

# NOTICE OF REGULAR MEETING

Pursuant to Section 54954.2 of the Government Code of the State of California, a Regular Meeting of the **TRACY ARTS COMMISSION** is hereby called for:

**Date/Time:** **Tuesday, March 13, 2018, 7:00 p.m.**  
(or as soon thereafter as possible)

**Location:** **Grand Theatre Center for the Arts, Visual Arts 1**  
**715 Central Avenue, Tracy, CA 95376**

Government Code Section 54954.3 states that every public meeting shall provide an opportunity for the public to address the Tracy Arts Commission on any item, before or during consideration of the item, however, no action shall be taken on any item not on the agenda.

1. Call to Order
2. Roll Call
3. *Items from the Audience - In accordance with Procedures for Preparation, Posting and Distribution of Agendas and the Conduct of Public Meetings, adopted by Resolution 2015-052, any item not on the agenda brought up by the public at a meeting shall be automatically referred to staff. If staff is not able to resolve the matter satisfactorily, the member of the public may request a Tracy Arts Commission member to sponsor the item for discussion at a future meeting.*
4. Subcommittee Appointments for 2018
5. Approval of Minutes from the Regular Meeting of February 13, 2018
6. New Business
  - A. Formation of Ad Hoc Youth Programming Subcommittee for 2018
7. Old Business
  - A. Continue Discussion of 2018 Summer Programming
  - B. Continue Discussion of New Youth Programming for 2018-19
8. Correspondence
9. Items from the Commission
10. Items from Staff
11. Items from the Audience
12. Adjournment

## **POSTED: March 5, 2018**

The City of Tracy complies with the Americans with Disabilities Act and makes all reasonable accommodations for the disabled to participate in public meetings. Persons requiring assistance or auxiliary aids in order to participate should call City Hall at (209) 831-6000, at least 24 hours prior to the meeting.

Any materials distributed to the majority of the Tracy Arts Commission regarding any item on this agenda will be made available for public inspection in the Cultural Arts Division located at 715 Central Avenue, Tracy, CA during normal business hours.

TRACY ARTS COMMISSION  
MEETING MINUTES  
**February 13, 2018, 7:00 p.m.**

Grand Theatre Center for the Arts, 715 Central Avenue

Chair Dhugga called the meeting to order at 7:03 p.m.

Roll call found Commissioners Borges-Soto, Dhugga, Fuller, Lees, Poole and Sandhu present. Commissioner Bordes was absent.

Staff Present: William Wilson, Cultural Arts Manager – Visual Arts

Recorded By: William Wilson, Cultural Arts Manager – Visual Arts

1. ITEMS FROM THE AUDIENCE

None

2. APPROVAL OF MINUTES FROM THE MEETING ON JANUARY 9, 2018

**ACTION** Motion by Commissioner Fuller, seconded by Commissioner Borges-Soto to approve the minutes as amended. Voice vote found all in favor; motion carried 6:0.

3. CONTINUE DISCUSSION OF 2018 SUMMER PROGRAMMING

CAM Wilson and the Commission continued discussion concerning the approval and issue of a Request For Proposals (RFP) to contract with an event consultant in support of Music & Picnic in the Park 2018. CAM Wilson explained the RFP will be released soon, followed by proposal review by Staff, and Commission review at the meeting on March 13, 2018. CAM Wilson stated he will distribute the RFP to the Commission when approved and encouraged them to help with distribution to any interested vendors they may know of.

4. CONTINUE DISCUSSION OF NEW YOUTH PROGRAMMING FOR 2017-18

CAM Wilson stated that he has submitted an inquiry to the City Attorney's Office regarding the formation of an Ad Hoc Youth Programming Subcommittee. The new Subcommittee would be temporary, and serve to create a project outline and recommendations in the remainder of 2018. He is awaiting response to determine next steps.

5. CORRESPONDENCE

None

6. ITEMS FROM THE COMMISSION

Commissioners each gave brief summaries of their individual activities relating to arts and cultural activities within the past month.

7. ITEMS FROM STAFF

CAM Wilson advised with the appointment of Commissioner Lees, Subcommittee appointments for 2018 will appear on the agenda for the meeting of March 13, 2018. CAM Wilson announced the Arts Education Program is participating in Tracy Celebrates Children on Thursday, March 8, 2018 for the first time.

8. ITEMS FROM THE AUDIENCE

None

9. ADJOURNMENT

**ACTION** The meeting was adjourned at 7:33 p.m.

The above agenda was posted at the Tracy City Hall on February 9, 2018. The above are action minutes. Materials distributed to the majority of the Tracy Arts Commission, staff records and/or audio recording is available in the Cultural Arts Division located at 715 Central Avenue.

**CITY OF TRACY  
TRACY ARTS COMMISSION MEETING  
March 13, 2018**

**AGENDA ITEM 6.a.**

REQUEST

**FORMATION OF AD HOC YOUTH PROGRAMMING SUBCOMMITTEE FOR 2018**

DISCUSSION

Since early 2017 the Tracy Arts Commission (TAC) has engaged in ongoing discussion, led by Commission Dhugga, regarding the interest and value of creating new youth arts programming in the City of Tracy. The programming could be designed to appeal to youth audiences and collaborate with youth groups in 2017-18 and beyond. Commissioners voiced support for the creation of an Ad Hoc Youth Programming Subcommittee in order to develop this project forward.

The Tracy Arts Commission (TAC) Bylaws state: *The Tracy Arts Commission may form ad hoc subcommittees in accordance with the Brown Act and make appointments to that subcommittee as it deems necessary. A quorum of Tracy Arts Commission members may not be appointed to serve on a single ad hoc subcommittee. Before forming an ad hoc subcommittee the Tracy Arts Commission shall establish a specific charge and term for the subcommittee... Given the large number of standing committees the Tracy Arts Commission shall limit the number of ad hoc subcommittees to only those reasonably necessary to increase the efficiency of conducting Commission business. Under the Brown Act ad hoc subcommittees may only be formed for matters of limited duration not likely to reoccur and within the subject matter jurisdiction of the Tracy Arts Commission.*

Staff recommends the purposed Ad Hoc Youth Programming Subcommittee (AHYPS) would be charged to continue research on the project, create an event outline, and provide recommendations in effort to create a comprehensive vision for future programming. These findings could be presented to the Special Events Subcommittee and/or TAC in early 2019. With TAC approval the AHYPS can be formed, term can be established, and Commissioners can be appointed to serve.

FISCAL IMPACT

There is no fiscal impact to the General Fund for this item at this time.

RECOMMENDATION

Formation of Ad Hoc Youth Programming Subcommittee for 2018

Prepared By: William Wilson, Cultural Arts Manager – Visual Arts

Reviewed By: Kim Scarlata, Division Manager II

Approved By: Kim Scarlata, Division Manager II

**CITY OF TRACY  
TRACY ARTS COMMISSION MEETING  
March 13, 2018**

**AGENDA ITEM 7.a.**

REQUEST

**CONTINUE DISCUSSION OF SUMMER 2018 PROGRAMMING**

DISCUSSION

The Tracy Arts Commission (TAC) worked to re-design the Emerging Artists Series and the Music in the Park – Summer Concert Series in 2017. A series of better quality events including youth singers, regional musical acts, community organizations, businesses and hospitality vendors at four different park locations was presented. In addition the TAC made a stronger effort to market the events by networking with citizens at/near the park venues, as well as utilizing social media. The results of these efforts included a significant improvement in the interest and support of the programming by the community-at-large with increased audience participation and positive feedback.

At the Special Meeting of August 22, 2017 Commissioners and Staff shared feedback and observations from the four concerts, valuable to the event planning for summer programming in 2018. CAM Wilson advised the Commission that City Staff was working to better support the programming forward by seeking additional funding, which would be used to hire a professional event planner.

At the Regular Meeting of September 12, 2017 CAM Wilson and Commissioners began discussion in preparation for summer programming in 2018. The City is providing an additional \$13,000 to the TAC budget annually to support this programming. City Staff issued a Request For Proposals (RFP) in February 2018 to identify a consultant to provide event coordination services in collaboration with the TAC and Staff. It is envisioned that the consultant's role will include event support, talent recruitment and contracts, and audio/visual technical services. City Staff and the TAC will review vendor proposals in March 2018.

FISCAL IMPACT

There is no fiscal impact to the General Fund for this item at this time.

RECOMMENDATION

Continue Discussion of Summer 2018 Programming

Prepared By: William Wilson, Cultural Arts Manager – Visual Arts

Reviewed By: Kim Scarlata, Division Manager II

Approved By: Kim Scarlata, Division Manager II

**CITY OF TRACY  
TRACY ARTS COMMISSION MEETING  
March 13, 2018**

**AGENDA ITEM 7.b.**

REQUEST

**CONTINUE DISCUSSION OF NEW YOUTH PROGRAMMING FOR 2018-19**

DISCUSSION

In January of 2017 Commissioner Dhugga led a discussion for the Tracy Arts Commission to consider developing new programming designed to appeal to youth audiences, and to collaborate with youth groups, in 2017-18 and beyond. As the Commission voiced interest and support in exploring such programming, it has been requested as an on-going agenda item for continued discussion.

The Commission is considering the formation of an Ad Hoc Youth Programming Subcommittee, which could be charged to continue research on the project, create an event outline, and provide recommendations in effort to create a comprehensive vision for future programming.

FISCAL IMPACT

There is no fiscal impact to the General Fund for this item at this time.

RECOMMENDATION

Continue Discussion of New Youth Programming for 2018-19

Prepared By: William Wilson, Cultural Arts Manager – Visual Arts

Reviewed By: Kim Scarlata, Division Manager II

Approved By: Kim Scarlata, Division Manager II