

# 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, February 9, 2016, 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 Meeting on January 12<sup>th</sup>, 2016
5. New Business
  - A. Review and Approve the Tracy Arts Commission 2016 Work Plan
  - B. Discuss Tracy Arts Commission Shirts
6. Correspondence
7. Items from the Commission
8. Items from Staff
9. Items from the Audience
10. Adjournment

**POSTED: February 4th, 2016**

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  
January 12, 2016, 7:00 p.m.

Grand Theatre Center for the Arts, 715 Central Avenue

Chair Fuller called the meeting to order at 7:04 p.m.

Roll call found Commissioners Borges-Soto, Fuller, Poole, Sandhu and Swanson present. Commissioners Jones and Dhugga 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

Mr. Carlos Gomet, a student from CSU East Bay in Hayward, attended for a class assignment.

2. New Commissioners Borges-Soto and Swanson introduced themselves to the Commission spoke about their interest to participate in the arts and community projects.

3. APPROVAL OF MINUTES FROM THE MEETING ON NOVEMBER 10<sup>th</sup>, 2015

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

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

CAM Wilson informed the Commission that the Cultural Arts Division had active recruitments for Box Office Coordinator and Theatre Supervisor. CAM Wilson advised the Commission that the 2016 Work Plan will be place on the February meeting agenda for the Commission's review and approval. Commissioners should have their calendars and date books available for reference at the next meeting.

7. ITEMS FROM THE AUDIENCE

Mr. Carlos Gomet asked about the Commission's role in the Downtown Tracy Mural Project. CAM Wilson explained the Mural Project was launched last summer along with the new Downtown Tracy Artwalks as a pilot project. It is currently being managed through the Exhibitions Program at the Grand Theatre Center for the Arts with a future goal to move the project into the Civic Art Program under the advisement of the Tracy Arts Commission in order to grow the project forward. Mr. Gomet expressed his support of the Downtown Tracy Mural Project noting the street visibility is strong and that Tracy will benefit from additional murals.

9. ADJOURNMENT

**ACTION** The meeting was adjourned at 8:19 p.m.

The above agenda was posted at the Tracy City Hall on January 7, 2016. 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  
February 9, 2016**

**AGENDA ITEM 5.a.**

REQUEST

**REVIEW AND APPROVE THE TRACY ARTS COMMISSION 2016 WORK PLAN**

DISCUSSION

Staff has created the 2016 Work Plan to serve as a planning tool to assist Tracy Arts Commissioners in managing meetings and projects. The 2016 Work Plan provides a monthly overview of tasks and identifies Cultural Arts Division Staff who are supporting the Commission's programming. With approval the document can be updated and distributed throughout 2016 as needed.

FISCAL IMPACT

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

RECOMMENDATION

Review and approve the Tracy Arts Commission 2016 Work Plan

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

Reviewed By: Kim Scarlata, Division Manager II

Approved By: Kim Scarlata, Division Manager II

ATTACHMENT:      Exhibit A

## EXHIBIT A

### Tracy Arts Commission 2016 Work Plan – V.1

#### **January**

1. TAC Meeting 01/12/16 – New Commissioners & Subcommittee Assignments
  - Lead Staff – Cultural Arts Manager

#### **February**

1. TAC Meeting 02/09/16 – Review & Approve 2016 Work Plan
  - Lead Staff – Cultural Arts Manager
2. Budget Subcommittee Meeting TBD – 2016-17 Budget Recommendations
  - Lead Staff – Cultural Arts Manager
3. Special Event Subcommittee Meeting TBD – EA/MITP/A&CF Recommendations
  - Lead Staff – Cultural Arts Manager

#### **March**

1. TAC Meeting 03/08/16 – Review & Approve Budget & Special Events Recommendations
  - Lead Staff – Cultural Arts Manager
2. Special Event Subcommittee Meeting(s) TBD – MITP/A&CF Talent & Artwalk Recommendations
  - Lead Staff – Theatre Supervisor
3. Civic Art Program Subcommittee Meeting TBD – 2016 Projects Review
  - Lead Staff – Cultural Arts Manager

#### **April**

1. TAC Meeting 04/12/16 – Review & Approve MITP/A&CF Talent & Artwalk Recommendations
  - Lead Staff – Cultural Arts Manager
2. CAD Staff negotiates talent offers and manages contracts
  - Lead Staff – Theatre Supervisor
  - Support Staff – Admin
3. Special Event Subcommittee Meeting(s) TBD – Emerging Artists Auditions
  - Lead Staff – Theatre Supervisor

## **May**

1. TAC Meeting 05/10/16 – Emerging Artists Report from the Special Events Subcommittee
  - Lead Staff – Cultural Arts Manager
  
2. Civic Art Program Subcommittee Meeting TBD
  - Lead Staff – Cultural Arts Manager
  
3. 2016 Music in the Park Marketing
  - Lead Staff – Cultural Arts Manager
  - Support Staff – Admin

## **June – End FY2015-16**

1. TAC Meeting 06/14/16
  - Lead Staff – Cultural Arts Manager
  
2. 2016 Music in the Park – Dates TBD
  - Lead Staff – Theatre Supervisor
  
3. Downtown Tracy Artwalk – Friday, June 10th
  - Lead Staff – Cultural Arts Manager
  - Support Staff – Theatre Supervisor & Arts Education Program

## **July – Begin FY2016-17**

1. TAC Meeting 07/12/16
  - Lead Staff – Cultural Arts Manager
  
2. 2016 Music in the Park – Dates TBD
  - Lead Staff – Theatre Supervisor
  
3. 2016 Tracy Arts & Cultural Festival – Date TBD
  - Lead Staff – Cultural Arts Manager & Theatre Supervisor
  - Support Staff – Admin & Arts Education Program
  
4. Downtown Tracy Artwalk – Friday, July 8th
  - Lead Staff – Cultural Arts Manager
  - Support Staff – Theatre Supervisor & Arts Education Program

## **August**

1. TAC Meeting 08/09/16 – Review & Debrief MITP & A&CF Programming
  - Lead Staff – Cultural Arts Manager
  
2. Downtown Tracy Artwalk – Friday, August 12th
  - Lead Staff – Cultural Arts Manager
  - Support Staff – Theatre Supervisor & Arts Education Program

## **September**

1. TAC Meeting 09/13/16 – Review & Debrief MITP & A&CF Programming
  - Lead Staff – Cultural Arts Manager
  
2. Civic Art Program Subcommittee Meeting TBD – CAP Revise Completion
  - Lead Staff – Cultural Arts Manager

## **October**

1. TAC Meeting 10/11/16 – Review & Approve CAP Revise
  - Lead Staff – Cultural Arts Manager

## **November**

1. TAC Meeting 11/08/16
  - Lead Staff – Cultural Arts Manager

## **December**

1. TAC Meeting 12/13/16
  - Lead Staff – Cultural Arts Manager
  
2. 2017 Civic Art Plan to City Council
  - Lead Staff – Cultural Arts Manager
  - Support Staff – Admin

**CITY OF TRACY  
TRACY ARTS COMMISSION MEETING  
February 9, 2016**

**AGENDA ITEM 5.b.**

REQUEST

**DISCUSS TRACY ARTS COMMISSION SHIRTS**

DISCUSSION

Tracy Arts Commissioners have previously expressed the interest to create and purchase shirts that could be worn at TAC events and programming such as Music in the Park, the Tracy Arts & Cultural Festival and the Downtown Tracy Artwalks. Commissioner Poole has requested an agenda item to discuss the possibilities of creating such a product, including associated expenses, with the Commission in order to determine support for a future action item.

FISCAL IMPACT

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

RECOMMENDATION

Discuss Tracy Arts Commission Shirts

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

Reviewed By: Kim Scarlata, Division Manager II

Approved By: Kim Scarlata, Division Manager II