVICES MANAGER –EXTEND UTILITY BOX ARTIST SUBMISSION ELIGIBILITY TO SANTA BARBARA COUNTY**

Recommendation of the Cultural Services Manager that the Cultural Arts Commission extends eligibility of initial Utility Box Program Artists to Santa Barbara County as discussed in the Commission's June meeting.

## **8. COMMISSION ORAL COMMUNICATIONS**

## **9. ADJOURNMENT**

**9A.** Adjournment of the Cultural Arts Commission Meeting to Monday, August 19, 2024, at 7:00 p.m. in the West Annex Conference Room.



**MINUTES OF A REGULAR MEETING OF  
THE TORRANCE CULTURAL ARTS COMMISSION**

**1. CALL MEETING TO ORDER**

The Torrance Cultural Arts Commission convened in a regular session at 7:00 p.m. on Monday, June 17, 2024, in the West Annex Commission Meeting Room.

**ROLL CALL**

Present: Commissioners Cabrera, Hsiao, Klinenberg, Kraemer, Polcari and Chair Sargent.

Absent: Commissioner Carrasco.

Also Present: Cultural Services Manager Monica Harte and Community Services Director John La Rock.

**MOTION:** Commissioner Kraemer moved to excuse the absence of Commissioner Carrasco. Commissioner Hsiao seconded the motion; a roll call vote reflected 6-0 approval (Commissioner Carrasco absent).

**2. FLAG SALUTE**

The Pledge of Allegiance was led by Commissioner Klinenberg.

**3. REPORT OF THE CITY CLERK ON THE POSTING OF THE AGENDA**

Cultural Services Manager Harte reported that the agenda was posted on the Public Notice Board at 3031 Torrance Boulevard and on the City's website on Thursday, June 13, 2024.

**4. ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS:**

None.

**5. ORAL COMMUNICATIONS**

A member of the public spoke.

**6. CONSENT CALENDAR**

**6A. APPROVAL OF MINUTES: MAY 20, 2024**

**MOTION:** Commissioner Kraemer moved to approve the May 20, 2024, minutes. Commissioner Hsiao seconded the motion; a roll call vote reflected 6-0 approval (Commissioner Carrasco absent).

7. **ADMINISTRATIVE MATTERS**

7A. **CULTURAL SERVICES MANAGER – CULTURAL SERVICES DIVISION UPDATES**

Cultural Services Manager Harte presented Item 7A:

- The first utility box at Torrance Boulevard and Madrona Avenue will be wrapped on Tuesday, June 25, 2024.
- Torrance Summer Nights have been successful with approximately (1,000) individuals attending the first (2) concerts.
- *Studio System* at the Torrance Art Museum opened on Saturday, June 1, 2024, and will close Saturday, June 29, 2024.
- *TRYST* will open at the Del Amo Crossing, August 23 – 25, 2024. *NOMAD* will also reappear at the Del Amo Crossing alongside *TRYST*.
- Torrance Theatre Company's production of *It's Only a Play* have received raving news from Stage and Cinema and StageSceneLA.
- Torrance Park was cleaned for its 90<sup>th</sup> Anniversary and for the launch of Torrance Theatre Camps.
- Summer Session classes and camps have begun.

**MOTION:** Commissioner Klinenberg moved to accept and file Item 7A. Commissioner Polcari seconded the motion; a roll call vote reflected 6-0 approval (Commissioner Carrasco absent).

7B. **CULTURAL SERVICES MANAGER – ASSIGN REMAINING EXCELLENCE IN ARTS AWARD CATEGORY NOMINATIONS**

Cultural Services Manager Harte presented Item 7B:

Commissioner Klinenberg volunteered to present the Literary Arts Award.

Commissioner Cabrera volunteered to present the Arts Education Award.

**MOTION:** Commissioner Hsiao moved to have Commissioner Cabrera present the Arts Education Award and to have Commissioner Klinenberg present the Literary Arts Award. Commissioner Kraemer seconded the motion; a roll call vote reflected 6-0 approval (Commissioner Carrasco absent).

7C. **CULTURAL SERVICES MANAGER – SUPPORTS ACCEPTANCE OF ARTISTS THROUGHOUT LOS ANGELES COUNTY AND ORANGE COUNTY FOR UTILITY BOX PROGRAM ART SUBMISSIONS**

Cultural Services Manager Harte presented Item 7C:

- Staff has done extensive outreach, but only (10) artist submissions have been received regarding the Utility Box Program; staff is requesting to extend outreach to Los Angeles County and Orange County to garner more art submissions to present to the Commission.

Members of the Commission spoke.

**MOTION:** Commissioner Klinenberg moved to extend geographical reach to cover more Southern California Counties including Ventura, Riverside, San Bernardino, San Diego, and all of Los Angeles County. Commissioner Hsiao seconded the motion; a roll call vote reflected 6-0 approval (Commissioner Carrasco absent).

**8. COMMISSION ORAL COMMUNICATIONS**

Commissioner Cabrera requested to Agendize a discussion regarding a website or an email blast regarding upcoming events involved in the cultural arts.

Commissioner Cabrera suggested placing in recommendations on an instrumental music ensemble for the City, and placing in recommendations to cross-work with the Library Commission regarding library art exhibit installations.

Commissioner Klinenberg suggested having live music throughout the City with trio or quartet pop-ups.

**9. ADJOURNMENT:**

**MOTION:** At 7:52 p.m., Commissioner Hsiao moved to adjourn the meeting to Monday, July 15, 2024, at 7:00 p.m. in the West Annex Commission Meeting Room. The motion was seconded by Commissioner Klinenberg; a roll call vote reflected 6-0 approval (Commissioner Carrasco absent).

###

For Commission Meeting  
July 15, 2024

**TO: CULTURAL ARTS COMMISSION**  
**FROM: MONICA HARTE, CULTURALSERVICES MANAGER**  
**SUBJECT: ELECTION OF COMMISSION CHAIR AND VICE CHAIR**

Recommendation of the Cultural Services Manager that the Cultural Arts Commission Nominate and Elect a Commission Chair and Commission Vice Chair by majority votes of the Commission. Each appointee shall serve for one year.

The current Vice Chair shall conduct the election. Past practice for the nominations and elections has been based on those Commissioners who have the most seniority. However, any Commissioner may nominate a fellow Commissioner for the position of Chair or Vice Chair.

Respectfully submitted,



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Monica Harte  
Cultural Services Manager

**TO: CULTURAL ARTS COMMISSION**

**FROM: MONICA HARTE, CULTURAL SERVICES MANAGER**

**SUBJECT: CULTURAL SERVICES DIVISION UPDATES**

Recommendation of the Cultural Services Manager that the Cultural Arts Commission receive and file updates on the Cultural Services Division. The following is information regarding Cultural Services Division programs and facilities for July 2024:

- The 46<sup>th</sup> Annual Excellence in Arts Committee met on July 3, 2024 to discuss the October 27, 2024 event. There are inquiries, nominations, and pending submissions in the following categories: Music, Arts Education, Dance, Literary Arts, Visual Arts, Drama and Theatre, and Katy Geissert.
- The first Utility Box at Torrance Boulevard and Madrona Avenue was wrapped on June 25, 2024, and Cultural Services expanded the geographical area for the artist call.
- Torrance Summer Nights, which has been attracting sizable crowds, had a wonderful 4<sup>th</sup> of July weekend concert featuring The Satin Dollz with swing dancers. The Blue Breeze Band will perform July 20, 2024.
- The Torrance Theatre Company summer musical, THE LITTLE MERMAID, kicks off the company's 25<sup>th</sup> Anniversary and tickets are on sale now. The show opens August 3<sup>rd</sup> and plays for three weekends.
- Torrance Theatre Company and volunteers cleaned up Torrance Park and celebrated the park's 90<sup>th</sup> Anniversary with new Theatre Camps, running all summer.
- The Torrance Art Museum GREENHOUSE exhibition, curated by Sue-Na Gay, opens July 27, 2024 and features houseplants in contemporary art.

- Torrance Art Museum's TRYST and NOMAD exhibitions at the Del Amo Crossing are in development. This year, there are 28 international galleries represented in TRYST and 140 Southern California artists represented in NOMAD.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Monica Harte". The signature is fluid and cursive, with a large loop at the end.

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Monica Harte  
Cultural Services Manager



**Excellence in Arts 46<sup>th</sup> ANNUAL AWARDS**

**ACCEPTING NOMINATIONS!**

*The Torrance Cultural Arts Commission is pleased to announce the opening of our nominations for this year's 46<sup>th</sup> Annual Excellence in Arts Awards.*

*Nominees will be reviewed based on the following qualifications:*

- Recognition in the field by their peers**
- Quality of work**
- Service to the South Bay community through the arts**

For more details about the categories and nomination process, please scan the QR Code or visit our Web Page at <https://www.torranceca.gov/services/excellence-in-arts-awards>









City of **TORRANCE** California

**Excellence in Arts 46<sup>th</sup> ANNUAL AWARDS**

**October 27, 2024**  
**2:00 pm**  
**Toyota Meeting Hall**  
3320 Civic Center Drive,  
Torrance CA 90503

**Award Categories**

- Dance celebrating dancers, choreographers, & dance instructors.
- Drama & Theatre Arts celebrating actors, directors, designers, & production personnel.
- Music celebrating musicians, composers, vocalists, & music instructors.
- Visual Arts & Design celebrating painters, illustrators, photographers, sculptors and more.
- Literary Arts celebrating poets, playwrights, authors, librettists.
- Dr. Tom Rische Arts Education celebrating instructors in any arts discipline, at any level.
- Emerging Artists celebrating artists in the beginning stages of a career in the arts.
- The Katy Geissert Award celebrating outstanding support for the arts.

<https://www.torranceca.gov/services/excellence-in-arts-awards>













PRESENTING SPONSOR

A circular logo with a red border and a sunburst pattern of red teardrop shapes around the top and sides. The interior of the circle is divided into three horizontal bands: yellow at the top, orange in the middle, and red at the bottom. The words "TORRANCE", "SUMMER", and "NIGHTS" are stacked vertically in bold, black, sans-serif capital letters across these bands.

**BLUE BREEZE BAND**  
**JULY 20, 2024 AT 5:00PM**  
**WILSON PARK AMPHITHEATRE**  
**2200 CRENSHAW BLVD.**



**BLUE BREEZE BAND**  
*Blues, Soul, R&B, Jazz*


*For more than 15 years The Blue Breeze Band has been playing the finest Motown R&B Soul Funk and Jazz & Blues for audiences all over the country. Members of The Blue Breeze Band have performed and/or toured with the following artist and musical acts: Lakeside, The Temptations, Marvin Gaye, L.T.D., Mary J. Blige, Teena Marie, Brothers Johnson, Evelyn Champagne King, and Edgar Winter. Their versatile sound and charismatic stage presence will captivate audiences of all ages.*

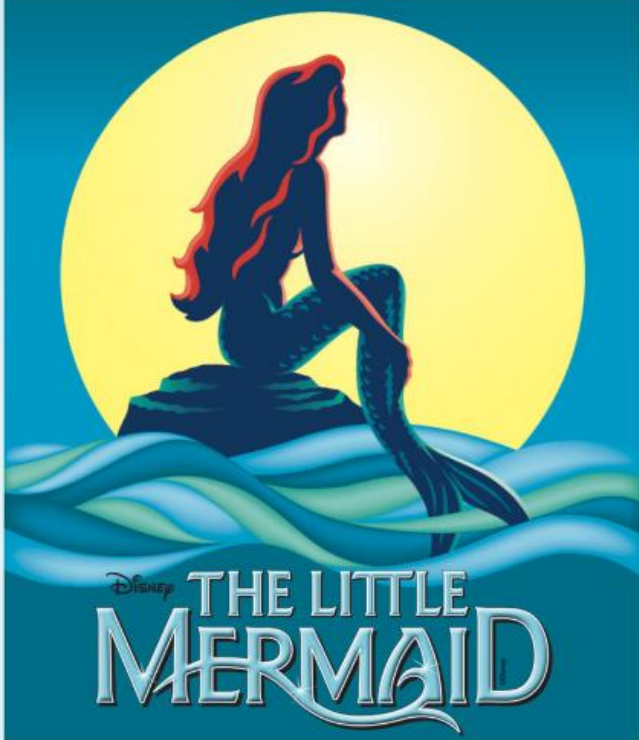


**TORRANCE THEATRE COMPANY**

**ATTACHMENT D**

**25<sup>th</sup> Anniversary – August 3-17**

 **TORRANCE THEATRE COMPANY**  
*Celebrating 25 YEARS of local theatre!*



**Disney THE LITTLE MERMAID**




**MUSIC BY ALAN MENKEN**      **LYRICS BY HOWARD ASHMAN & GLENN SLATER**      **BOOK BY DOUG WRIGHT**

Based on the Hans Christian Andersen story and the Disney film produced by Howard Ashman & John Musker and written & directed by John Musker and Ron Clements

Originally Produced by Disney Theatrical Productions

**JAMES R. ARMSTRONG THEATRE | 3330 CIVIC CENTER DRIVE**  
**AUGUST 3 - 17, 2024**

**TORRANCETHEATRECOMPANY.COM**

  Torrance Theatre Company is a program of the Cultural Services Division of the Torrance Community Services Department. [www.TorranceCA.Gov](http://www.TorranceCA.Gov). Sponsored in part by Friends of Torrance Theatre Company 

Summer Theatre Camps - Torrance Park 90<sup>th</sup> Anniversary





Greenhouse – Houseplants in Contemporary Art



TORRANCE ART MUSEUM

ATTACHMENT G

TRYST and NOMAD Exhibitions – Aug 23-25



For Commission Meeting  
July 15, 2024

**TO: CULTURAL ARTS COMMISSION**

**FROM: MONICA HARTE, CULTURAL SERVICES MANAGER**

**RE: CULTURAL SERVICES MANAGER – FORM SUBCOMMITTEE TO RESEARCH CITIES THAT PROVIDE COMPREHENSIVE CULTURAL LISTINGS.**

Recommendation of the Cultural Services Manager that the Cultural Arts Commission form a subcommittee to research and compile a list of cities that provide comprehensive cultural listings and include the policies and procedures they follow.

Respectfully Submitted,



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Monica Harte  
Cultural Services Manager



**TO: CULTURAL ARTS COMMISSION**  
**FROM: JOHN LA ROCK, COMMUNITY SERVICES DIRECTOR**  
**SUBJECT: CREATION OF CITY MURAL POLICY**

Recommendation of the Community Services Director that the Cultural Arts Commission receive and provide input on a draft mural policy for the City. A mural policy is recommended to govern murals proposed to be displayed as public art on public and private properties.

The City Municipal Code includes one mention of murals: the definition of a mural as being a non-advertising display in the public view:

*911.2.220 MURAL.*

*"Mural" means a display or illustration within public view painted on an exterior surface of a structure that does not contain the name of the business, product or service on the premises.*

Staff is recommending that the City Municipal Code refer the regulation of murals as a public art element, and that guidance be provided by a Mural Policy, that would be incorporated into an eventual Public Art Master Plan. Using a policy outside of the Municipal Code allows for revisions that reflect changes to styles of murals, types of structures and methods of display, as well as subject matter.

Staff is also recommending that the Municipal Code 911.2.220 be changed to remove "painted" as it creates a loophole for murals that are not comprised of paint and or are not painted on a structure.

Attached are mural policies from various agencies that can be used as a basis for a policy using best practices.

Ultimately the City Council would consider approval of a mural policy and make future referrals to the Cultural Arts Commission regarding mural proposals, policy compliance, and policy revisions.

Respectfully submitted,

  
\_\_\_\_\_  
John La Rock  
Community Services Director

Attachments: A) Examples of Municipal Mural Policy  
B) Example Stanislaus County Mural Policy

**CITY OF SANTA MONICA**

**MURAL CONSERVATION POLICY**

**POLICY**

Murals are intrinsically a community based art form developed by artists with the active participation of area residents. Many murals are painted by artists as a gift to their neighborhood. In Santa Monica, murals enhance blank walls and help celebrate the history and unique characteristics of the City. With regard to the conservation of these works, it is the policy of the City of Santa Monica to consult the original artist whenever possible and to favor that artist's participation in the conservation process.

**A. Inventory**

Periodically, or at least every ten years, the Cultural Affairs Division (CAD) will update the inventory of murals in Santa Monica. The inventory will include at a minimum all murals located on City owned property or sponsored by the City. These murals will be deemed to be a part of the City's public art collection. Murals located on all public property within Santa Monica (schools, state and federal right of way, etc.), and privately owned may be included in the inventory. Signage and advertisements<sup>1</sup> may also be included.

The inventory will consist of a detailed file for each mural. The file will contain photographic documentation, information on the artist, information on the sponsor or community group (if applicable), and technical information (such as paint type, protective coatings).

**B. Condition Report**

Upon completion of the inventory, the CAD will hire a conservator with specific expertise in assessing murals to develop a comprehensive condition report and conservation estimate for each of the murals in the City's collection.

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<sup>1</sup> The Social and Public Art Resource Center (SPARC) categorizes mural as follows: a. public murals (city sponsored, Olympic, WPA, artist initiated), b. private murals (corporate, private residence), c. school murals, d. 'pulquería' murals (ornamentation of small business), e. commercial murals (advertisements).

## C. Evaluation

Each time the inventory and condition report are updated, the Public Art Committee will hold a public hearing to review the inventory and re-evaluate all of the murals in the City Collection. Neighborhood stakeholders will be invited to the meeting and the conservator will be present to provide expert opinion to the Committee.

### 1. Criteria

The Committee will review each of the murals included in the City Collection and rank them using the criteria such as the following:

- Artistic excellence – is this mural an outstanding work of art? Was it painted by an artist of local, regional or national significance?
- Community ownership – is there an active community group interested in the conservation of the mural? Has the mural been vandalized? Has the nature and composition of the community significantly changed?
- Historical significance – is the mural an important work by a significant artist? Is it representative of specific style or period? Does the mural portray an important event?
- Appropriateness of the wall and site– is the wall currently a good candidate for a mural, one that has good visibility and that will weather well?
- Condition of the mural – is the mural in urgent need of conservation?

### 2. Conservation Recommendations

Once the Public Art Committee has ranked the murals, it is the policy of the City to care for the works in the City Collection. Each year the PAC will evaluate what level of funding is available for mural conservation projects. This will take place during the development of the Annual Work Plan.

Based upon funding availability the PAC will then review the list of murals and may recommend one or more high priority conservation projects. In developing recommendations, the PAC will take into account each mural's overall ranking, as well as the urgency of the need and the estimated cost (per the condition report).

Funding for the conservation of a mural may not become available prior to the mural reaching an extreme state of disrepair. If CAD staff estimate that a mural has become a blight on the City's Collection, they will submit it to the PAC in accordance with the deaccession process described in the Collection Maintenance Procedures.

## E. Conservation/Restoration Process

### 1. Protocol

In order to help ensure the longevity of new murals developed for the City's Collection, as well as to optimize the conservation process, CAD staff will establish a protocol for the creation of new murals as well as a standard mural conservation protocol. The protocol will be developed working with a professional conservator familiar with the specific needs of murals. The protocol for new murals will cover, at a minimum, the following:

- required wall preparation
- approved paint types
- approved protective coatings.

The conservation protocol will also address:

- notification of the artist and sponsor/community group
- cleaning
- stabilization
- restoration (the repainting of damaged or significantly faded areas)
- the application of protective coatings

### 2. Murals by Living Artists

#### a. Participation

Living artists will always be invited to participate in the project in an advisory capacity. They will also be given the option of bidding on the entire conservation project or simply a portion of project (i.e. repainting).

Once a mural has been selected as a conservation project and the budget approved, staff will contact the artist and ascertain interest in participating in the conservation project. Staff will then develop a request for proposals for the conservation project that will reflect the artist's desired level of participation in the project. The original artist will be given priority if the bid is comparable to that of other qualified respondents.

#### b. Replacement Murals

If it is determined that a mural is to be deaccessioned, the PAC may issue a request for proposals for a replacement mural on the site. The artist of the original mural will be invited to submit along with other artists interested in working at the site. An artist will be

selected to paint a new mural in accordance with the standard approval process as described in the Artist Selection Procedures.

3. Historical Murals

If the artist is no longer living or has declined to participate in the project, the City will issue a request for proposals for the project to qualified conservators. All proposals will comply with the City's adopted protocol for mural conservation.

**F. Maintenance**

1. Protocol

Working with experts familiar with the ongoing maintenance needs of murals, CAD staff will develop a standard maintenance protocol that will specify:

- how often murals in the City Collection are cleaned
- the appropriate methods of cleaning
- recommended protective coatings and application frequency

2. Partnerships

On occasion, CAD staff may seek to identify sponsors or community groups interested in maintaining specific murals according to the City's adopted protocol.

*Approved by the Santa Monica Arts Commission – 11/17/03*

March 2014

## Stanislaus County Parks and Recreation

### Mural Review Policy and Guidelines

The Stanislaus County Parks and Recreation (Parks Department) and the Stanislaus County Park Commission support artistic activities within the County and recognizes the aesthetic value of placing murals in public areas in or near Community Parks.

Artists, property owners, and community residents and organizations are encouraged to work together to create new murals and when necessary to save existing murals for the enjoyment of citizens. It is known and accepted that Public Art Murals do much to beautify the urban environment and promote community pride.

Any group or individual that wishes to paint or create a mural must obtain permission from the property owner whether it is a private individual or public agency. Painting murals on public or private property without permission of the property owner is illegal and punishable by law. Stanislaus County does not condone any type of illegal graffiti murals or art, irrespective of artistic content.

All murals on or adjacent to County property must follow the process of review by Stanislaus County Planning and Community Development (Planning Department) to ensure conformance with all applicable land use regulations and/or entitlements, review and recommendation by the Park Commission, and approval of the Stanislaus County Board of Supervisors. In addition, murals must meet the following Criteria, which are also outlined on the application:

1. Mural must be completed by an artist with prior experience. Murals should be signed and dated. Painting of the mural shall be completed by the artist. Community projects must be undertaken under the direction of an experienced artist.
2. Review of mural design and location must be approved by the Director of Planning.
3. Prior recommendation of mural design, size and location by the Parks Department, the Park Commission and approval by the Stanislaus County Board of Supervisors, before work commences.
4. Consultation is required with local business associations, neighbors and neighboring businesses. Park Commission can make recommendations regarding this requirement. Adjacent property owners and neighbors' letters of support must be submitted.
5. Colors: consistent with the surrounding area.
6. Size: Some community parks contain walls that run the entire length of the park. The Park Commission may recommend restricting the size of the mural to ensure that it blends in with the surrounding area.
7. Materials: durable, graffiti resistant and weather resistant materials.
8. Workmanship: any support/attachments must be approved by a professional structural engineer; work on site must be supervised and approved by artist.

9. Themes: consistent with surrounding area. Consideration will be given to themes that are of artistic expression. Themes such as nature, landscapes, or agriculture are encouraged.
10. Murals shall not serve as an advertisement sign in violation of County Code.
11. Mural permit or approval does not warrant or guarantee that, after installation, the mural will be preserved or remain intact for the expected life span of the mural. If the artist wishes to preserve the mural, it is his or her responsibility to reach an agreement regarding maintenance, and preservation with the property owner. Approval by the Stanislaus County Board of Supervisors does not constitute an indication or promise of any conservation or restoration funds from the County of Stanislaus.
12. PROPERTY OWNERS: Murals are protected under the California Art Preservation Act of 1980 (Civil Code Section 980 et.seq.), and/or federal copyright laws. THE PROPERTY OWNERS ARE RESPONSIBLE FOR OBTAINING THEIR OWN LEGAL ADVICE AND FOR COMPLIANCE WITH ALL APPLICABLE LAWS.
13. If vandalism/graffiti to the mural occurs, it is the responsibility of the artist to remove graffiti within 48 hours after notification, (consistent with County-wide ordinances regarding graffiti removal). If the graffiti is not removed and the mural is not repaired by the artist, Stanislaus County can remove the graffiti vandalism using their standard removal techniques/materials.
14. It is the responsibility of the artist to create and maintain the mural. The County assumes that the mural will be kept in good repair with periodic maintenance to be performed by the artist as needed. By submitting the application both the artist and property owner agree that should the mural be defaced and/or not repaired, maintained, preserved and/or conserved to the satisfaction of Stanislaus County, Stanislaus County has, in its sole discretion, the authority to repair, maintain, preserve, and/or conserve the mural, or alternatively, the authority to remove, alter, or destroy the mural.
15. If for any reason the mural is removed, altered, or destroyed by the property owner and/or artist, the property owner and/or artist are responsible for restoring the property to the original condition.
16. A public meeting on the proposed mural will be held, with notice of the meeting provided to the neighbors, neighborhood association and/or district coalition, and posted at the site of the proposed mural.

### **Application Process**

1. Complete the Application
2. Contact all adjacent property owners (within ¼ mile or 300 feet when in a densely populated area), neighboring businesses, citizen groups, etc. to explain your project. Include a written description of the project and a picture of the mural art with a copy of your application.
3. Provide the names and addresses of the parties notified in writing. Request and attach their letters of support (permission from the property owner is required).
4. Submit your application, letters of support, and proposed mural design/description to the Director of Parks and Recreation.

5. The Director of Parks and Recreation will first forward the mural application package to the Director of Planning for review, followed by the Park Commission for consideration. If recommended for approval, the application will be forwarded to the Board of Supervisors for consideration. If the Park Commission recommends denial, the application will be directed back to the mural applicant. If revised, the application will be reconsidered. Neighboring property owners, as described within item no. 2 above, will be notified by the Parks Department, when this matter is scheduled for consideration by the Park Commission and the Board of Supervisors.
6. Prior approval of mural design and location must be obtained by the Board of Supervisors before work commences.
7. The artist will sign an agreement with the County that outlines the terms and conditions of the work to be performed within a Stanislaus County owned park.
8. The mural shall not be considered completed until "final approval" has been given by the Park Commission. Upon completion of the mural, pictures or slides of the mural project shall be presented by the artist to the Park Commission for inspection, at a regularly scheduled monthly meeting. Additionally, the applicant must submit a letter stating the type of anti-graffiti coating which has been applied to the mural and the date of application, along with the name of the person who applied the coating. If the mural is consistent with the project approved by the Board of Supervisors, the project will receive "Final Approval" which will be reflected in the Park Commission meeting minutes. If further mural work is required, the artist shall complete the work as directed by the Park Commission before final approval is given.
9. To contest/appeal a Park Commission recommendation – After the second denial from the Park Commission, the Applicant may attach a letter stating their case facts to the application and submit it to the Board of Supervisors office at 1010 Tenth Street, Modesto, CA.



## **Guidelines for Mural Production**

### **Site Preparation**

Proper preparation of the site and mural production will guarantee that this Public Art piece will continue to enhance the community for years.

Brick, plaster and concrete walls offer the best surface for murals. Wood and aluminum are not recommended for permanent murals. Murals may be painted directly on the final surface, or on panels which are to be fixed to the wall either before or after painting.

Ideally the mural surface should be smooth. Should there be a question, it is recommended that a professional artist or painter be consulted.

The quality of the surface preparation will determine the quality of the finished product. Be sure to follow preparation steps and consult with a qualified paint professional to determine the best filler, primer and paint products.

Area is to be pressure washed to remove any dirt and existing paint prior to the commencement of work. Surface should be completely dry before proceeding.

Spackle or another filler should be used to fill cracks, holes, and to level uneven surfaces.

Prime the wall with a latex primer to provide an even surface for the mural.

### **Maintenance**

Pollution and water cause the greatest damage to murals. Annual washing of the surface with a “gentle” soap will minimize damage. Effective surface preparation and a protective topcoat will help to keep the mural in good condition.

#### **Mural Maintenance and Repairs**

##### **1. County Responsibility**

By approving the mural project, the County does not assume any financial obligation for its creation, upkeep or repair.

##### **2. Property Owner Responsibility**

It is the responsibility of the artist to create and maintain the mural. The County assumes that the mural will be kept in good repair with periodic maintenance to be performed by the artist as needed. By submitting the application both the artist and property owner agree that should the mural be defaced and not repaired, maintained, preserved and/or conserved to the satisfaction of Stanislaus County, Stanislaus County has, in its sole discretion, the authority to repair, maintain, preserve, and/or conserve the mural, or alternatively, the authority to remove, alter, or destruct the mural.

If for any reason the mural is removed, the property owner and/or artist are responsible for restoring the property to the original condition.

**3. Mural Vandalism**

If vandalism/graffiti to the mural occurs, it is the responsibility of the artist to remove graffiti within 48 hours after notification, (consistent with County-wide ordinances regarding graffiti removal). If the graffiti is not removed and the mural repaired by the artist, Stanislaus County can remove the graffiti vandalism using their standard removal techniques/materials.

For Commission Meeting  
July 15, 2024

**TO: CULTURAL ARTS COMMISSION**

**FROM: MONICA HARTE, CULTURAL SERVICES MANAGER**

**RE: CULTURAL SERVICES MANAGER – EXTEND UTILITY BOX ARTIST  
SUBMISSION ELIGIBILITY TO SANTA BARBARA COUNTY.**

Recommendation of the Cultural Services Manager that the Cultural Arts Commission extends eligibility of initial Utility Box Program Artists to Santa Barbara County as discussed in the Commission's June meeting.

Respectfully Submitted,



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Monica Harte  
Cultural Services Manager