

**CITY OF BEVERLY HILLS
ARTS AND CULTURE COMMISSION
APPLICATION**

TO: HONORABLE MAYOR AND CITY COUNCIL

I am a resident of the City of Beverly Hills and am interested in being considered for an appointment to the Arts and Culture Commission.

Note: The Arts and Culture Commission serves in an advisory capacity to the City Council on matters pertaining to the enrichment of the community through fine art, visual arts, performing arts, digital and media arts, arts education, and community cultural activities, education and events.

Name: _____ E-mail address: _____

Residence Address **(required)**: _____ Zip code: _____

Mailing Address (optional): _____ Zip Code _____

Home phone: _____ Work phone: _____ Fax: _____

How long have you resided in Beverly Hills? _____ (Applicant must be a resident of the City for a minimum of two years prior to filing an application.)

Occupation: _____

Have you ever been a paid lobbyist/legislative advocate? If so, when and before which commission(s)?: _____

Have you ever applied to the Team Beverly Hills Program? _____

Are you a member or alumnus of the Team Beverly Hills Program? _____

Have you applied previously for a commission appointment? If so, which commission(s)?

1. List all community activities you are presently involved in, including years of service:

2. Describe your experience in the area of visual, performing and cultural arts, particularly community cultural events, or other pertinent background (educational, business, or professional) that might be useful to you as a member of the Arts and Culture Commission (your role and capacity):

3. Applicants should be familiar with the City of Beverly Hills Fine Art Ordinance. What challenges do you see facing public art (in terms of placement, audience, or social value)?

4. To get a sense of what the Arts and Culture Commission requires of its members, applicants are strongly encouraged to attend one or more meetings. Have you attended any in the last year? If so, please give your reactions:

5. Do you foresee any conflict of interest in serving on the Commission?

6. Selecting artwork to acquire or to have commissioned is the most important part of the public art process. What procedure is likely to produce the best result?

7. In 2019, the City launched the arts and culture expansion initiative. The Arts and Culture Commission has developed a work plan to launch expansion efforts. How do you see arts and culture expanding in Beverly Hills? Are there gaps or opportunities you see?

8. The Commission meets on the second Tuesday of each month at 10:00 a.m., and each meeting typically lasts two hours. In addition, Commissioners are expected to serve on one or more subcommittees and to attend various events and tours. Do you have any commitments that would tend to keep you from participating fully in the activities of the Commission? If so, how would you balance the two?

9. Why do you wish to be an Arts and Culture Commissioner?

10. The Arts and Culture Commission is advisory to the City Council, and the City's Community Services Department works in partnership with the Commission to administer the Arts and Culture program. Are you familiar with the Community Services Department and the scope and breadth of the programs and services provided, and the parks and recreation facilities managed by the Department? Please describe.

11. By filing this application, you are consenting to a background check. If you do not consent to a background check, please do not file an application.

Please check one:

yes no

Date _____ Signature _____

Completed applications may be returned to the City Clerk's Office, Room 290, 455 North Rexford Drive, Beverly Hills, CA 90210. If you have any questions, please contact the City Clerk at 310.285.2400.

IMPORTANT NOTICE

In order that we may preserve the integrity of the application and interview process, please direct all inquiries to the City Clerk, City Manager or the Director of Community Services. Please **DO NOT** contact the City Councilmembers or the members of the Arts and Culture Commission regarding the Arts and Culture Commission vacancies.

Serving on the Beverly Hills Arts and Culture Commission

The Arts and Culture Commission is one of twelve (12) commissions appointed by the City Council of Beverly Hills to carry out a variety of delegated functions. The City Manager, department heads and other City staff who work for the City Council provide support for the commissions. The Community Services Department provides staff support for the Arts and Culture Commission.

There are five positions on the Arts and Culture Commission. The Commissioners serve a staggered first term of two years, and may be reappointed to a second term of four years. The Commissioners generally serve until their replacements are appointed. An application form for appointment to the Commission may be obtained in the City Clerk's office in Room 290 of City Hall or by telephoning 310.285.2400. It is recommended that those seeking appointment attend one or more Arts and Culture Commission meetings to see how they are conducted and to familiarize themselves with the issues currently under discussion.

When a vacancy is anticipated, the City Council announces it and invites interested persons to submit application forms. A subcommittee of City Council and Arts and Culture Commissioners will interview all interested candidates and will recommend one or more candidates to the full City Council. Sometimes additional interviews are held by individual Councilmembers. The City Council makes its final selection and appointment at a formal public meeting. The City Clerk swears in each new Arts and Culture Commissioner at the Commissioner's first meeting.

Legal Authorities and Responsibilities

The Beverly Hills Municipal Code sets out the areas over which the Arts and Culture Commission has authority, either as a decision-making body or as advisory to the City Council.

The mission of the Arts and Culture Commission is to promote and nurture the arts and cultural life of the City of Beverly Hills.

The Arts and Culture Commission shall have the following powers and duties:

- A. Act in an advisory capacity to the City Council on matters pertaining to the enrichment of the community through fine arts, visual arts, performing arts, digital and media arts, arts education, and community cultural activities, education and events;
- B. Serve as an advocate for cultural activities, community cultural programs and events within the City;

- C. Promote arts and culture activities of and in the City to broaden the opportunities for residents and visitors' participation in the arts;
- D. Implement the City's Fine Art Program, as specified in Section 3-1-801 through 3-1-814 of this Code, including, but not limited to, the purchase of fine art for the public, consideration of donations and loans of public art, hosting art exhibits or art events, and performance of such other duties relating to procurement, display and maintenance of fine art as designated by the City Council.
- E. Foster public and private partnerships for providing arts and cultural programming, including enhancing and expanding community cultural events by involving artists, art galleries, fine and visual arts, performing arts, digital and media arts, literary arts and creative arts organizations, the creative community, residents and the business community;
- F. Promote access to the highest quality arts and cultural opportunities possible.
- G. Encourage the integration of cultural programs and community cultural events into the fabric of the City to improve the quality of life for City residents and welcome visitors to the world-class Beverly Hills experience;
- H. Encourage and support arts education programs in the community and schools including docent programs or similar;

The Fine Art Ordinance, as listed in the City of Beverly Hills Municipal Code, states:

- A. Any person constructing, reconstructing or constructing an addition to a commercial, industrial or mixed use building within the city shall provide fine art as follows:
 - 1. Install fine art that has a value that equals or exceeds one percent (1%) of the total construction cost of the building when the total construction cost is between five hundred thousand dollars (\$500,000.00) and one million dollars (\$1,000,000.00).
 - 2. Install fine art that has a value that equals or exceeds one and one-half percent (1.5%) of the total construction cost of the building when the total construction cost exceeds one million dollars (\$1,000,000.00).
- B. In lieu of providing the fine art required by subsection A of this section, payment may be made to the city in an amount of ninety percent (90%) of the value required by subsection A of this section.

If an applicant chooses to install art, then an application must be filed with the Arts and Culture Commission for approval of the fine art proposed. The application form must contain the following information: preliminary sketches, photographs, a model or other documentation of the proposed fine art; a curriculum vitae of the artist; an appraisal by an independent appraiser or other evidence of the value of the proposed fine art; site

plans and elevations; an estimate of the construction cost of the proposed structure; sketches, photographs or other documentation showing the relationship of the proposed fine art to the proposed structure; and such other information as the Commissioners may require. The Arts and Culture Commission will approve the application if the fine art has the minimum value required, is located in a public place, has been created by an established artist, has intrinsic quality and enduring value, and is compatible with and enhances the aesthetic quality of the building site.

Operation, Staffing and Time Commitment

The Arts and Culture Commission meets the second Tuesday of each month with additional special meetings as necessary. Each meeting follows a published agenda. The Commission provides guidance to staff regarding formal recommendations for consideration by the City Council. The meetings are held in Room 280-A of the Beverly Hills City Hall and generally begin at 10:00 a.m. and end between 11:30 am and 12:00 p.m., depending on the number of matters on the agenda. The meetings are facilitated by the Chair or, in his/her absence, the Vice Chair. Commissioners may serve on subcommittees appointed by the Chair to study particular issues and make recommendations to the full Commission.

There are rare occasions when a decision by the Arts and Culture Commission is appealed to the City Council. In those instances, the Chair, Vice-Chair or another designated Commissioner represents the Commission at the hearing by the City Council.

By no later than the Friday before each meeting, the Commissioners receive an agenda and supplementary materials regarding items to be reviewed at the meeting. Depending on the length and complexity of the agenda, Commissioners can expect to spend between two and four hours reviewing the materials in advance of the meeting. In general, Commissioners can expect to spend 10 to 15 hours per month on meetings and related activities.

The presence of at least three Commissioners constitutes a quorum and is required to conduct a meeting and make formal recommendations. The Commission must conduct its meetings and formulate its decisions in accordance with its own set of operating rules and with State law (the Brown Act), which requires all meetings to be open to the public. Minutes of the meetings are taken by a staff recording secretary.

Commissioners must comply with State law regarding conflicts of interest. They may not deliberate or participate in any cases in which they have an interest. State law requires that each Commissioner file a financial disclosure form with the City Clerk. The form will be available for public inspection. Interested persons may contact the City Clerk's office to inspect a sample. The City Attorney's office, which provides staff support to the Commission, can advise Commissioners who have questions on a case-by-case basis. Commissioners will find that parties to an application, both pro and con, will attempt to

engage them in conversation about it. It is important for the Commissioners to maintain an impartial distance and to maintain this impartiality, sometimes in the context of impassioned pleas from fellow residents, business colleagues, friends and acquaintances.

Helpful skills for Commissioners to have include: a general knowledge of arts and culture and familiarity with the current Beverly Hills arts and culture scene, including fine arts, visual arts, performing arts, digital and media arts, arts education, and also community cultural activities, education and events; have the ability to visualize artworks and prospective art sites, from plans, renderings, and other two-dimensional representations; the ability to apply the provisions of the Fine Art Ordinance to particular cases and explain the reasons for their recommendations; and the ability to identify gaps in arts and culture offerings in the City, and assist with forging new partnerships, spreading the news about expansion efforts, and being a champions for arts and culture in Beverly Hills.

Background Check

Please be advised that as part of the Commissioner recruitment process, finalists will be required to undergo a background check. The background check is intended to ensure that the City's Commissioners meet the highest standards and represent the City in a positive manner. As part of the background check, the following areas will be reviewed:

- Criminal Convictions
- Bankruptcies
- Lawsuits
- Suspended or Revoked Professional Licenses
- Disciplinary Actions from Professional Boards or Licensing Agencies
- Social Media Posts and Affiliations

Although unfavorable information related to one or more of the above areas will not serve as grounds for automatic disqualification, any unfavorable information will be provided to the selection committee and may be relied upon in the selection process. By filing this application, you are consenting to a background check. If you do not consent to a background check, please do not file an application.