



---

**MINUTES – CULTURAL AND FINE ARTS COMMISSION**

February 20, 2019  
7:00 p.m. Regular Meeting  
City Council Chamber  
6650 Beach Boulevard  
Buena Park, CA 90622

---

**CALL TO ORDER:**

**ROLL CALL:**

Present: Kim, Koo, Clarke, Hurtado, Walker  
Also Present: Jim Box, Interim Director of Community Services  
Imani Tolliver, Community Services Supervisor  
Lauren Morales, Community Services Coordinator

**PLEDGE OF ALLEGIANCE:** Led by Chair Clarke

1. **APPROVAL OF MINUTES:** Mr. Jim Box recommended tabling approving the January 16, 2019 minutes for staff to review.  
\*\*\*M/S/P – Chair Clarke approved to delay approval of the minutes.
2. **PUBLIC COMMENT:** Mayor Brown introduced himself and expressed that he was interested in seeing what the Cultural and Fine Arts Commission was working on. He introduced Council Member Traut.

Council Member Traut introduced himself and expressed his enthusiasm to be the new liaison for the Cultural and Fine Arts Commission. He expressed that his goal is to meet each Commissioner within the next month to discuss current projects and proposals. Mr. Jim Box asked staff to make the arrangements for commissioner meetings.

3. **DIRECTOR'S / STAFF REPORT/ CITY UPDATES:** Mr. Box welcomed Mayor Brown and Council Member Traut to the meeting. Mr. Box introduced Council Member Traut as the new liaison for the Cultural and Fine Arts Commission.

Mr. Box reported on the February 12, 2019 City Council meeting regarding the new transitional living navigation center. He reported a full council chamber and overflow into the hallway and conference rooms. The meeting was successful and there will be another town hall meeting shortly.

Mr. Box reported that staff presented new park design for the Whitaker school site to Council. Staff will be presenting it again to Council soon with more information and specifics on the design.

New event on November 17, 2019 called "Meet on Beach" where cities from La Habra to Huntington Beach along the Beach Blvd corridor are participating in a CicLAvia style event celebrating active living. The Fine Arts Division, Mr. Box, and Mr. Joel Rosen from Community Development have been tasked to organize it. Buena Park has partnered with the City of Anaheim for the closure of the Northbound side of Beach Blvd from La Palma to Orange. Buena Park is in partnership with Knott's Berry Farm to use their Independence Hall and creating a stage of entertainment, Community Booth, a Bike Rodeo, and much more. The event will highlight healthy living.

Mr. Box thanked everyone who came to the Elementary Art Show Awards.

4. **DISCUSSION / ACTION ITEMS:**

a. **Mandatory Harassment Training for Commissioners:**

Thursday, March 7, 2019, 6pm - 8pm, Council Chamber, City Hall (Staff) –Mr. Box offered the staff training day as well if there is a conflict with March 7. Ms. Tolliver presented that Commissioners Kim and Walker confirmed their presence. Commissioner Koo, Commissioner Clarke, and Commissioner Hurtado confirmed their attendance for the March 7, 2019 date. Commissioner Kim and Commissioner Walker had confirmed by e-mail previously.

b. **2019 Buena Park Youth Theatre Proposed Show "Fall Production": "Matilda"** (Friends of Buena Park Youth Theatre) – Ron and Margaret Rodriguez of Friends of Youth Theater presented the Commission and staff with a handout containing plot and budget information on the show, "Matilda." The proposed budget is \$20,000 to produce based on projected costs.

Chair Clarke made a motion to approve the selection. Commissioner Kim seconded the motion.

Roll call was taken in favor of approving the selection of "Matilda." The votes were as follows:

AYES: 5 Commissioners Kim, Koo, Clarke, Hurtado, Walker

NOES: 0

ABSENT: 0

ABSTAIN: 0

The ayes had it and "Matilda" was approved.

C. **Enterprise Account (Staff)** – Ms. Tolliver reported the beginning balance for the January 2019 Enterprise Fund was \$5,474.23. A total of \$315.00 was received in donation from Boys N Berries. The ending balance was \$5,789.23. Ms. Tolliver explained that the majority of the funds are earmarked for the Children's Art Festival supplies and facilitators.

**6. PROGRAM UPDATE:**

- a. High School Art Show - Ms. Morales stated the show run will be from March 7<sup>th</sup> to April 4<sup>th</sup> with the awards ceremony on March 15<sup>th</sup> at 6:00 p.m. Mr. Box stated that staff has been in contact schools and administration.
- b. Children's Art Festival – Ms. Tolliver presented that it will be coming up on April 13<sup>th</sup> at the Buena Park Community Center. Ms. Tolliver reported that staff has secured arts facilitators. Ms. Tolliver and Ms. Morales will be meeting tomorrow to finalize list of crafts. Vice-Chair Hurtado asked Ms. Tolliver to ask Commissioners for supplies since they may have some at home
- c. Jazz Concert – Ms. Tolliver has moved the concert to Friday to help attendance. Ms. Tolliver reported than two commissioners and herself went to Concert Share for the Jazz concert and found new bands. Bands will be reviewed shortly.
- d. Summer Concerts – Ms. Tolliver reported that staff received over 160 applications for the three openings in the Summer Concert series. Commissioner Walker and Commissioner Clarke attended Concert Share. Ms. Tolliver proposed setting a date/time for a listening session. Commissioners will be e-mailed a day in which they can listen to the bands. Ms. Tolliver reported that bands will be reviewed for the three concerts throughout the year. Commissioner Kim recommended to find a Queen band.

Commissioner Koo pointed out that the patrons who submitted surveys in 2018 wanted more food variety. Ms. Morales reported she was doing food truck research based on variety, price points, and accessibility to eat while standing. Commissioner Clarke and Commissioner Kim would like to go to Food Truck areas (Home Depot and pass out cards/get cards after ensuring quality and price).

Ms. Tolliver expressed that Fine Arts will be taking a new path with the Jazz at the Plaza concert based on reviews from previous attendees by offering a catered service and a food truck. Ms. Tolliver reported that Ms. Morales put together profit numbers of the Candy Bar from the previous 3 years but reported only around a \$400 yearly profit.

**5. COMMISSION VOLUNTEER OPPORTUNITIES:**

- a. High School Art Show Adjudication
  - i. Commissioners Clarke and Hurtado agreed to be judges on March 11, 2019 at 11am. Commissioner Walker agreed to judge as well but asked to come early. Ms. Tolliver explained that staff will e-mail confirmation.

- b. Children's Art Festival; art facilitation, project samples
  - i. Ms. Tolliver requested commissioners to make samples of artwork. Ms. Tolliver will e-mail the list out once crafts are locked in. Commissioner Koo, Commissioner Hurtado and Commissioner Clarke were interested.

8. COMMISSIONER REPORTS:

- a. **Commissioner Walker** reported that she went to Concert Share and passed out postcards. Commissioner Walker suggested to add a QR code to the postcard and created a sample which she passed around to simplify the process. She also suggested using a tagging system with numbers so that commissioners can write the numbers on their judging sheets. Commissioner Walker also suggested creating a Survey Monkey make a free place to type in the comments and results.
- b. **Commissioner Hurtado** reported that she attended the State of the City, the Navigation Center meeting, and the Elementary Art Show. Commissioner Hurtado recommended a reception for the large attendance.
- c. **Commissioner Koo** reported that she attended the Elementary Art Show and was a judge for the show.
- d. **Commissioner Kim** reported he attended the Elementary Art Show. He agrees with the idea of a reception. Commissioner Kim recommended that teachers/schools fill out the tags themselves to hang beside the artwork. Ms. Tolliver, Ms. Morales, and Mr. Box confirmed that will be the case for the High School Art Show. Commissioner Kim recommended a PowerPoint for the winners. Ms. Tolliver explained that we typically have it but because the event was originally intended to be outside, there was no PowerPoint.
  - a. Commissioner Kim made a small presentation on MOTAL. He summarized that it is a traveling museum with two exhibitions; one about the segregation in schools and the other is about Chinese vs American school. Kim would like to bring it to Buena Park. Mr. Box suggested we add it to the agenda for the next meeting.
- e. **Commissioner Clarke** reported that she attended the Concert Share, attended the State of the City and that she looked at video recording of the City Council meeting for the Navigation Center. She reported that she was not able to attend the Elementary Art Show and asked if most of the students were from Buena Park which Ms. Tolliver confirmed.

9. COMMISSIONER CALENDARING OF FUTURE AGENDA ITEMS:

- a. Commissioner Kim would like to agendize MOTAL

10. ATTENDANCE SHEET- No sheet was distributed. A new sheet will be made and distributed to commission at the following meeting.

11. ANNOUNCEMENTS:

- a. Next City Council Meeting: Tuesday, February 26, 2019 5:00 p.m.
- b. Next Cultural and Fine Arts Commission Meeting: March 20, 2019 at 7:00 p.m.

12. ADJOURNMENT: There being no further business, Chair Clarke adjourned the meeting to the next Cultural and Fine Arts Commission meeting on March 20, 2019 at 7:00 p.m.

**ATTEST:**

  
\_\_\_\_\_  
Lauren Morales, Interim Recording Secretary

  
\_\_\_\_\_  
Sharon Clarke, Chair