

# 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, October 13, 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 OCTOBER 13, 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, October 13, 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](mailto: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: 126 458 6177** 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](mailto: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](mailto: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 September 8, 2020
5. New Business
  - A. Review and Approve FY20/21 Budget and Programming Recommendations
6. Old Business
  - A. Continue Discussion for the Civic Art Window Shades Project
7. Correspondence
8. Items from the Commission
9. Items from Staff
10. Items from the Audience
11. Adjournment

#### **POSTED: October 8, 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  
**September 8, 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 7:01 p.m.

Roll call found Commissioners Anderson, Dhugga, Lees, Reis, Sandhu, and Taylor 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 REGULAR MEETING ON AUGUST 11, 2020

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

3. CONTINUE DISCUSSION OF FY20/21 BUDGET AND PROGRAMMING

CAM Wilson provided a staff report and advised that Window Shades Project artists Del Park and Mark Roberts are willing to participate in promotional video, while Alyn Brereton and Angela Johal have declined to appear.

Chair Lees led continued discussion to consider ideas on how the Tracy Arts Commission could meet its goals and remain relevant in the on-going COVID-19 health crisis, and with a reduced budget of \$2,114 for FY20/21.

Commissioners reported feedback from local artists, arts organizations, and schools. Opportunities to perform, exhibit, or be promoted publicly in a virtual and/or outdoor format were generally thought to be valuable. Several groups noted that they would need time to plan and develop content. The need for financial support was not a primary concern.

While some participants may be able to provide video clips or create their own videos, the need for technical support to help produce videos was confirmed, and CAM Wilson was asked if the theatre staff at the Grand could provide this. In addition Commissioners questioned the possibilities of utilizing light pole banners in downtown Tracy as a platform to feature local artists in a temporary public art project. CAM Wilson advised he will report on both inquires at the October meeting.

With continued discussion Commissioners voiced need for planning time, and support for recommendations to include a promotional video for the Civic Art Window Shades Project, live and/or online participation in Downtown Tracy Arts Week 2021, and support and participation in the Downtown Tracy Artwalk in June, 2021, as platforms to feature and support local artists and organizations.

Commissioners also agreed to continue efforts to communicate with the local creative community to better understand their challenges and needs. CAM Wilson will develop FY20/21 budget and programming recommendations from the discussions of the August and September meetings. Additional feedback will be reported in consideration of the review and approval of these recommendations at the October meeting.

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 artists have created and submitted final artwork in the form of digital production files which have been transferred to the shades vendor. Phase II (production) of the project will continue throughout September, and Phase III (installation and debut) is anticipated in October.

5. CORRESPONDENCE

None

6. ITEMS FROM THE COMMISSION

Commissioners Lees, Reis, and Taylor gave a brief summary of their activities relating to arts and cultural activities within in the last month.

7. ITEMS FROM STAFF

CAM Wilson reported that the Tracy Press ran an online article on September 7, with print article pending, for the Veteran's Mural Project. He advised that additional media coverage is expected in the Stockton Record and Manteca Bulletin (via 209 Magazine).

8. ITEMS FROM THE AUDIENCE

None

9. ADJOURNMENT – Time: 8:10 p.m.

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

The above agenda was posted at the Tracy City Hall on September 3, 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  
October 13, 2020**

**AGENDA ITEM 5.a.**

REQUEST

**REVIEW AND APPROVE FY20/21 BUDGET AND PROGRAMMING RECOMMENDATIONS**

DISCUSSION

City Council approved the FY20/21 budget on June 16, 2020. As a result of a deficit of approximately \$11 million, the City has taken a number of measures including a hiring freeze, use of reserve funds, borrowing from Measure V reserves, and postponement and reductions in operational spending.

The Tracy Arts Commission (TAC) budget resides in administrative accounts of the Cultural Arts Division (CAD) budget. The TAC FY19/20 budget was \$10,500 with funding to be used for expenses related to Downtown Tracy Arts Week (\$1,500), three Downtown Tracy Artwalk events (\$2,100), the Civic Art Program including the Downtown Tracy Mural Project (\$2,850), and a new Granting Program (\$4,000).

The TAC FY20/21 budget is \$2,114. In addition to funding cuts, CAD programming has been impacted by postponements and cancellations due to the on-going COVID-19 health crisis.

In consideration of how to best meet their goals and remain relevant in these uncertain times, the TAC began discussion at the meeting of August 11 and continued discussion at the meeting of September 8. Commissioners and Staff will report additional feedback in consideration of the review and approval the FY20/21 Budget and Programming 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**

FISCAL IMPACT

Appropriation of Tracy Arts Commission funding in the Cultural Arts Division budget in the amount of \$2,114.

RECOMMENDATION

Review and Approval of FY20/21 Budget and Programming Recommendations

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  
October 13, 2020**

**AGENDA ITEM 6.a.**

REQUEST

**CONTINUE DISCUSSION FOR THE CIVIC ART WINDOW SHADES PROJECT**

DISCUSSION

The Tracy Arts Commission (TAC), in collaboration with community stakeholders representing the Grand Foundation and Tracy City Center Association, reviewed and recommended five proposals from four artists as finalists for the Window Shades Project at the meeting of July 14, 2020:

Alyn Robert Brereton	Modesto, CA	<i>Prancer</i>
Angela Johal	Livermore, CA	<i>Euphonic Colour No. 8</i>
Delbert Park	Tracy, CA	<i>Industrial Structure</i>
		<i>Canal Scene</i>
Mark Roberts	Antioch, CA	<i>Poppy Field</i>

Artists were contracted to create original artwork to be printed on a set of custom fabricated shades across the windows of the GWF Energy, Souza Family Foundation, and South Galleries 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.

Staff has collaborated with the artists in order to assist them. Final artwork in the form of high-resolution digital files has been delivered to a vendor who will manufacture and install the window shades.

An on-going discussion item will be maintained on meeting agendas for the project's duration for Staff to provide updates.

FISCAL IMPACT

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

RECOMMENDATION

Continue Discussion for the Civic Art Window Shades Project

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

Reviewed By: Kim Scarlata, Division Manager II

Approved By: Kim Scarlata, Division Manager II