AGENDA

1. **ROLL CALL**

2. **PUBLIC COMMENT**
The Arts Commission will receive comments from the public at this time for items not on the agenda. Other than for emergency items on the agenda, no response will be given or action will be taken during this period. Matters raised at this time requiring Commission action will be placed on a subsequent agenda. When addressing the Commission, please state your name and address, and please limit your comments to three (3) minutes.

3. **PRESENTATIONS**

4. **APPROVAL OF MINUTES**
   1. Regular meeting of April 16, 2015.

5. **DISCUSSION & ACTION ITEMS**

   A. Ojai Valley Inn & Spa Public Art Application
      Recommendations:
      1. Receive recommendation from the Committee to Approve Public Art (CAPA) to approve the public art application of the Ojai Valley Inn & Spa pending submittal of further budget details; Project Title: Phase I Ojai Valley Inn & Spa.
      2. Consider CAPA Recommendation for Final Approval by the Arts Commission.

   B. Public Art Committee (Golden):
      i. Report on Public Art Fountains; operations and maintenance (Grant/Golden)
      ii. Libbey Playground Renovation Public Art Component (Grant/McClary/Golden)
      iii. Update on Ojai Playhouse and meeting with Historic Preservation Commission (Conrad)
      iv. Receive staff update on projects subject to Public Art requirements (McClary/Golden)
      v. Update on repairs to Peace Pole and Trimpin Sculpture (McClary).
      vi. Receive report on other committee activities.

   C. Public Relations Committee (Harmon):
      i. Discussion of Commission procedures for news releases and public relations, with a decision on an ongoing policy.
      ii. Receive Committee report.

   D. Art Acquisitions Committee (Harmon): Receive report.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, call (805) 646-5581. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.
E. Awards Committee (Addison): Receive report.

F. ARTSOjai Education Committee (Balderman): Receive report.

G. Artist Mentor Program Committee (Addison): Receive report.

H. City Gallery Committee (Stobo):
   i. Receive report on and Discuss insurance for City’s permanent collection;
   ii. Receive report.

I. Arts Grants Committee (Conrad): Receive report.

J. Arts Commission Budget (McClary):
   i. Receive report on FY 14-15 expenditures to date.
   iii. Consider Allocation of Funds for Website & ARTSOjai Business Cards

6. STAFF LIAISON REPORT

7. COMMISSIONER COMMENTS

8. CITY COUNCIL LIAISON REPORT

9. ADJOURNMENT (Adjourn to the date of the next regular meeting, tentatively set for June 17, 2015 at 6:30 p.m. at Ojai City Hall.)

ATTEST TO POSTING:

Steve McClary, Deputy City Manager

May 15, 2015 6:00 p.m.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, call (905) 646-5581. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.
MINUTES
CITY OF OJAI ARTS COMMISSION
APRIL 16, 2015

Chair Christine Golden called the regular meeting of the Arts Commission to order on Thursday, April 16, 2015 at 6:30 p.m. in the Council Chambers of Ojai City Hall, 401 S. Ventura St., Ojai, California.

1. **ROLL CALL**
On the call of the roll the following Commission Members reported present: Michael Addison, Bobbi Balderman, Roger Conrad, Christine Golden, Linda Harmon, Mark Lewis and Heather Stobo.

Also present: Staff Liaison Steve McClary and City Council Liaison Randy Haney

**OATH OF OFFICE**
Deputy City Manager Steve McClary gave incoming Commissioner Mark Lewis the oath of office.

2. **PUBLIC COMMENT**
Anca Colbert, Ojai, showed a brochure that she has created "Arts About Town" and was told to come before the Commission to ask for support, either monetary or other ways. She would like to expand distribution to Santa Barbara, Los Angeles and Montecito. She said the printed brochure and the website make it easy to plan a visit to Ojai art spaces, galleries and museums and has a venue for current art events.

Chair Addison advised her about the grant application process.

Vice Chair Harmon advised her about the Art Commission web site.

Commissioner Conrad asked for a discussion to be placed on the next agenda as to ways the Commission may be able to help her.

3. **PRESENTATIONS**
Libbey Bowl Foundation Update – Beth Sutherland, General Manager

Beth Sutherland gave an update on the scheduled Libbey Bowl activities for 2015. Story Telling Festival – April 30 to May 3, Memorial Day Celebration – May 25, Nordoff Spring Concert – May 29, Ojai Music Festival – June 10 to June 14. She said more activities are always being added. In 2014, 21 events were held.

Commissioner Lewis asked if Libbey Bowl Foundation covers marketing opportunities.
Ms. Sutherland said the Foundation does not have the funds to maintain on-going marketing opportunities. It does subscribe to different venues in the entertainment world and relies on word of mouth. The Foundation does market when an event is being held.

Vice Chair Harmon said there is a misconception that the Foundation is marketing the Bowl.

Commissioner Conrad understood most venues have to provide their own lights and sound systems. He asked if there is any thought to having a local list to provide this equipment, so the venues do not have to find their own equipment.

Ms. Sutherland said there are very few locals that would provide everything that is needed. There are also issues with security and knowing everything that is required or will work for a certain venue.

Chair Addison asked what the three biggest challenges the Bowl faces are. Ms. Sutherland responded:

- Funding and more funding
- Community wide better understanding of Libbey Bowl and Libbey Bowl Foundation Boards responsibilities vs the City of Ojai responsibilities

Commissioner Balderman asked what the Foundation does to raise financial support.

Ms. Sutherland said the issue is whether the Libbey Bowl Foundation should continue to fund their management role on behalf of the city of Ojai. This is a question that is going to be discussed with the city.

Commissioner Golden asked who is responsible for the maintenance of the Bowl.

Ms. Sutherland said the city is responsible.

Deputy City Manager Steve McClary said promoters usually market the event. He said there is a portion of each ticket sold that goes into a maintenance fund. There will be an annual report coming to the City Council sometime next month.

4. **APPROVAL OF MINUTES** – None.

5. **DISCUSSION & ACTION ITEMS**

A. **Public Relations Committee**

Demonstration of Updated Arts Commission website and committee report.

Commissioner Stobo walked the Commission through the new website.
B. **Art Acquisitions Committee**
Chair Addison said Vice Chair Harmon has been assigned to be the Chair to the Art Acquisitions committee.

C. **Awards Committee**: No report.

D. **ARTSOjai Education Committee**: No report.

E. **Artist Mentor Program Committee**
Chair Addison said nine applications have been received. The committee will be meeting to choose the artists. He said it is now time to approach the schools to solicit students to mentor.

F. **City Gallery Committee**
Commissioner Conrad gave an update on changing the lighting in the city gallery. He said the cost to purchase new lighting fixtures would be approximately $1530. The current budget is $1500. He said labor to install will be an additional cost. He said this year’s budget could be used to purchase the lighting fixtures and installation can come out of next year’s budget.

Commissioner Golden asked if the Commission is required to pay for the lighting because it is in city hall. She recalls Mayor pro tem Blatz stating it should not come out of the Commission’s budget.

Deputy City Manager Steve McClary said if this is something the Commission would like done, it should allocate funds towards the project.

Council Member Haney said changing the lights to LED is a good thing. He suggested the Commission ask the City Manager for the city to fund the changes and include a request for funding in next year’s budget.

Commissioner Conrad said the money has been allocated in this year’s budget, and the money needs to be spent, so he was going to move forward in purchasing the lighting fixtures.

2. **PUBLIC COMMENT**

At this time Kim Hoj, representing Kate Thomas invited the Commission to “Metamorphosis” Nordhoff High School Spring Dance Concert on May 15 and 16 at the Matilija Auditorium.

G. **Arts Grants Committee** – No report.
H. Public Art Committee

i. Receive staff update on projects subject to Public Art requirements
Deputy City Manager Steve McClary said the Well Tennis Academy project is subject to the public art requirement and the project has been appealed. He said the city has received the application from the Ojai Valley Inn for their public art requirement. He said the Planning Commission appointed MacAdam Lojowsky to serve on CAPA. He said the exemption language in the code allows the applicant to apply for a waiver to make a payment in lieu of art, off site placement of art or a donation of approved art work. He asked to place further discussion on the next agenda.

ii. Report on Mural Concept for Ojai Theatre Building
Commissioner Golden said she and Commissioner Conrad will be attending the next Historical Preservation Commission meeting to talk about the history of the theater. The committee is researching the history to see if there had ever been a mural on the building.

Chair Addison said because the theater sits in such a high profile area, it is important to get public input.

iii. Report on Public Art Fountains, operations and maintenance
This item was continued to the May meeting

iv. Libbey Playground Renovation Public Art Component
This item was continued to the May meeting

v. Report on Maintenance of Public Art located on Private Developments
This item was continued to the May meeting

vi. Receive report on other committee activities.
Commissioner Golden said the committee would like to offer a walking tour of the art in Ojai. She said she is going to talk to the museum about their walking tour, so to work together and not step on the museum’s toes.

Commissioner Lewis suggested a mobile tour.

I. Arts Commission Budget

i. Receive report on FY 14-15 expenditures to date.
Deputy City Manager Steve McClary said there are no changes since last meeting.

Chair Addison asked for Chairs to submit their budget requests by Monday, May 4.
Chair Addison reviewed his suggestions for FY 2015/2016 budget:
- Grants - $20,000.
- Public Art - $1,000
- Awards - slightly more than last year
- Arts Education - $2,000
- Student/Mentor Program – raising to reach goal of 5 pairs
- Acquisitions - $5,000
- City Gallery – since lighting is being done in this year’s budget, may be able to reduce and look at funding for art storage
- Copier costs - $200

He said the budget will be on the next agenda for discussion and approval. If any of the Commissioners have any questions or comments please let him know.

iii. Consider Allocation of Funds for Website & ARTSOjai Business Cards

Funding of website and business cards will be discussed during budget review cycle.

Chair Addison said he handed out the committee assignments. He said if any of the Commissioners have any questions or comments please let him know.

6. STAFF LIAISON REPORT
Deputy City Manager said ratification of the Lifetime Achievement Award will go to the City Council at its April 28 City Council meeting and the presentation to artist will be at the second City Council meeting in May.

7. COMMISSIONER COMMENTS
Chair Addison read a quote by Kipling. He suggested that quotes be placed on the website and/or read at each meeting by a Commissioner.

Commission Conrad announced the current show at the museum is by the Ojai Studio Artists and a reception is being held this Saturday.

8. CITY COUNCIL LIAISON REPORT
City Council Member Randy Haney complimented Commissioner Stobo for her hard work on the web site. He said he was impressed with the caliber of people serving on this commission. He suggested the web site have an interactive component, but realizes the work involved. He said he was excited about the community build park. He said this community wants to be involved.

9. ADJOURNMENT
The meeting adjourned at 8:30 p.m.

Respectfully submitted: 

Rhonda K. Basore, City Clerk

Reviewed and approved by: 

Steve McClary, Deputy City Manager
OPTION TWO
Private Developers Application for On or Off Site Public Artwork

Submit this completed application with all supporting documents to the Community Development Department at City Hall. The application must be completed and returned to CDD staff prior to the architectural review and approval processes.

After your application is received your proposal will be reviewed at a scheduled meeting with you and the Committee to Approve Public Art (CAPA).

Please refer to pages 7-13 of the Guidelines for Public Developers for further information and instructions.

PROJECT TITLE: Phase I Ojai Valley Inn & Spa

DEVELOPER INFORMATION:

Name: Same
Address:

Cell phone:
Home phone:

E-Mail:

PROPERTY OWNER INFORMATION:

Name: OVIS LLC DBA Ojai Valley Inn & Spa
Address: 905 Country Club Road Ojai CA 93023
Cell phone: (805) 798-5400
Home phone: (805) 646-5511
E-Mail: Bskaggs@OjaiResort.com

ART CONSULTANT INFORMATION (if applicable):

Name:
Address:

Cell phone:
Home phone:

E-Mail:

Artist's Name: Pamela Gray
Title of Work: Custom Work - Unknown
Date of Creation: TBD

RECEIVED
APR 15 2015
Community Development Department.
OPTION TWO: Private Developers Application for On or Off Site Public Artwork

Medium: Organic, Nature Based

Dimension and Weight: Lobby - 4'6" x 8' (3 Panels hung 6" apart)

Market Value: $30,300.00

Please attach the following documents to this application:

1. An estimate of the Public Arts Program compliance allocation confirmed by the Ojai Building Official.

2. Preliminary sketches of the proposed artwork including, but not limited to, photographs or other documentation of sufficient descriptive clarity to indicate the nature of the proposed artwork.

3. An artist's resume, images, or samples of previous artwork.

4. An appraisal, budget, or other evidence of the value of the proposed artwork.

5. Acquisition and installation costs including site preparation costs.

6. Preliminary plans that contain detailed information to adequately evaluate the location of the artwork in relation to the proposed development and its compatibility with the proposed site. Include site plans and photographs.

7. A narrative statement to demonstrate that the artwork will be displayed in an area open and freely available to the general public, or otherwise provide public accessibility in an equivalent manner based on the characteristics of the artwork or its placement on the site. (OMC Sec. 4-16.209).

8. For Off-Site Placement of Artwork: The artwork must be an integral part of the landscaping and/or architecture of the building. Attach preliminary plans including site plans and photographs with detailed information to adequately evaluate the location of the artwork in relation to the proposed development and its compatibility with the proposed development. Also include a statement detailing the artwork's compatibility with the character of adjacent conforming developed parcels and existing neighborhoods.

RECEIVED

APR 15 2015

Community Development Department.

page two of two
February 26, 2015

City Hall
Attn: CDD
401 S. Ventura St
Ojai, CA 93023

RECEIVED
APR 15 2015
Community Development
Department.

This letter is in reference to the Private Developers Application. The below information is in response to questions located on page 2 of application.

In the packet you will find information on the Artist, Pamela Grau and pictures of the proposed Artwork. I have also attached the proposal with the estimated cost for the Artwork and a narrative in the proposal on what type of medium will be used. The dimensions are located on proposal, but weight may vary. Market value is based on estimated purchase price $32,300.00. The Artwork is not titled at this time and will be custom pieces.

#6- Examples of what the Art work will look like entering Lobby is on sample 1 in packet

#7- The artwork will be displayed in both the Lobby and Restaurant, OVIS provides secure and lit access 24/7 on the property to specific locations mentioned above.

Sincerely,

Brian Skaggs
Engineering Director
(805) 640-2081
bskaggs@ojairesort.com

Ojai Valley Inn & Spa
Engineering Department
905 Country Club Rd.
Ojai, CA 93023

-8-
**BUILDING DEPT.**

- [ ] Plancheck Fee $ ________  [ ] Other $ ________

**PLANNING DEPT.**

- [ ] Allocation (Multi-Family)  
- [ ] Allocation (Single Family)  
- [ ] Allocation Extension (Multi-Family)  
- [ ] Allocation Extension (Single Family)  
- [ ] Animal Permit  
- [ ] Annexation  
- [ ] Amendment to Approved Plan  
- [ ] Design Review (Major)  
- [ ] Design Review (Minor)  
- [ ] Certificate of Compliance  
- [ ] Concept Review  
- [ ] Conditional Use Permit  
- [ ] Condo Conversion  
- [ ] Drainage Fee  
- [ ] EIR Preparation  
- [ ] EIR Review  
- [ ] General Plan Amendment  
- [ ] Home Occupation  
- [ ] Initial Study  
- [ ] Landscape Plan (Final)  
- [ ] Lot Line Adjustment  
- [ ] Planning Director Exemption  

- [ ] Preapplication Review  
- [ ] Sign Permit  
- [ ] Sign Plan  
- [ ] Sign Plan Modification  
- [ ] Sign Variance  
- [ ] Tentative Final Map Filing  
- [ ] Tentative Parcel Map  
- [ ] Tentative Tract Map  
- [ ] Traffic Impact Fee (city)  
- [ ] Traffic Impact Fee (county)  
- [ ] Tree Permit  
- [ ] Variance (Residential)  
- [ ] Variance (Commercial)  
- [ ] Waiver (fence/parking/setback)  
- [ ] Zone Change  
- [ ] Zone Clearance  
- [ ] Other

**Public Art Deposit**

**VALIDATION**

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Project Address: 905 Country Club

Applicant's Name: Brian Stagg
January 22, 2015

Ojai Valley Inn & Spa
905 Country Club Road
Ojai, CA 93023

Subject:  Public Art Fees

Brian Skaggs:

The Community Development Department has calculated the Public Art Fees based on building valuation as below:

<p>| | |</p>
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<td>Restaurant/Bar</td>
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<td>Pool</td>
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<td><strong>Total Valuation</strong></td>
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Public Art requirement is 2% on the first million = $20,000.00
And 1% on the balance = $12,240.00

**Total Balance due:**  $32,240.00

If you have any questions regarding this matter please contact me at (805) 646-5581 x112 or email me at buildingofficial@ojaicity.org.

Sincerely,

[Signature]

Stephen R. Stuart, CBO
Building Official, City of Ojai
From: Eileen Atkinson
Sent: Thursday, January 29, 2015 4:07 PM
To: Shari Herbruck
Subject: OV Inn Public Art

The deferred account number for Public Art is

010.0000.0607.009, and the amount is $32,239.98.

City of Ojai
PO Box 1570
Ojai, CA 93024
(805) 646-5581 x 107
PAMELA GRAU PROJECTS

Pamela Grau has been active in the Southern California art scene since 1980. Primarily a painter she moves seamlessly between 2 dimensional work and 3 dimensional installations. In 2003 she participated as an artist in Judy Chicago's project Envisioning the Future. Since then she has a participant in numerous community based art projects as well as group and solo exhibitions. In 2004 she became Exhibitions Director at Orange County Center for Contemporary Art in Santa Ana, CA and was slated by Rivera Magazine as one of seven museum treasures in Southern California. She received a BA/BFA in Art History and studio art from Mills College, Oakland, CA. She also attended Art Center College of Design in Pasadena, CA and the Leo Marchutz School of Art in Aix-en-Provence, France. In 2010 after years of championing emerging artists she returned to her studio to focus full time on producing art.

Feel free to contact me via email about images or possible collaborations at:

grau@prodigy.net

RECEIVED

APR 15 2015

Community Development Department.
February 23, 2015

Proposal for the Ojai Valley Inn

1) Lobby Wall Piece
Three section mixed media piece to be designed and executed for the lobby wall that faces the entrance. This piece is to be three panels each 4’6” x 8’ hung 6” apart, the materials and concept to be decided in the design phase. The initial concept is to draw upon the organic aesthetics of nature found at the Ojai Valley Inn. The piece should be welcoming, uplifting and serene. It will incorporate colors from design palette used in the lounge.

In addition to designing an elegant piece of artwork for the lounge I am hoping to pull together community participation. In my past work, this activity has included collecting lost socks, rolling small balls of clay and collecting acorn hulls with volunteers and strangers – I am looking for an opportunity to encourage others to contribute in small portions to the bigger picture. Part of my artwork is about the power of bringing a community together.

Budget $20,000.00

2) Restaurant Wall Piece
A single constructed piece. This piece will be 5’ 6” x 6’ 5”. The piece will be colorful and fit within the color palette of the designer. The materials and design for this piece will follow within the design phase.

Budget $12,300.00

Terms:
A non-refundable deposit of 1/3 is to be paid upon signing of contract.
The second installment of 1/3 to be paid upon completion and the final payment to be made when the work is delivered. Amounts not to exceed budget.

In the event the project is cancelled after the design has been approved the deposit will not be refundable. If the project grows in scope or changes the deposit may be credited to the new project if used within 12 months. All framing and installation will be the responsibility of the Ojai Valley Inn.
samples from other projects

Proposal for wall in outer patio at the Ojai Valley Inn. Form to be designed to meet specifications of use. Colors brighter utilizing organic nature forms discovered on OVI site. Budget to be discussed.
Administrative Report

DISCUSSION ITEM

TO: Arts Commission
FROM: Greg Grant, Public Works Director/ City Engineer
DATE REPORT PREPARED: May 14, 2015
MEETING DATE: May 21, 2015
SUBJECT: Libbey Park Playground Community Design Build Process

---------------------------------------------------------------
Recommendation

1. Receive a presentation on Libbey Park playground Community Design Build process and schedule, and;

2. Provide input for makeup of a Design Review Committee and Steering Committee and any input on the proposed process and schedule, and;

3. Provide input on the boundary of the new playground and any other initial design considerations.

Discussion

The City Council awarded, a contract to Play by Design, LLC to provide consultation services for a new Libbey Park playground to be constructed in the fall of 2015 using the community build approach. This community build approach process will roughly include the following work and schedule. The intention is to create a custom design meeting the community’s desire, possibly incorporating unique local flare.

1. Design Input:
   - May: City Staff outreach and discussion with City Commissions and Council.
   - May 27: at Ojai Valley Woman’s Club (next to Bliss Yogurt on Ojai Ave.)
     - Community Outreach Workshop (4-7 pm).
     - Design Committee Review w/consultant (7-8 pm).
   - May 28: continued at Ojai Valley Woman’s Club
     - Topa Topa School: meet w/kids in morning and discuss ideas.
     - Designer creates preliminary design in afternoon.
     - Public presentation and discussion of preliminary design – 6:30 pm.
2. **Design Iterations** – June to July:
   - Based on the City’s comments, the designer will revise design as necessary.

3. **Construction Planning** – July to September:
   - The consultant’s project manager works with City to assure materials list and final construction plans are understood, materials orders occur, and volunteers, tools, food, child care, and fundraising are progressing toward a successful build week.

4. **Construction** (Schedule: roughly a one week period in October-November)
   - Pre-construction coordination visit.
   - Construction consultants supervise and manage the build for approximately six days. If the design becomes highly complex, more days may be needed.

Staff recommends a design review committee to consider input from the community and City commissions and help develop parameters for the design day. These parameters may include limits on the height or mass, colors, and limitations on the area. A particular area that should be defined up front is the boundary of the new playground. Attachment A provides a rough cross section showing the arcade, pergola, and Libbey Park playground area to provide a reference for possible height limitations on the playground. Per attachment B, the present playground boundary is set by a curb as shown, but there is an area on the north westerly side that could be added, which is now a mulched area from a previous larger tree that was removed years ago with a younger smaller tree in its place at this time. There are also photos of the playground and adjacent areas as reference in Attachment C. Recommendations for the initial design review committee makeup are:

- Two from the Parks and Recreation Commission
- One from other interested commissions
- Two to four from Community Service organizations (Lions, Rotary, Optimist, etc.)
- Two from community at large
- Staffing by the Deputy City Manager and Director of Public Works.

A Coordinating/Steering Committee made up of community volunteers could be formed. The Coordinating Committee would be responsible for the following, and may include separate committees for these functions if there is sufficient interest. Staff recommends waiting for completion of the design day before establishing these committees. Depending on community enthusiasm and support, City staff may need to handle some of these tasks.
- General Coordinators
- Fundraising
- Public Relations
- Volunteers
- Tools
- Food
- Materials
- Child Care
- Special Needs

Submitted by Greg Grant,
Public Works Director/ City Engineer

Attachments: 1) Playground boundary 2) Libbey Park cross section 3) Photos
Libbey Park-Pergola-Arcade
Cross Section
(All Dimensions Approximate)
Updated May 15, 2015

City of Ojai Arts Commission Budget: Fiscal Year 2014/2015

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Totals $25,700.00 $15,806.06 $9,893.94 38%

*Note: The $15,200 for art grants includes $700 in funds from the 2014 program that was unspent and reallocated to the 2015 program. It also includes $1500 moved from the ARTSOjai Cmte, which now has $0.

Public Art Fund Balance: $17,438.69
(Fund 010-0000-0607-010)

City of Ojai Arts Commission Budget: Fiscal Year 2015/2016 - DRAFT

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Totals $25,700.00 $