

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, May 8, 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. Approval of Minutes from the Special Meeting of April 10, 2018
5. Approval of Minutes from the Regular Meeting of April 10, 2018
6. Approval of Minutes from the Special Meeting of April 17, 2018
7. Approval of Minutes from the Special Meeting of April 26, 2018
8. New Business
 - A. Review and Approve Special Events Subcommittee Recommendations for Featured Performers at 2018 Music & Picnic in the Park – Summer Concert Series
9. Old Business
 - A. Continue Discussion of Summer 2018 Programming
10. Correspondence
11. Items from the Commission
12. Items from Staff
13. Items from the Audience
14. Adjournment

POSTED: May 4, 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 – SPECIAL EVENTS SUBCOMMITTEE
SPECIAL MEETING MINUTES
April 10, 2018, 6:00 p.m.

Grand Theatre Center for the Arts, 715 Central Avenue

The meeting was called to order at 6:08 p.m.

Roll call found Commissioners Bordes, Lees, and Sandhu present.

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. DISCUSS RECOMMENDATIONS FOR SUMMER 2018 PROGRAMMING

The Special Events Subcommittee (SES) discussed the development of the 2018 Music & Picnic in the Park – Summer Concert Series, and created recommendations to assist Commissioners in their job roles within the programming. The SES agreed that Commissioners should perform the following tasks:

- SES to host Emerging Artists auditions on Saturday, May 19, schedule singers, greet and introduce singer to audio technicians at each event
- Assist Staff in the set-up of canopies, tables and chairs to be used by invited community groups, businesses and performers at each event
- Act as liaisons to invited community groups and businesses, and assist them at the event as needed throughout event
- Perform Emcee duties and promote invited community groups, businesses and hospitality vendors
- Network with and Market event to the community-at-large
- Commissioner Bordes to take the lead on contacting local restaurants to serve as hospitality vendors, who can provide meals to performers and the public with advanced orders and onsite food sales
- Assist Staff in tear down and clean up at the close of each event

3. ADJOURNMENT

ACTION The meeting was adjourned at 6:57 p.m.

The above agenda was posted at the Tracy City Hall on April 6, 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.

TRACY ARTS COMMISSION
MEETING MINUTES
April 10, 2018, 7:00 p.m.

Grand Theatre Center for the Arts, 715 Central Avenue

Chair Dhugga called the meeting to order at 7:02 p.m.

Roll call found Commissioners Bordes, Borges-Soto, Dhugga, Lees, and Sandhu present. Commissioners Fuller and Poole were 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 MARCH 13, 2018

ACTION Motion by Commissioner Bordes, seconded by Commissioner Sandhu to approve the minutes as submitted. Voice vote found all in favor; motion carried 5:0.

3. CONTINUE DISCUSSION OF 2018 SUMMER PROGRAMMING

CAM Wilson advised the Commission that John Moore of Trinity Productions provided and updated bid of \$17,850. The bid meets the Tracy Arts Commission's (TAC) target budget in support of the summer concert series. CAM Wilson will proceed to issue a Professional Services Agreement.

Commissioners discussed their roles to ensure the concerts will be well organized. Commissioner Bordes will report at the meeting on May 8 regarding hospitality vendors and/or restaurants who are interested in collaborating to provide food to performers and the public-at-large. It was agreed that the hospitality should receive equal promotion with the series now titled Music & Picnic in the Park. In addition, Commissioner Bordes suggested the food could be themed in relationship to the music, when possible. Commissioners agreed to have a featured hospitality vendor and another novelty vendor, such as ice cream or frozen beverages, would be appropriate.

Commissioners serving the Special Events Subcommittee presented the recommended roles to ensure that all Commissioners would be active across the event series. These included set-up, community relations, Emerging Artists, Emcee duties, networking and marketing and clean-up duties. Commissioners agreed to do so and CAM Wilson will provide a worksheet for each concert in order to document the assigned duties.

CAM Wilson advised that pre-marketing began a month ago on the Grand's website (atthegrand.org/musicinthepark) announcing event dates and locations. Comprehensive marketing will commence as soon as TAC reviews and approves SES's talent recommendations, followed by Trinity Production's confirmation of featured performers.

Commissioner Borges-Soto inquired how the TAC can market its programming at the Downtown Tracy Block Party events. CAM Wilson advised he will report at the meeting on May 8 with additional information.

SES members confirmed that Emerging Artist auditions can be scheduled on Saturday, May 19 from 10 am to 1:30 pm.

Commissioner Bordes will contact Sandwich Cousins to inquire if they would be willing to provide Downtown Tracy Artwalk participants with a \$7 sandwich, as Vita Dolce is no longer in business.

4. CORRESPONDENCE

None

5. ITEMS FROM THE COMMISSION

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

6. ITEMS FROM STAFF

None

7. ITEMS FROM THE AUDIENCE

None

8. ADJOURNMENT

ACTION The meeting was adjourned at 7:39 p.m.

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TRACY ARTS COMMISSION – AD HOC YOUTH PROGRAMMING SUBCOMMITTEE
SPECIAL MEETING MINUTES
April 17, 2018, 6:00 p.m.

Grand Theatre Center for the Arts, 715 Central Avenue

The meeting was called to order at 6:07 p.m.

Roll call found Commissioners Bordes and Dhugga present.
Commissioner Poole 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. DISCUSS ACTION PLAN FOR YOUTH PROGRAMMING RECOMMENDATIONS

Commissioners reviewed the preliminary overview of the project:

- A needed event in the community for middle and high school aged youth
- To include student organizations and participants from across the community and schools, representing visual and performing arts
- Event needs the support of teachers, student group advisors, and other community organizations committed to youth activities in Tracy
- Event to showcase youth talent that is appreciated by youth audiences
- A strolling event in downtown, after school at 5:00 p.m. on a Friday

Commissioners discussed the need to research similar events in the region, and considered the benefits of designing the event around a talent show, mainstage, and headlining performer such as a DJ. CAM Wilson suggested it could be beneficial to build such an event into the summer concert series, similar to how the Tracy Arts & Cultural Festival was developed and marketed.

Commissioners agreed to meet again on May 8 at 6:00 p.m. to continue discussion.

3. ADJOURNMENT

ACTION The meeting was adjourned at 7:26 p.m.

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TRACY ARTS COMMISSION – SPECIAL EVENTS SUBCOMMITTEE
SPECIAL MEETING MINUTES
April 26, 2018, 6:00 p.m.

Grand Theatre Center for the Arts, 715 Central Avenue

The meeting was called to order at 6:13 p.m.

Roll call found Commissioners Bordes, Fuller, and Sandhu present.

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. RECEIVE PRESENTATION FROM JOHN MOORE OF TRINITY PRODUCTIONS AND DISCUSS RECOMMENDATIONS FOR FEATURE PERFORMERS AT MUSIC & PICNIC IN THE PARK – SUMMER CONCERT SERIES 2018

Mr. Moore researched and presented local and regional acts and presenting companies who can provide featured performers for the summer concerts. He stated some acts might be limited by stage size. Commissioners also suggested additional acts in the preferred genre. After reviewing audio and video clips, Commissioners agreed to the following recommendations:

Genre	Performers	
Country	1. Cripple Creek Band	2. Buck Ford
Latin	1. The Band Fresh	2. Pacific Mambo Band/Cabani Jazz
Blues	1. Tom Rigby and Flambeau	2. Laura Price Band
Jazz/Swing	1. Stompy Jones	2. Alpha Rhythm Kings

These recommendations will be presented for the Tracy Arts Commission for review and approval at the meeting on May 8. With approval, Mr. Moore will seek to contract with talent and report to CAM Wilson as needed.

3. ADJOURNMENT

ACTION The meeting was adjourned at 7:49 p.m.

The above agenda was posted at the Tracy City Hall on April 20, 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
May 8, 2018**

AGENDA ITEM 8.a.

REQUEST

REVIEW AND APPROVE SPECIAL EVENTS SUBCOMMITTEE RECOMMENDATIONS FOR FEATURED PERFORMERS AT 2018 MUSIC & PICNIC IN THE PARK – SUMMER CONCERT SERIES

DISCUSSION

The Special Events Subcommittee (SES) and John Moore of Trinity Productions meet on April 26 to review acts to be presented as featured performers at the summer concerts. After receiving a presentation from Mr. Moore, reviewing audio and video clips, and further discussion, the SES agreed to the following recommendations:

Genre	Performers	
Country	1. Cripple Creek Band	2. Buck Ford
Latin	1. The Band Fresh	2. Pacific Mambo Band/Cabani Jazz
Blues	1. Tom Rigby and Flambeau	2. Laura Price Band
Jazz/Swing	1. Stompy Jones	2. Alpha Rhythm Kings

These recommendations are presented to the Tracy Arts Commission for review and approval. With approval, Mr. Moore will seek to contract with talent and report to CAM Wilson as needed.

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
May 8, 2018**

AGENDA ITEM 9.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. At the Regular Meeting of September 12, 2017 discussion began in preparation for summer programming in 2018.

The City is providing an additional \$13,000 to the TAC budget annually to better support the programming forward by working with a professional event consultant. Staff issued a Request For Proposals (RFP) in February 2018. Trinity Productions (TP) responded to the RFP and has been recommended to provide event support, talent recruitment and contracts, and audio/visual technical services. Staff is currently negotiating with John Moore of TP to finalize costs in support of event series.

Emerging Artists Series auditions need to be scheduled in late May/early June.

Music & Picnic in the Park – Summer Concert Series 2018 will be presented on:

- Thursday, July 12th, Lincoln Park, 7 to 9 PM
- Thursday, July 19th, Lincoln Park, 7 to 9 PM
- Thursday, July 26th, McDonald Park, 7 to 9 PM
- Friday, August 3rd, Downtown Park Plaza, 6 to 8:30 PM
(in conjunction with the Downtown Tracy Artwalk)

Downtown Tracy Artwalks are scheduled on Friday, June 29th, Friday, August 3rd, and Saturday, September 22nd from 6 to 8:30 PM.

As development of the summer programming continues, Staff and the Special Events Subcommittee (SES) will report to the TAC as needed.

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