



Memorandum

TO: COMMUNITY AND ECONOMIC
DEVELOPMENT COMMITTEE

FROM: Jen Baker

SUBJECT: See Below

DATE: October 9, 2025

Approved

Date:

10/14/25

SUBJECT: Arts Commission Fiscal Year 2024-2025 Annual Report and
Fiscal Year 2025-2026 Work Plan

RECOMMENDATION

Accept the Arts Commission Annual Report for Fiscal Year 2024-2025 and Work Plan for Fiscal Year 2025-2026 to comply with the City Municipal code pertaining to Boards and Commissions.

OUTCOME

With the approval of these priorities for Fiscal Year (FY) 2025-2026, the Arts Commission (Commission) will continue its work advising on matters pertaining to arts and culture, providing feedback to the City Council and the Office of Cultural Affairs (OCA), a division of the Office of Economic Development and Cultural Affairs. As a result of this work plan, the 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 the *Economic Strategy Work Plan for FY 2025-2026 and FY 2026-2027* and *Cultural Connection: San Jose's Cultural Plan* with the community.

BACKGROUND

Under section 2.08.850 of the Municipal Code, the 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 Council measures to promote the strength and cultural diversity of arts organizations.

D. 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.

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 with respect to 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 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 meet regularly six times per year, on alternating months.

ANALYSIS

Fiscal Year 2024-2025 was a productive year for the Commission in its role of advising the Council on matters pertaining to the arts and culture, as detailed in the attached FY 2024-2025 Annual Report.

Among the Commission's key activities in FY 2024-2025 included:

October 9, 2025

Subject: Arts Commission Fiscal Year 2024-2025 Annual Report and Fiscal Year 2025-2026 Work Plan

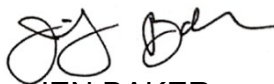
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- Received and approved the panel's recommendations for the Creative Economy Fund Awards;
- Reviewed and accepted the panel's recommendation for the 2025 Creative License Ambassadors;
- Received reports on FY 2025-2026 budget process & related Budget Messages;
- Advised on projects and initiatives of the Public Art Program;
- Reviewed and approved the concept and design proposal for a mural project at Backesto Park;
- Reviewed, discussed, and approved the recommendations for the Operating, take pART and Festival, Parade, and Celebration Grant program recommendations for FY 2025-2026;
- Received reports on the *Arts Will Play in 2026! Strategy* and upcoming temporary art installations and events in 2026; and
- Selected the 2025 Cornerstone of the Arts Honorees, who are recognized at the 2025 Cornerstone of the Arts event on October 24th at the Hammer Theater Center at 5:30 pm.

Cultural Affairs staff have worked with the Commission to develop the FY 2024-2025 annual report and FY 2025-2026 work plan. The FY 2024-2025 Annual Report and FY 2025-2026 Work Plan were approved by the full Commission at its meeting on Monday, August 18, 2025.

COORDINATION

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



JEN BAKER

Director of the City Manager's Office of
Economic Development &
Cultural Affairs

For more information or questions, please contact Kerry Adams Hapner, Director of Cultural Affairs, at (408) 793-4333 or at kerry.adams-hapner@sanjoseca.gov.

ATTACHMENTS:

Attachment A: Arts Commission FY 2024-2025 Annual Report

Attachment B: Arts Commission FY 2025-2026 Work Plan

**ARTS COMMISSION
ANNUAL REPORT: FY 2024-2025**

FY 2024-2025 OBJECTIVES	ACHIEVEMENTS	TIMEFRAME
1. To monitor and advise on City's funding for arts and culture through the Office of Cultural Affairs (OCA)	Reviewed, discussed, and recommended: - Reports on FY 2025-26 budget process & related Budget Messages. - Annual allocation of funds for arts and culture. - Allocation and use of City's Transient Occupancy Tax Funding	- 3/17/25; 5/19/25; and 6/16/25 - 5/19/25 - 5/19/25
2. To monitor progress on implementation of <i>Cultural Connection</i> Work Plan items	- Received reports, provided input, and, as needed, took action on recommended items for implementation.	- Monthly throughout year
3. To monitor and advise on the Cultural Funding Portfolio: Investments in Art, Creativity, and Culture, comprised of grant programs: a. Festival, Parade & Celebration Grants b. Take pART Grants, and c. Arts Operating Grants d. Arts and Cultural Exchange Grants e. Capitalization and Sustainability Grants f. Creative Industries Incentive Fund	- Reviewed and discussed annual grant programs' guidelines, policies, and procedures. - Reviewed and approved the recommendations for the Capitalization and Sustainability (CAPSUS) Grant Awards. - Reviewed, discussed, and approved the 2025 Creative License Ambassadors - Reviewed, discussed, and made recommendations for annual allocations of funds between arts grants programs. - Reviewed, discussed, and approved the appointments on the grant review panel pools and included Commission representation on panels. - Received, reviewed, and approved the Creative Economy Fund Awards	- Periodically throughout year - 5/19/25 - 2/24/25 - 5/19/25 - 2/24/25
4. To steward the sustainability of City-owned cultural facilities	- Received reports and provided input about cultural facility issues.	- Periodically throughout year

**ARTS COMMISSION
ANNUAL REPORT: FY 2024-2025**

5. To 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	- Received regular reports on the matters reviewed by and actions of the PAC. - Received staff reports on status of current public artworks and initiatives. - Monitored public/civic meetings for public art project designs. - Made presentations at dedications, grand openings, and related events. - Received, reviewed, approved, and made a recommendation to the concept and design proposal for a mural at Backesto Park. - Received, reviewed, approved, and made a recommendation to Council for the Five-Year Public Art Work Plan as part of the FY 2026- 2030 Capital Improvement Program (CIP) budget.	- Ongoing throughout year - Periodically throughout year - Periodically throughout year - Periodically throughout year - 4/21/25 - 5/19/25
6. To provide oversight for the City Hall Exhibits Committee	- Received reports on status of City Hall Exhibits.	- Ongoing
7. To monitor and provide input on matters related to City's Special Events Program policies, services, and venues	- Received reports on policy development, services, and initiatives.	- Periodically throughout year
8. To review and advise on support for the arts industry and arts programs	- Received ongoing reports from the OCA on programs and initiatives. - Received reports on Downtown and SoFA activation strategies. - Received a report on the cultural activations and creative placemaking. - Received a report on the San Jose Climate Art Program.	- Monthly - Monthly - Periodically throughout year - Periodically throughout year

**ARTS COMMISSION
ANNUAL REPORT: FY 2024-2025**

9. To monitor operations of community-based partners through Commission liaison relationships and other forms of engagement with the City's arts, cultural, and civic sectors.	- Received reports from Council Liaison. - Received presentations and reports from and about key partners including Team San Jose, SVCCreates, Silicon Valley Arts Coalition, and others. - Received presentations by arts and cultural organizations regularly. - Attended arts and cultural events and related activities. - Maintained relationships with key cultural organizations through Commissioner liaison assignments with regular reports from liaisons.	- Monthly and on an ongoing basis through the year - Monthly and on an ongoing basis through the year - Monthly and on an ongoing basis through the year
10. To review actions of the Executive Committee	of - Received regular reports on the matters reviewed by and the actions of the Executive Committee, to include program updates and special issues.	- Ongoing
11. To advise on the annual Cornerstone of the Arts Award and annual recognition event	- Participated in event planning for the annual Cornerstone of the Arts presentation as assigned by the Chair. - Reviewed, discussed, and took action on the selections for the 2025 honorees for Cornerstone of the Arts Award, Creative Impact Award, and Luminary Artist Award.	- July through October 2024 - 6/16/25

**ARTS COMMISSION
FY 2025-2026 Work Plan**

FY 2025-2026 OBJECTIVES	ACTIONS	TIMEFRAME
1. Monitor and advise on City's funding for arts and culture through the Office of Cultural Affairs (OCA)	- 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.	- Fall 2025 and spring 2026 - Spring 2026 - Spring 2026 - Fall 2025 and spring 2026
2. Monitor progress on implementation of <i>Cultural Connection Cultural Plan</i>	- Receive reports, provide input and as needed, take action on recommended items for implementation.	- Periodically throughout
3. Monitor and advise on the Cultural Funding Portfolio: Investments in Art, Creativity, and Culture comprised of grant programs: a. Festival, Parade & Celebration Grants b. Take pART Grants c. Arts Operating Grants d. Creative Economy Funds e. 2026 Cultural Tourism Marketing Opportunity	- Review and make recommendations as needed to the annual grant programs' guidelines, policies, and procedures. - Review and make recommendations for the 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 reports on the Arts Funding Report - Receive updates on the 2026 Cultural Tourism Marketing Opportunity	- Fall 2025 and ongoing - Spring 2026 - Spring 2026 - Throughout year - Fall 2025 - Fall 2025
4. Steward the sustainability of City-owned cultural facilities and venues	- Receive reports and provide input about cultural facility issues. - Monitor the potential development of a Levitt Pavilion at St. James Park.	- Periodically throughout year - Periodically throughout year

**ARTS COMMISSION
FY 2025-2026 WORK PLAN**

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	- 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. - Represent Commission at dedications, grand openings, and events.	- Ongoing - Annually: Spring 2026, with updates as needed - Annually: Spring 2026, with updates as needed - Annually - Periodically, as needed - Periodically - Periodically
6. Provide ongoing oversight for City Exhibits Committee	- Receive reports on City Hall Exhibits Program.	- As needed, periodically or annually
7. Monitor and provide input on matters related to City's Special Events Program policies and services	- Receive reports on policy development, services and initiatives. - Advise Council as needed on staff recommendations related to policy changes related to events.	- Periodically throughout year - Periodically throughout year
8. Review and advise on support for the arts industry and arts programs	- Receive ongoing reports from the OCA on programs and initiatives. - Receive report on Downtown activation strategies. - Receive reports and take action on staff recommendations about the 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 Climate Art Program	- Monthly - Periodically - Periodically - Periodically - Fall 2025 and spring 2026 - Periodically
9. Monitor operations of community-based partners through Commission liaison relationships and other forms of engagement with the City's arts and cultural sector	- Receive presentations and reports from and about key partners, including: Team San Jose, SVCcreates, Silicon Valley Arts Coalition, and others. - Receive presentations by arts and cultural organizations regularly. - Attend arts and cultural events and related activities. - Maintain relationships with key cultural organizations through Commissioner liaison assignments with regular reports from liaisons.	- Periodically throughout year on an ongoing basis

**ARTS COMMISSION
FY 2025-2026 WORK PLAN**

10. Review actions of the Executive Committee	- Receive regular reports on the matters reviewed by and actions of the Executive Committee, to include program updates and special issues.	- Ongoing
11. Advise on the annual Cornerstone of the Arts Award and annual recognition event	- Participate in event planning activities as assigned by Chair and in the award event. - Nominate and take action to identify annual awardees.	- July through September, with event planned for early October 2025 - Spring 2026