



CITY OF MILPITAS

Arts Commission

REGULAR MEETING

AGENDA

7:00 p.m.

Monday, November 27, 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: November 27, 2023
6. Approval of Meeting Minutes: September 25, 2023
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. Commissioners' announcements
- b. Staff announcements
 - Artwalk Contest Winners – Christina Lim, Annie Lim, Vihaan Parmar
 - Notice of Vacancy for Student Commissioners

9. Business Items

a. Phantom Art Gallery Applications

Assistant Director McLane will present an application for an upcoming Phantom Art Gallery exhibits – Salvatore Ventura.

Recommendation: Approve Phantom Art Gallery exhibit for Salvatore Venture.

b. **Milpitas Arts and Culture Grant Application**

Assistant Director McLane will present a Milpitas Arts and Culture Grant request from the Sunnyhills Neighborhood Association for its Juneteenth event.

Recommendation: Make a recommendation to City Council to approve the request from Sunnyhills Neighborhood Association's Juneteenth event.

c. **Muralist Applications**

Assistant Director McLane will present muralist portfolios for possible prequalification: Josh Powell and Cat Ferraz.

Recommendation: Prequalify muralists as appropriate.

d. **Arts Commission Meeting Frequency**

Assistant Director McLane will review the section of the Arts Commission bylaws covering meeting frequency and explain the options for increasing meeting frequency.

Recommendation: Make procedural changes to address concerns without implementing a change to bylaws.

10. City Liaison Reports

Report from Staff Liaison

- Recent and Upcoming Milpitas Arts Programs
- Public Art Project Status
- Public Art Fund Balance

Report from Councilmember Liaison

11. Adjournment

KNOW YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE

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/

APPLY TO SERVE ON A CITY COMMISSION

Commission application forms are available online at www.milpitas.gov or at Milpitas City Hall. Contact the City Clerk's office at 408-586-3003 for more information.

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@milpitas.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

MINUTES

ART COMMISSION MEETING

Minutes: Meeting of the Arts Commission

Date of Meeting: September 25, 2023

Place of Meeting: Milpitas City Hall Committee Conference Room

I. Call to Order: Chair Hays called the meeting to order at 7:06 p.m.

II. Pledge of Allegiance: Chair Hays led the Commission in the Pledge of Allegiance.

III. Roll Call: Commissioners Present: Brahim, Hays, Hekkelman, Oldham, Umarani

Commissioners Absent: Agg, Ghose, Alternate Commissioner
Khan, Alternate Commissioner Qiu, Student
Commissioner Lee

City Council Liaison Present: Vice Mayor Chua

City Staff Present: Tegan McLane – Assistant Director
Justin Yount – Senior Public Services Assistant

IV. Seating of Alternates: None

V. Approval of Agenda:

MOTION to approve the Agenda for September 25, 2023.

M/S: Hekkelman/Brahim

Ayes: All

VI. Approval of Minutes:

MOTION to approve the Minutes from May 22, 2023, as submitted.

M/S: Brahim/Hekkelman

Ayes: Brahim, Hays, Hekkelman,
Oldham

Abstain: Umarani

VII. Public Forum:

Sharat Lin thanked the Arts Commission for approving the current Phantom Art Gallery Art of Protest exhibit and shared that the recent reception was successful with approximately 40 attending.

VIII. Announcements and Correspondence:

- a. Commissioners' announcements – Commissioner Brahim spoke about her participation in the interviews for the upcoming Milpitas Community Theatre productions.
- b. Staff Announcements – Assistant Director Tegan McLane announced Rebecca Huang, the new Arts, Heritage, and Community Engagement Assistant.

IX. Business Items:

a. Phantom Art Gallery Applications

Assistant Director Tegan McLane presented applications for upcoming

Phantom Art Gallery exhibits for Anuprita Khare and Sanjay Pandav. Artist Khare also presented a selection of artwork in person.
Recommendation: Approve Phantom Art Gallery exhibits for Anuprita Khare and Sanjay Pandav.

MOTION to approve artist Anuprita Khare.

M/S: Oldham/Umarani

Ayes: All

MOTION to approve artist Sanjay Pandav.

M/S: Hekkelman/Oldham

Ayes: All

b. Dixon Landing Park Project

Assistant Director Tegan McLane provided updates on the Dixon Landing Park project. Staff is preparing to release a Call for Artists for muralists to design and install wildflower-themed murals on 18 concrete pillars around the entry and front and rear of the snack shack building for a commission of \$30,000. In addition, she requested a volunteer to serve on the Art Selection Committee. Commissioner Hekkelman volunteered to serve.

c. Muralist Applications

Assistant Director Tegan McLane presented three muralist portfolios for possible prequalification. The artists are Norman “Vogue” Chuck, Vanessa “Agana” Espinoza, and Kyla Ramos.
Recommendation: Prequalify muralists as appropriate

MOTION to approve all three artists.

M/S: Hays/Hekkelman

Ayes: All

d. Commission Work Plan

Assistant Director Tegan McLane presented the Commission’s Council-approved work plan with the addition of two new items: A public art project in City Hall and a Revised Milpitas Arts and Culture grants program. The commission received the report and volunteered for specific tasks as outlined in the work plan.

XI. Staff, City Council and Liaison Reports

Assistant Director Tegan McLane provided updates on Recreation programs, services, and upcoming events, pertaining to Arts, as well as a brief update on the Public Art Fund Balance.

Vice Mayor Chua provided updates on City Council items.

XII. Future Agenda Items

Possibility of increasing the frequency of Arts Commission meetings.

XIII. Adjournment:

With there being no further business, the meeting was adjourned at 8:10 p.m. The next regularly scheduled meeting is November 27, 2023, at 7 p.m.

MOTION to approve the Adjournment for September 25, 2023.

M/S: Brahim/Hekkelman

Ayes: All

AGENDA REPORT

Arts Commission



DATE: November 27, 2023

TO: Honorable Chair and Commissioners

FROM: Tegan McLane, Assistant Director, Recreation and Community Services Department

SUBJECT: **Phantom Art Gallery Applications: Salvatore Ventura (Item 9A)**

Executive Summary:

The Arts Commission will review one application for Phantom Art Gallery exhibit from Salvatore Ventura.

Staff Recommendation:

Approve a Phantom Art Gallery exhibit for Salvatore Ventura.

Financial Impact:

None.

Description:

The Phantom Art Gallery was established in 2000, with the goal of providing local artists of all ages, experience levels, and mediums an opportunity to show their work within the City of Milpitas. The Phantom Art Gallery currently displays artwork in four public galleries at the Milpitas Community Center and Milpitas Library. The Arts Commission reviews applications and serves as the jury to select artists for exhibit. Staff contacts selected artists to schedule, facilitate, and promote shows.

Milpitas resident **Salvatore Ventura** discovered his passion for photography after relocating from Italy to the San Francisco Bay area, where the stunning Californian landscape inspired him. He currently works as a product manager and as portrait/fine art photographer. He also enjoys sharing knowledge and experience of digital photography and digital editing, teaching classes, workshops, and publishing a book and online tutorials on the topic. He would like to showcase his series of "Palo Alto Bayland" at Phantom Art Gallery locations at both the Community center and the Milpitas Library.

AGENDA REPORT

Arts Commission



DATE: November 27, 2023

TO: Honorable Chair and Commissioners

FROM: Tegan McLane, Assistant Director, Recreation and Community Services Department

SUBJECT: **Milpitas Arts and Culture Grants Program (Item 9B)**

Executive Summary:

The Arts Commission's 2023-24 Work Plan Promote includes promoting public awareness of Milpitas Arts and Culture Grants to encourage applications for events and reviewing and recommending to Council grants up to an in-kind value of \$10,000. The Arts Commission will consider a grant application from the Sunnyhills Neighborhood Association for the use of open space for its Juneteenth event.

Staff Recommendation:

Make a recommendation to the City Council to approve the request from Sunnyhills Neighborhood Association's Juneteenth event.

Financial Impact:

The value of this grant is \$1,033, the cost of open space rental for a resident nonprofit organization. Indirect costs include a small amount of staff time associated with publicizing the event through City marketing channels and working with the group to process its application.

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.

Request Summary:

The **Sunnyhills Neighborhood Association** has submitted a Milpitas Arts and Culture Grant request for use of Sunnyhills Albert Augustine Jr. Memorial Park and the mobile stage for a Juneteenth event.

The group hosted a Juneteenth event at this park in 2023, which included stage performances, a resource fair, and one food truck. Attendance at the free event was about 200 people. For this year's event, the group proposes a larger gathering with additional food vendors and cultural vendors. A description of the event is included on the attached application.

The requested park is available on the group's first choice event date, June 15, 2024. However, the City's mobile stage was damaged, and staff does not anticipate its repair or replacement in time for use at this event. The City will not be able to provide a mobile stage, but it can approve – as a condition of the grant – use of a stage rented from an outside vendor.

Value

The value of this grant request is \$1,064, including an open space rental at the resident nonprofit organization rate (\$1,033) and the application fee (\$31). This grant also waives the security deposit (\$1,000).

Other considerations:

The 2024 Juneteenth event, as proposed, would require both a City of Milpitas special event permit and Santa Clara County Event Organizer Permit. The cost for both these permits is the responsibility of the host organization and is not covered by this grant. Nor is award of this grant any guarantee that the City special event permit or County event organizer permit will be granted.

City of Milpitas special event permits are administered through the Planning Department, and cover coordination with any City department whose services may be required. The special event permit fee for one-day events under 1,000 people is \$1007.

County event organizer permits are granted by the County Environmental Health Departments Consumer Protection Division. The County currently charges \$218 for one day events with 2-10 food operations.

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Organization Name	Sunnyhills Neighborhood Association
Contact Person Name/Title	Allysson McDonald/SNA President, Chris Norwood/Juneteenth Cttee Chair
Organization Website	https://sunnyhillsneighborhood.org/
Organization's Mission	
● Provide instruction in civic responsibility and community service; ● Enhance and support education to local residents in art, music, and science; ● Sponsor activities and public performances which enhance the quality of life for all residents in the area; ● Sponsor special events and public gatherings to promote a sense of community well-being and cohesion; ● Sponsor and conduct activities and social gatherings which bridge cultural gaps between different ethnic and cultural segments of the community.	
What type of event(s) are you planning?	- Resource fair, Dancing, Historical presentation, Food vendors, Cultural vendors
How will your event benefit Milpitas residents? Check all that apply.	- Opportunity for Milpitas artists to perform or display work - Opportunity for Milpitas audiences to be exposed to unfamiliar art form, culture, artist - Opportunity for Milpitas residents to participate in art or cultural activity - Opportunity to foster cross-cultural understanding
What type of space do you need?	- Mobile Stage - Picnic Area - Open Space Outdoors
First choice date, or start date if requesting range	Jun 15, 2024
Second choice date, or end date if requesting range	Jun 16, 2024
Start Time	12:00 PM
End Time	06:00 PM

Proposed Event(s)

This public/free event will take place in the Sunnyhills-Augustine Park to commemorate and celebrate Juneteenth. Primary event organizers are Milpitas residents: the Sunnyhills Neighborhood Association Juneteenth Committee, including Chris Norwood, Donnie Eiland, Colette Choates, Sanae Alexander, Terry Kinney, Allysson McDonald, and others, with support from the SNA board. The vision for the event includes:

- Performance of Black National Anthem
- Presentation of the History of Juneteenth
- Proclamations recognizing the History of Sunnyhills, early Milpitas Black families & Government Officials
- Speeches by Youth & Adult Black leaders
- Prayer or Benediction
- Entertainment: Singing, Live Band, DJ, other culturally relevant performances
- Dancing
- Resource Fair (government agencies and non-profits)
- African-American and Creole Soul Food
- African American Cultural Vendors

NOTE: 3rd choice for date of event is June 22, 2024

Upload videos, images or PDFs representing your cultural art event and/or similar events you have produced in the past.



2023_poster.png



[Gospel Singers.png](#)



[Presentation of City Proclamations.jpg](#)



[Milpitas Historical Society Booth.png](#)



[Vice Mayor Chua with Fire Fighters.png](#)

Community Outreach Plan

We plan to broadly publicize the Juneteenth celebration through print media (The Beat and the Post), Social Media, local schools (Parent Square), community service groups (Kiwanis, Chamber of Commerce, Rotary, MHS BSU) and other avenues of spreading the word such as word of mouth, email blasts, and posters/fliers at local businesses.

We are hoping to attract 300 attendees.

Community Benefit

This event will enhance the engagement of African American culture throughout the community. The program will help bridge cultural gaps between different ethnic and cultural segments of the community and will create a more vibrant cultural arts scene by offering live performances, exhibits, speeches, vendors, and other culturally enriching activities, free of charge for the Milpitas Community. People will enjoy family time with neighbors and friends, experiencing live music and other performances and artistic and historical presentations. Community members of all ages will have opportunities to perform or exhibit art, and students will be able to gain community service hours. Everyone will gain an increased sense of community through shared experiences and cultural and historical awareness.

AGENDA REPORT

Arts Commission



DATE: November 27, 2023

TO: Honorable Chair and Commissioners

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

SUBJECT: Muralist Applications (Item 9C)

Executive Summary:

Staff will present portfolios of muralists for possible prequalification for the Mural Program.

Staff Recommendation:

Pre-qualify muralists.

Financial Impact:

None.

Description:

As part of its adoption of the Mural Program, City Council indicated that the program should produce up to four new murals per year, with at least one to be painted by a Milpitas resident. The call for muralists is an ongoing open call.

Two additional muralist applications have been received. Staff will present their portfolios for possible prequalification.

The artists are:

- Joshua Powell
- Cat Ferraz

AGENDA REPORT

Arts Commission



DATE: November 27, 2023

TO: Honorable Chair and Commissioners

FROM: Tegan McLane, Assistant Director, Recreation and Community Services Department

SUBJECT: **Arts Commission Meeting Frequency (Item 9D)**

Executive Summary:

The Arts Commission will discuss its meeting frequency. Any changes require City Council approval.

Staff Recommendation:

Make procedural changes to address concerns without implementing a change to bylaws.

Financial Impact:

Each Commission meeting entails a certain amount of staff time for preparation, the meeting itself, and minutes preparation after. Secretary staff time is about 6 hours per meeting. Liaison staff time varies by the number and complexity of items on the agenda and ranges from 6-20 hours per meeting. The staff cost per meeting is approximately \$1200.

Description:

The Commission has requested to review the frequency of its meetings and possibly switch from bimonthly to monthly.

The Arts Commission's bylaws currently call for regular meetings five times a year – the fourth Mondays of January, March, May, September, and November. The Art Commission also has the option to call Special Meetings as needed.

Switching to monthly meetings would require an amendment to the bylaws, approved by the City Council.

There are advantages and considerations to both bi-monthly and monthly options, outlined on the following page. The City has used both methods. When the meetings were monthly, the Arts Commission canceled one to two Regular meetings a year. Since moving to bimonthly, the Arts Commission has called an average of two Special meetings per year.

The current schedule provides flexibility to cover both heavy and light commission work plans. Special meetings and work groups can be added when the commission is busy, without requiring a change to bylaws. Other procedural changes could also be implemented to address concerns with the current bimonthly meeting frequency. For example, a calendar hold for the year could include possible special meeting dates so commissioners have ample warning that a special meeting could be added on a particular date.

Arts Commission Agenda Report
Arts Commission Meeting Frequency – November 27, 2023

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Current Bi-Monthly + Specials		Proposed Monthly + Cancellations	
Advantages	Considerations	Advantages	Considerations
Flexible schedule, allows for more meetings during busier periods, reduces chances of "light" agendas or cancellations	Special meetings can be difficult for busy commissioners who have not blocked dates beyond the regularly scheduled meetings	Consistent schedule, easy for commissioners to remember and easily accommodates busier periods	Can result in "light" agendas, or increased number of cancelled meetings
Fewer meetings = less time commitment and may result in larger pool of commissioners	Fewer meetings = less frequent updates, may require more review and less commissioner engagement	More meetings = more frequent updates, may result in more commissioner engagement	More meetings = more time commitment, may result in smaller pool of commissioners
Fewer meetings = less staff time spent on meeting prep, attendance	Fewer meetings can result in delays where Commission action is needed, unless a Special Meeting is scheduled	More meetings can result in less delay where Commission action is needed	More meetings = more staff time spent on meeting prep, attendance