

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, September 10, 2013, 7:00 p.m.**
(or as soon thereafter as possible)

PLEASE NOTE LOCATION CHANGE

Location: **Tracy's Old Town Hall and Jail**
25 W. 7th Street, Tracy, CA

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 2008-140, 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 Regular Meeting on August 13, 2013,
5. Correspondence
6. New Business
 - A. Appoint an Arts Commissioner to the Senior Steering Committee
7. Old Business
 - A. Continue Discussion on the 2013/2014 Multi-Cultural Festival
8. Items from the Commission
9. Items from Staff
10. Items from the Audience
11. Adjournment

POSTED: September 5, 2013

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
REGULAR MEETING MINUTES
August 13, 2013**

1. **CALL TO ORDER:** Chair McClain called the meeting to order at 7:00 p.m.
2. **ROLL CALL:**
 - a. Present: Anne Marie Fuller; Marlene Jones; Tricia Hand; Nicole McClain; Grace Paget; Taranjit Sandhu;
 - b. Absent: Mercedes Silveira (leave of Absence)
 - c. Staff Present: Jeffrey Haskett, Cultural Arts Manager-Performing Arts
 - d. Recorded By: Stacey Merjil, Administrative Assistant II
3. **ITEMS FROM THE AUDIENCE:**
4. **APPROVAL OF REGULAR MEETING MINUTES FROM June 11, 2013**
 - a. Motion: Commissioner Hand
 - b. Second: Commissioner Fuller
 - c. Abstain:
 - d. Vote: Approved
5. **CORRESPONDENCE:**
6. **OLD BUSINESS:**
 - A. **CONTINUE DISCUSSION ON THE 2013/2014 MULTI-CULTURAL FESTIVAL:**

Commissioners continued discussion on the 2013/2014 Multi-Cultural Festival. The Commission determined the event should have a historic connection. They would like to partner with the Westside Pioneers. Commissioner Paget will contact Larry Gamino regarding the Westside Pioneers and the Tracy Southside community. Commissioner Jones will contact the Italian community. Commissioner Fuller will contact the Portuguese Community. Staff suggested the Commission pick a time frame for their historic theme. Commissioners are to bring back their information regarding their contact. Discussion will continue at the next meeting.
7. **NEW BUSINESS:**
 - A. **Discuss the 2013 Music in the Park Series:** Overall the 2013 Music in the Park was a successful event. Commissioner Sandhu did point out that Commissioner were not in abundance at this year's event compared to last year.

The Irish band was a disappointment for the crowd due to the fact that the instruments were difficult to hear. The sound did not carry well.

There was some feedback that no country artist was showcased and the Mariachi band was a different band.

A suggestion was made to have at least two Commissioners emcee the event and a third would be an alternate.

The Commission wanted to thank staff Matthew Morgan for his help through the performances. The Commission felt he goes above and beyond in his duties for the Music in the Park.

8. **ITEMS FROM THE COMMISSION:** The Commission engaged in a brief discussion of activities attended by the Commissioners since the last meeting.

9. **ITEMS FROM STAFF:**

- a. **CAM HASKETT:** Announced he would be leaving the August 30, 2013. He has enjoyed his time working at the Grand Theatre Center for the Arts.

10. **ITEMS FROM THE AUDIENCE:**

11. **ADJOURN:**

- a. Motion: Commissioner Fuller
- b. Second: Commissioner Sandhu
- c. Vote: Unanimous
- d. Time: 8:07 p.m.

DRAFT

**CITY OF TRACY
TRACY ARTS COMMISSION MEETING
September 10, 2013**

AGENDA ITEM 6.A

REQUEST

APPOINT AN ARTS COMMISSIONER TO THE SENIOR STEERING COMMITTEE

DISCUSSION

At the July 2, 2013 City Council meeting, staff presented to Council an outline of a potential formation of a Senior Advisory Commission and two additional alternatives for consideration. Through discussions between Council members and receiving comments from the public during the meeting, Council directed staff to explore the formation of a Senior Steering Committee that would facilitate a series of community conversations with the public. At the August 20, 2013 City Council meeting, Council approved the formation of a Senior Steering Committee to include appointing one Commissioner from each of the following City of Tracy Commissions: Parks and Community Services Commission, Planning Commission, Tracy Arts Commission and Transportation Commission. Additionally three seniors at large from the Tracy community would be appointed by City Council. Attachment A outlines the Tracy Senior Steering Committee guidelines and proposed timeline.

The Senior Steering Committee would work together with a facilitator in a community conversation setting, to identify and discuss current and future service needs for seniors in the Tracy community. This forum would provide the opportunity for seniors and community stakeholders, to identify issues that are of importance to the seniors in the Tracy community. The series of meetings will allow seniors to voice their opinions on issues that impact them directly. Additionally, the City of Tracy would be proactive in planning for the future needs of our local senior population. The Senior Steering Committee will determine the actual dates and times of the forums.

RECOMMENDATION

That the Commission appoint an Arts Commissioner to the Senior Steering Committee.

Prepared by: Jolene Jaurequi, Recreation Coordinator II

Approved by: Kim Scarlata, Recreation Services Program Manager

Attachment A: Tracy Senior Steering Committee Guidelines

TRACY SENIOR STEERING COMMITTEE GUIDELINES

PURPOSE:

The Tracy Senior Steering Committee is to receive input from seniors in the community on current and future needs of senior citizens and provide feedback to the Parks and Community Services Commission and the City Council.

RESPONSIBILITIES INCLUDE:

1. Host two Community Conversations to invite the following members of the Tracy Community: seniors, caregivers, stakeholders and members of the public.
2. Receive input from the senior citizen community, including input from other individuals and organizations on issues relevant to current and future needs of the seniors.
3. Provide feedback to the Parks and Community Services Commission and City Council on the assessment of current and future needs of the senior citizen community.

MEMBERSHIP GUIDELINES:

The Tracy Senior Steering Committee shall consist of one appointed Commissioner from each of the following City of Tracy Commissions: Parks and Community Services Commission, Planning Commission, Tracy Arts Commission and Transportation Commission. Additionally, three seniors at large from the Tracy community would be appointed by City Council that meet the following qualifications.

1. Minimum age requirement of 55 years (Optional)
2. Currently work or have experience working in a senior related field (Optional)
3. Have the ability to take an active role in meetings
4. Be a resident of the City of Tracy

Appointment to the Tracy Senior Steering Committee positions is voluntary.

COMMUNITY CONVERSATION MEETINGS:

1. Two Community Conversation meetings will be held.
2. A facilitator will lead the discussion during the timed meetings.
3. The facilitator will compile results from the two Community Conversations.
4. The facilitator will work with staff and members of the Tracy Senior Steering Committee to prepare a report and presentation to the Parks and Community Services Commission and City Council at a joint meeting.

STAFFING AND FISCAL IMPACTS:

Using various media outlets, staff will market the two community conversations at locations including the Lolly Hansen Senior Center and other locations where seniors gather. Marketing efforts will also include reaching out to non-profits and other organizations that provide services to seniors.

It is anticipated that there will be no additional expenses beyond the cost of facilitator services authorized by Council. Staff will coordinate required meeting logistics and provide support as needed to the facilitator with respect to the development of related staff reports.

TIMELINE:

Below is a tentative timeline for the formation of a Tracy Senior Steering Committee:

| TASK | DATE |
|--|-----------------------|
| Staff begins to prepare documents necessary to recruit members of the Tracy Senior Steering Committee | Aug. 26, 2013 |
| Recruitment will begin and it will follow the process of other City of Tracy recruitments | Aug. 28, 2013 |
| Applications due to the Clerk's office | Sept. 18, 2013 |
| Interviews | Oct. 2013 |
| Appointments to the Tracy Senior Steering Committee made by City Council | Oct. 15, 2013 |
| First Town Hall meeting | Oct. 28, 2013 |
| Second Town Hall meeting | Nov. 18, 2013 |
| Prepare report and presentation | Dec. 2013 & Jan. 2014 |
| Provide feedback to the Parks and Community Services Commission at City Council at a joint special meeting | Jan. 21, 2014 |

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AGENDA ITEM 7.a.

REQUEST

CONTINUE DISCUSSION OF 2013/2014 MULTI-CULTURAL EVENT

DISCUSSION

The Commission continues to strategize planning the event in 2013/2014 and beyond. The attached worksheet documents the Commission's current planning for the event.

FISCAL IMPACT

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

RECOMENDATION

Continue Discussion of 2013/2014 Multi-Cultural Event

Prepared By: Stacey Merjil, Box Office Coordinator

Reviewed By: William Wilson, Cultural Arts Manager, Visual Arts

Approved By: Kim Scarlata, Recreation Services Program Manager