

## Attachment B

### ARTS COMMISSION FISCAL YEAR 2021-2022 Work Plan

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"> <li>- Review budget resources for public programs.</li> <li>- Make recommendations for annual allocation of funds for arts and culture.</li> <li>- Advise on the allocation and use of City's Transient Occupancy Tax funding.</li> <li>- Advise on funding for Public Art Program.</li> </ul>	<ul style="list-style-type: none"> <li>- Fall 2021 and Spring 2022</li> <li>- Spring 2022</li> <li>- Spring 2022</li> <li>- August 2021 and Spring 2022</li> </ul>
2. Monitor progress on implementation of <i>Cultural Connection Cultural Plan</i>	<ul style="list-style-type: none"> <li>- Receive reports, provide input and as needed, take action on recommended items for implementation.</li> </ul>	<ul style="list-style-type: none"> <li>- Periodically throughout</li> </ul>
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"> <li>a. Festival, Parade &amp; Celebration Grants</li> <li>b. Take pART Grants</li> <li>c. Arts Operating Grants</li> <li>d. Creative Industries Incentive Funds</li> <li>e. Capitalization and Sustainability Grants</li> </ul>	<ul style="list-style-type: none"> <li>- Review and make recommendations as needed to annual grant programs' guidelines, policies, and procedures.</li> <li>- Review and make recommendations for annual allocation of funds between arts grant programs.</li> <li>- Approve appointments to grant review panel pools and include Commission representation on such panels.</li> <li>- Review grant panel recommendations and make recommendations to Council for annual grant awards.</li> </ul>	<ul style="list-style-type: none"> <li>- Ongoing</li> <li>- Spring 2022</li> <li>- Spring 2022</li> <li>- Throughout year</li> </ul>
4. Steward the sustainability of City-owned cultural facilities and venues	<ul style="list-style-type: none"> <li>- Receive reports and provide input about cultural facility issues.</li> </ul>	<ul style="list-style-type: none"> <li>- Periodically throughout year</li> </ul>
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"> <li>- Receive regular reports on matters reviewed by and actions of the PAC.</li> <li>- Receive reports on the financial status of the Public Art Program, including reports on the City's CIP budget relative to public art.</li> <li>- Review and recommend to Council inclusion of updates to the Five-Year Public Art CIP Work Plan as part of annual CIP Budget.</li> <li>- Review annual Public Art Collection Maintenance &amp; Conservation Plan.</li> <li>- Receive staff reports on current status of public artworks and initiatives.</li> <li>- Monitor public/civic meetings for public art project design.</li> <li>- Represent Commissioners at dedications, grand openings, and events.</li> <li>- Advise on the potential deaccession of the Thomas Fallon Statue.</li> </ul>	<ul style="list-style-type: none"> <li>- Ongoing</li> <li>- Annually: Spring 2022, with updates as needed</li> <li>- Annually: Spring 2022, with updates as needed</li> <li>- Annually</li> <li>- Periodically, as needed</li> <li>- Periodically</li> <li>- Periodically</li> <li>- Fall 2021</li> </ul>
6. Provide ongoing oversight for City Exhibits Committee	<ul style="list-style-type: none"> <li>- Receive reports on City Hall Exhibits Program.</li> </ul>	<ul style="list-style-type: none"> <li>- As needed, periodically or annually</li> </ul>

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7. Monitor and provide input on matters related to City's Special Events Program policies and services	<ul style="list-style-type: none"> <li>- Receive reports on policy development, services, and initiatives.</li> <li>- Advise Council as needed on staff recommendations related to policy changes related to events.</li> </ul>	<ul style="list-style-type: none"> <li>- Periodically throughout year</li> <li>- Periodically throughout year</li> </ul>
8. Review and advise on support for the arts industry and arts programs	<ul style="list-style-type: none"> <li>- Receive ongoing reports from the OCA on programs and initiatives.</li> <li>- Receive report on Downtown and SoFA activation strategies.</li> <li>- Receive reports and take action on staff recommendations about Creative Entrepreneur Program.</li> <li>- Receive reports on capacity-building programs offered through OCA.</li> <li>- Receive reports on the San Jose Creates and Connects Program.</li> <li>- Receive reports on the strategies and outcomes of "Creating Connection."</li> </ul>	<ul style="list-style-type: none"> <li>- Monthly</li> <li>- Periodically throughout year</li> <li>- Periodically</li> <li>- Periodically</li> <li>- Fall 2020 and Spring 2021</li> <li>- Periodically throughout year</li> </ul>
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"> <li>- Receive presentations and reports from and about key partners including: Team San Jose, Silicon Valley Creates, Silicon Valley Arts Coalition, SoFA Committee and others.</li> <li>- Receive presentations by arts and cultural organizations on a regular basis.</li> <li>- Attend arts and cultural events and related activities.</li> <li>- Maintain relationships with key cultural organizations through Commissioner liaison assignments with regular reports from liaisons.</li> </ul>	<ul style="list-style-type: none"> <li>- Periodically throughout the year on an ongoing basis</li> </ul>
10. Review actions of the Executive Committee	<ul style="list-style-type: none"> <li>- Receive regular reports on the matters reviewed by and actions of the Executive Committee, to include program updates and special issues.</li> </ul>	<ul style="list-style-type: none"> <li>- Ongoing</li> </ul>
11. Advise on the annual Cornerstone of the Arts Award and annual recognition event	<ul style="list-style-type: none"> <li>- Nominate and take action to identify annual awardees.</li> <li>- Participate in event planning activities as assigned by Chair and in the award event.</li> </ul>	<ul style="list-style-type: none"> <li>- Spring 2022</li> <li>- July through September, with event planned for early October 2022</li> </ul>