



Administrative Report

J.2., File # CA26-0663

Meeting Date: 5/27/2026

To: CULTURAL ARTS COMMISSION
From: JACK MEYER, CULTURAL ARTS MANAGER

TITLE

DISCUSSION AND POSSIBLE ACTION ON ADOPTION OF BY-LAWS AND MISSION STATEMENT

BACKGROUND

In previous years, it was standard procedure for newly formed commissions to establish and adopt a set of by-laws by which the purpose of the commission, duties, expectations, meeting procedures and rules were established and adopted. The predecessor to the Cultural Arts Commission, the no-longer active Public Arts Commission (PAC), established and adopted a set of by-laws in 2009. As the purpose and purview of the Cultural Arts Commission (CAC) differs from that of the PAC, the original by-laws would have to be adapted and updated to remain useful, if so desired by the PAC.

RECOMMENDATIONS

There are no rules or requirement that by-laws continue to be used, but some commissions have found them useful and established them regardless. Attached are the original PAC-adopted by-laws, the current Uniform Regulations for Boards and Commissions in the Redondo Beach Municipal Code (RBMC), also the section of the RBMC that addresses the creation of the current CAC. An email from Commissioner Taner is attached, which contains samples possible "Mission Statements", which may or may not be included in any by-laws adopted. Lastly, an earlier proposal for new by-laws by then-liaison Gary Margolis is also attached for reference and consideration.

Staff recommends the CAC review the attachments, discuss whether they wish to establish by-laws and possibly a Mission Statement, determine the content and possible action to adopt them.

ATTACHMENTS

- Public Art Commission Bylaws
- 3298- 25 Ord - Amending RBMC Uniform Regulations
- 3303-25 Ord - Amending RBMC Cultural Arts
- O- 2024- 3278-24 Amending the Redondo Beach Municipal Code Regarding the Public Art Commission
- Email from Commissioner Orhan Taner - Mission-Vision Statement Drafts - 3-24-2026
- First draft of proposed Bylaws for the Cultural Arts Commission - 2024 Gary Margolis