



# Memorandum

**TO:** COMMUNITY AND ECONOMIC  
DEVELOPMENT COMMITTEE

**FROM:** Nanci Klein

**SUBJECT:** SEE BELOW

**DATE:** September 12, 2023

Approved

Date

9/15/23

**SUBJECT: ARTS COMMISSION FISCAL YEAR 2022-2023 ANNUAL REPORT AND  
FISCAL YEAR 2023-2024 WORK PLAN**

## **RECOMMENDATION**

Approve the Arts Commission annual report for Fiscal Year (FY) 2022-2023 and work plan for FY 2023-2024 to comply with the City Municipal code about Boards and Commissions.

## **OUTCOME**

With the approval of these priorities for FY 2023-2024, the Arts Commission will continue its work related to advising on matters about arts and culture to the City Council and the Office of Cultural Affairs, a division of the Office of Economic Development and Cultural Affairs (OEDCA). As a result of this work plan, the Arts Commission helps shape the City's policies related to the arts, arts grants, cultural facilities, outdoor special events, public art, and creative placemaking and advises on the implementation of *Cultural Connection: San Jose's Cultural Plan* with the community.

## **BACKGROUND**

Under section 2.08.850 of the Municipal Code, the Arts Commission's nonexclusive functions, powers, and duties are to:

- a) Encourage the full artistic life of the city's culturally diverse community and the beautification of the City.
- b) Advise the Council on all matters affecting the arts and the beauty of the city, including the development, organization, and operation of municipal arts programs and facilities.
- c) Establish an effective liaison between the City and arts organizations, assess the needs

of arts organizations, and recommend to the City Council measures to promote the strength and cultural diversity of arts organizations. Advise the Council on appropriate policies and procedures for the distribution of city funding for the arts and make recommendations to the Council respecting grants and other funding to arts organizations.

- d) Advise the Council on appropriate policies and procedures for the distribution of City funding arts and make recommendations to the Council respecting grants and other funding to arts organizations.
- e) Advise the Council in coordination with appropriate boards and commissions on all matters related to public art, including the acquisition and placement of works of art as well as the maintenance, removal, relocation, or alteration of existing works of art in the city's possession, and perform all duties concerning the Art in Public Places Program as provided in Title 22 of this Code.
- f) Examine every two years the condition of the city's works of art and report to the Council with recommendations for their care, maintenance, and improvement.
- g) Render advice and assistance in the fields of art, aesthetics, and beautification to other city boards and commissions.
- h) Establish an effective liaison and cooperation between the city's arts programs and the programs of adjacent communities, the county, the region, the state, and the nation.

The Arts Commission convenes regular monthly meetings ten times per year; no meetings are held in July and December. The Commission has two standing committees, the Executive Committee and the Public Art Committee, both of which are regularly scheduled to meet six times per year on alternating months.

## **ANALYSIS**

Throughout FY 2022-2023, all boards and commissions continued to reconvene using remote technology until transitioning to hybrid meetings in March 2023. FY 2022-2023 was a productive year for the Arts Commission in its continued role of advising City Council on matters about the arts and culture as detailed in the attached FY 2022-2023 Annual Report. Notably, the Arts Commission continued to steward the implementation of the Council-adopted *Cultural Connection: San Jose's Cultural Plan*.

The Arts Commission's key activities in FY 2022-2023 included:

- Discussed how the arts community can be best supported in its recovery from the pandemic
- Reviewed, discussed, and approved the proposed revisions to the 2023-2024 Cultural Funding Portfolio Guidelines
- Reviewed and accepted the panel's recommendation for the 2023 Creative License Ambassadors

September 12, 2023

**Subject: Arts Commission FY 2022-2023 Annual Report and FY 2023-2024 Work Plan**

Page 3

- Reviewed, discussed, and approved the recommendation on the amount not to exceed \$250,000 to the Rotary Club San Jose to host the 2023 4th of July Fireworks show at Discovery Meadow
- Received reports on the FY 2023-2024 budget process & related budget messages
- Reviewed, discussed, and approved the recommendations for the operating of take pART and Festival, Parade, and Celebration Grant program recommendations for FY 2023-2024
- Advised on projects and initiatives of the Public Art Program; and selected the 2023 Cornerstone of the Arts Honorees, who are recognized at an event for their contributions to the arts community. The 2023 Cornerstone of the Arts event is currently planned to take place on October 19th at the Hammer Theater Center

The Office of Cultural Affairs staff has worked with the Arts Commission to develop the FY 2022-2023 annual report and FY 2023-2022 work plan. The FY 2022-2023 annual report and FY 2023-2024 work plan were approved by the full Arts Commission at its meeting on August 21, 2023.

### **COORDINATION**

This memorandum was coordinated with the City Attorney's Office.

/s/  
NANCI KLEIN  
Director of Economic Development  
& Cultural Affairs

For more information or questions, please contact Kerry Adams Hapner, Director of Cultural Affairs, at (408) 793-4333.

### **ATTACHMENT:**

Arts Commission FY 2022-2023 Annual Report and FY 2023-2024 Work Plan Annual Report