

**CIVIC ARTS COMMISSION
SPECIAL MEETING AGENDA**

Monday, November 6, 2023

7:00 p.m.

**Operation Services Center
Remillard Room, 3333 Busch Road**

The meeting will be held in-person and streamed live at
<https://www.youtube.com/user/TheCityofPleasanton>.

Public participation: It is requested that members of the public wishing to address the Civic Arts Commission submit a speaker card in person at the meeting. When public comment is opened on an agenda item, individuals may speak once per agenda item. You may submit a physical speaker card to the clerk at the meeting.

CALL TO ORDER

- Pledge of Allegiance
- Roll Call

AGENDA AMENDMENTS

MINUTES

1. Approve regular meeting minutes of August 7, 2023
2. Approve special meeting minutes of August 21, 2023
3. Approve Civic Arts and Youth joint special meeting minutes of October 11, 2023

MEETING OPEN TO THE PUBLIC

4. Introductions/Awards/Recognitions/Presentations
5. Public Comment from the audience regarding items not listed on the agenda. Speakers are encouraged to limit comments to 3 minutes.

MATTERS FOR THE COMMISSION'S REVIEW/ACTION/INFORMATION

6. Review and Comment on the Fiscal Year 2022/23 Library and Recreation Department Annual Report
7. Review Fiscal Year 2022/23 Civic Arts Community Grant Final Performance Reports
8. Review and Approve Funding Criteria for Fiscal Year 2024/25 Community Grant Program – Civic Arts Category
9. Review and Approve Pausing the Joint Library and Civic Arts Teen Poet Laureate Selection Subcommittee for 2024

10. Discuss Public Art Selection Subcommittee Commission Members for 2024
11. Review and Approve Civic Arts Commission Meeting Schedule for 2024
12. Receive Civic Arts Project Status Report
13. Select Commission Chairperson and Vice Chairperson for 2024

MATTERS INITIATED BY THE COMMISSION

14. Brief reports on any meetings, conferences, and/or seminars attended by the Commission members.

FUTURE AGENDA ITEMS

- QR Codes
- 2014 Cultural Plan

ADJOURNMENT

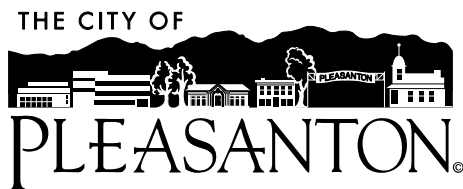
Next Meeting: Monday, February 5, 2024 at 7:00 p.m. at City Council Chambers, 200 Old Bernal Avenue

Notice

Under Government Code §54957.5, any writings/documents regarding an open session item on this agenda provided to a majority of the Commission after distribution of the agenda packet are available for public inspection at the Library and Recreation Department, 200 Old Bernal Avenue, Pleasanton.

Accessible Public Meetings

The City of Pleasanton can provide special assistance for persons with disabilities to participate in public meetings. To make a request for a disability-related modification or accommodation, please contact the Library and Recreation Department at 400 Old Bernal Avenue, Pleasanton, CA 94566 or (925) 931-5340 at the earliest possible time. If you need sign language assistance, please provide at least two working days' notice prior to the meeting.



Civic Arts Commission Meeting Minutes

August 7, 2023

CALL TO ORDER

Chair Coleman-Knight called to order the regular meeting of the Civic Arts Commission at 7:00 p.m. from the Operation Services Center, Remillard Room.

Chair Coleman-Knight led the Pledge of Allegiance and provided opening remarks.

Roll Call

Present: Commissioners Baiocchi, Farley-Rodgers, Frey, Giancola, Simmons, Song, Yee, and Chair Coleman-Knight.
Absent: Commissioner Mundaden.

AGENDA AMENDMENTS

None.

MINUTES

1. Approve regular meeting minutes with amendment of March 6, 2023

Motion: It was m/s by Simmons/Coleman-Knight to approve the minutes of the March 6, 2023 meeting. Motion passed by the following vote:

Ayes: Commissioners, Baiocchi, Farley-Rodgers, Fry, Giancola, Simmons, Song, and Chair Coleman-Knight
Noes: None.
Absent: Commissioner Mundaden.

2. Approve Library and Civic Arts joint special meeting minutes of May 1, 2023

Motion: It was m/s by Giancola/Baiocchi to approve the minutes of the May 1, 2023 meeting. Motion passed by the following vote:

Ayes: Commissioners, Baiocchi, Farley-Rodgers, Fry, Giancola, Simmons, Song, and Chair Coleman-Knight
Noes: None.
Absent: Commissioner Mundaden.

3. Approve special meeting minutes of June 12, 2023

Motion: It was m/s by Frey/Song to approve the minutes of the June 12, 2023 meeting.
Motion passed by the following vote:

Ayes: Commissioners, Baiocchi, Farley-Rodgers, Fry, Giancola, Simmons, Song, and Chair Coleman-Knight
Noes: None.
Absent: Commissioner Mundaden.

MEETING OPEN TO THE PUBLIC

4. Introductions/Awards/Recognitions/Presentations

None.

5. Public Comment from the audience regarding items not listed on the agenda.

Chair Coleman-Knight opened public comment. Public comment provided by Meghana Mitragotri.

MATTERS FOR THE COMMISSION'S REVIEW / ACTION / INFORMATION

6. Receive an Overview of the Citywide Strategic Plan Project

Recommendation: Receive an overview of the citywide Strategic Plan Project.

Sharon Petrehn, Management Analyst, presented the item and answered questions from commissioners.

7. Discuss and Identify Process Improvements for the Community Grant Program – Civic Arts Category

Recommendation: Discuss and identify process improvements for the Community Grant Program Civic Arts Category.

Rachel Prater, Civic Arts Manager, presented the item and answered questions and received information from commissioners.

8. Civic Arts Status report

Rachel Prater, Civic Arts Manager, presented the item and answered questions from commissioners.

MATTERS INITIATED BY COMMISSION

9. Brief reports on any meetings, conferences, and/or seminars attended by the Commission members.

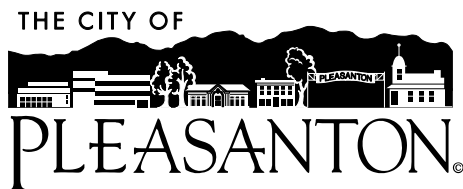
None.

ADJOURNMENT

Chair Coleman-Knight adjourned the meeting at 9:27 p.m.

NEXT MEETING

October 2, 2023, 7:00 p.m.



Civic Arts Commission Special Meeting Minutes

August 21, 2023

CALL TO ORDER

Chair Coleman-Knight called to order the special meeting of the Civic Arts Commission at 6:00 p.m. from the Operation Services Center, Remillard Room.

Chair Coleman-Knight led the Pledge of Allegiance and provided opening remarks.

Roll Call

Present: Commissioners Baiocchi, Frey, Giancola, Mundaden, Simmons, Song, Yee, and Chair Coleman-Knight.

Absent: Commissioner Farley-Rodgers.

AGENDA AMENDMENTS

None.

MEETING OPEN TO THE PUBLIC

1. Introductions/Awards/Recognitions/Presentations

None.

2. Public Comment from the audience regarding items not listed on the agenda.

Chair Coleman-Knight opened public comment. There being no speakers Chair Coleman-Knight closed the public comment.

MATTERS FOR THE COMMISSION'S REVIEW / ACTION / INFORMATION

3. Review and Approve Letter from Civic Arts Commission to City Council Providing Feedback on Citywide Strategic Plan Project

Recommendation: Review and Approve Letter from Civic Arts Commission to City Council Providing Feedback on Citywide Strategic Plan Project

Rachel Prater, Recreation Manager, presented the item and received additions and edits to the letter from commissioners.

Motion: It was m/s by Simmons/Giancola to approve the letter as amended to City Council providing feedback on Citywide Strategic Plan Project. Motion passed by the following vote:

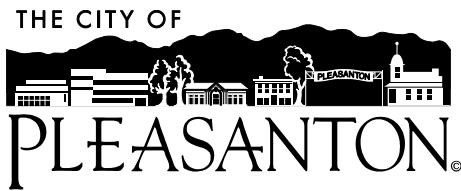
Ayes: Commissioners, Baiocchi, Fry, Giancola, Mundaden, Simmons, Song, and
Chair Coleman-Knight
Noes: None.
Absent: Commissioner Farley-Rodgers.

ADJOURNMENT

Chair Coleman-Knight adjourned the meeting at 6:52 p.m.

NEXT MEETING

October 2, 2023, 7:00 p.m.



Youth Commission and Civic Arts Commission Joint Special Meeting Minutes

October 11, 2023 – 7:00 p.m.

CALL TO ORDER

Chair Coleman-Knight called to order the joint special meeting of the Youth Commission and Civic Arts Commission at the hour of 7:00 p.m. from the Pleasanton Senior Center located at 5353 Sunol Boulevard.

Chair Coleman-Knight led the Pledge of Allegiance and provided opening remarks.

Roll Call

Youth Commission

Present: Commissioners Sriram, Chew, Kunde, Lam, Madabhavi, Min, McGovern, Parikh, Prakash, Shannon, Vice Chair Saxena, and Chair Shah.
Absent: Commissioner Mokashi and Shah.

Civic Arts Commission

Present: Commissioners Baiocchi, Frey, Giancola, Mundaden, Song, Vice Chair Simmons, and Chair Coleman-Knight
Absent: Commissioners Farley-Rodgers and Mundaden.

AGENDA AMENDMENTS

None

MEETING OPEN TO THE PUBLIC

1. Public comment from the audience regarding items not on the agenda.

Chair Coleman-Knight opened public comment.

Tejasveer Chugh provided information to Commissioners on the program with Pleasanton Tulancingo Sister City Association and his interest in applying for a grant.

MATTERS FOR THE COMMISSION'S REVIEW / ACTION / INFORMATION

2. Review and Recommend Process Improvements for the Fiscal Year 2024/25 Grand Program

Recommendation: Review and Recommend Process Improvements for the Fiscal Year 2024/25 Grant Program

Recreation Manager Rachel Prater presented the item and Civic Arts Commission Chair Coleman-Knight led the discussion with support from Youth Commission Chair Shah.

MOTION: It was m/s by Prakash/Shannon recommending approval of process improvements for the Fiscal Year 2024/25 Grant Program with the following amendments:

Mandatory Meeting Requirements

- No amendments; Staff will create a short video to be made available on the website along with slidedeck.

Application Packet

- No amendments

Compliance Protocols

- Request that staff sends two reminders to agencies to submit reports including language that “agencies not meeting requirements may not receive future funding”.
- Request that staff reviews mid-term and final reports to condense for simplicity and important information

Application Questions:

- Alter question #4, include “Please include a brief implementation timeline”.
- Remove statement about marketing
- Add question - “Please include how your plan to market the project”.
- Create space for organization to enter business license number at top of application.
- Remove application question 15.
- Question 16, documents: remove request for agency budget, remove most recent agency audit or tax return, remove request for Board of Director contact information, request IRS EIN letter instead of Article of Incorporation/Bylaws

Commission Evaluation and Scoring

- No amendments. Commissions may choose to review scoring at a future meeting.

Commissioners also suggested that a survey be distributed to applicants at the end of the grant cycle to help assess future improvements.

Youth Commission

Present: Commissioners Sriram, Chew, Kunde, Lam, Madabhavi, Min, McGovern, Parikh, Prakash, Shannon, Vice Chair Saxena, and Chair Shah.

Noes: None

Absent: Commissioner Mokashi and Shah.

Civic Arts Commission

Present: Commissioners Baiocchi, Frey, Giancola, Mundaden, Song, Vice Chair
Simmons, and Chair Coleman-Knight

Noes: None

Absent: Commissioners Farley-Rodgers and Mundaden

ADJOURNMENT

Chair Coleman-Knight adjourned the meeting at 8:52 p.m.

NEXT MEETING

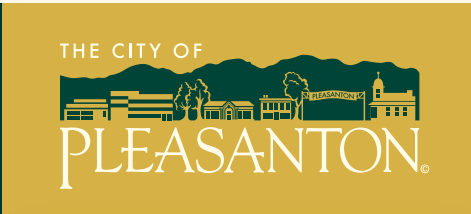
Civic Arts Commission Meeting, November 6, 2023

Youth Commission Meeting, November 8, 2023



The City of Pleasanton

Library & Recreation Department



Fiscal Year
2022-2023
Annual Report

Department Overview

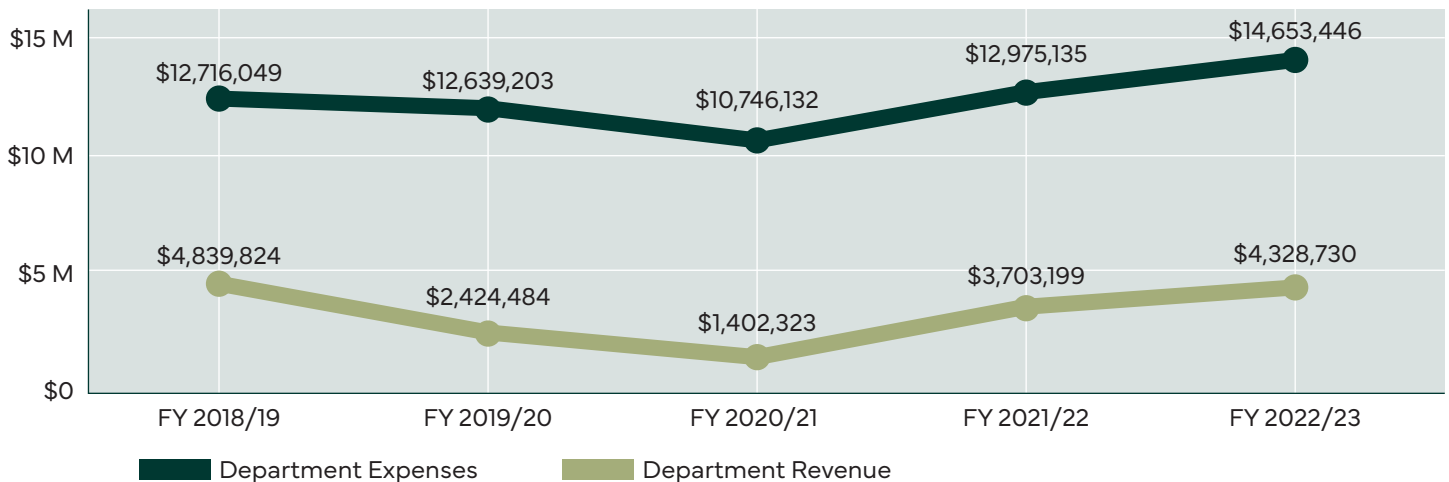
VISION Inspiring a vibrant community

MISSION Start your journey here. Discover, Connect, Enjoy!

VALUES



Fiscal Year (FY) 2022/23 General Fund Revenue and Expenses



Enterprise Funds

Revenue: **\$836,316**

Expenses: **\$740,924**

Department Survey Results

Percent of respondents who strongly agreed or agreed with the following statements after participating in Library and Recreation programs:

- 93.4%** I am satisfied with the content that was covered in the program
 - 92.5%** I am happy with how the staff led the program
 - 94.6%** The facility was a suitable fit for the class/program
 - 91.3%** The program was fairly priced
 - 85.7%** The program improved quality of life for me or a member of my family
-

Percent of respondents who indicated interest in exploring the following program areas:

- 51.5%** Art classes, crafting, hobbies
 - 48.1%** Exercise, fitness, wellness
 - 41.7%** Library and reading
 - 39.3%** Performing arts, theater, dance
 - 33%** Aquatics
 - 32.5%** Educational, academic
 - 32.5%** Environmental, cultural
 - 30%** Recreational sports
 - 22.6%** Youth day camps
 - 2.6%** Programs for individuals with developmental disabilities
-

The top 3 areas needing more program options according to those surveyed:

- 35.3%** Programs at different times of day
 - 32.0%** Programs for specific age groups
 - 28.3%** Programs on different days of the week
-

Email, the website, and Activities Guide identified as the top 3 ways people like to learn about programs and services:

- 65.80%** Email
 - 58.90%** Website
 - 51.30%** Activities Guide/ mailings
-

Administration

The Library and Recreation Department's administrative team provides customer service support; facility rentals; program assistance; contract management; budget oversight; organizational leadership and development; strategic planning; operational oversight for all departmental programs, services and facilities; and liaises with five City commissions on policy-related work.

This year, City staff brought forward a policy change recommendation to improve the Fee Assistance program—increasing funding for the program to \$100,000; increasing the subsidy to 90% of program costs; increasing the individual assistance rate to \$300 per year; and eliminating the per household maximum to better reflects the needs of participants. Updates to the program were approved by City Council in Fiscal Year 2022/23.

Library and Recreation Administration supports the important work of five City commissions, ensuring information and packets for public meetings are scheduled and noticed for the community. The Civic Arts Commission, Human Services Commission, Library Commission, Parks and Recreation Commission and Youth Commission provided a valuable connection to the community and Council recommendations on public parks and trails, community grants, policies and fees, public art, youth initiatives, and the Teen Poet Laureate, to name a few.



Facility Rentals

Total Rentals: **579**

Rental Revenue: **\$189,686**

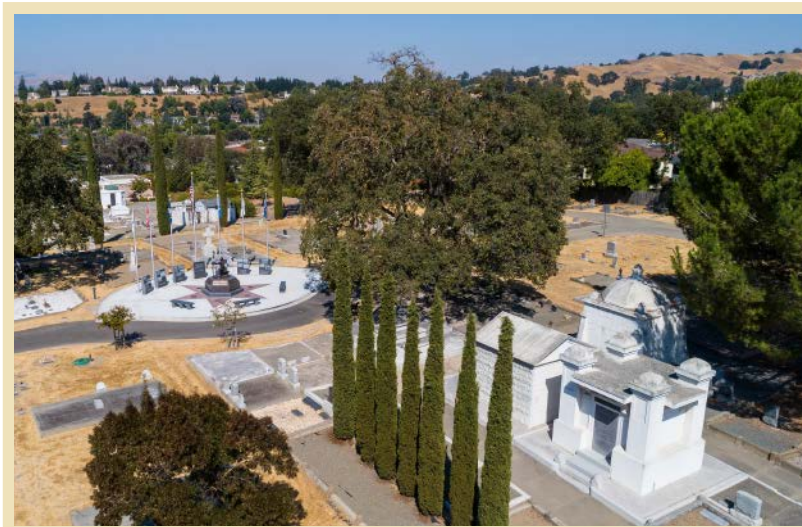
Commission Packets

Commission Meeting
Packets Prepared: **45**

Pleasanton Pioneer Cemetary

Revenue in FY 2022/23: **\$252,330**

Expenses in FY 2022/23: **\$361,932**



Administration Budget Breakdown

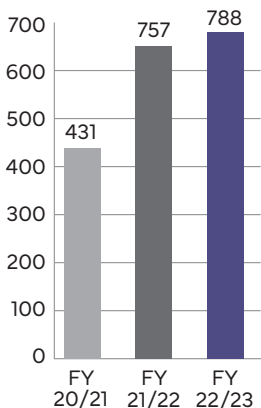
Revenue	Expenses	Full Time Staff	Temp Staff Expenses
\$219,671	\$3,404,148	11	\$68,501

The City of Pleasanton Library offers services 62 hours a week, including nights and weekends. The number of participants in programs and services has continued to rebound from the pandemic, providing community members with new ways to discover, connect and share. For FY 2022/23, library materials in multiple formats were added to reflect community interests including Hindi and local author collections, and technology purchases such as laptops and 5G Hotspots for the community to checkout. This year, the Library welcomed the return of popular programs for all ages, such as Baby Storytimes, the Afterschool Teen Zone, enhanced English as a Second Language services and cultural programming. The 30-year old Library building also received several welcomed improvements including a beautiful new roof, energy-efficient roofline windows and upgraded study rooms.

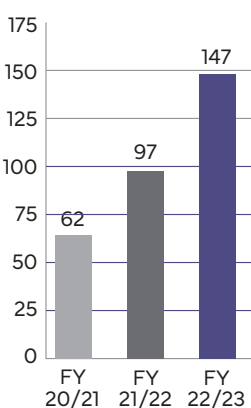
“I love the Pleasanton Library. Thank you so much for your excellent services and hard work. I want to renew my membership please.”

Pleasanton Reads experienced continued growth in FY 2022/23

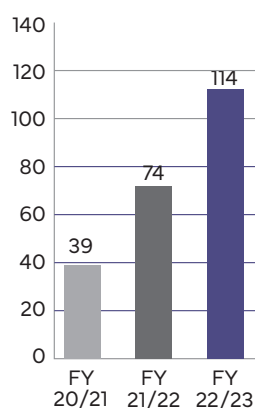
Literacy Program Attendance



Literacy Students Served



Literacy Volunteers



Library Usage & Technology

Library Visits: **290,145**

Holds Filled: **50,659**

New Members: **4,206**

Physical Checkouts: **801,846**

Digital Checkouts: **167,583**

Database Usage: **503,425**

Adult Literacy and ESL Services

Number of Programs: **40**

Program Attendees: **788**

Students Served: **147**

Total Number of Tutors: **114**

Volunteer Hours: **4,997**

\$109,000 in grants from the California State Library in FY 22/23



Programs & Services

Children's Programs

Programs: **121** Participants: **4,580**

Teen Programs

Programs: **51** Participants: **1,220**

Adult Programs

Programs: **38** Participants: **397**

Programs for All Ages

Programs: **31** Participants: **2,514**

Program growth compared to FY 21/22

Children's Programs

72.9%
Total
Programs
Increase

157%
Participants
Increase

“ ... library staff were very enthusiastic and spirited! ... I'm glad this event is exposing our family to more of the local offerings of Pleasanton.”

- Library Trivia Night Participant

Survey Highlights

Library program participants strongly agreed or agreed with the following statements:

92% were content with the content that was covered

91% were happy with how staff led the program

82% indicated the program improved their quality of life

Summer Reading Program

Minutes Read: **2,057,924**

Completed Activities: **6,175**

Badges Earned: **8,172**



Library Division Budget Breakdown

Revenue	Expenses	Full Time Staff	Temp Dollars
\$25,897	\$4,195,424	20.85	\$163,960

Firehouse Arts Center Performances

City staff brought fresh energy and excitement to the Firehouse Arts Center's 2022/23 season with a new "live and local" vision. By deliberately booking acts that represented various cultural backgrounds, gender identities and abilities, the season furthered the department's value of inclusiveness.



Civic Arts Division Budget Breakdown

Revenue	Expenses	Full Time Staff	Temp Dollars
\$601,304	\$1,638,156	5	\$260,234

Survey Highlights for Firehouse Presenting Series

Of those who attended a Presenting Series show...

97% were satisfied with the content

96% agreed the facility was a suitable fit

98% believed it was fairly priced

87% claimed it improved their quality of life



Youth Theater

During the past year, the Pleasanton Youth Theater Company (PYTC) reached full capacity for the first time since 2020. Due to the overwhelming popularity and demand for the Sparks Players and Lil Sparks programs, staff were driven to open additional sessions in the Spring and Summer.

46 programs

19 unique shows

55 performances

Survey Highlights for Youth Theater

91% of PYTC participants were happy with how staff led the program

88% of participants were satisfied with the program content and indicated that the program improved quality of life for them/their family



Harrington Art Gallery

The Harrington Gallery launched its regular exhibition schedule in FY 2022/23. Bringing back its annual shows with the California Watercolor Association, Fresh Works Juried Exhibition, and Pleasanton Art League's Fall Member Show, the gallery's attendance numbers tripled over the year. The gallery increased foot traffic by opening to the public before and during theater performances, and extending its hours on Thursdays and Fridays.

19 Art exhibits

315 Participating artists

3,500 Gallery attendance



Alviso Adobe

City staff has continued to raise awareness and foster a deeper understanding of nature, local history, and environmental stewardship. Whether hosting field trips, making classroom visits, leading hikes, or talking to community members, community engagement and education remained a priority for the Alviso Adobe team. This year, City staff introduced the Alviso Adobe mini-library, the Seedlings in the Garden parent-tot program, and welcomed a California Kingsnake as the newest animal ambassador to the Environmental Education program.

Drop-in park visitors: **1,700**

School tours & classroom visits: **105**

Classes & special events participants: **493**

Ridge Runners/Wittles Participants: **479**

Survey Highlights

100% of Alviso Adobe program participants...

were satisfied with the content of the program they attended

would recommend the program to friends or family

88% of respondents said the program improved their quality of life

“My child woke up every day eager and excited to start his day.”

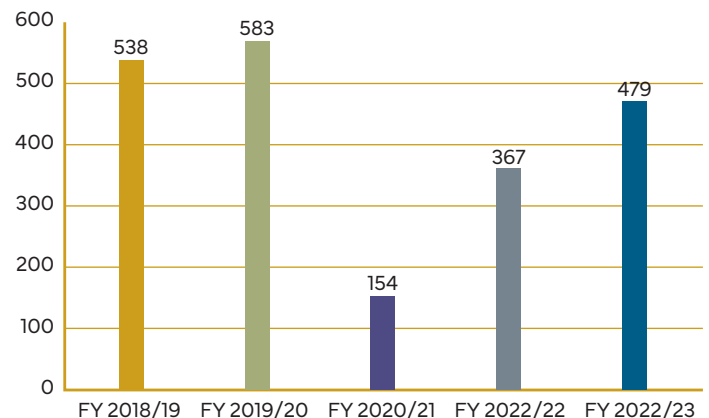
- Parent of camper



Ridge Runners/Wittles Camp Highlights

Ridge Runners participation rose for third consecutive year

Participation reaching near pre-pandemic levels in FY 2022/23



Ridge Runners / Wittles Survey Results

Ridge Runners camps rated **4.9** stars ★★★★★

98% agreed the camp met the participant's needs

96% were happy with how staff led the program

94% agreed camp activities were engaging and inspiring

Senior Center

In FY 2022/23, the Senior Center brought back several widely popular pre-pandemic programs, including Movie Madness, AARP Driver's Course, Party on the Patio, Day Trippers, and the Friends of Pleasanton Senior Center-sponsored Taste of Chocolate and Holiday Social. The Senior Center also introduced a variety of new workshops, such as Ikebana Flower Arranging and water coloring; information sessions including CHP Drive Smart and HICAP seminars; and live performances of traditional Chinese dance and Readers' Theatre.

Drop-in program participants: **7,597**

Special events participants: **420**

Volunteer program participants: **7,054**

Non-profit partner program participants: **57,542**



Survey Highlights

More than nine in ten Senior Center program participants...

95% were satisfied with the program content

93% were happy with how staff led the program

95% believe the facility was a suitable fit for the program

92% believe the program was fairly priced

Pleasanton Rides

5,376 Total Trips Provided

Revenue in FY 2022/23: **\$583,986**

Expenses in FY 2022/23: **\$378,992**



Recreation for Adults with Developmental Disabilities

RADD was back in full swing in FY 2022/23 with weekly activities, including some new programs like a trip to the Walt Disney Museum, painting at the Harrington Gallery, golf and some old favorites like Pizza and Bowling, dances and dining out.

Dining Out: **91**

Dances: **256**

Excursions: **62**

Special Events: **256**

Classes: **322**

Survey Highlights

100% described RADD staff as "very friendly"

95% rated the overall program as "very good"

95% rated the quality of activities as "high"



Preschool, Youth and Teens

Gingerbread Preschool

Enrollment at Gingerbread Preschool increased steadily throughout FY 2022/23 as the impacts of the pandemic continued to lessen. A new preschool enrichment program was developed to provide more learning and recreation opportunities for 3-5-year-olds. In total, nine classes were offered for ages 3-5 years. Classes included Ready, Set, Science; Storybook Adventures; and Play & Learn. As part of an ongoing effort to promote inclusivity in recreation programs, the preschool's Parent and Me program was rebranded to My Grown Up and Me.

2022-23 Gingerbread Preschool
School Year: **463** participants

Camp Ptown Discoverers: **319** participants

My Grown Up and Me: **182** participants

Preschool Enrichment Classes: **122**



Human Services DISCOVER, CONNECT, PARTICIPATE

Gingerbread Preschool Survey Results

More than **8 in 10** listed reputation as a reason for choosing Gingerbread



Over three-quarters of respondents...

- were **very satisfied** with the program
- rated teaching staff as **excellent**



Youth & Teens

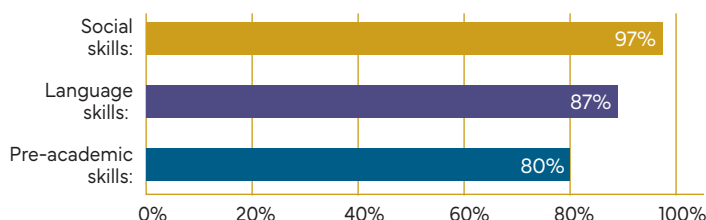
The Youth & Teens team successfully reached new audiences in FY 2022/23 with the introduction of new programs, including a Hackathon and the Pleasanton Stewardship Corps. Youth in Government Day attendance doubled this year—garnering participation from more than 80 students and 28 professionals. The Community Education Series also experienced a growth in participation with the year's focus on environmental sustainability.

463 Youth Camps

284 Teen Camps/Activities

88 Community Education Series

Top areas where children made progress, according to respondents:



“I loved the event as a whole, it was really well organized and sparked an interest for youth in gov amongst me and my friends.”

- FHS Sophomore

Contract and Specialty Classes

Contract classes returned to pre-COVID program levels, with additional programming added on weekends. Classes included a variety of subjects, formats, locations and age ranges to reflect our community's diverse interests.

4,714 program participants

603 in-person programs offered

122 virtual programs offered

29% increase in overall participation compared to the previous year

Survey Highlights

93% would recommend the program to others

92% were satisfied with the registration process

94% were satisfied with the content covered in the program

92% were happy with how staff led the program

“The offerings are getting better and better each year! We're so excited to see so many ENGAGING STEM focused camps for all ages!”
- Parent of participant

Human Services Division Budget Breakdown

Revenue	Expenses	Full Time Staff	Temp Dollars
\$1,836,810	\$2,770,077	7.4	\$496,653



“I am happy with the programs Pleasanton offers for my children and also that they were willing to allow my daughter to have an aide to support her success at Vet Camp. She had a great experience! Thank you!”

- Parent of participant



Sports

City staff expanded recreational sports opportunities in FY 2022/23. Community favorite programs such as Pleasanton Youth Basketball and the Adult Basketball and Softball Leagues continued. The team supported local sports groups providing soccer, lacrosse, baseball, softball, cricket, and football; and provided contract oversight for sports administered by Lifetime Activities.

Youth Sports

Co-Sponsored Sports League

Participants: **5,867**

PYB/SYB Participants: **1,027**

Sport Camps/Classes Participants: **3,273**

Adult Sports

Softball League Participants: **2,057**

Basketball League Participants: **435**

Survey Highlights

Sports program participants agreed with the following:

94% agreed the program was fairly priced

100% agreed the facility was a suitable fit for the program

84% agreed the program improved their quality of life

93% of parents would sign up their child for the same sports league next year

New and Returning Programs

Brought back open gym volleyball & basketball

Offered adult basketball leagues two nights a week

Introduced new indoor soccer contract classes and outdoor in-line skating classes



“ This was our first year, and the kids really enjoyed the program. I don't have any suggestions as I felt that the program was run very well. Thank you! ”

- Parent of PYB participant

Sports and Aquatics Division Budget Breakdown

Revenue	Expenses	Full Time Staff	Temp Dollars
\$1,645,047	\$2,645,642	6	\$681,463

Aquatics

The Dolores Bengtson Aquatic Center (DBAC) expanded programs in FY 2022/23. Lifeguard and Water Safety Instructor numbers increased significantly, which helped expand lap swim, water exercise, and swim lessons.

Lap Swim Participants: **17,833**

Water Exercise Participants: **3,878**

Recreational Swim Participants: **5,285**

Swim Lessons/Camps Participants: **1,980**

Survey Highlights

More than nine in ten swim class participants...

94% were happy with how staff led the program

96% felt that the facility was suitable

96% believe the program was fairly priced

On average, swim lesson instructors received a **4.7** out of **5-star rating**



3 in every **4** swim class participants gave their instructors a **5-star rating**



FY 2022/23 Highlights:

DBAC brought back its popular Floating Pumpkin Patch event

First Annual Spring Egg Dive was an all-round success

Aquatics Team introduced a new morning water exercise class

Swim meets returned to DBAC

DBAC hosted the BAPPOA Lifeguard Games in 2022 and 2023



“The kids were offered great encouragement and they had fun while learning. At this age, that is all you can ask for!”

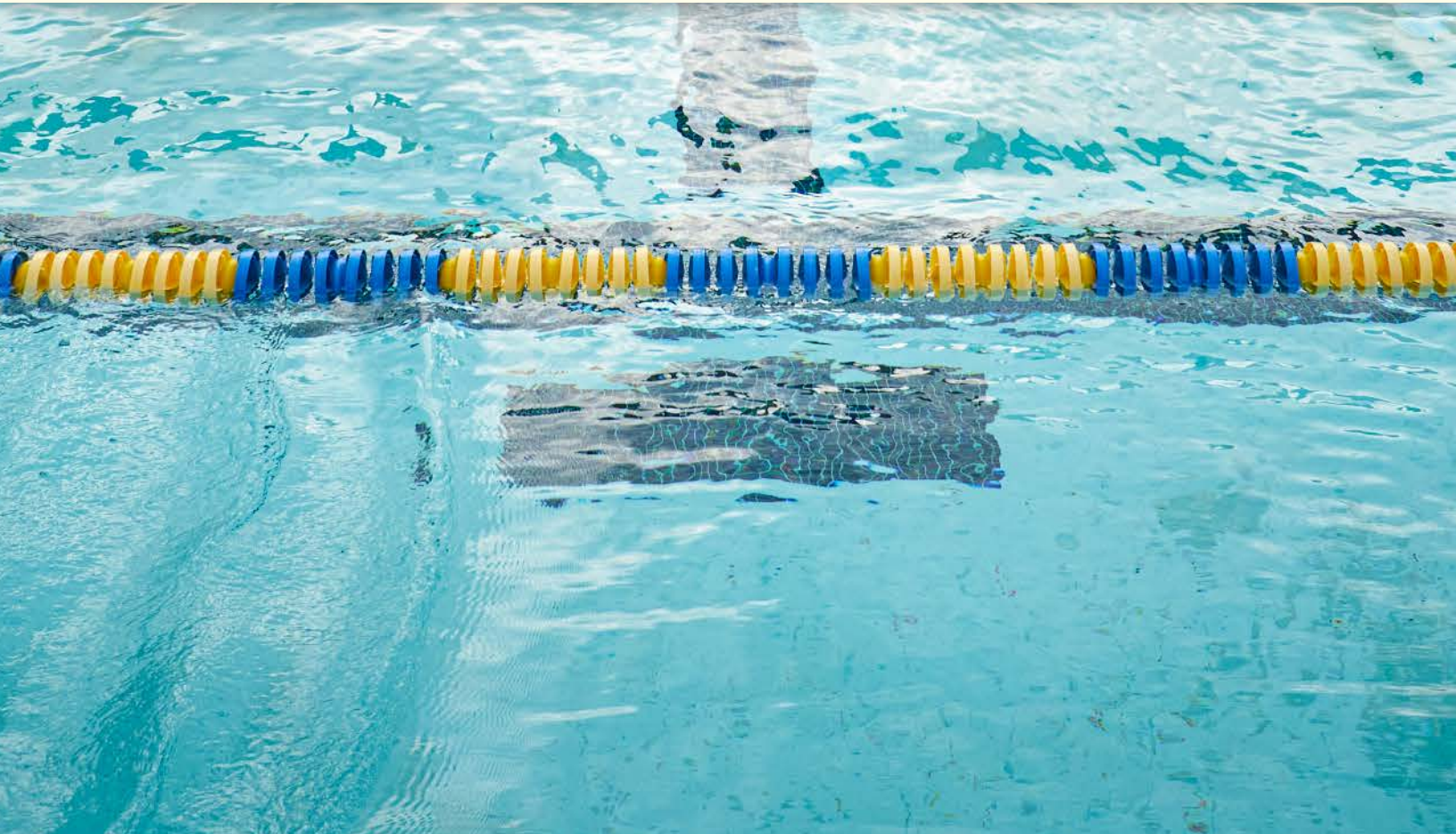
- Parent of swim lesson participant

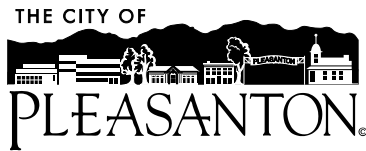


THE CITY OF



Library and Recreation Department
400 Old Bernal Avenue
Pleasanton, CA 94566
(925) 931-5340





CIVIC ARTS COMMISSION AGENDA REPORT

November 6, 2023
Item 6

SUBJECT: REVIEW AND COMMENT ON THE FISCAL YEAR 2022/23 LIBRARY AND RECREATION DEPARTMENT ANNUAL REPORT

SUMMARY

The Fiscal Year (FY) 2022/23 annual report highlights milestones, events, programs, and statistics that represent the City of Pleasanton Library and Recreation Department's work in the community.

RECOMMENDATION

Review and comment on the FY 2022/23 Library and Recreation Department Annual Report.

FINANCIAL STATEMENT

There is no financial impact.

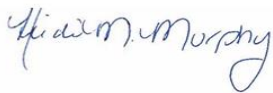
BACKGROUND

To share the story of the impact of Library and Recreation services in the community, staff created a report that highlights milestones, events, programs, and statistics. In previous years, staff brought this report to the five Library and Recreation commissions for feedback and comments.

DISCUSSION

Based upon feedback from the commissioners, the FY 2022/23 Annual Report is structured around a Fiscal Year, features a new format, provides additional data points and trends, and includes budget information. This new report includes both quantitative and qualitative data to measure the complete impact of departmental programs and services in the community.

Submitted by:

A handwritten signature in blue ink that reads "Heidi M. Murphy". The signature is written in a cursive style with a large, stylized 'H' and 'M'.

Heidi M. Murphy
Director of Library and Recreation

Attachment:

1. FY 2022/23 Library and Recreation Department Annual Report

COMMUNITY GRANT PROGRAM - CIVIC ARTS CATEGORY							
COMPLIANCE SUMMARY REPORT - FY 2022/23							
ORGANIZATION	PROJECT	AMOUNT OF GRANT	INVOICES	BALANCE	MIDTERM REPORT	FINAL REPORTS	NOTES
		\$41,000.00	\$35,650.57	\$5,349.43	Due 11/15/2021	Due 7/15/2022	
Amador Livermore Valley Historical Society (Museum on Main)	An Afternoon/Evening With...Series 2022/23	\$6,327.00	\$6,327.00	\$0.00	12/1/2022	6/22/2023	
Livermore Valley Opera	LVO Pleasanton Community Outreach 2022-23	\$4,391.34	\$0.00	\$4,391.34			
Pacific Chamber Orchestra	Discovery Music Elementary In-School Assembly Program	\$4,000.00	\$4,000.00	\$0.00	12/5/2022	7/9/2023	
Pacific Chamber Orchestra	Holiday Concert	\$5,000.00	\$5,000.00	\$0.00	12/5/2022	7/9/2023	
Pacific Chamber Orchestra	Pacific Chamber School Day Orchestra Matinee Concert	\$4,960.33	\$4,960.33	\$0.00	12/5/2022	7/9/2023	
Pleasanton Community Concert Band	Storage Cost Reduction	\$5,238.00	\$4,249.77	\$904.40	11/14/2022		
			\$83.83				
Pleasanton Cultural Arts Council	Arts Gatherings and Project Support	\$4,933.33	\$3,766.67	\$1,166.66	11/14/2022		
			\$1,118.12				
Pleasanton Cultural Arts Council	Conversation Banners for Youth Engagement	\$6,150.00	\$2,513.52	\$5.15	12/1/2022	6/22/2023	
			\$1,113				
			\$737.47				
			\$827.15				
			\$953.71				

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City of Pleasanton

Community Services

FY 2022/2023 Community Grant Program - Civic Arts

Amador Livermore Valley Historical Society (Museum on Main)
An Afternoon/Evening With . . . Series 2022-23

Name of Person Completing Report:

Report 2

Sarah Schaefer

Title:

Report 2

Executive Director

Describe the current status of your project (e.g. planning, pre-development, activity underway, marketing, etc.) and the current focus of any activity.

Report 2

We are in the middle of our 2023 season. We provide two in person-shows per month and one virtual program per month. We are focusing on marketing the program in order to rebuild our audience post pandemic. We are reaching out to the History, English, and Theater teachers at the regional high schools. We have advertised the program in Our Town Weekly and published press releases in local newspapers in the Tri-Valley area.

Additionally, we have secured the dates for next season at the Firehouse and we are working towards booking next season's performers. Based on current ticket sales and attendance, the board of directors, along with the Executive Director and Director of Education are evaluating what the 2024 season will look like in terms of the length (number of months) and number of in person shows offered each month. No final decisions have been made about the 2024 season.

Describe any significant actions taken during the reporting period.

Report 2

We have held 12 performances since January 2023, with the next two performances being held on July 25th. We have also hosted 6 virtual performances on our Big Marker webinar platform.

If applicable, describe any modifications to the project goals, timelines, etc., and reason(s) for change. If you have not submitted invoices due to project delays, please provide details here.

Report 2

There have been no modifications to the project or goals during this reporting period. The budget did shift because we felt in a post-covid world we needed to invest in advertising for the program starting in March.

Were any costs incurred for this project (from any source) during this reporting period?

- ☒ Yes
☐ No

Were any Pleasanton grant funds expended for this project during this reporting period? If yes, have you submitted invoices yet and if so for what amount. If no, please explain why no funds have been expended to date.

Report 2

Yes, we have submitted an invoice for the entire grant amount of \$6,327 to cover the performance fees of the first 6 live performances and 3 virtual performances in the 2023 season.

Please indicate how participant data are reported for this project (please keep consistent for question 11 and with your original application):

- ☒ Audience (performance)
☐ Spectators (events)
☐ Participants
☐ Clients

Please complete the following table regarding NUMBER OF CLIENTS SERVED during this reporting period using the indicator chosen above (Audience, Spectators, Participants OR Clients):

4528	4,528.00	A) Numeric GOAL stated in your application for the number of Pleasanton residents to be served by THIS PROJECT (unduplicated):
3413	3,413.00	B) Total number of people served by THIS PROJECT:
7,941.00	7,941.00	TOTAL

What method do you use to track your participant data for this project?

- ☐ Database
☒ Ticket sales
☐ Sign-in sheet
☐ Other

If you answered "other" to the preceding question please explain. Enter "N/A" if not applicable.

Attachment 2

Report 2

N/A

Please include any additional comments or clarifications here about your grant that you feel the Commission will benefit from:

Report 2

The numbers originally entered in the grant represent total potential ticket sales. They do not reflect the total unduplicated Pleasanton residents served. Many of our participants come to the entire series, month after month. I would estimate that 60-70% of the total tickets sold are to people who attend more than one show. We currently do not track where our audience comes from. That being said, there are a lot of repeat attendees that we get to know month after month. We would estimate that 75-80% of our audience is from Pleasanton.

Overall, our numbers have not returned to pre-pandemic levels. However, when we talk to actors and theater managers, we find our numbers are in line with the figures of similar sized community performances around the country.

For FINAL REPORT [DO NOT ANSWER UNTIL FINAL REPORT]: Name and title of person completing the report:

Report 2

Sarah Schaefer

For FINAL REPORT: Did the agency use all of its grant funding? If not, explain why the agency did not spend the entire grant and what obstacles the agency faced.

Report 2

Yes, we used all the grant funding to cover the costs of our first three 2023 season scholars/performers.

For FINAL REPORT: Describe the accomplishments of the project funded through Community Grant funds. Provide detail on how the project responded to needs within the community (in reference to what you identified in question 10 of the application.)

Report 2

This grant covered the second half of the 2022 season and the first half of the 2023 season. Our goal for both seasons was to provide a unique, fun, accessible and engaging way for our community to access history and the arts. We accomplished that goal. We found that coming out of the pandemic, the community still needed both an in-person and virtual option, so we provided both. We also found that our demographics needed both a matinee and evening performance, so we continued to offer both. We brought scholars and actors who are experts in Chautauqua to Pleasanton to wow our audience and provide them with high quality historical information and memorable theater experiences.

For FINAL REPORT: Does the agency feel this project was a success? How do you measure the success of the project? Did it meet or exceed the goals and outcomes described in the in the original application? If not, why?

Report 2

We did meet our goals and outcomes stated in the original application. As stated above we provided high-quality historical character performances (Chautauqua) from January-October. We offered 20 in-person performances and 10 virtual performances in 2022. So far in 2023, we have offered 12 in person performances and 6 virtual performances. Regarding success, we can evaluate the program two ways: attendance numbers and impact. If you look at our total attendance numbers, the series may not be the success it was pre-pandemic, but the numbers are slowly climbing. If we look at the impact the series makes for those who attend, it remains solidly in the success category. We hear from our audience, especially our senior attendees, about how important the series is to them. They have shared how the series provides them with a reason to get out of their houses/care facilities and socialize with friends or family who are also attending the performances. They also share how it provides them with a valuable and fun opportunity to learn and connect with history. This feedback is corroborated in how much of our audience comes month after month and year after year. The series is an important part of their lives, and we view that as a success.

For FINAL REPORT: Describe any problems or delays encountered with the project. How were they handled? What effects, if any, were there on the project? Describe any changes that made the project successful or will make it successful in future years.

Report 2

For the second half of the 2022 season and the first half of the 2023 season we have not encountered any major problem or delays. In some cases, at the end of the 2022 season we had to pay our performers more for travel because inflation had caused travel prices to increase dramatically. We were more explicit about travel costs in our contracts for the 2023 season and as a result have not had any issues this year.

As stated, we have invested more in marketing the program than we have in the past. We hope this investment will lead to more community awareness and engagement with the program in the future.

For FINAL REPORT: List agencies you collaborated with on the project. Describe the nature of the collaboration. Enter “N/A” if not applicable.

Report 2

N/A

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City of Pleasanton
Community Services
FY 2022/2023 Community Grant Program - Civic Arts

Livermore Valley Opera **LVO Pleasanton Community Outreach 22-23**

Name of Person Completing Report:

Report 2

-no answer-

Title:

Report 2

-no answer-

Describe the current status of your project (e.g. planning, pre-development, activity underway, marketing, etc.) and the current focus of any activity.

Report 2

-no answer-

Describe any significant actions taken during the reporting period.

Report 2

-no answer-

If applicable, describe any modifications to the project goals, timelines, etc., and reason(s) for change. If you have not submitted invoices due to project delays, please provide details here.

Report 2

-no answer-

Were any costs incurred for this project (from any source) during this reporting period?

- ☐ Yes
☐ No

Were any Pleasanton grant funds expended for this project during this reporting period? If yes, have you submitted invoices yet and if so for what amount. If no, please explain why no funds have been expended to date.

Report 2

-no answer-

Please indicate how participant data are reported for this project (please keep consistent for question 11 and with your original application):

- ☐ Audience (performance)
☐ Spectators (events)
☐ Participants
☐ Clients

Please complete the following table regarding NUMBER OF CLIENTS SERVED during this reporting period using the indicator chosen above (Audience, Spectators, Participants OR Clients):

		A) Numeric GOAL stated in your application for the number of Pleasanton residents to be served by THIS PROJECT (unduplicated):
	0.00	
	0.00	B) Total number of people served by THIS PROJECT:
0.00	0.00	TOTAL

What method do you use to track your participant data for this project?

- ☐ Database
☐ Ticket sales
☐ Sign-in sheet
☐ Other

If you answered "other" to the preceding question please explain. Enter "N/A" if not applicable.

Report 2

-no answer-

Please include any additional comments or clarifications here about your grant that you feel the Commission will benefit from:

Report 2

-no answer-

For FINAL REPORT [DO NOT ANSWER UNTIL FINAL REPORT]: Name and title of person completing the report:

Report 2

-no answer-

For FINAL REPORT: Did the agency use all of its grant funding? If not, explain why the agency did not spend the entire grant and what obstacles the agency faced.

Report 2

-no answer-

For FINAL REPORT: Describe the accomplishments of the project funded through Community Grant funds. Provide detail on how the project responded to needs within the community (in reference to what you identified in question 10 of the application.)

Report 2

-no answer-

For FINAL REPORT: Does the agency feel this project was a success? How do you measure the success of the project? Did it meet or exceed the goals and outcomes described in the in the original application? If not, why?

Report 2

-no answer-

For FINAL REPORT: Describe any problems or delays encountered with the project. How were they handled? What effects, if any, were there on the project? Describe any changes that made the project successful or will make it successful in future years.

Report 2

-no answer-

For FINAL REPORT: List agencies you collaborated with on the project. Describe the nature of the collaboration. Enter “N/A” if not applicable.

Report 2

-no answer-

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City of Pleasanton
Community Services
FY 2022/2023 Community Grant Program - Civic Arts

Pacific Chamber Orchestra

Discover Music Elementary In-School Assembly Program

Name of Person Completing Report:

Report 2

Lawrence Kohl

Title:

Report 2

Music Director

Describe the current status of your project (e.g. planning, pre-development, activity underway, marketing, etc.) and the current focus of any activity.

Report 2

Project has been completed.

Describe any significant actions taken during the reporting period.

Report 2

The theme of Rhythm was finalized, the program developed, the music arranged, the educational materials developed, the schools booked, the musicians hired, the assemblies held, teacher assessment forms, handed out at the assemblies, pictures and video clips taken, received numerous letters and drawings from classes and assessment forms returned as wells as verbal kudos from teachers, parent coordinators and principals.

Comments from teachers as to overall opinion of assembly: "Wonderful! Kids absolutely loved it." "Great! Entertaining, informative, and catered to children. Important experience for all."

Comments from students: "You are rock stars." "I never heard anything so pretty. "I am going to tell my mom that I want to play the cello." Come back next year!."

Discover music assemblies here held:

Friday May 5, 2023

Hearst Elementary School

501 Case Avenue, Pleasanton

Assembly #1 grades 3rd-5th at 8:30 am
Assembly #2 grades TK-2nd at 9:30 am

Attachment 2

Monday May 8
Valley View Elementary School
480 Adams Way, Pleasanton
Assembly #1 Grades 1-3 at 1:20 - 2:00 pm
Assembly #2 Grades 4-5 at 2:15 - 2:55 pm

If applicable, describe any modifications to the project goals, timelines, etc., and reason(s) for change. If you have not submitted invoices due to project delays, please provide details here.

Report 2

no modifications.

Were any costs incurred for this project (from any source) during this reporting period?

- ☒ Yes
☐ No

Were any Pleasanton grant funds expended for this project during this reporting period? If yes, have you submitted invoices yet and if so for what amount. If no, please explain why no funds have been expended to date.

Report 2

All grant funds were expended and the invoices were submitted.

Please indicate how participant data are reported for this project (please keep consistent for question 11 and with your original application):

- ☒ Audience (performance)
☐ Spectators (events)
☐ Participants
☐ Clients

Please complete the following table regarding NUMBER OF CLIENTS SERVED during this reporting period using the indicator chosen above (Audience, Spectators, Participants OR Clients):

1200	1,200.00	A) Numeric GOAL stated in your application for the number of Pleasanton residents to be served by THIS PROJECT (unduplicated):
1200	1,200.00	B) Total number of people served by THIS PROJECT:
2,400.00	2,400.00	TOTAL

What method do you use to track your participant data for this project?

- ☐ Database
- ☐ Ticket sales
- ☒ Sign-in sheet
- ☐ Other

If you answered "other" to the preceding question please explain. Enter "N/A" if not applicable.

Report 2

N/A

Please include any additional comments or clarifications here about your grant that you feel the Commission will benefit from:

Report 2

We had to turn down schools as the grant funds allocated limited us to two schools.

For FINAL REPORT [DO NOT ANSWER UNTIL FINAL REPORT]: Name and title of person completing the report:

Report 2

Lawrence Kohl

For FINAL REPORT: Did the agency use all of its grant funding? If not, explain why the agency did not spend the entire grant and what obstacles the agency faced.

Report 2

All grant funds were used.

For FINAL REPORT: Describe the accomplishments of the project funded through Community Grant funds. Provide detail on how the project responded to needs within the community (in reference to what you identified in question 10 of the application.)

Report 2

The Discover Music assemblies introduced classical music and taught the fundamental concepts of rhythm: beat, tempo, subdividing beats, grouping beats together, rhythmic motives, using rhythms to tell stories, portray characters, actions and moods, dance and march rhythms. Assemblies show how all music no matter the genre: classical, pop, jazz, film music, etc. all follow the same construction rules. The assemblies help the teachers fulfill the CA state requirements for music and encourage students to take up a musical instrument in their school music program and serve to inspire students already studying music.

For FINAL REPORT: Does the agency feel this project was a success? How do you measure the success of the project? Did it meet or exceed the goals and outcomes described in the original application? If not, why?

Report 2

The project was successful. We have very high goals for our program to be one of the very best and important assemblies that is offered to the students. The comments from teachers in the assessment forms, letters and drawings from the students and verbal comments from teachers, parent coordinators and principals all affirm our program's continued success.

Attachment 2

For FINAL REPORT: Describe any problems or delays encountered with the project. How were they handled? What effects, if any, were there on the project? Describe any changes that made the project successful or will make it successful in future years.

Report 2

No problems or delays.

For FINAL REPORT: List agencies you collaborated with on the project. Describe the nature of the collaboration. Enter “N/A” if not applicable.

Report 2

N/A

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City of Pleasanton
Community Services
FY 2022/2023 Community Grant Program - Civic Arts

Pacific Chamber Orchestra Holiday Concert

Name of Person Completing Report:

Report 2

Lawrence Kohl

Title:

Report 2

Music Director

Describe the current status of your project (e.g. planning, pre-development, activity underway, marketing, etc.) and the current focus of any activity.

Report 2

Project completed. The holiday concert performance of Handel's Messiah was held Friday November 25, 2022 at 7:30pm

St. Elizabeth Ann Seton Church, Pleasanton

Soloists:

Laura Farmer Soprano

Sara Couden Alto

Jon Kennan, Tenor

Kirk Eichelberger, Baritone

Pacific Chamber Orchestra with Lawrence Kohl Music Director

Pacific Chamber Orchestra Chorus with Dwight Stone Chorus Master

Describe any significant actions taken during the reporting period.

Report 2

The holiday concert performance of Handel's Messiah was held Friday November 25, 2022 at 7:30pm

St. Elizabeth Ann Seton Church, Pleasanton

Soloists:

Laura Farmer Soprano
Sara Couden Alto
Jon Kennan, Tenor
Kirk Eichelberger, Baritone

Pacific Chamber Orchestra with Lawrence Kohl Music Director
Pacific Chamber Orchestra Chorus with Dwight Stone Chorus Master

The concert was promoted through advertising in the Pleasanton Weekly, press releases eblasts, social media, and distribution of flyers.

If applicable, describe any modifications to the project goals, timelines, etc., and reason(s) for change. If you have not submitted invoices due to project delays, please provide details here.

Report 2

No modifications were made.

Were any costs incurred for this project (from any source) during this reporting period?

- ☒ Yes
☐ No

Were any Pleasanton grant funds expended for this project during this reporting period? If yes, have you submitted invoices yet and if so for what amount. If no, please explain why no funds have been expended to date.

Report 2

Yes Pleasanton grants funds were expended. Invoices have been submitted for the full amount of the of \$5,000.

Please indicate how participant data are reported for this project (please keep consistent for question 11 and with your original application):

- ☒ Audience (performance)
☐ Spectators (events)
☐ Participants
☐ Clients

Please complete the following table regarding NUMBER OF CLIENTS SERVED during this reporting period using the indicator chosen above (Audience, Spectators, Participants OR Clients):

300	300.00	A) Numeric GOAL stated in your application for the number of Pleasanton residents to be served by THIS PROJECT (unduplicated):
150	150.00	B) Total number of people served by THIS PROJECT:
450.00	450.00	TOTAL

What method do you use to track your participant data for this project?

Attachment 2

- ☐ Database
- ☒ Ticket sales
- ☐ Sign-in sheet
- ☐ Other

If you answered "other" to the preceding question please explain. Enter "N/A" if not applicable.

Report 2

N/A

Please include any additional comments or clarifications here about your grant that you feel the Commission will benefit from:

Report 2

see below

For FINAL REPORT [DO NOT ANSWER UNTIL FINAL REPORT]: Name and title of person completing the report:

Report 2

Lawrence Kohl, Music director

For FINAL REPORT: Did the agency use all of its grant funding? If not, explain why the agency did not spend the entire grant and what obstacles the agency faced.

Report 2

Yes all the grant funding was utilized.

For FINAL REPORT: Describe the accomplishments of the project funded through Community Grant funds. Provide detail on how the project responded to needs within the community (in reference to what you identified in question 10 of the application.)

Report 2

The artistic quality was thoroughly professional and met the need for the community to have local professional orchestra performances. We did increase our giving of free tickets to low-income seniors and families so that children could attend free but we also found that the day after Thanksgiving limited our reach to the low-income community centers.

For FINAL REPORT: Does the agency feel this project was a success? How do you measure the success of the project? Did it meet or exceed the goals and outcomes described in the original application? If not, why?

Report 2

The project was a partial success in that PCO performed to the highest professional caliber and the audience that attended greatly appreciated. All efforts were made to increase ticket sales and give out free tickets to low income seniors and enabling children with families to attend for free. The overall audience goals were did not meet our expectations for several reasons.

- 1) St. Seaton was new venue that the community was not familiar with as a performance center and due to its unusual seating arrangement did not truly register, no matter how much effort we put in, as a place to go. PCO performances should take place in Amador Theater (which was not possible due to the holiday weekend).
- 2) We had setup an arrangement with St. Seaton to encourage ticket sales though a combination of a boost in rental fee as the ticket income grew as well as a discount to church members. This was not forthcoming despite PCO's efforts.
- 3) Our reach to the low income senior community was held back due to the timing of the performance being the day after Thanksgiving and the centers not used to promoting events at that time.

For FINAL REPORT: Describe any problems or delays encountered with the project. How were they handled? What effects, if any, were there on the project? Describe any changes that made the project successful or will make it successful in future years.

Report 2

Over time we feel that the senior community could become used to attending a performance at this time of year, however it is our conclusion that a proper venue is absolutely necessary before this project could be undertaken in future years. It was a fine effort, of benefit to the community, and worthy of the investment to explore and learn. thank you.

For FINAL REPORT: List agencies you collaborated with on the project. Describe the nature of the collaboration. Enter “N/A” if not applicable.

Report 2

N/A

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City of Pleasanton
Community Services
FY 2022/2023 Community Grant Program - Civic Arts

Pacific Chamber Orchestra

Pacific Chamber School Day Orchestra Matinee Concert

Name of Person Completing Report:

Report 2

Lawrence Kohl

Title:

Report 2

Music Director

Describe the current status of your project (e.g. planning, pre-development, activity underway, marketing, etc.) and the current focus of any activity.

Report 2

The project has been completed.

Describe any significant actions taken during the reporting period.

Report 2

The venue was changed to the Pleasanton Middle School as Amador Theater is apparently no longer available for school day performances. The classes of elementary students were reserved and the educational materials for the teachers was prepared. The Matinee Concert took place: Thursday March 23, 2023 at 10:00 am. at Pleasanton Middle School.

Program consisted of movements from:

Corelli's Suite

Vivaldi's Concerto for four violins

Piazzola's Four Seasons of Buenos Aires

Soloists:

Igor Veligan, Hrabba Atladottir, Iris Stone, Lylia Guion violinists

Pacific Chamber Orchestra with Lawrence Kohl Music Director

If applicable, describe any modifications to the project goals, timelines, etc., and reason(s) for change. If you have not submitted invoices due to project delays, please provide details here.

Report 2

There were no changes to the project other than the venue was changed to PMS.

Were any costs incurred for this project (from any source) during this reporting period?

- ☒ Yes
☐ No

Were any Pleasanton grant funds expended for this project during this reporting period? If yes, have you submitted invoices yet and if so for what amount. If no, please explain why no funds have been expended to date.

Report 2

Yes all of the grant funds of \$4,960.33 were expended and invoices were submitted.

Please indicate how participant data are reported for this project (please keep consistent for question 11 and with your original application):

- ☒ Audience (performance)
☐ Spectators (events)
☐ Participants
☐ Clients

Please complete the following table regarding NUMBER OF CLIENTS SERVED during this reporting period using the indicator chosen above (Audience, Spectators, Participants OR Clients):

400	400.00	A) Numeric GOAL stated in your application for the number of Pleasanton residents to be served by THIS PROJECT (unduplicated):
400	400.00	B) Total number of people served by THIS PROJECT:
800.00	800.00	TOTAL

What method do you use to track your participant data for this project?

- ☐ Database
☐ Ticket sales
☒ Sign-in sheet
☐ Other

If you answered "Other" to the preceding question please explain. Enter "N/A" if not applicable.

Please include any additional comments or clarifications here about your grant that you feel the Commission will benefit from:

Report 2

As Amador Theater is apparently no longer (after like 20 years!) no longer available we moved the program to Pleasanton Middle School. At this point it was less practical to invite seniors. Instead more students attended,

For FINAL REPORT [DO NOT ANSWER UNTIL FINAL REPORT]: Name and title of person completing the report:

Report 2

Lawrence Kohl

For FINAL REPORT: Did the agency use all of its grant funding? If not, explain why the agency did not spend the entire grant and what obstacles the agency faced.

Report 2

Yes all of the grant funding of \$4,960.33 was used.

For FINAL REPORT: Describe the accomplishments of the project funded through Community Grant funds. Provide detail on how the project responded to needs within the community (in reference to what you identified in question 10 of the application.)

Report 2

The members of the Pacific Chamber Orchestra are among the Bay Area's finest professionals. Matinee concerts are a perfect way to introduce students to the joys of the orchestra. PCO concerts feature integrated programming where pieces 'play off each other' providing a unified musical experience. Maestro Kohl's commentaries provide the connecting thread between the musicians, the music and the audience. Maestro Kohl has over 30 years of experience in teaching music and presenting concerts to children in matinee concerts.

For FINAL REPORT: Does the agency feel this project was a success? How do you measure the success of the project? Did it meet or exceed the goals and outcomes described in the in the original application? If not, why?

Report 2

This was the 7th year of the program and each year the teachers report the students enjoy and benefit from the unique experience of having a professional orchestra come to them making the continued success. This year the students went wild over the Piazzolla Four Seasons of Buenos Aires with the virtuosity of the violin soloists. In short the goals were more than met.

For FINAL REPORT: Describe any problems or delays encountered with the project. How were they handled? What effects, if any, were there on the project? Describe any changes that made the project successful or will make it successful in future years.

Report 2

Actually we found performing at PMS to work quite well. We will miss Amador Theater, however on the other hand, being at PMS allows for the middle school music students to also attend,

For FINAL REPORT: List agencies you collaborated with on the project. Describe the nature of the collaboration. Enter “N/A” if not applicable.

Report 2

N/A

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City of Pleasanton
Community Services
FY 2022/2023 Community Grant Program - Civic Arts

Pleasanton Community Concert Band Storage Cost Reduction

Name of Person Completing Report:

Report 2

-no answer-

Title:

Report 2

-no answer-

Describe the current status of your project (e.g. planning, pre-development, activity underway, marketing, etc.) and the current focus of any activity.

Report 2

-no answer-

Describe any significant actions taken during the reporting period.

Report 2

-no answer-

If applicable, describe any modifications to the project goals, timelines, etc., and reason(s) for change. If you have not submitted invoices due to project delays, please provide details here.

Report 2

-no answer-

Were any costs incurred for this project (from any source) during this reporting period?

- ☐ Yes
☐ No

Were any Pleasanton grant funds expended for this project during this reporting period? If yes, have you submitted invoices yet and if so for what amount. If no, please explain why no funds have been expended to date.

Report 2

-no answer-

Please indicate how participant data are reported for this project (please keep consistent for question 11 and with your original application):

- ☐ Audience (performance)
☐ Spectators (events)
☐ Participants
☐ Clients

Please complete the following table regarding NUMBER OF CLIENTS SERVED during this reporting period using the indicator chosen above (Audience, Spectators, Participants OR Clients):

		A) Numeric GOAL stated in your application for the number of Pleasanton residents to be served by THIS PROJECT (unduplicated):
	0.00	
	0.00	B) Total number of people served by THIS PROJECT:
0.00	0.00	TOTAL

What method do you use to track your participant data for this project?

- ☐ Database
☐ Ticket sales
☐ Sign-in sheet
☐ Other

If you answered "other" to the preceding question please explain. Enter "N/A" if not applicable.

Report 2

-no answer-

Please include any additional comments or clarifications here about your grant that you feel the Commission will benefit from:

Report 2

-no answer-

For FINAL REPORT [DO NOT ANSWER UNTIL FINAL REPORT]: Name and title of person completing the report:

Report 2

-no answer-

For FINAL REPORT: Did the agency use all of its grant funding? If not, explain why the agency did not spend the entire grant and what obstacles the agency faced.

Report 2

-no answer-

For FINAL REPORT: Describe the accomplishments of the project funded through Community Grant funds. Provide detail on how the project responded to needs within the community (in reference to what you identified in question 10 of the application.)

Report 2

-no answer-

For FINAL REPORT: Does the agency feel this project was a success? How do you measure the success of the project? Did it meet or exceed the goals and outcomes described in the in the original application? If not, why?

Report 2

-no answer-

For FINAL REPORT: Describe any problems or delays encountered with the project. How were they handled? What effects, if any, were there on the project? Describe any changes that made the project successful or will make it successful in future years.

Report 2

-no answer-

For FINAL REPORT: List agencies you collaborated with on the project. Describe the nature of the collaboration. Enter “N/A” if not applicable.

Report 2

-no answer-

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City of Pleasanton
Community Services
FY 2022/2023 Community Grant Program - Civic Arts

Pleasanton Cultural Arts Council
Arts Gatherings and Project Support

Name of Person Completing Report:

Report 2

|

Title:

Report 2

-no answer-

Describe the current status of your project (e.g. planning, pre-development, activity underway, marketing, etc.) and the current focus of any activity.

Report 2

-no answer-

Describe any significant actions taken during the reporting period.

Report 2

-no answer-

If applicable, describe any modifications to the project goals, timelines, etc., and reason(s) for change. If you have not submitted invoices due to project delays, please provide details here.

Report 2

-no answer-

Were any costs incurred for this project (from any source) during this reporting period?

- ☐ Yes
☐ No

Were any Pleasanton grant funds expended for this project during this reporting period? If yes, have you submitted invoices yet and if so for what amount. If no, please explain why no funds have been expended to date.

Report 2

-no answer-

Please indicate how participant data are reported for this project (please keep consistent for question 11 and with your original application):

- ☐ Audience (performance)
☐ Spectators (events)
☐ Participants
☐ Clients

Please complete the following table regarding NUMBER OF CLIENTS SERVED during this reporting period using the indicator chosen above (Audience, Spectators, Participants OR Clients):

		A) Numeric GOAL stated in your application for the number of Pleasanton residents to be served by THIS PROJECT (unduplicated):
	0.00	
	0.00	B) Total number of people served by THIS PROJECT:
0.00	0.00	TOTAL

What method do you use to track your participant data for this project?

- ☐ Database
☐ Ticket sales
☐ Sign-in sheet
☐ Other

If you answered "other" to the preceding question please explain. Enter "N/A" if not applicable.

Report 2

-no answer-

Please include any additional comments or clarifications here about your grant that you feel the Commission will benefit from:

Report 2

-no answer-

For FINAL REPORT [DO NOT ANSWER UNTIL FINAL REPORT]: Name and title of person completing the report:

Report 2

-no answer-

For FINAL REPORT: Did the agency use all of its grant funding? If not, explain why the agency did not spend the entire grant and what obstacles the agency faced.

Report 2

-no answer-

For FINAL REPORT: Describe the accomplishments of the project funded through Community Grant funds. Provide detail on how the project responded to needs within the community (in reference to what you identified in question 10 of the application.)

Report 2

-no answer-

For FINAL REPORT: Does the agency feel this project was a success? How do you measure the success of the project? Did it meet or exceed the goals and outcomes described in the in the original application? If not, why?

Report 2

-no answer-

For FINAL REPORT: Describe any problems or delays encountered with the project. How were they handled? What effects, if any, were there on the project? Describe any changes that made the project successful or will make it successful in future years.

Report 2

-no answer-

For FINAL REPORT: List agencies you collaborated with on the project. Describe the nature of the collaboration. Enter “N/A” if not applicable.

Report 2

-no answer-

City of Pleasanton
Community Services

FY 2022/2023 Community Grant Program - Civic Arts

Pleasanton Cultural Arts Council

Conversation Banners for Youth Engagement

Name of Person Completing Report:

Report 2

Janice Coleman-Knight

Title:

Report 2

Pleasanton Cultural Arts Council, Board Member

Describe the current status of your project (e.g. planning, pre-development, activity underway, marketing, etc.) and the current focus of any activity.

Report 2

The grant is completed. We are currently working with the City of Pleasanton to complete a public unveiling of the banners. It is projected this public event will happen in the Fall of 2023.

Describe any significant actions taken during the reporting period.

Report 2

During the second reporting period, our contracted professional artist and art instructor, met with groups of students to complete four banners. Jan Coleman-Knight presented some of the Native Arts: Past and Present Voices curriculum to 4th grade students at Alisal Elementary as part of the art experience led by Thomasin Dewhurst. Students completed individual art work related to the animals on the banner and then participated in painting the banner in small groups of 4-5. The class size was 28. The Vice-Principal of Alisal, Julie Berglin, loaded the PowerPoint presentation from Native Arts: Past and Present Voices onto a smart screen. She also observed the interactive lesson.

If applicable, describe any modifications to the project goals, timelines, etc., and reason(s) for change. If you have not submitted invoices due to project delays, please provide details here.

Report 2

Attachment 2

The Conversation Banners for Youth Engagement was an extension of a successful Conversation Pieces project devised by Thomasin Dewhurst and first implemented in Livermore. The Livermore project culminated with the banners flown on flagpoles in Livermore. Unfortunately, after the grant was submitted it was determined the City of Pleasanton had an Ordinance against the display of any banners other than City banners. This finding now necessitated creative alternatives to show the banners, including flat bottom 6 ft. stands, weights to steady the stands, a telescoping collapsible ladder, tri-pod metal stands, stabilizing bars for the top of the banners, magnetic bars and clips. Each of these alternatives recognize the geographic needs of differing landscapes for viewing. Funds set aside for the rental of artistic space were expended to the purchase of these materials.

Were any costs incurred for this project (from any source) during this reporting period?

- ☒ Yes
- ☐ No

Were any Pleasanton grant funds expended for this project during this reporting period? If yes, have you submitted invoices yet and if so for what amount. If no, please explain why no funds have been expended to date.

Report 2

All financials are completed for this grant. There remains \$5.15 unexpended funds in the grant.

Please indicate how participant data are reported for this project (please keep consistent for question 11 and with your original application):

- ☒ Audience (performance)
- ☐ Spectators (events)
- ☐ Participants
- ☐ Clients

Please complete the following table regarding NUMBER OF CLIENTS SERVED during this reporting period using the indicator chosen above (Audience, Spectators, Participants OR Clients):

2,000	2,000.00	A) Numeric GOAL stated in your application for the number of Pleasanton residents to be served by THIS PROJECT (unduplicated):
2,000	2,000.00	B) Total number of people served by THIS PROJECT:
4,000.00	4,000.00	TOTAL

What method do you use to track your participant data for this project?

- ☐ Database
- ☐ Ticket sales
- ☐ Sign-in sheet
- ☒ Other

If you answered "other"; to the preceding question please explain. Enter "N/A" if not applicable.

Attachment 2

Report 2

Sign in sheet, survey of participants, collection of digital and hard copy writing responses

Please include any additional comments or clarifications here about your grant that you feel the Commission will benefit from:

Report 2

All who view public art are clients whether they are participants making the art, appreciating it or commenting on it. In fact, the dialogue associated with public art is an important part of creating community pride and enriching a city. It is easy to determine the clients for a musical performance by counting the audience or ticket sales. It is difficult to determine the number of eyeballs that see public art so a client/expenditure ratio seems to be unfitting when a cost per person is determined, especially when public art is not a "one and done" situation. It is projected the banners produced by this grant will move throughout the City. It is hoped they will be seen in the Library, Senior Center, Assisted Living Centers, public events-i.e. 4th of July at wayside Park, Firehouse Arts Center, etc.

For FINAL REPORT [DO NOT ANSWER UNTIL FINAL REPORT]: Name and title of person completing the report:

Report 2

Janice Coleman-Knight Pleasanton Cultural Arts Council Board Member

For FINAL REPORT: Did the agency use all of its grant funding? If not, explain why the agency did not spend the entire grant and what obstacles the agency faced.

Report 2

There is \$5.15 left in the grant.

For FINAL REPORT: Describe the accomplishments of the project funded through Community Grant funds. Provide detail on how the project responded to needs within the community (in reference to what you identified in question 10 of the application.)

Report 2

Over 35 Hearst Elementary students signed up to participate in the Mariachi Banner project, "Estrella del Pueblo". Also, Students wrote comments of thanks and appreciation for the art activity and meeting new friends. Also, Hearst teen student volunteers, some of whom were new immigrants, thoughtfully contributed to the "Environmental Awareness" banner. Village High School students developed "A Space of My Own" banner by creating a virtual room populated with each student's ideas representing happiness, strength and creativity. These block pieces were sewn together creating a house of wellness. Students completed a short five question survey. The Environmental Awareness banner was completed with the Pleasanton Parks and Recreation department's youth workshop and other students interested in the environment (Amador Valley Leadership Club). The "Land Acknowledgment" banner was completed with 28 4th grade students at Alisal Elementary. The youth participants expressed joy in making art and being part of a community that was working together. The identified need of the community was to bridge the gap of Covid isolation that had fractured youth social relationships and significantly curtailed social interaction.

The enthusiastic response to this project indicated the development of a safe place for all youths to creatively explore and develop art talents. Thomasin Dewhurst created a listening space that offered the confidence to try what could be imagined and make it a reality.

Attachment 2

For FINAL REPORT: Does the agency feel this project was a success? How do you measure the success of the project? Did it meet or exceed the goals and outcomes described in the in the original application? If not, why?

Report 2

This grant produced four banners and inspired PCAC to pay for a fifth banner on Wellness as part of a Girls Scout Project conducted at Hart Elementary. Open ended questions to inspire student writing, a five question digital survey patterned after NAMI survey, interviews of participating students and observations of students engaged in the painting process, all attest to the success of this grant. Students consistently expressed support for each other's work and ideas and worked collaboratively. They were respectful of each other and helped each other to understand the goals (some students were Spanish-speaking with little knowledge of English). Some student responses: "Letting all my colors out into something beautiful", "I absolutely loved this art project. Thank you so much for investing in it!" "I loved how we could paint in all the colors and how it was made by more than one person". Three key questions were asked to determine feeling encountered during the pandemic. To those three pandemic questions, responses given by high school students evidenced a common response of "often" regarding missing interactions with others, stressed or worried, and trouble concentrating/felt dumb and didn't do anything. When asked two questions about the most important result of the project, answers ranged from "making new friends and getting to know others better" to "working together to paint a piece of art and feeling inspired to take care of the beauty of nature."

For FINAL REPORT: Describe any problems or delays encountered with the project. How were they handled? What effects, if any, were there on the project? Describe any changes that made the project successful or will make it successful in future years.

Report 2

The Pleasanton City Municipal Code restructured how these banners could be viewed and necessitated creative problem-solving to obtain different banner/stands to accommodate various geographical viewing conditions. Rather than flying from flagpoles, the banners became temporary works of art that could be moved around the City at possibly different indoor venues for viewing- ie. Library, Senior Center, Assisted Living facilities, businesses, Firehouse Arts Center.

The indigenous community was contacted many times for involvement but confirmation was not obtained. As a result, a 4th grade class of 28 students at Alisal Elementary became the participating group for the "Land Acknowledgement" banner. A two hour teaching curriculum on the Ohlone included a PowerPoint, cultural artifacts, replicas, and an art activity for students to complete and take home, as well as participation in the painting of the "Land Acknowledgement" banner.

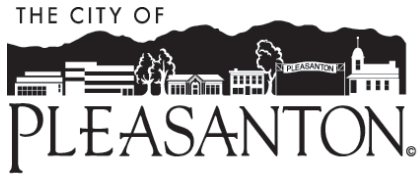
For FINAL REPORT: List agencies you collaborated with on the project. Describe the nature of the collaboration. Enter “N/A” if not applicable.

Report 2

PCAC and artist Thomasin Dewhurst met with selected Pleasanton youth group leaders, Jamie Mather, PUSD administrator (Village High school); Viviana Suarez-Curoso, district parent liaison/Mariachi coordinator (Village High school); Heather Pereira, Director of Educational Options (Village High school); Julian Mireles and Jack Silva, Pleasanton Parks and Recreation staff member, Alisal Elementary School (Julie Berglin), and the Tri-Valley NAMI President (mental wellness), Marsha McInnis. All were consulted during the

collaboration to complete the respective banners.

Attachment 2



CIVIC ARTS COMMISSION AGENDA REPORT

November 6, 2023
Item 7

**TITLE: REVIEW FISCAL YEAR 2022/23 CIVIC ARTS GRANT FINAL
 PERFORMANCE REPORTS**

SUMMARY

Per the Fiscal Year (FY) 2022/23 Community Grant and Contract Service Agreements, grant recipients are required to submit a Mid-term Report and a Final Report. Final Reports were due July 19, 2022.

RECOMMENDATION

Review FY 2022/23 Community Grant Final Reports.

FINANCIAL STATEMENT

Of the \$41,000 that was approved for FY 2022/23 Community Grants for Civic Arts, \$35,650.57 was expended by the end of the fiscal year.

BACKGROUND

Per the FY 2022/23 Community Grant guidelines, grant recipient agencies are required to submit a Mid-term and Final Performance Report.

In May 2021, the City Council approved the Civic Arts Commission's funding recommendations for the FY 2022/23 Community Grant Program. There were eight projects that received funding, totaling \$41,000. Per the Community Grant guidelines, agencies' projects must begin after July 1 and conclude on or before June 30 of the following year.

DISCUSSION

Attached for the commission's review are the FY 2022/23 Civic Arts Grant Compliance Summary Report (Attachment 1) and the Community Grants Agency's Final Performance Report (Attachment 2).

The attached Final Performance Reports conclude the FY 2022/23 Community Grant Program.

STRATEGIC PLAN ALIGNMENT

Not applicable, as this item is a routine matter of City business.

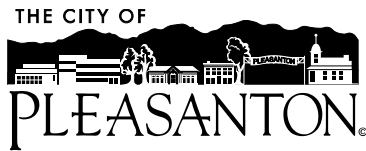
Submitted by:

A handwritten signature in black ink that reads "Rachel Prater". The script is cursive and fluid.

Rachel Prater
Recreation Manager, Civic Arts and Special Events

Attachments:

1. FY 2022/23 Civic Arts Grant Compliance Summary Report
2. FY 2022/23 Community Grants Agency's Final Performance Report



CIVIC ARTS COMMISSION AGENDA REPORT

November 6, 2023
Item 8

**TITLE: REVIEW AND APPROVE FUNDING CRITERIA FOR FISCAL YEAR
2024/25 COMMUNITY GRANT PROGRAM - CIVIC ARTS CATEGORY**

SUMMARY

Annually, the Civic Arts Commission reviews the previous year's funding criteria for the civic arts category of the Community Grant Program to better evaluate applications and allocate funds for qualifying applicants.

RECOMMENDATION

Review and approve funding criteria for FY 2024/25 Community Grant Program – Civic Arts Category.

FINANCIAL STATEMENT

Total available funding for the FY 2024/25 Community Grant Program - Civic Arts Category is \$40,000.

BACKGROUND

The funding criteria adopted by the Civic Arts Commission for the FY 2023/24 are listed below:

- In evaluating applications for this category, the commission will primarily consider projects that:
 - Encourage diversity, equity, and inclusion (DEI)
 - Engage new participants and audiences in the arts, as well as participants that are diverse in age and race
 - Target a specific community need or gap in art services
 - Pursue arts education programs or collaborate with the Pleasanton Unified School District (PUSD)
 - Involve collaboration or co-production with local organizations.

DISCUSSION

The Civic Arts Commission should discuss, identify, and adopt the criteria to make allocations for the FY 2024/25 grant cycle. The funding criteria will be included in the FY 2024/25 Community Grant Program Application packet and should be considered by commissioners when allocating funding amounts.

STRATEGIC PLAN ALIGNMENT

This action advances the following Citywide goals and strategies:

ONE Pleasanton Citywide Strategic Plan (Attachment 1)

- Building a Community Where Everyone Belongs, Strategy 1 – Apply strategies from the City’s Diversity, Equity, and Inclusion (DEI) Action Plan to increase equitable access to City programs and services for the community.
- Building a Community Where Everyone Belongs, Strategy 3 – Implement high priority items from the Library and Recreation Strategic Plan to continue to deliver activities and programs that meet the needs and interests of the community.

Library and Recreation Strategic Plan (Attachment 2)

- Goal A: Programs, Plans and Services – Deliver exceptional programs and services that meet the needs and interest of the community.

Submitted by:



Rachel Prater
Recreation Manager, Civic Arts and Special Events

Attachments:

1. [Citywide Strategic Plan](#) (online)
2. [Library and Recreation Strategic Plan](#) (online)

November 6, 2023
Item 9

**SUBJECT: REVIEW AND APPROVE PAUSING THE JOINT LIBRARY AND CIVIC
ARTS TEEN POET LAUREATE SELECTION SUBCOMMITTEE FOR
2024**

SUMMARY

In 2023, Library and Civic Arts commissioners served on the joint Library and Civic Arts Teen Poet Laureate Selection Subcommittee and recommended a candidate for Council approval for the academic year term of 2023/24 who will serve through May 2024.

In the fall of 2024, staff recommends pausing the subcommittee for the 2024/25 school year to fully evaluate the Teen Poet Laureate program, including research of best practices from neighboring agencies, identifying teen interests that have emerged since the inception of the program in 2012, and aligning program goals with the ONE Pleasanton Strategic Plan and the Library and Recreation Department Strategic Plan. Staff will bring an analysis of the Teen Poet Laureate program to both commissions for review and recommendation.

RECOMMENDATION

Review and approve pausing the Joint Library and Civic Arts Teen Poet Laureate Selection Subcommittee for 2024.

FINANCIAL STATEMENT

There is no financial impact to this action.

BACKGROUND

Annually, the Civic Arts Commission discusses opportunities to participate on subcommittees and the Chairperson appoints commission representatives as outlined in the *City of Pleasanton Commissioner's Handbook* (Attachment 1). In 2023, Library and Civic Arts commissioners served on the joint Library and Civic Arts Teen Poet Laureate Selection Subcommittee and recommended a candidate for Council approval for the academic year term of 2023/24. Pleasanton's Teen Poet Laureate was approved by Council and will serve through May 2024

DISCUSSION

In the fall of 2024, staff recommends pausing the subcommittee for one year to fully evaluate the program, develop strategic direction that aligns with the ONE Pleasanton Strategic Plan (Attachment 2) and the Library and Recreation Department Strategic Plan (Attachment 3), research best practices from neighboring agencies, and identify new teen interests that have emerged since the inception of the program in 2012. Staff will bring an analysis of the Teen Poet Laureate program to both commissions for review and recommendation.

STRATEGIC PLAN ALIGNMENT

This action advances the following Citywide and department goals and strategies:

ONE Pleasanton Citywide Strategic Plan (Attachment 2)

- Optimizing our Organization, Strategy 4 – Evaluate the organization's structure of community engagement opportunities (such as commissions and committees, and citizens' academy) to improve information sharing, optimize staff efficiency, and provide greater service to the community.
- Building a Community Where Everyone Belongs, Strategy 3 – Implement high priority items from the Library and Recreation Strategic Plan to continue to deliver activities and programs that meet the needs and interests of the community.

Library and Recreation Strategic Plan (Attachment 3)

- Goal A. Programs, Plans and Services, Strategy 2 – Evaluate the effectiveness of all department services and programs through the use of performance metrics to determine program efficacy and opportunities for improvement, including best practice comparisons with other agencies.
- Goal A. Programs, Plans and Services, Strategy 3 – Identify and enhance programming to encourage exploration, intellectual curiosity, and life literacies.

Submitted by:

A handwritten signature in black ink that reads "Rachel Prater". The script is cursive and fluid.

Rachel Prater
Recreation Manager, Civic Arts and Special Events

Attachments:

1. [Commissioners Handbook](#) (online)
2. [Citywide Strategic Plan](#) (online)
3. [Library and Recreation Strategic Plan](#) (online)

November 6, 2023
Item 10

**SUBJECT: DISCUSS PUBLIC ART SELECTION SUBCOMMITTEE COMMISSION
MEMBERS FOR 2024**

SUMMARY

Annually, the Civic Arts Commission discusses opportunities to participate on subcommittees. For 2024, subcommittee assignments will include the appointment of members for the Public Art Selection Subcommittee (PASS). The subcommittee includes Civic Arts commissioners, Parks and Recreation commissioners, community arts groups and City staff. PASS reviews, evaluates, and comments on proposed public art pieces for their location, artistic merit, installation, and long-term maintenance. The subcommittee meets monthly or as pieces are available for review.

RECOMMENDATION

Discuss Public Art Selection Subcommittee (PASS) commission members for 2024.

FINANCIAL STATEMENT

There is no financial impact to this action.

BACKGROUND

In 2023, staff identified subcommittees for work that supported the Library and Recreation Strategic Plan goals (Attachment 1) and directly related to the duties of the Civic Arts Commission as outlined in the City of Pleasanton Municipal Code (Muni Code) Section 2.39.070 (Attachment 2). Once staff identified the need for a subcommittee, the Chairperson appointed commissioners as needed to serve on the subcommittees as outlined in the *City of Pleasanton Commissioner's Handbook* (Attachment 3).

DISCUSSION

For 2024, subcommittee assignments will include the appointment of members for the Public Art Selection Subcommittee (PASS). PASS reviews, evaluates, and comments on proposed public art pieces for their location, artistic merit, installation, and long-term maintenance. The subcommittee meets monthly or as pieces are available for review. Prior to meeting, PASS members are emailed the proposed public art pieces and given time to review the piece and its proposed location. PASS has met in person and at the different proposed sites for public art. Subcommittee members include Civic Arts Commissioners, Parks and Recreation Commissioners, community arts groups and City staff. The subcommittee meets for one hour as needed, Fridays at noon.

One representative and one alternate commissioner is needed from both the Civic Arts and Parks and Recreation commissions.

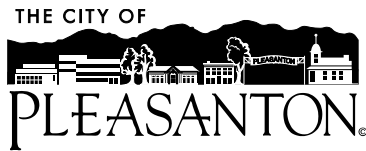
Submitted by:



Rachel Prater
Recreation Manager, Civic Arts and Special Events

Attachments:

1. [Library and Recreation Strategic Plan](#) (online)
2. [Pleasanton Municipal Code Section 2.39.070](#) (online)



CIVIC ARTS COMMISSION AGENDA REPORT

November 6, 2023
Item 11

SUBJECT: REVIEW AND APPROVE CIVIC ARTS COMMISSION MEETING SCHEDULE FOR 2024

SUMMARY

As stated in Section 2.39.080 of the Pleasanton Municipal Code, "The commission shall attempt to meet on a monthly basis at a predetermined time and place but shall meet at least four times each calendar year."

RECOMMENDATION

Review and approve the Civic Arts Commission meeting schedule for 2024.

FINANCIAL STATEMENT

There is none.

BACKGROUND

As stated in Section 2.39.080 of the Pleasanton Municipal Code (Attachment 1), "The commission shall attempt to meet on a monthly basis at a predetermined time and place but shall meet at least four times each calendar year."

DISCUSSION

Proposed Civic Arts Commission Meeting Schedule

Location: Council Chambers (unless otherwise designated)

Time: 7:00pm (unless otherwise designated)

- February 5, 2024
- March 4, 2024* - Community Grants Allocation Meeting
- August 5, 2024
- October 7, 2024
- November 4, 2024

**Please Note: 6:00 p.m. start time for March meeting.*

STRATEGIC PLAN ALIGNMENT

Not applicable, as this item is a routine matter of City business.

Submitted by:



Rachel Prater
Recreation Manager, Civic Arts and Special Events

Attachments:

1. [Pleasanton Municipal Code Section 2.39.080](#) (online)

Civic Arts Project Status Report

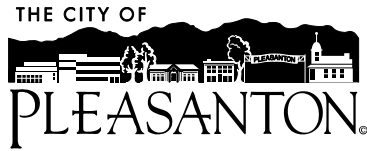


REPORT DATE	PROJECT NAME	PREPARED BY	
November 2023	Civic Arts Project Status Update	Rachel Prater, Recreation Manager	
Category	Project	Status	Date
Public Art			
<i>Times Past</i>	"Times Past" by Margene Rivera – Historical stained-glass Window at Museum on Main added to the Collections list	Completed	July 2023
<i>Current pieces in public art collection = 44</i> <i>Traffic Boxes = 19</i> <i>Temporary Murals = 2</i>			
Community Grants			
	April City Council Meeting - Council Approved Grants Recommendation	Completed	4/18/2023
Teen Poet Laureate			
	Joint Commission recommendation of Teen Poet Laureate Appointment of Ishmeet Dhillon	Approved by City Council	6/6/2023
Upcoming Youth Programs			
	- Lil Sparks and Spark Players with a 30-minute production of Aladdin KIDS in January - Creatures of Impulse Phase I and II - Winter Drama Camp Improv		
Upcoming Performances	<i>More performances at www.firehousearts.org</i>		
	- HSMC Cabaret: Comedy Night Saturday, November 4 7:30 pm - Andy Kahrs: Always on my Mind with guest appearance by Nick Crossen Thursday, November 9 7:30 pm - Emily Zisman Saturday, November 18 8 pm - HSMC: Holiday Youth Music Festival Saturday, November 25 2 pm - Creatures of Impulse: Holiday Shorts November 18 – December 1 Various times - PYTC Presents Rudolph the Red-Nosed Reindeer JR December 8 – 17 Various times		
Harrington Gallery			
	Pleasanton Art League: 16th Annual Fall Member's Show (November 4 - December 2023)		

	Flora in Focus (January 10 – March 9, 2024)		
Pleasanton Art League (PAL) Wall	- Lisa Rigge (November 4 – December 16, 2023) - Mike D’Amelio (January 11 – February 24, 204)		
FAC Lobby Walls	- Germaine De Luca (October 25 – December 16, 2023) - Orlonda Uffre (January 10 – March 2, 2024)		
Special Events/Programs			
	<i>Cultural Celebration Series</i> - Día de Los Muertos Celebration November 4 1 - 3 pm Pleasanton Library - Diwali Celebration November 5 11 am - 1 pm Pleasanton Senior Center - Native American Heritage Month Celebration November 18 11 am – 1pm Alviso Adobe Community Park		
	Hometown Holiday Celebration December 2 5 pm		
Cultural Plan	9 Goals	1 Goal Completed	
	36 Strategies	11 Strategies Completed 15 Strategies In- Progress	

NOTES/COMMENTS

To receive the Firehouse Arts Center newsletter, visit: www.firehousearts.org, scroll to the bottom of the home page, and “Join Our Mailing List” by entering your email address and clicking “submit.”



CIVIC ARTS COMMISSION AGENDA REPORT

November 6, 2023
Item 13

SUBJECT: SELECT COMMISSION CHAIRPERSON AND VICE CHAIRPERSON FOR 2024

SUMMARY

Annually, the Civic Arts Commission selects a Chairperson and Vice Chairperson to facilitate meetings.

RECOMMENDATION

Select a commission Chairperson and Vice Chairperson for 2024.

FINANCIAL STATEMENT

There is none.

BACKGROUND

Per the City of Pleasanton Commissioner's Handbook Chapter 2.39, Item 2.39.070 Organization, Section A (Attachment 1), Commissioners shall meet in regular session and elect a Chairperson and Vice Chairperson. The election shall be by majority vote of the commission, to be held in December of each year.

The Civic Arts Commission will not meet in December of 2023; therefore, elections will take place in November of 2023. The term of service for these offices shall be one year. No commissioner shall serve more than two consecutive full terms as chairperson of the commission.

DISCUSSION

Commissioners should be prepared at the meeting to nominate and select a Chairperson and Vice Chairperson for calendar year 2024.

All voting Commission members are eligible for the Chairperson and Vice Chairperson roles.

Commissioners may nominate themselves or others for the positions and the selections will be made by a majority vote of the Commission.

STRATEGIC PLAN ALIGNMENT

Not applicable, as this item is a routine matter of City business.

Submitted by:

A handwritten signature in black ink that reads "Rachel Prater". The script is cursive and fluid.

Rachel Prater
Recreation Manager, Civic Arts and Special Events

Attachment:

1. [Pleasanton Municipal Code Section 2.39.070](#) (online)