

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, December 8, 2020, 7:00 p.m.**
(or as soon thereafter as possible)

Location: **City Hall**
333 Civic Center Plaza, 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.

THIS REGULAR MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER N-29-20 WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT.

RESIDENTS ARE STRONGLY ENCOURAGED TO PARTICIPATE REMOTELY AT THE DECEMBER 8, 2020 MEETING.

Remote Access to City of Tracy Arts Commission Meeting:

In accordance with the guidelines provided in Executive Order N-29-20 on social distancing measures, the City of Tracy will allow for remote participation at the upcoming Tracy Arts Commission meeting on Tuesday, December 8, 2020.

Remote Public Comment:

*Public comment via email **will only be accepted for agenda items before the start of the Tracy Arts Commission meeting at 7:00 p.m. Please send an email to publiccomment@cityoftracy.org. Identify the item you wish to comment on in your email's subject line.***

During the upcoming Tracy Arts Commission meeting public comment will be accepted via the options listed below. If you would like to comment remotely, please follow the protocols below:

- *Comments via:*
 - o **Phone** by dialing (209) 831-6010, or
 - o **Online by visiting** <https://cityoftracyevents.webex.com> and using the following **Event Number: 126 426 0626** and **Event Password: TRACYarts**
 - o **If you would like to participate in the public comment anonymously**, you may submit your comment via phone or in WebEx by typing "Anonymous" when prompted to provide a First and Last Name and inserting Anonymous@example.com when prompted to provide an email address.

- *Protocols for submitting comments by **phone**:*
 - o *Identify the item you wish to comment on to Staff when calling in. Comments received by phone will be accepted for the "Items from the Audience/Public Comment" and "New Business" portions of the agenda.*
 - o *Comments received by phone for the "Items from the Audience/Public Comment" portion of the agenda must be received by the time the Chairperson opens that portion of the agenda for discussion.*
 - o *Comments received by phone on each "New Business" will be accepted until the Chairperson announces that public comment for that item is closed.*

- *Protocols for commenting via WebEx:*
 - o *If you wish to comment on the "Items from the Audience/Public Comment" or "New Business" portions of the agenda:*
 - *Listen for the Chairperson to open that portion of the agenda for discussion, then raise your hand to speak by clicking on the Hand icon on the Participants panel to the right of your screen.*

- *If you no longer wish to comment, you may lower your hand by clicking on the Hand icon again.*
- o *Comments for the “Items from the Agenda/Public Comment” or “New Business” portions of the agenda will be accepted until the public comment for that item is closed.*
- *The total allotted time for public comment will be as follows:*
 - o *Items from the Audience: **15 minutes***
 - o *New Business: **10 minutes***

Comments received by publiccomment@cityoftracy.org, phone call, or on WebEx outside of the comment periods outlined above will not be included in the record.

REGULAR MEETING AGENDA

1. Call to Order
2. Roll Call
3. Items from the Audience - *In accordance with Council Meeting Protocols and Rules of Procedure, adopted by Resolution 2019-240, a five-minute maximum time limit per speaker will apply to all individuals speaking during “Items from the Audience/Public Comment”. For non-agendized items, Commissioners may briefly respond to statements made or questions posed by individuals during public comment; ask questions for clarification; direct the individual to the appropriate staff member; or request that the matter be placed on a future agenda or that staff provide additional information to the Commission.*
4. Approval of Minutes from the Meeting of October 13, 2020
5. New Business
 - A. Review and Approve Civic Art Window Shades Project Video Recommendations
6. Correspondence
7. Items from the Commission
8. Items from Staff
9. Items from the Audience
10. Adjournment

POSTED: December 3, 2020

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
October 13, 2020, 7:00 p.m.
City Hall, 333 Civic Center Plaza

Due to the COVID-19 emergency, the regular meeting was conducted pursuant to the provisions of the Governor's Executive Order N-29-20, which suspends certain requirements of the Ralph M. Brown Act. Residents participated remotely via email, phone and WebEx during the meeting.

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

Roll call found Commissioners Anderson, Bordes, Dhugga, Lees, Reis, and Sandhu present. Commissioner Taylor 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 REGULAR MEETING ON SEPTEMBER 8, 2020

ACTION Motion by Commissioner Sandhu, seconded by Vice Chair Reis to approve the minutes as submitted. Voice vote found all in favor; motion carried 6:0.

3. REVIEW AND APPROVE FY20/21 BUDGET AND PROGRAMMING RECOMMENDATIONS

CAM Wilson provided a staff report in summary of the Commission's priorities to increase public awareness of the Civic Art Window Shades Project, and to participant in community arts events such as Downtown Tracy Arts Week and the Artwalk in 2021. He advised discussion of FY20/21 Budget and Programming would conclude with the approval of the presented recommendations:

<u>Programming Project</u>	<u>Funding Appropriation</u>
Civic Art Window Shades Project Video	\$200
- Produce a 5-minute educational, promotional video	
- Collaborate with CAD Staff to provide technical support	(est. \$100)
- Feature artists/artwork with voiceover	
- Host on the Grand website/Civic Art Program	(est. \$100)
Downtown Tracy Arts Week 2021	\$800
- Present online and/or live local artists/arts organizations	(est. \$550)
- Feature from provided promotional videos	
- Issue call for 1 – 3 minute videos from participants	
- Host on the Grand website/Arts Week 2021	(est. \$250)

Downtown Tracy Artwalk June, 2021	\$1,114
- Provide hospitality services to participants	(est. \$364)
- Present local artists/arts organizations	(est. \$500)
- Present Downtown Tracy Mural Project (Civic Art)	(est. \$250)
Civic Art – Downtown Tracy Light Pole Banners	Unknown/Unfunded
- Collaborate with CAD Staff to determine feasibility	
- Utilize a portion (TBD) of street banners for temporary project	
- Feature local visual artists through Call For Proposals	
- Determine associated costs of production and installation	
	\$2,114 Total

Chair Lees led continued discussion calling for any additional feedback.

Commissioner Anderson reported feedback from a local artist to consider a public art project in the form of a window at the Tracy Library. CAM Wilson advised that Civic Art Program proposals can be submitted by the public, and that previous projects were developed and financed through public/private partnerships.

In support of Downtown Tracy Arts Week, Commissioner Bordes reported that Ken Cefalo of Main St. Music is interested in collaborating with the Tracy Arts Commission to provide live performance in person or online as needed. Vice Chair Reis reported feedback citing that members of the creative community that she has been in contact with do have videos available for online use. In addition, there are poets who could also read poetry in person or online.

Chair Lees suggested this hybrid format of in person and/or virtual programming could also work for the Artwalk as well, if needed. Chair Dhugga cited the current popularity of poetry with Brandon Leake from Stockton winning America's Got Talent.

CAM Wilson reported the Theatre Staff could provide technical production support for a 5-minute educational and promotional video for the Window Shades Project, and that a questionnaire could be issued to the artists with their responses to be used in the video. In addition, he advised a call for videos could be issued to the creative community-at-large, with 1-3 minute videos presented online during Arts Week.

ACTION

Motion by Vice Chair Reis, seconded by Commissioner Bordes to approve the FY20/21 Budget and Programming Recommendations. Voice vote found all in favor; motion carried 6:0

4. CONTINUE DISCUSSION FOR THE CIVIC ART WINDOW SHADES PROJECT

CAM Wilson provided a staff report and project updates. He reported the project remains on schedule, and that Orangepiel, the manufacturing and installation vendor, has completed printing. Shipment from Arizona is in progress, with delivery and installation to be scheduled in October, with public debut to soon follow.

Commissioner Dhugga requested a promotional announcement for the Commission's use. CAM Wilson replied that he would design and distribute a viewing event announcement as requested.

5. CORRESPONDENCE

None

6. ITEMS FROM THE COMMISSION

Commissioners gave a brief summaries of their activities relating to arts and cultural activities within in the last month.

7. ITEMS FROM STAFF

CAM Wilson reported that the Exhibitions Program at the Grand Theatre Center for the Arts is developing the Grand Galleries Online & Webstore. Content will include feature exhibitions, Co-Op artists, Grand Merchandise, and online exclusives. Anticipated launch is November for the holiday shopping season.

8. ITEMS FROM THE AUDIENCE

None

9. ADJOURNMENT – Time: 7:36 p.m.

ACTION Motion by Chair Lees, seconded by Commissioner Sandhu to adjourn.
Roll call vote found all in favor; passed and so ordered.

The above agenda was posted at the Tracy City Hall on October 8, 2020. 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
December 8, 2020**

AGENDA ITEM 5.a.

REQUEST

REVIEW AND APPROVE WINDOW SHADES PROJECT VIDEO RECOMMENDATIONS

DISCUSSION

The Tracy Arts Commission (TAC) has approved the production of a 5-minute educational and promotional video in support of the Civic Art Window Shades Project. Cultural Arts Division Staff will collaborate with the TAC to develop and present this video featuring the participating artists, their featured artwork, and additional support materials in the form of images and questionnaire copy. Staff has developed a production outline for the Commission's review and approval:

1. Intro: Overview of project including RFP, goals, project team, and evaluation.
30 seconds: Narration over images/stills/video
2. Alyn Brereton (Modesto) 1 minute: Montage of images/video with text/narrative.
- artist's portrait, other artworks, featured project artwork
3. Angela Johal (Livermore) 1 minute: Montage of images/video with text/narrative.
- artist's portrait, other artworks, featured project artwork
4. Delbert Park (Tracy) 1 minute: Montage of images/video with text/narrative.
- artist's portrait, other artworks, featured project artworks
5. Mark Roberts (Antioch) 1 minute: Montage of images/video with text/narrative.
- artist's portrait, other artworks, featured project artwork
6. Closing Narrative & Acknowledgements – 30 seconds: Montage of completed project, Civic Art Program, and credits in stills, video, logos, etc.

FISCAL IMPACT

Appropriation of Tracy Arts Commission funding in the Cultural Arts Division budget in the amount of \$200 has been approved.

RECOMMENDATION

Review and Approval Window Shades Project Video Recommendations

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

Reviewed By: Kim Scarlata, Division Manager II

Approved By: Kim Scarlata, Division Manager II