



CITY OF MILPITAS

Arts Commission

REGULAR MEETING

AGENDA

7:00 p.m.

Monday, January 23, 2023

Milpitas City Hall Committee Conference Room, 455 E. Calaveras Blvd.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Seating of Alternates
5. Approval of Agenda: January 23, 2023
6. Approval of Meeting Minutes: November 28, 2022

7. Public Forum

Those interested are invited to address the Commission on any subject not on the agenda. Speakers may provide their name and city of residence for the record, and comments may be limited to three minutes, or less. As an item not listed on the agenda, no response is required of the Commission or staff. However, Commission members may request staff to add the item to a future meeting agenda. This public meeting will be led with professionalism, respect and civility, so profanity and/or vulgar language will not be allowed.

8. Announcements

- a. New Council Liaison – Anthony Phan
- b. New Commissioners – Alternate Commissioner Helen Qiu

9. Business Items

a. Election of Chair, Vice Chair

Community Engagement and Inclusion Administrator McLane will review the Chair and Vice Chair roles.

Recommendation: Nominate members for chair, vice chair and take a vote.

b. Milpitas Arts and Culture Grants

Community Engagement and Inclusion Administrator McLane will present two applications for Milpitas Arts and Culture Grants. One is for use of the mobile stage in a City park on April 29 for an outdoor concert and art show to benefit Milpitas High School Theatre's summer trip to the Fringe Festival. The second is for Sunnyhills Neighborhood Association for use of Sunnyhills Albert Augustine Jr. Memorial Park on June 17 for a Juneteenth Festival

celebrating Black art and culture.

Recommendation: Approve grant requests.

c. **Upcoming Milpitas Arts Outreach Opportunities**

Community Engagement and Inclusion Administrator McLane will share information about upcoming outreach opportunities where we would like help from Arts Commissioners.

Recommendation: Volunteer for Spring outreach opportunities.

10. City Liaison Reports

Report from Staff Liaison

Report from Councilmember Liaison

11. Adjournment

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Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions and other agencies of the City exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and the City operations are open to the people's review.

For more information on your rights under the Open Government Ordinance or to report a violation, contact the City Attorney's office at Milpitas City Hall, 455 E. Calaveras Blvd., Milpitas, CA 95035
e-mail: mmutalipassi@milpitas.gov / Phone: 408-586-3040

The Open Government Ordinance is codified in the Milpitas Municipal Code as Title I Chapter 310 and is available online at the City's website www.ci.milpitas.ca.gov by selecting "I Want to . . . View " link.

Materials related to an item on this agenda submitted to the Commission after initial distribution of the agenda packet are available for public inspection at the Recreation and Community Services office at the Milpitas Community Center, 457 E. Calaveras Blvd., Milpitas and on the City website. Commission agendas and related materials can be

viewed online: www.milpitas.gov/our-government/commission/arts/

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If you need assistance, per the Americans with Disabilities Act, for a City of Milpitas public meeting, please call Recreation and Community Services Community Engagement and Inclusion Administrator Tegan McLane at (408) 586-3212, or send an e-mail to tmclane@ci.milpitas.ca.gov prior to the meeting. You may request a larger font agenda or arrange for mobility assistance. For hearing assistance, headsets are available in the City Council Chambers for all meetings.

**CITY OF MILPITAS
M I N U T E S**

ART COMMISSION MEETING

- Minutes:** Regular Meeting of the Arts Commission
- Date of Meeting:** November 28, 2022
- Place of Meeting:** Milpitas City Hall Committee Conference Room
- I. Call to Order:** Chair Agg called the meeting to order at 7:03 p.m.
- II. Pledge of Allegiance:** Commissioner Hekkelman led the Commission in the Pledge of Allegiance.
- III. Roll Call:** Commissioners Present: Agg, Brahim, Hays, Alternate Cm. Hekkelman
Commissioners Absent: Ghose, Oldham, Umarani, Student Commissioner Lee
City Council Liaison Absent: Mayor Tran
City Staff Present: Tegan McLane – Community Engagement & Inclusion Administrator
Justin Yount – Acting Sr. Public Services Assistant
- IV. Seating of Alternates:** Hekkelman
- V. Approval of Agenda:** **MOTION** to approve the Agenda for September 26, 2022, with the following change, switching the order of Business Items A and B.
M/S: Hays/Brahim **Ayes:** All
- VI. Approval of Minutes:** **MOTION** to approve the Minutes from August 29, 2022, as submitted.
M/S: Hays/Hekkelman **Ayes:** All
- VII. Public Forum:** None.
- VIII. Announcements and Correspondence:** Community Engagement and Inclusion Administrator McLane provided updates on upcoming Milpitas Arts activities.
- IX. Business Items:**
- a) Park Marker Project**
Community Engagement and Inclusion Administrator McLane presented recommendations from the Park Markers Subcommittee for Arts Commission’s recommendation to City Council.

MOTION to approve staff recommendation, with the addition of a recommendation that the City seek alternate funding sources for future phases.

M/S: Agg/Brahim **Ayes:** All

b) Muralists

Community Engagement and Inclusion Administrator McLane presented muralist portfolios for possible prequalification: Urna Bajracharya, Paul Gonzalez, and Carlos Rodriguez.

MOTION to approve all three muralists be prequalified.

M/S: Hays/Hekkelman **Ayes:** All

XI. Staff, City Council and Liaison Reports

None.

XII. Future Agenda Items

Workplan Review. Options for displaying art at City Hall.

XIII. Adjournment:

With there being no further business, the meeting was adjourned at 8:30 p.m. The next regularly scheduled meeting is January 23, 2023 at 7 p.m.

AGENDA REPORT

Arts Commission



DATE: January 23, 2023

TO: Honorable Chair and Commissioners

FROM: Tegan McLane, Community Engagement and Inclusion Administrator /
Assistant Director, Recreation and Community Services Department

SUBJECT: Milpitas Arts and Culture Grant Applications for Milpitas High School Theatre and
Sunnyhills Neighborhood Association (9B)

Executive Summary:

Under the Milpitas Arts and Culture Grant program, the Arts Commission has the authority to award in-kind grants of City facilities for arts events. Community Engagement and Inclusion Administrator McLane will present applications for Milpitas Arts and Culture Grants from Milpitas High School Theatre and Sunnyhills Neighborhood Association.

Staff Recommendation:

Review the applications (attached) and approve Milpitas Arts and Culture Grants for Milpitas High School Theatre and Sunnyhills Neighborhood Association.

Financial Impact:

The in-kind value of the Milpitas Arts and Culture Grant for Milpitas High School Theater is estimated at approximately \$3170.

The in-kind value of the Milpitas Arts and Culture Grant for Sunnyhills Neighborhood Association is estimated at approximately \$4,203.

Description:

The Milpitas Arts and Culture Grant program is intended to provide access to City space for events that foster the arts and culture in Milpitas and make a wide variety of arts programs available to Milpitas residents. Priority is given to Milpitas-based organizations and artists, and others offering free or discounted programming, open to the public

These in-kind grants cover up to 40 hours of free use of City facilities (limits: two events per year and two consecutive days use of a facility), including waiver of security deposit, application fee and staff time associated with the rental. Limited in-kind marketing support is also included. The total value per in-kind grant cannot exceed \$10,000.

The grant does not cover any required City or County permits or Public Works staff time that might be required for larger events. Nor does it waive requirements that the applicant provide insurance with the City named as additionally insured.

The two grant requests are:

Milpitas High School Theater

Request Summary:

Milpitas High School Theatre is requesting use of a park site and mobile stage for a benefit concert (\$25) to raise funds to send students to perform at the Fringe Festival in Edinburgh, Scotland this summer. The concert would feature the jazz/indie duo The Singer and the Songwriter, which includes Milpitas High School Theatre alumnus Thu Tran. The high school students would also perform an excerpt of the show they are taking to the Fringe Festival. Estimated attendance 150.

Staff has confirmed the Mobile Stage is available on April 29 (second choice date) and staff has tentatively reserved Starlite Park (proven accessible location for Mobile Stage).

Value:

Because this is a school district use, and the City has a Joint-Use Agreement with the district, there is no fee for the park. However, the mobile stage is not covered under that agreement.

Half-day Mobile Stage rental is \$1300. Staffing to set-up, operate and strike the mobile stage without banners is estimated at \$840 (\$105 x 8 hours). This does not include lighting (assuming daytime use) or sound (assuming band provides amplification). The grant also waives the application fee (\$30) and deposit (\$1000). The total value of Milpitas' grant is estimated at \$3170.

Other considerations:

If organizer wishes to display and sell art or provide food to the public this could trigger a need for a Special Use permit, not covered under this grant. Food will also trigger County permits/fees.

Sunnyhills Neighborhood Association

Request Summary:

Use of Sunnyhills Albert Augustine Jr. Memorial Park and the Mobile Stage for a Juneteenth cultural event, including performance, speeches and presentations on June 17, 2023, 11:30-3:30 p.m. Estimated attendance is 300-500. There will also be a community talent show welcoming performers of all ages and band performance, awards for Afro-Centric art contest; and a Resource Fair. The group is proposing to have African-American Soul Food trucks selling onsite. The event will be free. Estimated attendance is 300-500 people.

Staff has confirmed the date is available and has tentatively reserved both the park and Mobile Stage.

Value:

Because Sunnyhills Neighborhood Association is a nonprofit organization, the value of its open space rental is \$1033 for the day. Half-day Mobile Stage rental is \$1300, regardless of the customer type. Staffing to set-up, operate and strike the mobile stage without banners is estimated at \$840 (\$105 x 8

hours). This does not include lighting (confirmed daytime use) or sound (assuming band provides amplification). The grant also waives the application fee (\$30) and deposit (\$1000). The total value of Milpitas' grant is estimated at \$4203.

Other considerations:

An event of this scope typically triggers a Special Use Permit, which is not covered under this grant. Staff will work with the applicant on aspects of the event that could trigger incurring staff time from other City departments that are not covered by this grant. Food also triggers County permits/fees.