



**CITY OF SOUTH PASADENA  
PUBLIC ART COMMISSION**

**AGENDA  
SPECIAL MEETING  
TUESDAY, MAY 31, 2022  
6:30 P.M.**

**CITY COUNCIL CHAMBERS  
1424 MISSION STREET, SOUTH PASADENA, CA 91030**

*South Pasadena Public Art Commission Statement of Civility*

*As your appointed governing board, we will treat each other, members of the public, and city employees with patience, civility and courtesy as a model of the same behavior we wish to reflect in South Pasadena for the conduct of all city business and community participation. The decisions made today will be for the benefit of the South Pasadena community and not for personal gain.*

**NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY**

The South Pasadena Public Art Commission Meeting will be conducted in-person from the Council Chambers, Amedee O. "Dick" Richards, Jr., located at 1424 Mission Street, South Pasadena. Pursuant to AB 361 Government Code Section 54953, subdivision (e) (3), the Public Art Commission may conduct its meetings remotely and may be held via video conference.

The Meeting will be available:

- In Person Hybrid – City Council Chambers, 1424 Mission Street, South Pasadena
- Via Zoom: - <https://us02web.zoom.us/j/86091416219> **Meeting ID: 860 9141 6219**

To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting via Zoom in one of the methods below.

1. Go to the Zoom website, <https://zoom.us/join> and enter the Zoom Meeting information;  
or
2. Click on the following unique Zoom meeting link:  
<https://us02web.zoom.us/j/86091416219>

- CALL TO ORDER:** Kris Kuramitsu, Vice-Chair
- ROLL CALL:** Kris Kuramitsu, Vice-Chair  
Annalee Andres, Commissioner  
Jeffrey Burke, Commissioner  
Steven Wong, Commissioner
- COUNCIL LIAISON:** Mayor Michael Cacciotti
- STAFF PRESENT:** Angelica Frausto-Lupo, Community Development Director  
Matt Chang, Planning Manager

**APPROVAL OF AGENDA**

Majority vote of the Commission to proceed with Commission business.

**PUBLIC COMMENT GUIDELINES** (Public Comments are limited to 3 minutes)

The Public Art Commission welcomes public input. If you would like to comment on an agenda item, members of the public may participate by one of the following options:

Option 1:

Participate in-person at the City Council Chambers, 1424 Mission Street, South Pasadena.

Option 2:

Participants will be able to “raise their hand” using the Zoom icon during the meeting, and they will have their microphone un-muted during comment portions of the agenda to speak for up to 3 minutes per item.

Option 3:

Email public comment(s) to [PlanningComments@southpasadenaca.gov](mailto:PlanningComments@southpasadenaca.gov).

Public Comments received in writing will not be read aloud at the meeting, but will be part of the meeting record. Written public comments will be uploaded online for public viewing under Additional Documents. There is no word limit on emailed Public Comment(s). Please make sure to indicate:

- 1) Name (optional), and
- 2) Agenda item you are submitting public comment on, and
- 3) Submit by no later than 12:00 p.m., on the day of the Public Art Commission meeting.

NOTE: Pursuant to State law, the Public Art Commission may not discuss or take action on issues not on the meeting agenda, except that members of the Public Art Commission or staff may briefly respond to statements made or questions posed by persons exercising public testimony rights (Government Code Section 54954.2). Staff may be asked to follow up on such items.

**PUBLIC COMMENT**

**1. Public Comment – General (Non-Agenda Items)**

**BUSINESS ITEM**

**2. Public Art Commission Reorganization**

Recommendation

Select a Chair and Vice-Chair.

**ACTION/DISCUSSION**

**3. 1105-1115 Mission Street (Mission Bell Mixed-Use Development) Public Art Program**

Recommendation

It is recommended that the Commission review and approve the proposed public art program located at 1105-1115 Mission Street (Mission Bell Mixed-Use Development).

**4. 2022 Annual Commission Report**

Recommendation

Discuss and approve 2022 Annual Commission Report.

**COMMUNICATIONS**

**5. City Council Liaison Communications**

**6. Commissioner Communications**

**7. Staff Liaison Communications**

**ADJOURNMENT**

**8. Adjourn to the Regular Public Art Commission meeting scheduled for August 24, 2022 at 6:30 PM.**

**PUBLIC ACCESS TO AGENDA DOCUMENTS**

The complete agenda packet may be viewed on the City's website at:

<https://www.southpasadenaca.gov/government/boards-commissions/public-art-commission>

**ACCOMMODATIONS**

The City of South Pasadena wishes to make all of its public meetings accessible to the public. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division via e-mail at [CityClerk@southpasadenaca.gov](mailto:CityClerk@southpasadenaca.gov) or by calling (626) 403-7230. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

*I declare under penalty of perjury that I posted this notice of agenda on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City's website as required by law.*

5/26/2022

*Matt Chang*

Date

\_\_\_\_\_  
Matt Chang, Planning Manager



# Public Art Commission Agenda Report

ITEM NO. 3

---

**DATE:** May 31, 2022

**TO:** Public Art Commission

**FROM:** Angelica Frausto-Lupo, Community Development Director

**PREPARED BY:** Matt Chang, Planning Manager

**SUBJECT:** Approval of Public Art Program (Mural) at 1105-1115 Mission Street (Mission Bell Mixed-Use Development)

---

## Recommendation

It is recommended that the Public Art Commission review and approve the proposed Public Art Program (mural) located at 1105-1115 Mission Street (Mission Bell Mixed-Use Development).

## Discussion/Analysis

On May 20, 2020, the City Council approved the mixed-use development (Mission Bell) containing 36 residential units, 7,394 square feet of commercial area, outdoor dining areas, and 109 parking spaces in a two-level subterranean parking garage. A condition of approval for the project requires the applicant to receive an approval from the Public Art Commission for either the installation of public art at the project site or a payment of the required fee pursuant to the South Pasadena Municipal Code. The approval must be obtained prior to the issuance of a building permit for the project.

The applicant plans to install the public art on-site and has provided the attached public art plan for Commission's consideration. The art piece, glass mural, will be placed on the building at the corner of Mission Street and Fairview Drive. The artist's concept is to capture a feeling of the spirit of South Pasadena.

Artwork Evaluation Criteria	Staff Findings
Does the proposed artwork comply with the Goals and Objectives of the Public Art Program to promote cultural experiences, increase economic development, and enhance the general welfare and quality of life in the community?	Yes, the proposed project provides public art that enhances the quality of life in the community.

Artwork Evaluation Criteria	Staff Findings
<p>Will the proposed artwork remain publicly accessible during normal business hours without enclosure?</p>	<p>Yes, the proposed artwork will be installed in an area open and freely available to the general public. The corner of Mission Street and Fairview Avenue.</p>
<p>Will the proposed artwork be sited without interference from commercial signage?</p>	<p>Yes, there is no commercial signage within the vicinity. The art will be located at the corner of the building.</p>
<p>Were the structural plans reviewed by the City's Building Division to determine if a Building Permit is required?</p>	<p>The art piece is attached to the structure that is currently in plan check with the Building Division. The art piece itself does not require a building permit. An electrical permit will be required for the backlighting proposed for the project.</p>
<p>Will the proposed artwork be appropriately lighted?</p>	<p>Yes, the proposed art piece will be back lit using LED lighting to illuminate the entire piece at night.</p>
<p>Does the developer/property owner have a recorded maintenance plan to ensure ongoing, permanent maintenance to preserve the artwork in good condition?</p>	<p>Yes, the primary materials will require little to no maintenance beyond periodic dusting. In accordance with the Municipal Code Section 36.395.080 (Ownership and Maintenance Cost of On-Site Public Art), the obligation to provide all maintenance to preserve the artwork in good condition will remain with the owner of the site; and prior to placement of an approved artwork, the applicant and owner of the site shall execute and record a covenant in a form approved by the City for maintenance of the artwork.</p>

Artwork Evaluation Criteria	Staff Findings
<p>Is the proposed artwork mass-produced with a standard design, reproduction of original artwork, signage, decorative/ornamental elements of functional components of a building designed by the architect, historic/architectural elements of a building façade, or landscape gardening?</p>	<p>No, the proposed project is a new one-of-a-kind piece of art and is not mass produced with a standard design.</p>
<p>Is the proposed artwork responsive and relevant to the site (its history, architecture, development, landscaping, and socio-economic context)?</p>	<p>Yes, the glass mural has been designed to capture a feeling of the spirit of South Pasadena and will be tastefully designed to integrate into the building architecture.</p>
<p>Does the proposed artwork encourage local artistic endeavors, public dialogue, and interactions with art in public places?</p>	<p>Yes, the proposed project will be accessible to the general public as it will be located on the corner of Mission Street and Fairview Avenue.</p>
<p>Does the proposed artwork support a public art collection that includes works of various genre, style, scale, media, form, and intent that is reflective of contemporary public art practice that spans local, regional, national, and international levels?</p>	<p>Yes, the proposed project utilizes glass techniques practiced by Mr. Carey who is a local artist residing in the city. Fused glass is a very contemporary art form, but is still related to the more traditional stained-glass medium which is commonly utilized in public artworks around the world.</p>
<p>Does the proposed artwork advance the commissioning of artwork throughout geographic areas of the City?</p>	<p>Yes, the proposed project will be added to the City's inventory of public art and is located in an area that does not currently contain public art.</p>
<p>Does the proposed artwork demonstrate a collaborative approach to the project by a design team that includes the selected artist(s) project architect(s), landscape architect(s), and other design professionals?</p>	<p>Yes, the proposed project compliments the proposed mixed-use development at 1105-1115 Mission Street.</p>

Artwork Evaluation Criteria	Staff Findings
<p>Does the selected artist work in the public realm, and have relevant past experience with proven technical and aesthetic ability to successfully create artwork responsive to the site and community?</p>	<p>Yes, Mr. Carey worked on churches and the Disney theme parks in Anaheim, Shanghai, and Tokyo. Mr. Carey has also completed and installed several public art pieces in South Pasadena over the past 2 years.</p>
<p>Does the selected artist have the highest artistic merit, sensitive to the City’s cultural diversity, and can contribute to the characteristics and unique expressions of the City’s values?</p>	<p>Yes, Mr. Carey has worked as the lead artist on numerous projects at The Judson Studios including the 3,400 square foot “Resurrection Window” at the United Methodist Church of the Resurrection in Kansas. Mr. Carey also recently installed an art piece in the City of South Pasadena that was previously approved by the Public Art Commission located at 1611 Spruce Street.</p>
<p>Is the proposed budget sufficient to produce the proposed artwork?</p>	<p>Yes, the proposed project will be completed by Mr. Carey for a total cost of \$150,000. This includes \$15,000 for the design, \$135,000 for glass fabrication.</p>

**Public Notification of Agenda Item**

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City’s website.

**Attachments:**

- 1. Public Art Application
- 2. Site Plan
- 3. Public Art Plan
- 4. Contract
- 5. Artist Resume and Portfolio

# **ATTACHMENT 1**

## Public Art Application



**CITY OF SOUTH PASADENA  
PUBLIC ART APPLICATION**

1414 Mission Street  
South Pasadena, CA 91030  
Phone: (626) 403-7220  
Fax: (626) 403-7211

**PROPERTY INFORMATION**

Address: 1105-1115 Mission Street, South Pasadena CA

Owner Name: Mission Bell Properties, LLC (Integrity Property Group, LLC-Mike Ascione project manager)

Phone: 661-231-5794

E-mail: mike@ipgworks.com

Fax:

- Residential Development (4 or more units)       Commercial Building Project  
 Industrial Building Project       Remodeling (exceeding \$250,000)  
 Other: Mixed Use Development

Total Building Valuation: \$15,000,000.00

Public Art Allocation (1% of Total Building Valuation): \$150,000.00

Public Art In-Lieu Fee (1.5% of Total Building Valuation): NA

Business License Number (waived if artwork is donated to the City): 061037830

Expiration Date: May 1, 2023

**PROPOSED PUBLIC ART**

- Permanent Artwork       Cultural Programming/Performance  
 Facilities       Eligible Artists  
 Other: \_\_\_\_\_

Description:

Fused Glass wall mural

**DOCUMENT CHECKLIST**

- Preliminary sketches/photographs, or other documentation  
 Proposed development plans (including location of proposed artwork and adjacent parcels)  
 Narrative Statement  
 Artwork Maintenance Plan

Signature: 

Date: May 25, 2022

Name: Mike Ascione

**\*\*\* FOR OFFICE USE ONLY \*\*\***

Application Received By:

Date:

Public Art Commission Meeting Date:

Approved or Denied:

# **ATTACHMENT 2**

## Site Plan



# **ATTACHMENT 3**

## Public Art Plan

**TIMCAREYSTUDIO**

**Proposal for Mission Bell Project  
May 26, 2022**



The design in the proposed rendering is my initial concept for a glass mural to capture a feeling of the spirit of South Pasadena. I have lived here for 25 years, and the words that come to mind when I think of South Pas are “Creativity” “Diversity” “Family” “Growth” and “Community.” This backlit glass image, from a distance, will look like brushstrokes from a painter, lively and colorful. But as one gets closer you see there are figures in action. Maybe athletes, dancers, musicians. Old and young, together forming an abstract burst of energy.

This is an initial concept. While it may be the direction we end up using, I will be exploring other options as well. I will try different concepts, staying within the themes mentioned above. The ultimate goal here is to create a masterpiece. To make a glass artwork that people will come to see, and that the people of South Pasadena will feel connected to and proud of.

This glass will be fused with “symmetrical engineering” to ensure its maximum strength and durability.

LOW MAINTENANCE- consists solely of a yearly cloth wipe down



Fused Glass Color Sample, by Tim Carey



For more information please visit [www.timcarey.com](http://www.timcarey.com)

# **ATTACHMENT 4**

Contract

# TIMCAREYSTUDIO

May 25, 2022

**To:** Mission Bell Properties, LLC c/o  
CFT NV Developments, LLC  
Attn: Charlie Shen  
1120 N. Town Center Dr. Ste 150  
Las Vegas, NV 89144

**From:** Tim Carey Studio  
828 Magnolia St.  
South Pasadena, Ca. 91030

**Scope of Work:** Design, fabricate and oversee installation of Art Glass mural on corner of Fairview and Mission. Size and lighting TBD.

**Dear Mr. Shen,**

**We, Tim Carey Studio, do hereby agree to complete the aforementioned project for the total cost of \$150,000 This proposal is good for Ninety (90) days.**

I.- This fused glass mural shall be made in accordance with the most up to date and accepted traditions of this craft. The glass shall be fused, and carefully annealed. All craftsmanship and materials used to complete this commission shall be of the highest quality available. Any requests contrary to this policy will be reviewed and are subject to additional charges. Once final designs have been approved, any changes or alterations thereafter requested by client are subject to additional charges of One Hundred Fifty (\$150.00) per hour. Work on the project will commence once accurate field measurements are obtained or supplied to Tim Carey Studio and this proposal has been signed and returned with initial payment.

II- Tim Carey Studio reserves the right to photograph, film and publicize the finished product in all media for archival and marketing purposes.

III- Tim Carey Studio carries general liability insurance, protecting the owner against possible injuries to persons or property, which may flow from this work.

IV- Payments schedule and fabrication schedule TBD based on construction milestones

This proposal is submitted for your approval. Please sign one copy and return it to us. We look forward to working with you on this project.

In signing this contract, both parties are agreeing to waive the California Preservation Act.

Respectfully submitted,  
TIM CAREY STUDIO, LLC.



Tim Carey

President

Date: May 25, 2022

Please Sign below:

Name \_\_\_\_\_

Title \_\_\_\_\_

Signature \_\_\_\_\_

Date: \_\_\_\_\_

# **ATTACHMENT 5**

Artist Resume and Portfolio

# TIMCARE YSTUDIO

Portfolio 2022

## Artist's Statement

Since I first picked up a paintbrush as a child, my interest as an artist has been light. "How can I make my image more luminous?" This was the question that rolled around in my head with each painting I made.

I was trained in traditional drawing and painting at Art Center College of Design in Pasadena, Ca and spent the first 5 years of my career as a figurative oil painter and muralist. I discovered stained glass and specifically glass painting by chance, on a tour of The Judson Studios in Los Angeles in 2003. I was immediately hooked, and took a part time job at the Studios as a glass painter. This part time job quickly became a full time passion, and I ended up spending 14 amazing years at the Studios.

I had the honor of being lead artist on some monumental projects during my time at Judson. By far the most rewarding aspect of my time was in working with communities, both religious and secular, to realize their dreams in glass. The project that ultimately resulted in this journey to where I am today, was the 3400 square foot "Resurrection Window" at the United Methodist Church of the Resurrection in Leawood Kansas. After designing the piece in 2014 and realizing it couldn't be done solely with traditional methods, I sought out glass master Narcissus Quagliata and his "painting with light" fusing technique. Together we designed a custom fabrication process, and completed the piece in February of 2017. Throughout the process Narcissus and I developed a connection through our mutual love of the image making process in fused glass.

Having made fused glass art for private and public spaces, my goal is always to make the space in which the glass will live approachable, beautiful, and inspiring. With architectural work especially I find it of utmost importance to consider not only the style of the building, but the story of its location and the surrounding community.

Fused glass is a relatively new technology (40 years old) that allows glass of different styles and colors to be melted together in a kiln to form a single image. To me, glass is the ultimate painting medium for installations both inside and out. Because of its ability to transmit and reflect light and transparency, a glass art piece is always alive. It is changing with the daylight and engages the environment, be it a tree waving in the wind or a creeping cast shadow from a neighboring building. Through specialized lighting, glass can be brought to life at night to invite people to a space.

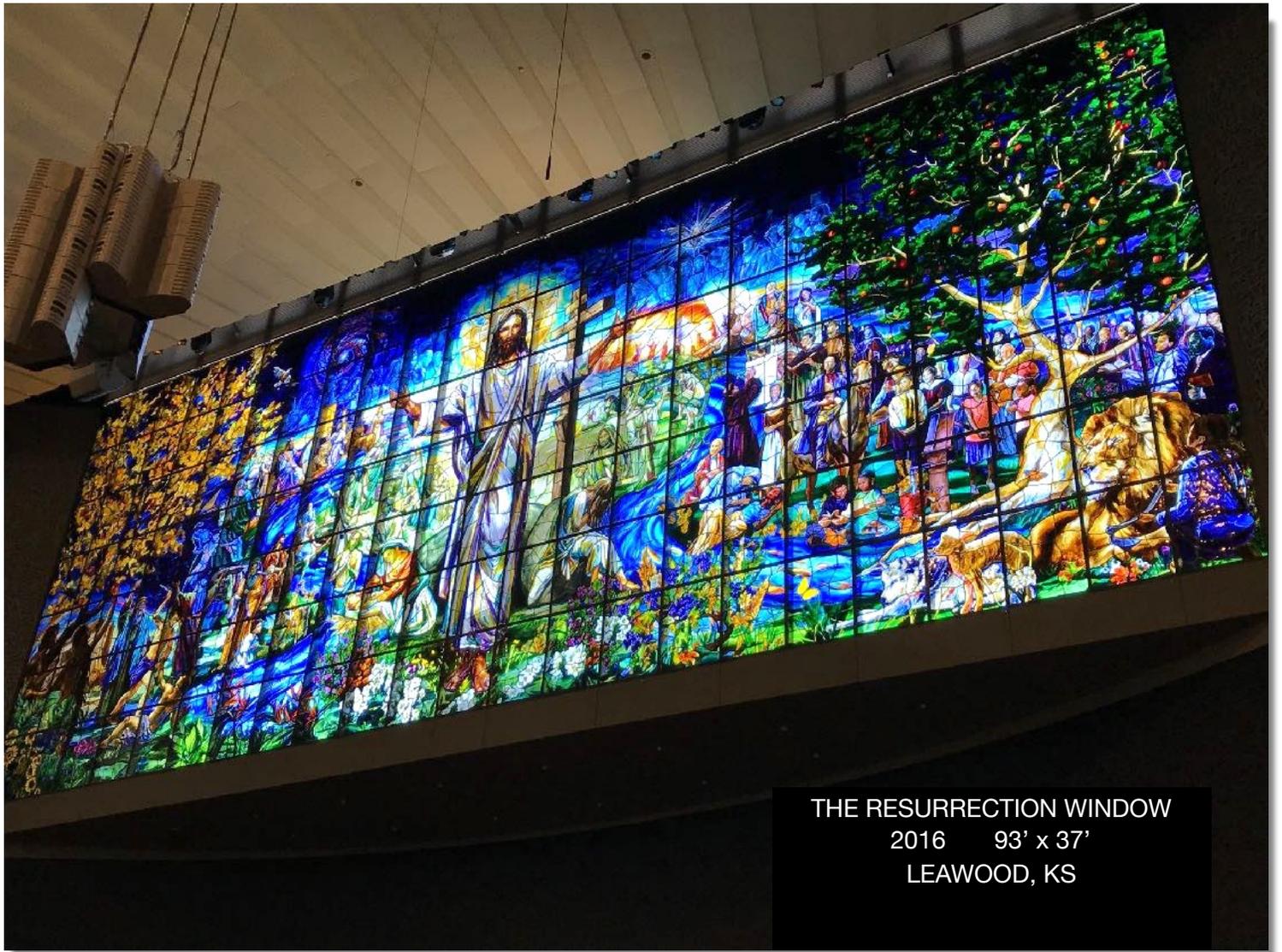
Glass is one of the most time tested, archival materials there is. Color in a glass art piece is permanent. There is no fading or scratching. It can get wet, be touched, and withstand impact with the right safety measures. All the while it is a noble medium with a rich history in the arts, spanning over 1000 years since the earliest stained glass windows were produced in Europe. These windows still maintain their dazzling color and enriching narrative impact to this day.

My mission at Tim Carey Studio is to continue what Narcissus and I started at Judson Studios, to bring glass into the forefront as an image making medium, and to enliven the world around us with light and color.



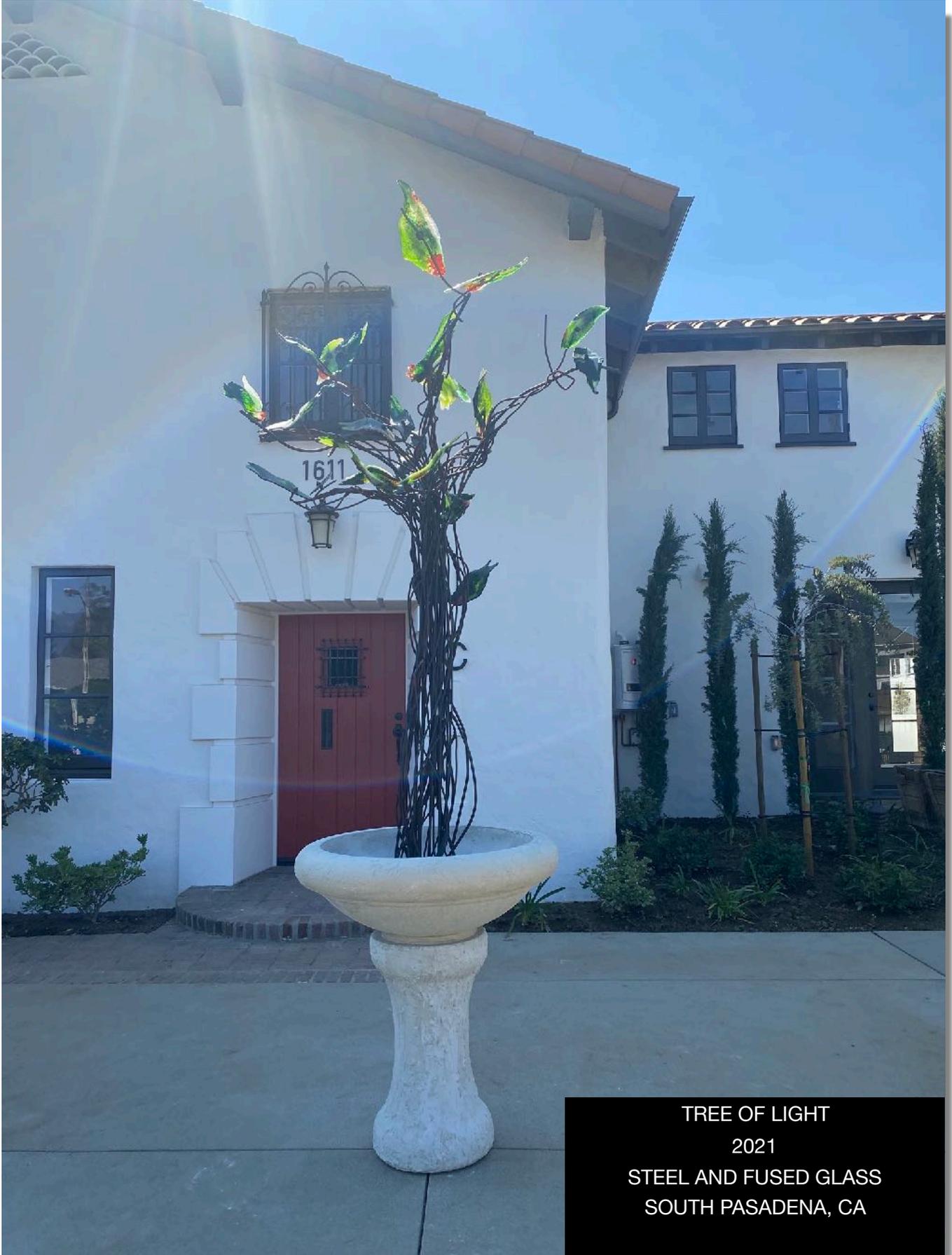
WAVE 2022 FUSED GLASS

30 X 40"



THE RESURRECTION WINDOW  
2016 93' x 37'  
LEAWOOD, KS

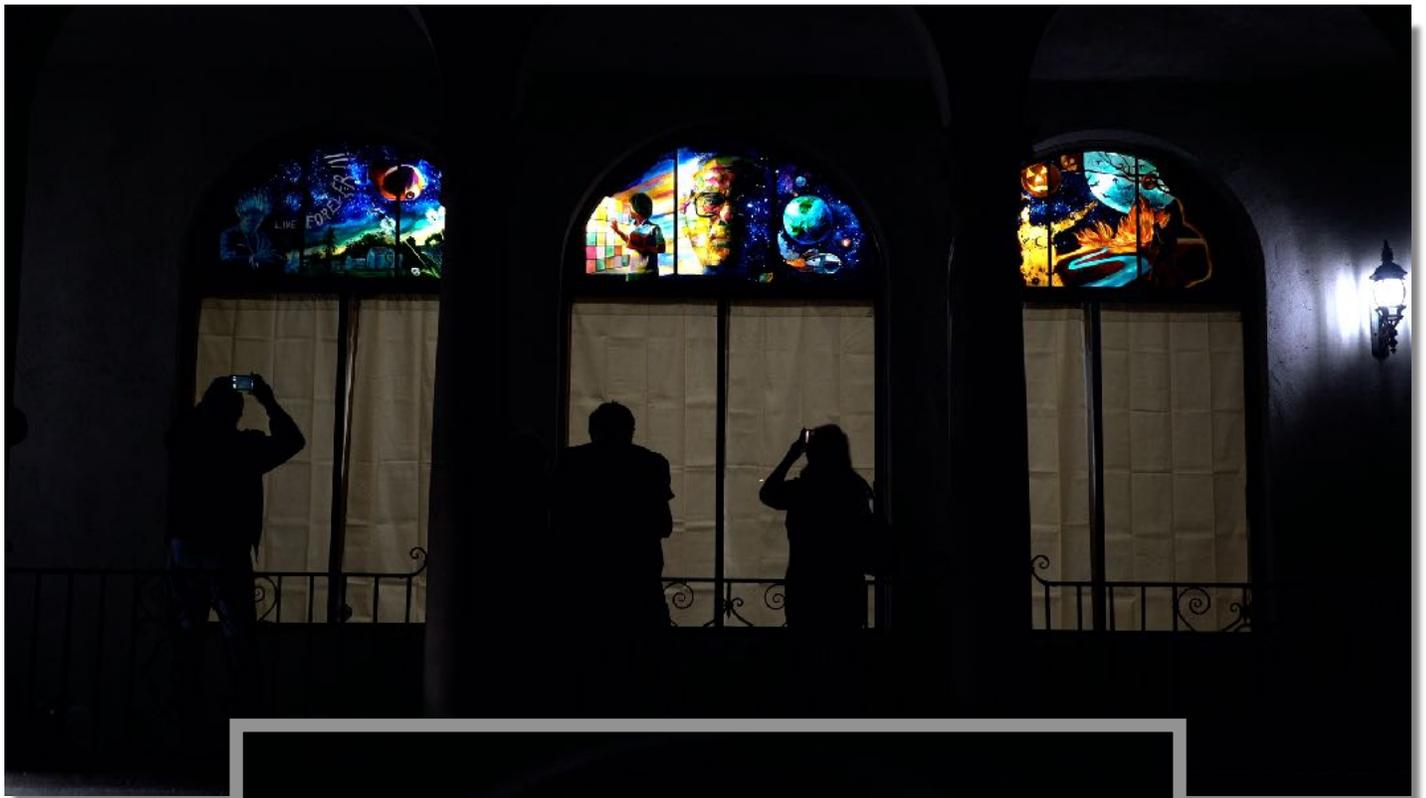




TREE OF LIGHT

2021

STEEL AND FUSED GLASS  
SOUTH PASADENA, CA



LIVE FOREVER  
FUSED GLASS 2021  
SOUTH PASADENA PUBLIC LIBRARY



THE SLIDE  
2020 FUSED GLASS  
36 X 30"



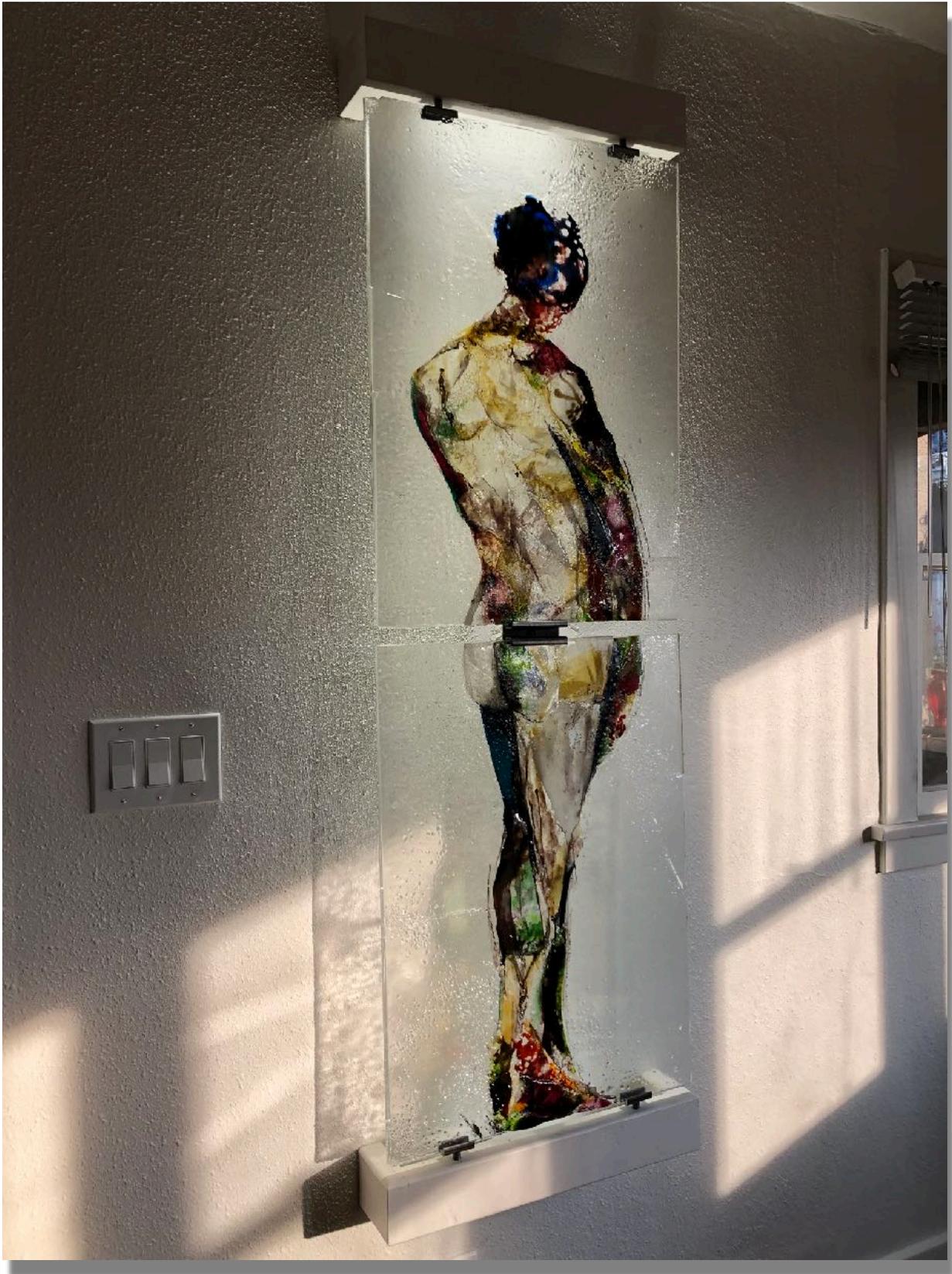
THE CAST

2020 FUSED GLASS

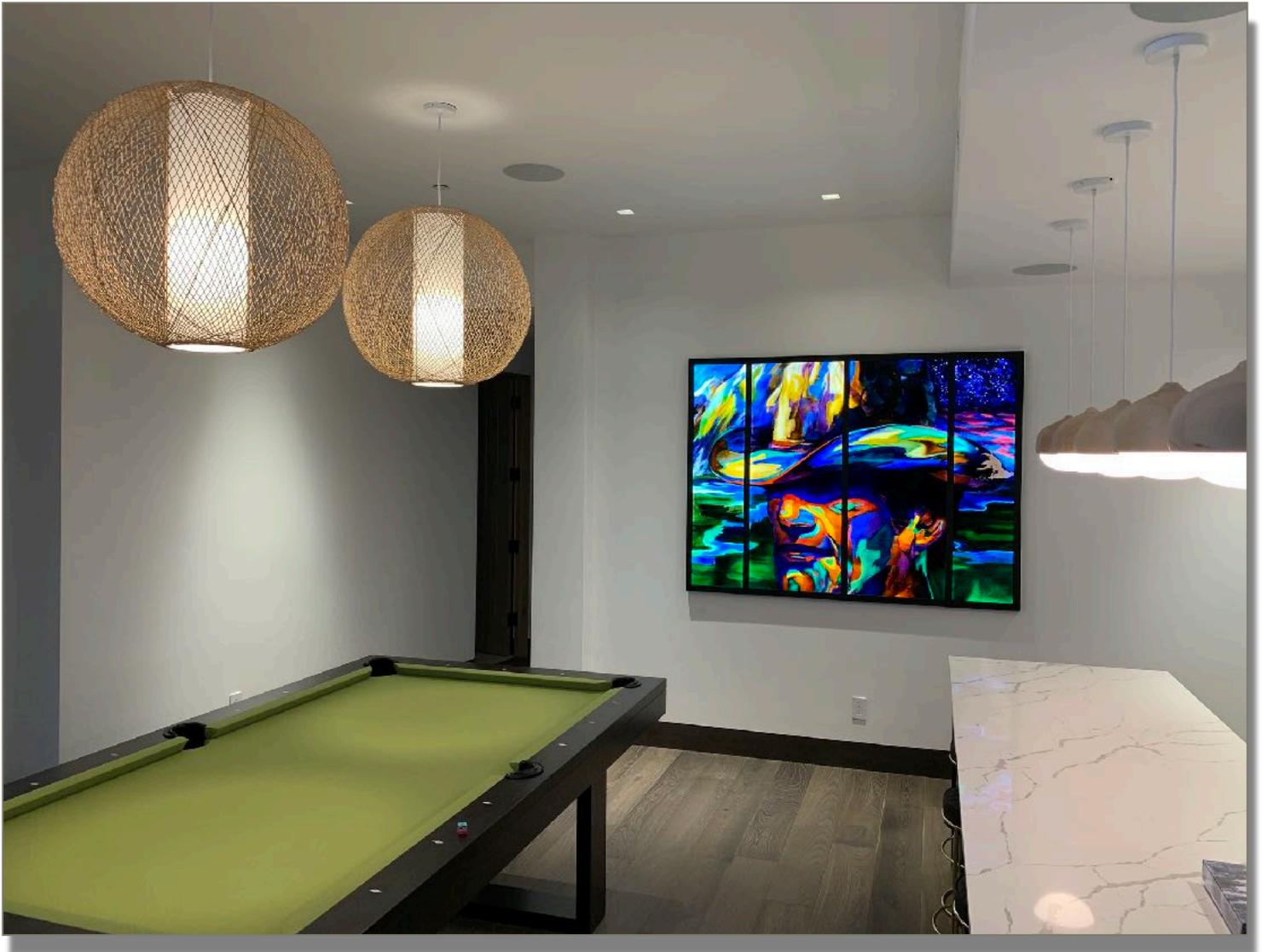
36 X 66"



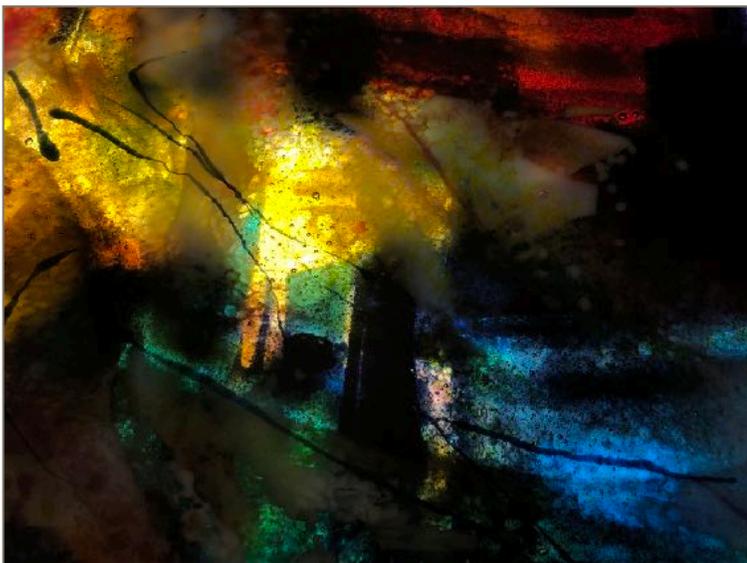
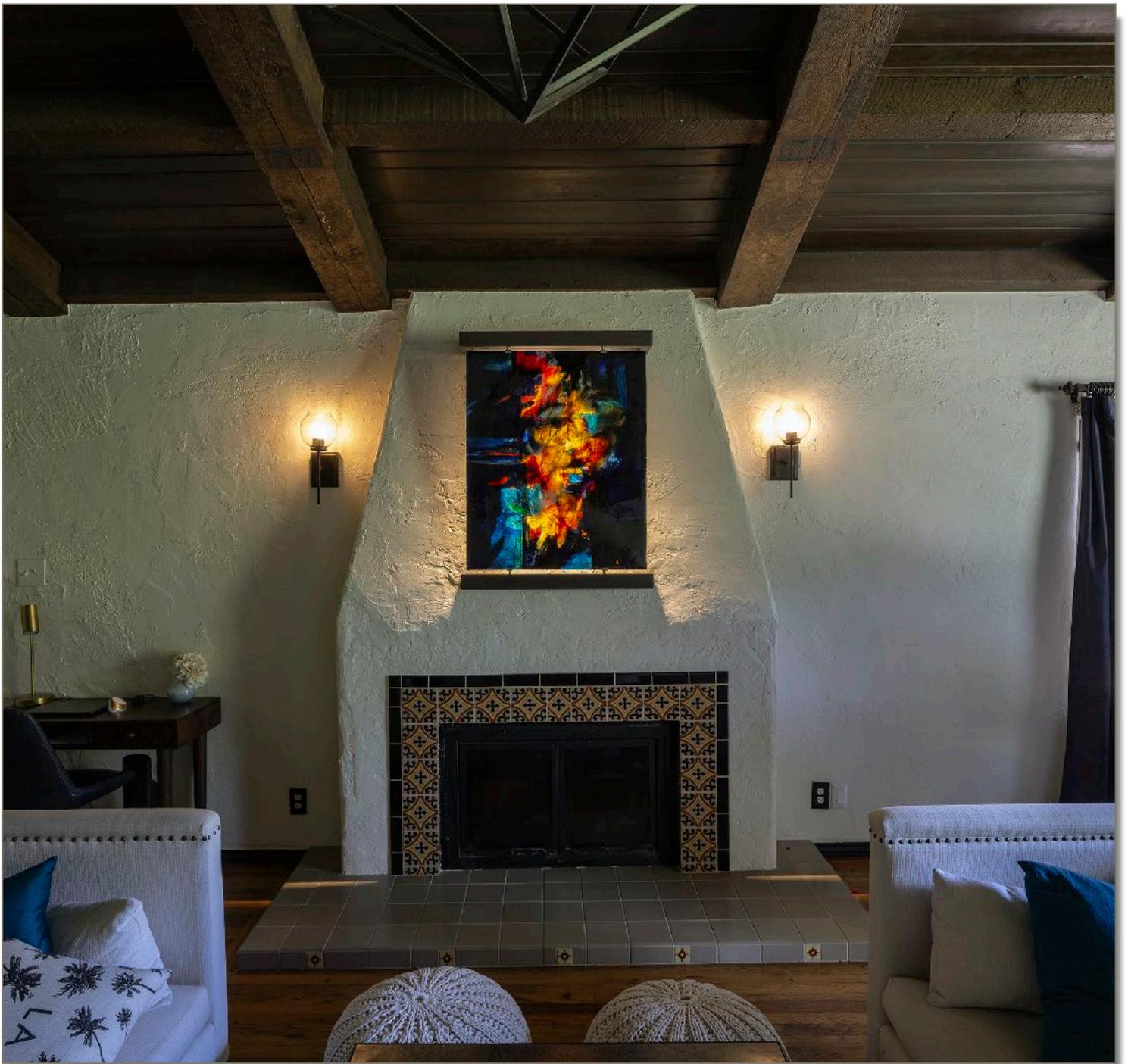
THE ANSWER  
2019 FUSED GLASS  
20 X 25"



TURN 2019 FUSED GLASS  
31 X 66"



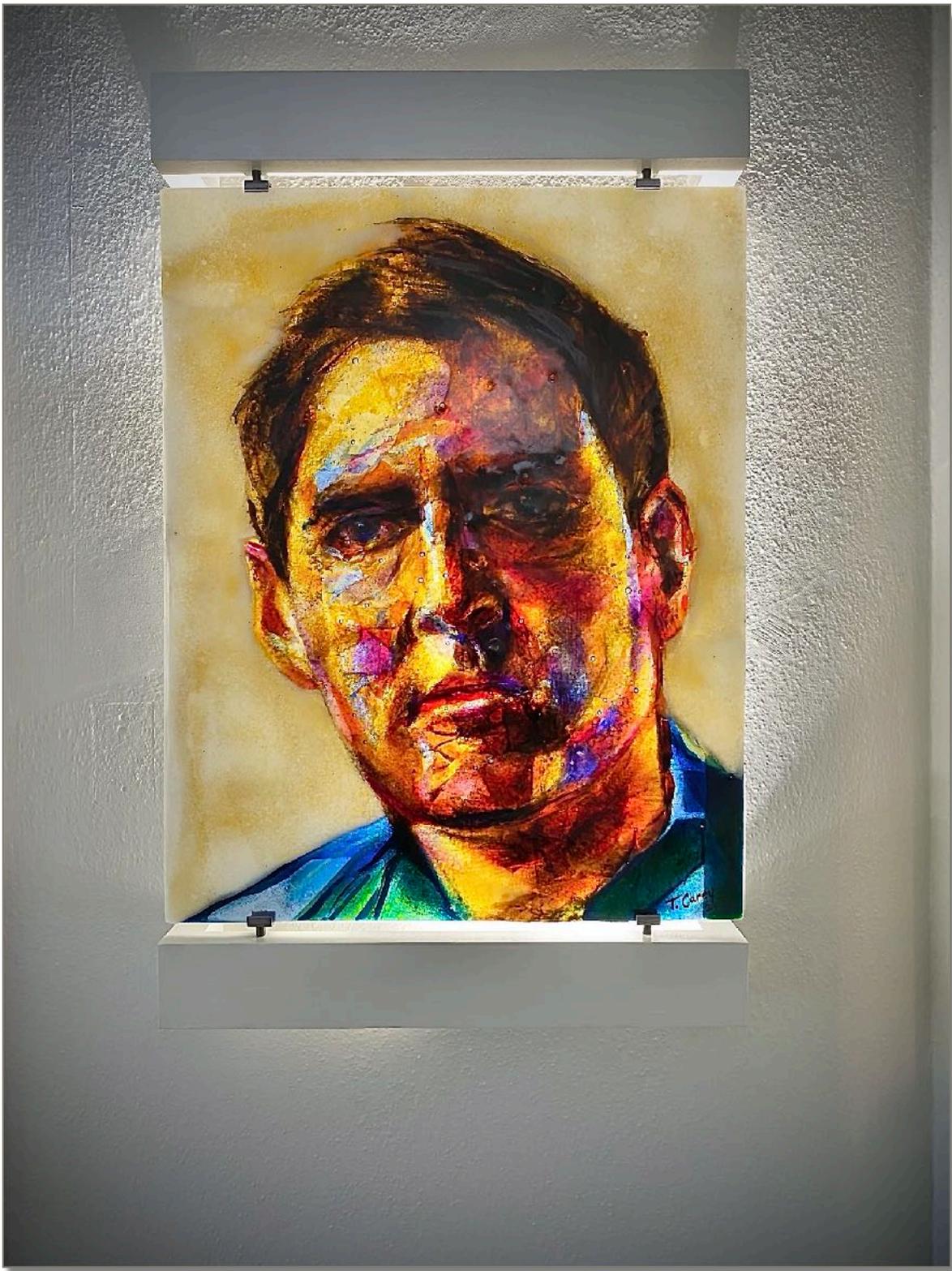
COWBOY 2019 FUSED GLASS  
62 X 84"



WISP 2019 FUSED GLASS  
36 X 44"



ESCAPE 2021 FUSED GLASS  
21 X 36"



BUZZ 2021 FUSED GLASS

24 X 30"



NATIVES 2021 FUSED GLASS  
18 X 120"

Tim Carey

DOB 6/14/1974

[tim@timcarey.com](mailto:tim@timcarey.com)

[www.timcarey.com](http://www.timcarey.com)

## Work Experience

**2018- FOUNDER AND PRINCIPLE- TIM CAREY STUDIO, South Pasadena, Ca**

**2004-2018 JUDSON STUDIOS-CREATIVE DIRECTOR**

MAJOR PROJECTS: 2018- "Authors" Cornerstone Church, Long Beach Ca, 80 square foot fused glass installation  
2018- "The Waters" Christ Presbyterian Church, Carlsbad, Ca 160 square foot glass installation  
2014-2017 "The Resurrection Window" Leawood KS, 3441 square foot fused glass window  
2014-2016 Walt Disney Imagineering- 1200 stained glass windows for Shanghai Disney  
2007-2012 USC Catholic Center- 2000 square feet traditional painted glass  
2014-2016 Walt Disney Imagineering- 1200 stained glass windows for Shanghai Disney  
2006 Sun City Ginza Tokyo, Japan , 600 square foot contemporary stained glass mural

## Exhibitions

**2006 "CONTEMPORARY PORTRAITS IN GLASS" JOSE DRUDIS-BIADA ART GALLERY, LOS ANGELES, CA**

**2005 "THE MAINE PROJECT" JUDSON GALLERY OF CONTEMPORARY ART, LOS ANGELES, CA**

**2002 "SELF-PORTRAITS" SQUARE BLUE GALLERY, NEWPORT BEACH, CA**

**2002- "CONSTRUCTING THE STILL LIFE" SQUARE BLUE GALLERY, NEWPORT BEACH, CA**

**2001- "FIGURES, SEAFOOD, AND OTHER THINGS- GRAPHICS GALLERY, NEWPORT BEACH, CA**

**2001- "TOMORROW'S MASTERS"- MJW FINE ART, NEWPORT BEACH, CA**

**2001- "INDOOR/OUTDOOR" MJW FINE ART, NEWPORT BEACH, CA**

**2001- "TIM AND JULIA" MJW FINE ART, NEWPORT BEACH, CA**

**2001- "FIGURES" MJW FINE ART, NEWPORT BEACH, CA**

**2000- "TOMORROWS MASTERS" GRAPHICS GALLERY, NEWPORT BEACH, CA**

**2000- "RECENT PAINTINGS" SQUARE BLUE GALLERY, NEWPORT BEACH, CA**

**1998- "STUDENT EXHIBIT" ART CENTER COLLEGE OF DESIGN STUDENT GALLERY**

## Education

1997-1999 Art Center College of Design BFA - Illustration with honors

1992-1996 University of California, San Diego B.S. Biochemistry and Cell Biology, Studio Visual Art Minor

## Commissions

2001-2003 "The Coming of an Age" Private mural commission, 12' x 48' Coto de Caza, Ca

## Residencies

2004 Mac Namara Foundation, Westport Island, ME

## Teaching

2020 Bullseye Glass Resource Center, Portland, OR "Expressive Painting with Glass"

2019 Pacific Art Glass, Los Angeles- "Painterly Expression in Glass"

2018 Stained Glass Association of America- "Vitreous Enamel and Fusing- combining the ancient art of glass painting with the modern technique of kilnforming to create painterly effects in glass"

2017 American Glass Guild Conference- "Vitreous Enamel and Fusing- combining the ancient art of glass painting with the modern technique of kilnforming to create painterly effects in glass"

2008-2017 Private glass painting classes, Los Angeles, CA

2013 Getty Center, Los Angeles, Ca- "Artist at Work- Stained Glass Techniques" in conjunction with the exhibit "Canterbury and St. Albans: Treasures from Church and Cloister"

2010 Judson Studios- "Painting on Glass" a 4 day glass painting intensive focusing on traditional materials and methods



# Public Art Commission Agenda Report

ITEM NO. 4

---

**DATE:** May 31, 2022

**TO:** Public Art Commission

**FROM:** Angelica Frausto-Lupo, Community Development Director

**PREPARED BY:** Angelica Frausto-Lupo, Community Development Director  
Matt Chang, Planning Manager

**SUBJECT:** 2022 Annual Commission Report

---

## Recommendation

It is recommended that the Public Art Commission discuss and approve 2022 Annual Commission Report.

## Discussion

The City Clerk's Office recently provided information to all city commissions regarding the upcoming Annual Commissioner Congress scheduled for Wednesday, June 22, 2022, after a two-year hiatus due to the pandemic. The Commissioner Congress provides an opportunity for City Council to receive a year-end report from each commission on the accomplishments of the previous year and a workplan for the upcoming fiscal year that aligns with the City's Strategic Plan initiatives.

A draft 2022 Annual Commission Report for the Public Art Commission is provided as **Attachment 1**. The report identified accomplishments of the previous year and a workplan for 2022 that aligns with the City's Strategic Plan initiatives (**Attachment 2**).

The purpose of this item is for the Commission to discuss and finalize the Annual Commission Report to be presented at the Annual Commission Congress.

## Attachments

1. Draft 2022 Annual Commission Report
2. South Pasadena Strategic Plan 2021-2026

# **ATTACHMENT 1**

Draft 2022 Annual Commission Report

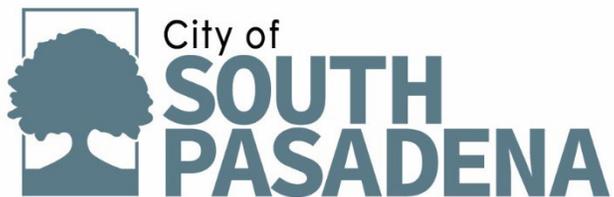


# ANNUAL COMMISSION REPORT 2022

City of South Pasadena

**(DRAFT)**

## Public Art Commission



---

# A Message from the Commission Chair

*A brief message from the Chair person should be included.*

Sincerely,

Public Art Commission, Chair

---

## Purpose Statement

It shall be the responsibility of the Public Art Commission to act in an advisory capacity to the City Council in all matters pertaining to public art or art in public places; to review and approve proposed public art projects associated with the City's Civic Center Art Gallery, Public Art Program, and Public Art Development Fee; and to provide policy recommendations on public art projects and programs as directed by the City Manager or the City Council, including but not limited to artwork placed in public places or incorporated into public buildings, art education programs, or art display programs or performances.



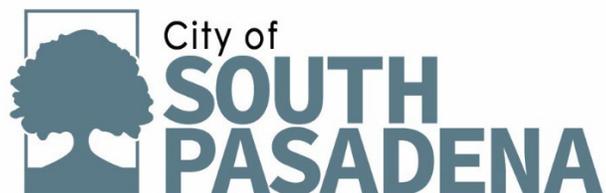
---

# Accomplishments

1. The Public Art Commission recommended the City Council to repurpose the \$25,000 budgeted for the Civic Center Art Gallery to fund public art projects and exhibits on City-owned properties. The City Council approved the budget reallocation on December 1, 2021. The Commission reviewed the eight proposals for the public art projects and made a recommendation to staff for the three public art projects on City-owned properties.
2. The Public Art Commission discussed options to solicit community input on the types of artwork that would be representative of the community and its interests.
3. The Public Art Commission approved the proposed mural at the South Pasadena Christian Church (1316 Lyndon Street). The mural is designed by Timothy Roosevelt showing children reaching up to an unseen figure and represents the diversity and racial harmony that the South Pasadena Christian Church aspires to.

# **ANNUAL WORKPLAN FY 2022-2023**

**(Public Art Commission)**



---

# Fiscal Year 2022-2023 Work Plan

1. Task 2a. Technology Upgrade – Recommend permit software & funding for building and planning to track permits online and streamline approval process.
  - Coordinate with city staff on exploring the opportunity to include public art on commercial projects/public art resources inventory on the new electronic permitting and land management system.
2. Task 2b. Economic Development Program – Develop and Launch Economic Program. Develop a Guide on ‘How to Do Business in the City’
  - Review best practices regarding artist friendly policies including establishing terms and conditions of commissioning art and accepting art donations.
3. Task 2c. Produce a permit application guide to help streamline application process.
  - Review the Public Art Policy to govern the development of public art in the City to address art (medium types), placement of art (specific public locations), and duration of display including goals and guidelines on the types of public art that may be displayed throughout the City. Additionally, review criteria to ensure high quality public art is developed through the Public Art Program.

# **ATTACHMENT 2**

South Pasadena Strategic Plan 2021-2026



## 1. Develop and Implement Strong Fiscal Policies to Ensure a Resilient Financial Future

Task	Action Item	Target Date	Department
1a. Long Range Financial Plan	Complete Indirect Cost Allocation Plan to increase potential reimbursement for staff time on grants and special fund projects.	FY 22-23	Finance
1b. Reduce CalPERS unfunded liability	Explore and recommend options to reduce CalPERS and OPEB liability.	FY 21-22	Finance
1c. Financial policies	Develop comprehensive Finance Department Policies and Procedures manual.	FY 21-22	Finance
1d. Business License Tax	Research and recommend update to business license tax, business classifications and tax rates.	FY 22-23	Finance
1e. Library Parcel Tax	Library Parcel Tax Renewal (Nov 2022 Election)	FY 22-23	Finance/ Library



## 2. Create a Strong Economic Development Strategy to Strengthen Local Business

Task	Action Item	Target Date	Department
2a. Technology Upgrade	Recommend permit software & funding for building and planning to track permits online and streamline approval processes	FY 21-22 FY 22-23	Community Development
2b. Economic Development Program	<b>Develop and Launch Economic Program</b> <ul style="list-style-type: none"><li>• City Branding and Marketing Plan</li><li>• New City website</li><li>• New Econ Dev website</li><li>• Ombudsman services</li><li>• develop a Guide on 'How to Do Business in the City'</li></ul>	FY 22-23	City Manager's Office
2c. Economic Development Plan	Produce a permit application guide to help streamline application process.	FY 21-22	CMO/ Community Development
2d. Redevelopment of Recreational Facilities	Evaluate redevelopment opportunities of recreational facilities in the Arroyo, including seeking restaurant operator at golf course.	FY 22-23	Community Services
2e. Parking Policy	Create comprehensive parking policy for the City.	FY 23-24	Community Development



### 3. Develop a Comprehensive Emergency Preparedness Plan to Ensure Public Safety through Active Response and Recovery Efforts

Task	Action Item	Target Date	Department
<b>3a. Seismic Regulations</b>	<b>Contract with consultant to complete inventory of soft story buildings in preparation for consideration of future regulations.</b>	<b>FY-22-23</b>	<b>Community Development</b>
<b>3b. Crisis Comm. Systems</b>	<b>Promote crisis communication systems. City applied for and was granted licensing to conduct Wireless Emergency Alerting (WEA).</b>	<b>Ongoing</b>	<b>Fire/Police</b>
<b>3c. Local Emergency Partnerships</b>	<b>Prepare needs analysis &amp; implementation schedule to address gaps in disaster coverage and seek appropriate contracts. Renew the city's Emergency Operations Plan (EOP) and Local Hazard Mitigation Plan (LHMP). Obtain Planet Bid for establishing contracts with vendors during a disaster.</b>	<b>FY-22-23</b>	<b>Fire/Police</b>
<b>3d. Emergency Preparedness</b>	<b>Initiate regular Emergency Operations Center (EOC) training for Department Directors and staff. Training will be provided during the renewals of the EOP and LHMP.</b>	<b>FY22-23</b>	<b>Fire/Police</b>
<b>3e. Wildfire Mitigation</b>	<b>Work with SGVCOG and apply for grants on wildfire mitigation on city-owned vacant lots. Research alternative methods of controlling/mitigating hazardous vegetation in the City's high hazard brush area.</b>	<b>FY 22-23</b>	<b>Fire</b>
<b>3f. Homeless Initiatives</b>	<ul style="list-style-type: none"><li><b>Participate in Mental Health/Crisis Intervention Program</b></li><li><b>Expand working relationship with community partners and Union Station</b></li></ul>	<b>FY 21-22</b>	<b>Police/ Community Development</b>



## 4. Enhance Community Sustainability through Investment in Infrastructure and Environmental Management Programs.

Task	Action Item	Target Date	Department
<b>4a. Renewable Energy</b>	<b>Implement Climate Action Plan for environmental initiatives.</b> •Roll out electric leaf blower program (FY22-23)	<b>FY 21-22 through FY 25-26</b>	<b>Public Works</b>
<b>4b. Water Resources</b>	<b>Implement Integrated Water Resources Plan to address ongoing aging infrastructure challenges, operational and supply sources, financial strategies, and a drought proof City.</b>	<b>FY 21-22 through FY 25-26</b>	<b>Public Works</b>
<b>4c. Pocket Parks</b>	<b>Award design contract and break ground on Berkshire &amp; Grevelia pocket park project.</b>	<b>FY 21-22</b>	<b>Community Services</b>
<b>4d. Transportation and Mobility Projects</b>	<b>Contract technical team in anticipation of TDM TSM alternative.</b>	<b>FY 22-23</b>	<b>Public Works</b>



#### 4. Enhance Community Sustainability through Investment in Infrastructure and Environmental Management Programs. *(continued)*

Task	Action Item	Target Date	Department
<b>4e. Capital Improvement Program</b>	<b>Bring forward a comprehensive Capital Improvement Plan (CIP).</b>	<b>FY 21-22</b>	<b>Public Works</b>
<b>4f. Mobility Master Plan</b>	<b>Update mobility master plan, with consideration for bike lanes, mobility, walkability and neighborhood traffic management.</b>	<b>FY 22-23</b>	<b>Public Works</b>
<b>4g. Traffic Management</b>	<b>Neighborhood Traffic management Policy Adoption and Implementation.</b>	<b>FY 22-23</b>	<b>Public Works</b>
<b>4h. Facilities Assessment</b>	<b>Conduct assessment of city facilities to determine repair costs for municipal buildings and costs for enhanced security measures and space planning.</b>	<b>FY 22-23</b>	<b>Public Works/ Mgmt Services/ Community Development</b>
<b>4i. Electrify fleet</b>	<b>Pursue electrification of city fleet.</b>	<b>FY 21-22 through FY 25-26</b>	<b>Public Works/Police/ Fire/ Community Svcs</b>



## 5. Plan for Affordable Housing to Comply with State Mandates and Respond to Community Needs.

Task	Action Item	Target Date	Department
5a. City Housing Division	<b>Create a Housing Division in Community Development Department to focus on Housing related matters including funding opportunities, land use, partnership with stakeholder groups including other governments, federal and state laws, tenant protections/ relocation assistance measures.</b>	FY 21-22	Community Development
5b. SB 381/ sale of unoccupied Caltrans properties	<b>Implementation of SB 381</b> <ul style="list-style-type: none"><li>• Commence policy discussions on the acquisition of unoccupied Caltrans surplus properties.</li><li>• Identify HRE's to work with the City</li><li>• Explore formation of Community Land Trust.</li></ul>	FY 21-22	Community Development
5c. Affordable Housing policies	<b>Produce information on Inclusionary Housing Ordinance and ADU Ordinance. Public education on new housing laws affecting cities.</b>	FY 21-22 FY 22-23	Community Development
5d. Housing Support	<b>Present Occupancy inspection program and policy for adoption.</b>	FY 22-23	Community Development
5e. Homeless Initiatives	<b>Continue working with the SGVCOG on region-wide solutions</b>	FY 21-22	Police/ Community Development



## 6. Enhance Customer Service through Innovation to More Effectively Respond to Community Priorities.

Task	Action Item	Target Date	Department
6a. Accessibility/ Customer Service	Bring forward a recommendation for an automated customer care application.	FY 22-23	CMO
6b. Centralized Operations	Centralize grants management and contract management.	FY 21-22	Mgmt Svcs
6c. Update Policies	Develop comprehensive administrative policies manual – including ADA, FMLA, Harassment, etc. with the Internal Policy Committee. <ul style="list-style-type: none"> <li>•Police Department assessment.</li> <li>•Update the Rules &amp; Regs</li> </ul>	FY 21-22	Mgmt Svcs
6d. Improve technology	Create an IT Master Plan for introducing or updating technologies in all departments.	FY 21-22	Mgmt Svcs
6e. Public Engagement	Establish and implement a targeted Community Outreach Program.	FY 21-22	CMO
6f. Governance	Review all Boards and Commissions.	FY 21-22	CMO/ Mgmt. Services
6g. Governance	Undertake process for Redistricting.	FY 21-22	Mgmt Svcs
6h. City Workforce	Pursue a healthy Workplace Culture including efforts to raise employee morale <ul style="list-style-type: none"> <li>• Establish Employee Committee to assist with morale boosting initiatives and events</li> <li>• Create new Training an Mentoring Program</li> </ul> Create new branding for HR and City through Onboarding Process.	Ongoing	CMO/ Mgmt. Services
6i. Modernize Division	Human Resources Division enhancements.	Ongoing	Mgmt Svcs