

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, July 14, 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 JULY 14, 2020 MEETING.

Remote Access to City of Tracy Planning 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, July 14, 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:*
 - **Phone** by dialing (209) 831-6010, or
 - **Online by visiting** <https://cityoftracyevents.webex.com> and using the following **Event Number:** 126 150 8696 and **Event Password:** TracyArts
 - **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:*
 - *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.*
 - *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.*
 - *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:*
 - *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 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. New Business
 - A. Review and Recommend Civic Art Window Shades Project Proposals
5. Election of Chair and Vice Chair for 2020-21
6. Approval of Minutes from the Meeting of March 10, 2020
7. Correspondence
8. Items from the Commission
9. Items from Staff
10. Items from the Audience
11. Adjournment

POSTED: July 10, 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.

CITY OF TRACY
TRACY ARTS COMMISSION MEETING
July 14, 2020

AGENDA ITEM 4.a.

REQUEST

REVIEW AND RECOMMEND CIVIC ART WINDOW SHADES PROJECT PROPOSALS

DISCUSSION

The Tracy Arts Commission (TAC) reviewed and approved a Request For Proposals (RFP) for the Civic Art Window Shade Project at the meeting on February 11. The City of Tracy – Cultural Arts Division (CAD) issued the RFP in February in effort to obtain conceptual proposals from regional artists in consideration of original artwork to be created and printed on the window shades across the front of the Grand Theatre Center for the Arts at 715 Central Avenue in downtown Tracy, California. The project is funded with both City support and generous underwriting support from the Grand Foundation.

This high-profile project is envisioned to feature compelling images on a set of custom fabricated shades across the windows of the GWF Energy, Souza Family Foundation, and South Galleries. The project is managed by the CAD in collaboration with the TAC and Grand Foundation (GF). A project team with representatives from the TAC, GF, and Tracy City Center Association (TCCA) are collaborating to review proposals and make recommendations.

The original RFP deadline was Monday, March 23. The project timeline was temporarily suspended and altered due to the COVID-19 health crisis, as TAC meetings were cancelled in April, May, and June. A second RFP deadline of Monday, June 15 was announced. Fifteen conceptual proposals have been received from eight artists, including a collaborative duo.

The project team is tasked to review and recommend conceptual proposals. Each team member will complete an evaluation for all fifteen proposals. Evaluations will contain a score ranging from a low of three points, to a high of fifteen total points in the categories of creativity, quality of work, and strength of content. In addition, evaluations should note the proposal's ability to meet the goals of the project including the use of visually attractive images that add interest and energy to the Grand and downtown Tracy, large-format works to be viewed from afar, reflect and/or conceptualize a vision of the Grand as a unique interdisciplinary arts center, and considerations of the history, cultural diversity, and future of Tracy. The combination of score and successful components will aid the team in forming recommendations.

The project team may recommend up to five artists/proposals to be identified as finalists, who will be contracted to produce final, production-ready digital artwork and paid a comprehensive fee of \$1000 per image. CAD Staff will work with the artists and provide project team feedback to assist them. Final artwork will be delivered to a vendor who will manufacture and install the window shades.

In the event the project team does not recommend five artists/proposals to meet the goals of the project, CAD Staff may opt to re-issue the RFP or commission work directly from an artist who would be complimentary to the project goals.

FISCAL IMPACT

The total project expense will be \$18,700 which includes artist fees, shade production and installation. This expenditure was approved in the FY19/20 Cultural Arts Division budget. These expenses are being split between the Cultural Arts budget in the amount of \$9,350 and the Grand Foundation support in the amount of \$9,350.

RECOMMENDATION

Review and Recommend Civic Art Window Shades Project Proposals

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

Reviewed By: Kim Scarlata, Division Manager II

Approved By: Kim Scarlata, Division Manager II

TRACY ARTS COMMISSION
MEETING MINUTES
March 10, 2020, 7:00 p.m.

Grand Theatre Center for the Arts, 715 Central Avenue

Chair Lees called the meeting to order at 7:03 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 FEBRUARY 11, 2020

ACTION

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

3. CONTINUE DISCUSSION OF 2019-20 PROGRAMMING

Commissioners continued discussion about Downtown Tracy Arts Week activities. Commissioners confirmed a performance event featuring Ramblin' Jack Elliott and/or Tama Brisbane/With Our Words is planned for Friday, April 3, and a poetry workshop featuring Linda Scheller for Saturday, April 4 from 12 to 2 pm in the Children's Studio at the Grand Theatre Center for the Arts. Commissioner Bordes is working to secure talent, and Commissioner Reis is working to secure the venue at The Press, for the performance event. CAM Wilson advised that if The Press was not available the event could be held in the Main Lobby or Studio Theatre at the Grand. Commissioners agreed to participate in the event set-up from 6:00 to 7:00 pm, and performance from 7:00 to 8:30 pm. If the performance occurs at the Grand, CAM Wilson will manage hospitality services for the performers and public accordingly.

CAM Wilson updated Commissioners on the Veteran's Mural Project, stating that artist Will Watts is currently working to finalize the design and he anticipates sharing it with the Tracy Arts Commission (TAC) in April. Work is expected to begin in May with completion at the Artwalk on June 19.

Commissioners continued discussion about the Downtown Tracy Artwalk. CAM Wilson reported he will work with the downtown Subway to provide sandwich boxes to participants at the Artwalk on June 19. Commissioner Bordes reported the swing dancers to be featured at the Artwalk on July 17 are not available. Commissioner Dhugga will work to identify and invite an Indian dance group to be presented. Commissioner Lees will continue to work to secure a group of visual artists to be featured at the Artwalk on September 19.

6. CONTINUE DISCUSSION OF YOUTH ARTS FESTIVAL TIMELINE AND STAKEHOLDERS

Commissioner Dhugga reported that she attended the Youth Advisory Commission (TAC) meeting in January to present the TAC recommendations for a Youth Arts Festival. She advised the YAC continued discussion in February, supporting the creation of this new event featuring headliner talent and teen night market, and agreed to work to co-present/host with the TAC.

Commissioners agreed to hold a Special Events Subcommittee (SES) meeting to continue discussion on Saturday, May 2 from 12 to 2 pm, and asked CAM Wilson to create an invitation that SES can use to network with key stakeholders including the YAC.

7. CORRESPONDENCE

None

8. ITEMS FROM THE COMMISSION

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

9. ITEMS FROM STAFF

CAM Wilson reminded Commissioners to promote the Civic Art Window Shades Project Request for Proposals with an upcoming deadline of March 23. CAM Wilson advised Commissioners that he was contacted by Richard Joaquin, Planning & Development Manager, from the Parks & Recreation Department (P&R) concerning a potential Civic Art project at Alden Park. P&R has a current Capital Improvement Project at the park, and is considering the creation of a mural on a retaining wall around the playground if funding can be secured.

10. ITEMS FROM THE AUDIENCE

None

11. ADJOURNMENT

ACTION The meeting was adjourned at 8:32 p.m.

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