

ARTS COMMISSION
FY 2018-2019 Annual Workplan

Objectives	Actions	Timeframe
1. Monitor and advise on City's funding for arts and culture through the Office of Cultural Affairs (OCA)	<ul style="list-style-type: none"> - Review budget resources for public programs. - Make recommendations for annual allocation of funds for arts and culture. - Advise on the allocation and use of City's Transient Occupancy Tax funding. - Advise on funding for Public Art Program. 	<ul style="list-style-type: none"> - Spring 2019 - Spring 2019 - Spring 2019 - Fall 2018
2. Monitor progress on implementation of <i>Cultural Connection Cultural Plan</i>	<ul style="list-style-type: none"> - Receive reports, provide input and as needed, take action on recommended items for implementation. 	<ul style="list-style-type: none"> - Periodically throughout year
3. Monitor and advise on the Cultural Funding Portfolio: Investments in Art, Creativity and Culture comprised of grant programs: <ul style="list-style-type: none"> a. Festival, Parade & Celebration Grants b. Take pART Grants c. Arts Operating Grants d. Creative Industries Incentive Funds e. Arts and Cultural Exchange Program f. Capitalization and Sustainability Grants 	<ul style="list-style-type: none"> - Review and make recommendations as needed to annual grant programs' guidelines, policies and procedures. - Review and make recommendations for annual allocation of funds between arts grant programs. - Approve appointments to grant review panel pools and include Commission representation on such panels. - Review grant panel recommendations and make recommendations to Council for annual grant awards. - Review the Cultural Affairs' investments in the lifelong learning in the arts programs and access to the arts. 	<ul style="list-style-type: none"> - Ongoing - Spring 2019 - Spring 2019 - Throughout year - Fall 2018
4. Steward the sustainability of City-owned cultural facilities and venues	<ul style="list-style-type: none"> - Receive reports and provide input about cultural facility issues. - Monitor the process for developing a sustainable, long-term use plan for the Hammer Theater in partnership with San Jose State University. - Monitor the potential development of a Levitt Pavilion at St. James Park. 	<ul style="list-style-type: none"> - Periodically throughout year - Fall 2018 and periodically through year - Periodically throughout year
5. Review actions of the Public Art Committee (PAC) and provide oversight for the Public Art Program including: approval of updates to the Five-Year Public Art Work Plan as part of the City's Capital Improvement Program (CIP) Budget, review of public art projects and initiatives, and monitoring the Public Art Collection Maintenance & Conservation Plan	<ul style="list-style-type: none"> - Receive regular reports on matters reviewed by and actions of the PAC. - Receive reports on the financial status of the Public Art Program, including reports on the City's CIP budget relative to public art. - Review and recommend to Council inclusion of updates to the Five-Year Public Art CIP Work Plan as part of annual CIP Budget. - Review annual Public Art Collection Maintenance & Conservation Plan. - Receive staff reports on current status of public artworks and initiatives. - Monitor public/civic meetings for public art project design. 	<ul style="list-style-type: none"> - Ongoing - Annually: Spring 2019, with updates as needed - Annually: Spring 2019, with updates as needed - Annually - Periodically, as needed - Periodically throughout

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	<ul style="list-style-type: none"> - Represent Commissioners at dedications, grand openings, and related events. 	<ul style="list-style-type: none"> year - Periodically throughout year
6. Provide ongoing oversight for City Exhibits Committee	<ul style="list-style-type: none"> - Receive reports on City Hall Exhibits Program. 	<ul style="list-style-type: none"> - As needed, periodically or annually
7. Monitor and provide input on matters related to City's Special Events Program policies and services	<ul style="list-style-type: none"> - Receive reports on policy development, services and initiatives. - Advise Council as needed on staff recommendations related to policy changes related to events. 	<ul style="list-style-type: none"> - Periodically throughout year - Periodically throughout year
8. Review and advise on support for the arts industry and arts programs	<ul style="list-style-type: none"> - Receive ongoing reports from the OCA on programs and initiatives. - Receive report on Downtown and SoFA activation strategies. - Receive reports and take action on staff recommendations about Creative Entrepreneur Program. - Receive reports on capacity-building programs offered through OCA. - Receive reports on the San Jose Creates and Connects Program. - Receive reports on the strategies and outcomes of "Creating Connection." 	<ul style="list-style-type: none"> - Monthly - Periodically throughout year - Periodically - Periodically - Fall 2018 and Spring 2019 - Periodically throughout year
9. Monitor operations of community-based partners through Commission liaison relationships and other forms of engagement with City's arts and cultural sector	<ul style="list-style-type: none"> - Receive presentations and reports from and about key partners including: Team San Jose, Silicon Valley Creates, Silicon Valley Arts Coalition, SoFA Committee and others. - Receive presentations by arts and cultural organizations on a regular basis. - Attend arts and cultural events and related activities. - Maintain relationships with key cultural organizations through Commissioner liaison assignments with regular reports from liaisons. 	<ul style="list-style-type: none"> - Periodically throughout the year on an ongoing basis
10. Review actions of the Executive Committee	<ul style="list-style-type: none"> - Receive regular reports on the matters reviewed by and actions of the Executive Committee, to include program updates and special issues. 	<ul style="list-style-type: none"> - Ongoing
11. Advise on the annual Cornerstone of the Arts Award and annual recognition event	<ul style="list-style-type: none"> - Nominate and take action to identify annual awardees. - Participate in event planning activities as assigned by Chair and in the award event. 	<ul style="list-style-type: none"> - Spring 2019 - July through September, with event planned for early October 2018