



City of Santa Clara

Call and Notice of Special Meeting

Cultural Commission

Wednesday, May 9, 2018

7:00 PM

City Hall
Staff Conference Room
1500 Warburton Avenue
Santa Clara, CA 95050

NOTICE IS HEREBY GIVEN that, pursuant to the provisions of California Government Code §54956 (“The Brown Act”) and Section 708 of the Santa Clara City Charter, the meeting Chair calls for a Special Meeting of the Cultural Commission to commence and convene on May 9, 2018, at 7:00 pm for a Special Meeting in the City Hall Staff Conference Room located in the East Wing of City Hall at 1500 Warburton Avenue, Santa Clara, California, to consider the following matter(s) and to potentially take action with respect to them.

CALL TO ORDER AND ROLL CALL

CONSENT CALENDAR

1.A 18-622 [Reports of Various Subcommittees](#)

Recommendation: Note and file the Cultural Commission Subcommittee reports.

PUBLIC PRESENTATIONS

This portion of the meeting is reserved for persons to address the Cultural Commission on any matter on the agenda. The law does not permit Cultural Commission action on, or extended discussion of, any item not on the agenda except under special circumstances. Commissioners or the staff liaison may briefly respond to statements made or questions posed and may request staff to report back at a subsequent meeting.

GENERAL BUSINESS

2. 18-628 [Feedback on Programming Priorities for FY 17-18 Event Development Budget](#)

Recommendation: Discuss and provide feedback on Commission programming priorities for FY 17-18 Event Development budget.

3. 18-555 [Update on Food Trucks and Vendors at Concerts in the Park](#)

Recommendation: There is no staff recommendation for this issue.

4. 18-588 [Report of the Selection of GFI Entertainment as Sound and Light Vendor for 2018 Street Dance](#)

Recommendation: Note and file the report on the selection of GFI Entertainment to provide sound and light services for the Street Dance.

5. 18-618 [Dissolution of FY 17/18 Friday Night Live Subcommittee and Formation of a FY 18/19 Friday Night Live Subcommittee](#)

Recommendation: Dissolve the FY 17/18 Friday Night Live Subcommittee and form a FY 18/19 Friday Night Live Subcommittee to coordinate with staff to plan and schedule next fiscal year's Friday Night Live program.

6. 18-620 [Formation of 2018 Joint Dinner Subcommittee](#)

Recommendation: There is no staff recommendation for this issue.

7. 18-621 [Formation of 2018 Art & Wine Festival Subcommittee](#)

Recommendation: There is no staff recommendation for this issue.

8. 18-623 [Cultural Commission Representation at Certain Meetings](#)

Recommendation: There is no staff recommendation for this item.

STAFF REPORT

COMMISSIONERS REPORT

ADJOURNMENT

The next regular scheduled meeting is June 4, 2018.



Agenda Report

18-622

Agenda Date: 5/9/2018

REPORT TO CULTURAL COMMISSION

SUBJECT

Reports of Various Subcommittees

BACKGROUND

The Cultural Commission has various subcommittees that are dedicated to creating their programming. The sub-committees provide updates on their efforts on a monthly. The Cultural Commission also attends external organizations' board meetings. Commissioners who attend the meeting also provide updates.

DISCUSSION

Tasman Utility Box: Chair Beavers emailed the artist of the Tasman utility box on March 28, 2018 to inform her of the complaint that was submitted to the Cultural Commission and to provide her options to either remove the text, submit a new design to replace the entire design, or to have the City paint over her design. The Chair provided the artist 90 days to resolve the issue (deadline of June 27, 2018). Staff Liaison followed up on April 24, 2018. Thus far, we have not received any response from the artist. Mr. Rob Jerdonek has been updated on the Cultural Commission's efforts.

Subcommittee updates for May 9, 2018:

Subcommittee updates:

Art Impact Fee Subcommittee:
No activity.

Art in Public Spaces FY 2017-2018 Subcommittee

The Artist reception was very nice. The Judges determined the winners as: 1st - "Pixo the Universe" by Chris Constantine, 2nd - "Boundless Landscapes" by Jeffrey Yip, Honorable mention - "Metaphysical Cosmology" by Dotti Cichon. Winners will be honored with awards at upcoming May 22, 2018 City Council meeting.

Commemorative Month Subcommittee update

May is South and Pacific Asian Heritage month, Jewish American Heritage month, and Senior Citizens month. June is LGBTQ Pride month.

Community Mixer FY 2017-2018 Subcommittee update

Very few community members attended the Artist Reception/Community Mixer.

Keep Santa Clara Clean FY 2017-2018 Subcommittee update

Staff is preparing an updated application with guidelines and utility box public art agreement

Street Dance 2018 Subcommittee update
No report

External Board and Committee Updates for May 9, 2018:

City Marketing Committee update
Meeting cancelled this month.

Sister Cities Meeting update
No report.

Triton Board Meeting update
No report.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a “project” within the meaning of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

FISCAL IMPACT

There is no fiscal impact associated with this report. Expenditures associated with activity contained in this report were previously allocated within the City’s Cultural Commission budget.

PUBLIC CONTACT

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RECOMMENDATION

Note and file the Cultural Commission Subcommittee reports.



Agenda Report

18-628

Agenda Date: 5/9/2018

REPORT TO CULTURAL COMMISSION

SUBJECT

Feedback on Programming Priorities for FY 17-18 Event Development Budget

BACKGROUND

The Cultural Commission's FY 17-18 budget allocated \$15,108 towards Event Development. The Commission uses funds from this budget to fund the new Community Mixers program (budgeted at \$250 per event). The remaining funds were allocated to the planning and coordination of a cultural festival called Celebrate! International Village.

DISCUSSION

The Celebrate! International Village event that was scheduled for May 12, 2018 was postponed due to conflicting events in the City and shortage of staffing resources. There is currently \$14,812.05 remaining in the Event Development budget for this fiscal year.

Several members of the Commission have expressed interest in reallocating the remaining funds towards additional marketing activities, expansion of current programming, and providing additional compensation for performers.

Staff is seeking feedback on the Commission's programming priorities. This information will be used in balance with the availability of staffing resources for implementation.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(4) in that it is a fiscal activity that does not involve any commitment to any specific project which may result in a potential significant impact on the environment.

FISCAL IMPACT

There is approximately \$14,812.05 remaining in the FY 17-18 Event Development budget. Unused funds will return to the General Fund.

PUBLIC CONTACT

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RECOMMENDATION

Discuss and provide feedback on Commission programming priorities for FY 17-18 Event Development budget.

ATTACHMENTS

1. Remaining Cultural Commission Budget for FY 17-18 as of May 9, 2018

PERFORMING ARTS FY 17-18 EXPENDITURES

VENDOR	DESCRIPTION	ACTUAL	ACCURALS	FORECAST
Parks & Recreation	Music Licenses	361.35		
Xpressions	May 2018 Friday Night Live		750.00	
SES Hall	Friday Night Live Venue (10/13 and 11/3)	600		
Grupo Folklorico Los Laureles	Friday Night Live 6/3/16	500		
The Megatones	Concerts in the Park - 6/15/18	800		
Orquesta Latin Heat	Concerts in the Park - 7/13/18		1100.00	
The Lyratones	Concerts in the Park - 7/22/18		850.00	
The Funky Souls Band	Concerts in the Park - 8/12/18		890.00	
The Houserockers	Concerts in the Park - 8/17/18		1500.00	
California Groove	Concerts in the Park - 7/27/18		850.00	
SESAC	Music License		326.04	
ASCAP	Music License		229.51	
HOLD - Triton Museum of Art	Staffing Costs for February, March and April Friday Night Live Events			4443.10
HOLD	Celebrate per 1/8 and 3/5 meeting			
		2261.35	6495.55	\$4,443.10
	Remaining Balance:	\$0.00		

NOTES

Triton invoice sometime in
May

CULTURAL COMMISSION REMAINING BUDGET FOR FY 17-18

	Final Budget	Actual	Accurals	Forecast	Balance
Santa Clara Ballet	\$ 10,000	\$ 10,000.00		\$ -	\$ -
Santa Clara Chorale	\$ 5,000	\$ -		\$ 5,000.00	\$ -
Santa Clara Players	\$ 5,850	\$ 4,387.50		\$ 1,462.50	\$ -
Santa Clara Art in Public Places	\$ 8,000	\$ 2,193.01	\$ 1,850.00	\$ 3,150.00	\$ 807
Chalk Art	\$ 1,000	\$ -	\$ -	\$201.08	\$ 799
Event Development/International Village	\$ 15,108	\$ 125.95	\$ 170.00	\$ -	\$ 14,812
Keep Santa Clara Clean	\$ 1,500	\$ -	\$ -		\$ 1,500
Performing Arts	\$ 13,200	\$ 2,261.35	\$ 6,495.55	\$ 4,443.10	\$ -
Street Dance	\$ 11,332	\$ 10,033.08	\$ 1,500.00	\$ -	\$ (201)
Supplies and Miscellaneous	\$ 1,475	\$ 231.19	\$ 444.72		\$ 799
Travel, Conferences and Memberships	\$ 12,514	\$ 4,640.63	\$ 5,742.00		\$ 2,131
SUBTOTAL	\$ 84,979.00	\$ 33,872.71	\$ 16,202.27	\$ 14,256.68	\$ 20,647.34

Budget status as of May 9, 2018

KEEP SANTA CLARA CLEAN FY 17-18 EXPENDITURES

VENDOR	DESCRIPTION	ACTUAL	ACCURALS	NOTES
Elizabeth Unpingco	CULTURAL COMMISSION ART BOX		<u>0.00</u>	Artist no longer wants to participate
			0.00	

Remaining Balance: \$1,500.00

STREET DANCE FY 17-18 EXPENDITURES

VENDOR	DESCRIPTION	ACTUAL	ACCURALS	FORECAST	NOTES
GFI ENTERTAINMENT LLC	2017 Street Dance Stage and sound set up	3300.00			
SANTA CLARA COUNTY	2017 Street Dance Food permits	633.00			
CARAUDDO, MATTHEW S	2017 Street Dance Light saber performance	400.00			
PRINTPAPA	2017 Additional Concerts in the Park/Street Da	187.22			
PIRSLIN, DANIELLE L	2017 Street Dance Face painting	250.00			
Christine Jung	Water for 2017 Street Dance	10.38			
County of Santa Clara	2017 Street Dance Refund for Overpayment				
Police and Public Works *Charged to	of Permits (Kona Ice)	-145.00			
CMO Payroll Account	2017 Street Dance Staffing	4608.26			
Public Works	2017 Street Dance 4 Portable Bathrooms	789.22			
The Hitmen	2018 Performance		1500.00		
		\$10,033.08	1500.00	0.00	

Remaining Balance: -\$201.08

\$201.08 being allocated from Chalk Art Budget

EVENT DEVELOPMENT 17-18 EXPENDITURES

VENDOR	DESCRIPTION	ACTUAL	ACCURALS	FORECAST
Harbir Bhatia	July 2017 Community Mixer		\$ 170.00	
Loretta Beavers	4/14/18 Artist Reception/Community Mixer	\$ 125.95		
		<u>\$ 125.95</u>	<u>\$ 170.00</u>	<u>\$ -</u>

Remaining Balance: \$14,812.05

ART IN PUBLIC SPACES 17-18 EXPENDITURES

VENDOR	DESCRIPTION	ACTUAL	ACCURALS	FORECAST	NOTES
Debra Von Huene	Flyers	35.43			
Right Angle Design	Graphic Design for Sculpture Exhibition Brochure	800			Per 12/4 Meeting, Earmarked \$1500 for Promotional Support
Lightning Press	Sculpture Exhibition Brochures (1000)	1199			Per 12/4 Meeting, Earmarked \$1500 for Promotional Support
Right Angle Design	Graphic Design for Newspaper Ad and Banner for Sculpture Exhibition	85			
UPS	Flyers	73.58			
Public Works	Artist Reception Staffing		\$1,050		Per Consent Calendar, \$3600 earmarked for Sculpture Exhibition
Dotti Cichon	Honorable Mention Prize for Sculpture Exhibition		\$50		
Jeffrey Yip	2nd Place Prize for Sculpture Exhibition		\$250		
Chris Constantine	1st Place Prize for Sculpture Exhibition		\$500		
HOLD	Celebrate per 1/8 consent calendar			\$3,150	
		\$2,193.01	\$ 1,850.00	\$ 3,150.00	
	Remaining Balance:	\$ 806.99			

TRAVEL AND CONFERENCES FY 17-18 EXPENDITURES

VENDOR	DESCRIPTION	ACTUAL	ACCURALS	FORECAS	NOTES
United Airlines	Louis Samara Change of Flight for 2017 Sister Cities	200.00			
Eversley Forte	2017 Americans for the Art Travel	82.67			
Kendra Fehrer	2017 Americans for the Art Travel	82.30			
Debra von Huene	2017 Americans for the Art Travel	47.99			
Louis Samara	2017 Sister Cities Conference Travel	196.06			
SC Sister Cities Association	Annual contribution		\$ 5,659.00		
Sister Cities	Membership Dues	1000.00			
Harbir Bhatia	2017 Americans for the Art Travel		83.00		
Southwest	Candida Diaz 2018 Sister Cities International Conference Flight	447.96			
Hyatt	Candida Diaz 2018 Sister Cities International Conference Hotel			\$ 717.60	Doesn't get charged until August 2018, so this charge is not included in this FY
Sister Cities International	Candida Diaz 2018 Sister Cities International Conference Registration	550.00			
Southwest	Debra von Huene 2018 Americans for the Art Flight	281.94			
Americans for the Arts	Debra von Huene 2018 Americans for the Art Registration	600.00			
Hyatt	Debra von Huene 2018 Americans for the Art Hotel	1151.71			
		4640.63	5,742.00		

Remaining Balance: \$2,131.37

MISC. FY 17-18 EXPENDITURES

VENDOR	DESCRIPTION	ACTUAL	ACCURALS	NOTES
Harbir Bhatia	Banners		444.72	
Image X	Business cards and name tags for Niha Mathur	81.75		
UPS	Flyers for Sculpture Exhibit, etc.	73.58		
Image X	Business cards and name tags for Candida Diaz	70.85		
Eversley Forte	Zip ties for Concerts in the Park banners	5.01		
		231.19	444.72	

Remaining Balance: \$799.09

STREET DANCE FY 17-18 EXPENDITURES

VENDOR	DESCRIPTION	ACTUAL	ACCURALS	FORECAST	NOTES
The Hitmen	Allocation of \$201.08 for Street Dance Performer per 4/16 meeting			\$201.08	
				<hr/>	
				\$201.08	

Remaining Balance: 201.08



Agenda Report

18-555

Agenda Date: 5/9/2018

REPORT TO CULTURAL COMMISSION

SUBJECT

Update on Food Trucks and Vendors at Concerts in the Park

DISCUSSION

At the April 16, 2018 Cultural Commission Special Meeting, staff was requested to provide information on the costs associated with including one or several food trucks or vendors at the 2018 Concerts in the Park series. There are six concerts scheduled for this summer on the following dates: June 15, July 13, July 22, July 27, August 12, and August 17.

There are minimal costs to the City to allow an already City of Santa Clara-licensed food truck to participate at a concert event. The only cost to the City is administrative time and expense.

Most of the costs to bring a food truck to a concert event belong to the food truck vendor. The City has permitting requirements for any food truck operating the City. Every food truck is required to have a Santa Clara business license and a peddler's permit issued by the Police Department. For a new vendor, the total annual cost for these two permits is \$286. In addition, the truck must also be licensed by the County Health Department. For larger City events, the Parks and Recreation Department charges food trucks for the opportunity to park and sell food/beverages. This charge may be anywhere from \$300 to \$500 per food truck. Given the number of attendees at the concerts, staff does not recommend charging food trucks to provide service the event. It is unknown if financial assistance is needed to attract food trucks to the concert series.

Although there is not currently an allocation in the Performing Arts budget account to bring food truck to the concert series, because the Celebrate! International Village event has been postponed; there is approximately \$4,443 available in the FY 17/18 budget. These funds could be used to seed this activity.

FISCAL IMPACT

There is no fiscal impact associated with this item other than administrative time and expense.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(4) in that it is a fiscal activity that does not involve any commitment to any specific project which may result in a potential significant impact on the environment.

PUBLIC CONTACT

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City's website and in the City Clerk's Office beginning the Thursday evening before the Tuesday meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

ALTERNATIVES

1. Request staff to further review the inclusion of food trucks at the Concerts in the Park.
2. Decide not to include any food trucks or vendors in this year's Concerts in the Park series.

RECOMMENDATION

There is no staff recommendation for this issue.

ATTACHMENT

1. Remaining Budget for Cultural Commission activities for FY 17/18 as of May 9, 2018

PERFORMING ARTS FY 17-18 EXPENDITURES

VENDOR	DESCRIPTION	ACTUAL	ACCURALS	FORECAST
Parks & Recreation	Music Licenses	361.35		
Xpressions	May 2018 Friday Night Live		750.00	
SES Hall	Friday Night Live Venue (10/13 and 11/3)	600		
Grupo Folklorico Los Laureles	Friday Night Live 6/3/16	500		
The Megatones	Concerts in the Park - 6/15/18	800		
Orquesta Latin Heat	Concerts in the Park - 7/13/18		1100.00	
The Lyratones	Concerts in the Park - 7/22/18		850.00	
The Funky Souls Band	Concerts in the Park - 8/12/18		890.00	
The Houserockers	Concerts in the Park - 8/17/18		1500.00	
California Groove	Concerts in the Park - 7/27/18		850.00	
SESAC	Music License		326.04	
ASCAP	Music License		229.51	
	Staffing Costs for February, March and April Friday Night Live Events			
HOLD - Triton Museum of Art				
HOLD	Celebrate per 1/8 and 3/5 meeting			4443.10
		2261.35	6495.55	\$4,443.10
	Remaining Balance:	\$0.00		

NOTES

Triton invoice sometime in
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CULTURAL COMMISSION REMAINING BUDGET FOR FY 17-18

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Santa Clara Ballet	\$ 10,000	\$ 10,000.00		\$ -	\$ -
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Budget status as of May 9, 2018

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EVENT DEVELOPMENT 17-18 EXPENDITURES

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Eversley Forte	Zip ties for Concerts in the Park banners	5.01		
		231.19	444.72	

Remaining Balance: \$799.09

STREET DANCE FY 17-18 EXPENDITURES

VENDOR	DESCRIPTION	ACTUAL	ACCURALS	FORECAST	NOTES
The Hitmen	Allocation of \$201.08 for Street Dance Performer per 4/16 meeting			\$201.08	
				<hr/>	
				\$201.08	

Remaining Balance: 201.08



Agenda Report

18-588

Agenda Date: 5/9/2018

REPORT TO CULTURAL COMMISSION

SUBJECT

Report of the Selection of GFI Entertainment as Sound and Light Vendor for 2018 Street Dance

BACKGROUND

The City and the Cultural Commission organizes a Street Dance at Franklin Square Mall on an annual basis. The Street Dance event features a band, food vendors, and interactive activities.

DISCUSSION

The 2018 Street Dance is scheduled for August 3, 2018. The event requires sound system and lighting equipment for the band. In previous years the City has utilized the services of a qualified vendor to provide sound and light for the event. The scope of service entails meeting with the band to coordinate sound reinforcement needs, corresponding and meeting with City staff to coordinate the event date, other updates, and the location of the stage and other equipment, delivering and setting up sound and lighting equipment on the day of the event, setting up the staging area on the day of the event, maintaining and monitoring the stage area, sound and lighting during the day of the event, and breaking down the sound and lighting equipment.

Quotes were received from three vendors to provide the needed sound and lighting services. GFI Entertainment provided the lowest quote at \$4,000 for the scope of services. Staff will be preparing a service agreement with GFI Entertainment to perform the scope of services.

FISCAL IMPACT

The total fiscal impact of hiring GFI Entertainment to provide sound and lighting equipment and services for the Street Dance is \$4,000, in addition to administrative costs and expenses.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(4) in that it is a fiscal activity that does not involve any commitment to any specific project which may result in a potential significant impact on the environment.

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ALTERNATIVES

1. Request staff to consider another bid process using additional criteria.

RECOMMENDATIONS

Note and file the report on the selection of GFI Entertainment to provide sound and light services for the Street Dance.

ATTACHMENTS

1. Remaining Cultural Commission budget for FY 17-18 as of May 9, 2018
2. Scope of Services
3. Quotes

PERFORMING ARTS FY 17-18 EXPENDITURES

VENDOR	DESCRIPTION	ACTUAL	ACCURALS	FORECAST
Parks & Recreation	Music Licenses	361.35		
Xpressions	May 2018 Friday Night Live		750.00	
SES Hall	Friday Night Live Venue (10/13 and 11/3)	600		
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SESAC	Music License		326.04	
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	Staffing Costs for February, March and April Friday Night Live Events			
HOLD - Triton Museum of Art				
HOLD	Celebrate per 1/8 and 3/5 meeting			4443.10
		2261.35	6495.55	\$4,443.10
	Remaining Balance:	\$0.00		

NOTES

Triton invoice sometime in
May

CULTURAL COMMISSION REMAINING BUDGET FOR FY 17-18

	Final Budget	Actual	Accurals	Forecast	Balance
Santa Clara Ballet	\$ 10,000	\$ 10,000.00		\$ -	\$ -
Santa Clara Chorale	\$ 5,000	\$ -		\$ 5,000.00	\$ -
Santa Clara Players	\$ 5,850	\$ 4,387.50		\$ 1,462.50	\$ -
Santa Clara Art in Public Places	\$ 8,000	\$ 2,193.01	\$ 1,850.00	\$ 3,150.00	\$ 807
Chalk Art	\$ 1,000	\$ -	\$ -	\$201.08	\$ 799
Event Development/International Village	\$ 15,108	\$ 125.95	\$ 170.00	\$ -	\$ 14,812
Keep Santa Clara Clean	\$ 1,500	\$ -	\$ -		\$ 1,500
Performing Arts	\$ 13,200	\$ 2,261.35	\$ 6,495.55	\$ 4,443.10	\$ -
Street Dance	\$ 11,332	\$ 10,033.08	\$ 1,500.00	\$ -	\$ (201)
Supplies and Miscellaneous	\$ 1,475	\$ 231.19	\$ 444.72		\$ 799
Travel, Conferences and Memberships	\$ 12,514	\$ 4,640.63	\$ 5,742.00		\$ 2,131
SUBTOTAL	\$ 84,979.00	\$ 33,872.71	\$ 16,202.27	\$ 14,256.68	\$ 20,647.34

Budget status as of May 9, 2018

KEEP SANTA CLARA CLEAN FY 17-18 EXPENDITURES

VENDOR	DESCRIPTION	ACTUAL	ACCURALS	NOTES
Elizabeth Unpingco	CULTURAL COMMISSION ART BOX		<u>0.00</u>	Artist no longer wants to participate
			0.00	

Remaining Balance: \$1,500.00

STREET DANCE FY 17-18 EXPENDITURES

VENDOR	DESCRIPTION	ACTUAL	ACCURALS	FORECAST	NOTES
GFI ENTERTAINMENT LLC	2017 Street Dance Stage and sound set up	3300.00			
SANTA CLARA COUNTY	2017 Street Dance Food permits	633.00			
CARAUDDO, MATTHEW S	2017 Street Dance Light saber performance	400.00			
PRINTPAPA	2017 Additional Concerts in the Park/Street Da	187.22			
PIRSLIN, DANIELLE L	2017 Street Dance Face painting	250.00			
Christine Jung	Water for 2017 Street Dance	10.38			
County of Santa Clara	2017 Street Dance Refund for Overpayment				
Police and Public Works *Charged to	of Permits (Kona Ice)	-145.00			
CMO Payroll Account	2017 Street Dance Staffing	4608.26			
Public Works	2017 Street Dance 4 Portable Bathrooms	789.22			
The Hitmen	2018 Performance		1500.00		
		\$10,033.08	1500.00	0.00	

Remaining Balance: -\$201.08

\$201.08 being allocated from Chalk Art Budget

EVENT DEVELOPMENT 17-18 EXPENDITURES

VENDOR	DESCRIPTION	ACTUAL	ACCURALS	FORECAST
Harbir Bhatia	July 2017 Community Mixer		\$ 170.00	
Loretta Beavers	4/14/18 Artist Reception/Community Mixer	\$ 125.95		
		<u>\$ 125.95</u>	<u>\$ 170.00</u>	<u>\$ -</u>

Remaining Balance: \$14,812.05

ART IN PUBLIC SPACES 17-18 EXPENDITURES

VENDOR	DESCRIPTION	ACTUAL	ACCURALS	FORECAST	NOTES
Debra Von Huene	Flyers	35.43			
Right Angle Design	Graphic Design for Sculpture Exhibition Brochure	800			Per 12/4 Meeting, Earmarked \$1500 for Promotional Support
Lightning Press	Sculpture Exhibition Brochures (1000)	1199			Per 12/4 Meeting, Earmarked \$1500 for Promotional Support
Right Angle Design	Graphic Design for Newspaper Ad and Banner for Sculpture Exhibition	85			
UPS	Flyers	73.58			
Public Works	Artist Reception Staffing		\$1,050		Per Consent Calendar, \$3600 earmarked for Sculpture Exhibition
Dotti Cichon	Honorable Mention Prize for Sculpture Exhibition		\$50		
Jeffrey Yip	2nd Place Prize for Sculpture Exhibition		\$250		
Chris Constantine	1st Place Prize for Sculpture Exhibition		\$500		
HOLD	Celebrate per 1/8 consent calendar			\$3,150	
		\$2,193.01	\$ 1,850.00	\$ 3,150.00	
	Remaining Balance:	\$ 806.99			

TRAVEL AND CONFERENCES FY 17-18 EXPENDITURES

VENDOR	DESCRIPTION	ACTUAL	ACCURALS	FORECAS	NOTES
United Airlines	Louis Samara Change of Flight for 2017 Sister Cities	200.00			
Eversley Forte	2017 Americans for the Art Travel	82.67			
Kendra Fehrer	2017 Americans for the Art Travel	82.30			
Debra von Huene	2017 Americans for the Art Travel	47.99			
Louis Samara	2017 Sister Cities Conference Travel	196.06			
SC Sister Cities Association	Annual contribution		\$ 5,659.00		
Sister Cities	Membership Dues	1000.00			
Harbir Bhatia	2017 Americans for the Art Travel		83.00		
Southwest	Candida Diaz 2018 Sister Cities International Conference Flight	447.96			
Hyatt	Candida Diaz 2018 Sister Cities International Conference Hotel			\$ 717.60	Doesn't get charged until August 2018, so this charge is not included in this FY
Sister Cities International	Candida Diaz 2018 Sister Cities International Conference Registration	550.00			
Southwest	Debra von Huene 2018 Americans for the Art Flight	281.94			
Americans for the Arts	Debra von Huene 2018 Americans for the Art Registration	600.00			
Hyatt	Debra von Huene 2018 Americans for the Art Hotel	1151.71			
		4640.63	5,742.00		

Remaining Balance: \$2,131.37

MISC. FY 17-18 EXPENDITURES

VENDOR	DESCRIPTION	ACTUAL	ACCURALS	NOTES
Harbir Bhatia	Banners		444.72	
Image X	Business cards and name tags for Niha Mathur	81.75		
UPS	Flyers for Sculpture Exhibit, etc.	73.58		
Image X	Business cards and name tags for Candida Diaz	70.85		
Eversley Forte	Zip ties for Concerts in the Park banners	5.01		
		231.19	444.72	

Remaining Balance: \$799.09

STREET DANCE FY 17-18 EXPENDITURES

VENDOR	DESCRIPTION	ACTUAL	ACCURALS	FORECAST	NOTES
The Hitmen	Allocation of \$201.08 for Street Dance Performer per 4/16 meeting			\$201.08	
				<hr/>	
				\$201.08	

Remaining Balance: 201.08

SCOPE OF SERVICES:

- MEET WITH CO ORDINATOR FOR UPDATES AND DATE CONFIRMATION
- MEET WITH BAND AND CONSULT SOUND REINFORCMENT NEEDS
- STAGING : MEET WITH FACILITIES TEAM TO DROP STAGE PRIOR TO EVENT TO VERIFY STAGE POSITIONING AND SITE CONDITION
- DAY OF SHOW
- ARRIVE AT EVENT SITE AND SECURE STAGING AREA
- OFF-LOAD SOUND EQUIPMENT AND LIGHTING
- SET UP POWER DISTRO FROM SERVICE BOX
- SET UP STAGING AREA AND FRONT OF HOUSE POSITION
- SET UP SOUND SYSTEMS: CENTRAL FOCUS POSITION ARRAY SPEAKERS, PERRIFIRAL STAGE AREA SUPPORT SPEAKERS, STREET AREA COVERAGE SUPPORT SOUND SYSTEM
- SET UP LIGHTING AND STAGE POWER FOR BAND: FRONT LIGHTING AND BACK LIGHTING FOR STAGE
- SET UP BACK STAGE AREA AND SECURE PARKING SPACES FOR BAND
- BAND ARRIVES: SET STAGE MIKING AND PLACE BAND EQUIPMENT
- MONITOR CHECK AND FULL SYSTEM SOUND CHECK
 - REVIEW EVENT SETTING WITH EVENT CONTACT, GET STAGE ANNOUNCMENTS
- 7:00 EVENT BEGINS , DO STAGE ANNOUNCEMENTS AND INTRODUCE BAND, BAND BEGINS
- MAINTAIN AND MONITOR STAGE AREA AND FRONT OF HOUSE POSITION, PERRIFERAL SOUND POSITIONS, STREET SOUND SYSTEM POSITION BACK STAGE AREA STAGE ANNOUNCEMENTS DURING BAND BREAK

- 9:30 END EVENT
- BREAK DOWN AND LOAD OUT 2 HOURS

From: Christine Jung
To: ["jimmy@gfientertainment.com"](mailto:jimmy@gfientertainment.com)
Cc: [Greg Collins](#)
Subject: RE: Santa Clara 2018 Street Dance
Date: Friday, April 27, 2018 11:47:00 AM
Attachments: [image001.png](#)
[Pages from GFI Entertainment - FULLY EXECUTED \(2\).pdf](#)

Hi Jimmy,

Per our phone conversation, the quote for this year's Street Dance for the attached scope of services (same as last year) is \$4,000. 50% deposit when the agreement is fully executed and the other 50% on the day of the event.

The Cultural Commission will make a decision on May 9th whether or not to move forward with an agreement. I will update you the next day. Thank you!

Sincerely,
Christine Jung
Management Analyst | City Manager's Office
1500 Warburton Avenue | Santa Clara, CA 95050
Direct: 408.615.2218 | Office: 408.615.2210
www.SantaClaraCA.gov



From: jimmy@gfientertainment.com [mailto:jimmy@gfientertainment.com]
Sent: Wednesday, April 25, 2018 12:11 PM
To: Christine Jung
Cc: Greg Collins
Subject: RE: Santa Clara 2018 Street Dance

Yes,
I will get it out to you tomorrow. I am submerged in a project today.
Best,
JG

----- Original Message -----

Subject: RE: Santa Clara 2018 Street Dance
From: Christine Jung <CJung@SantaClaraCA.gov>
Date: Wed, April 25, 2018 11:32 am
To: "jimmy@gfientertainment.com" <jimmy@gfientertainment.com>
Cc: Greg Collins <greg@gfientertainment.com>

Hi Jimmy,

Just following up to see if you can provide the quote before next week. We have to include it in the Cultural Commission's agenda to vote on. Thank you!

Sincerely,
Christine Jung
Management Analyst | City Manager's Office
1500 Warburton Avenue | Santa Clara, CA 95050
Direct: 408.615.2218 | Office: 408.615.2210
www.SantaClaraCA.gov



From: Christine Jung
Sent: Monday, April 23, 2018 8:40 AM
To: 'jimmy@gfientertainment.com'
Cc: Greg Collins
Subject: RE: Santa Clara 2018 Street Dance

Hi Jimmy,

The Hitmen are playing this year.

Sincerely,
Christine Jung
Management Analyst | City Manager's Office
1500 Warburton Avenue | Santa Clara, CA 95050
Direct: 408.615.2218 | Office: 408.615.2210
www.SantaClaraCA.gov



From: jimmy@gfientertainment.com [<mailto:jimmy@gfientertainment.com>]
Sent: Saturday, April 21, 2018 4:32 PM
To: Christine Jung
Cc: Greg Collins
Subject: RE: Santa Clara 2018 Street Dance

Hi Christine!

Who is the band for this year? I am on the road (again) back on Monday. I will get a quote to you once i know what the band requirements will be. i will put Aug 3 down on the calendar. I hope we can make it happen again!

Thanks!
Jg
650-465-8066

----- Original Message -----

Subject: Santa Clara 2018 Street Dance
From: Christine Jung <CJung@SantaClaraCA.gov>
Date: Fri, April 20, 2018 4:14 pm
To: "jimmy@gfientertainment.com" <jimmy@gfientertainment.com>

Hi Jimmy,

I hope you're doing well. The Santa Clara Cultural Commission is planning to have their annual Street Dance on Friday, August 3rd this year. Last year when we were working on the event You requested an increase for this year's event. Can you please provide a quote for the scope of service you provide for the event? Thank you!

Sincerely,

Christine Jung

Management Analyst | City Manager's Office

1500 Warburton Avenue | Santa Clara, CA 95050

Direct: 408.615.2218 | Office: 408.615.2210

www.SantaClaraCA.gov



**City of
Santa Clara**
The Center of What's Possible

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PO Box 3175
Daly City, CA 94015
Phone 415.504.1341

Event Budget Summary / Agreement

Quote Number 18-0119
Name Franklin Square Street Dance
Submittal Date 4/15/2018

Budget Prepared For

City of Santa Clara
(408) 615-2200

City of Santa Clara
1500 Warburton Ave
Santa Clara, California 95050
Phone: (408) 615-2200

Event Information and Budget

Franklin Square
1300 Franklin St
Santa Clara, California 95050

<i>Description</i>	<i>Cost</i>
Rental	\$4,615.00
Labor	\$1,260.00
Line Discounts	(\$692.25)
Subtotal	\$5,182.75
Delivery & Pickup	\$200.00
Sales Tax	\$362.85
Grand Total	\$5,745.60
Deposit Amount Due to Secure	\$2,298.24
Deposit Due by	5/25/2018

By signing below you acknowledge you have read and agree to the Terms and Conditions located on page two of this agreement.

Signed: _____ Date: _____
City of Santa Clara

Title: _____



415 Nelo St.
 Santa Clara, CA 95054
 Phone: (650) 965-8358
 Fax: (650) 472-1410
 www.corpav.net

Quote

Quote Number 080318CSC
 Franklin Square Street Dance

Client
 City of Santa Clara

Venue / Site
 City of Santa Clara- Franklin Square

Account Manager
 Andy Takara

Shipping Method

Customer PO

Terms
 Credit Card

Load In
 8/3/2018 1:00 PM

Show Start

Show End
 8/3/2018 9:30 PM

Warehouse Out
 8/3/2018 12:00 PM

Warehouse Return
 8/3/2018 11:00 PM

Qty.	Description	Note	Time	Rate	Price	Ext. Price
	This quote does not include any power connects or power distribution. Power is to be provided by the venue.					
	This quote is general pricing and may change depending on the requirements of the band.					
6	JBL VRX932LAP 12 in. Two-Way Powered Line Array Loudspeaker		1	Day Rate	150.00	900.00
2	QSC KW181 1000W 18" Active Subwoofer		1	Day Rate	150.00	300.00
6	QSC K12 1000W 12" Active Loud Speaker	Stage monitors and delays	1	Day Rate	80.00	480.00
1	Yamaha QL1 16 Channel Digital Mixing Console		1	Day Rate	400.00	400.00
1	Yamaha Tio1608-D Digital Stage Box with Dante		1	Day Rate	100.00	100.00
1	Cat5 - 150'		1		0.00	0.00
6	Whirlwind Direct Box		1	Day Rate	10.00	60.00
8	1/4" - 1/4" - 6'		1	Day Rate	0.00	0.00
1	Switchcraft 318 AudioStix Stereo 1/8" to Mono XLR Male Adapter		1	Day Rate	20.00	20.00
1	Shure Drum Microphone kit		1	Day Rate	150.00	150.00
6	Shure SM57 Instrument Microphone		1	Day Rate	50.00	300.00
8	Shure ULXP Wireless Combo Pack		1	Day Rate	100.00	800.00
10	Microphone Stand		1	Day Rate	5.00	50.00
4	Lighting Tree 8' - 13'		1	Day Rate	50.00	200.00
8	Sand Bag		1	Day Rate	5.00	40.00
16	Blizzard Skybox RGBAW Battery Powered Uplight		1	Day Rate	100.00	1,600.00
4	ETC LED Source 4 Tungsten		1	Day Rate	100.00	400.00
1	Source 4 High Definition Lens 19 Degrees		1		0.00	0.00
1	ETC Smartfade ML 24 Channel Light Board		1	Day Rate	150.00	150.00
Delivery and Labor						
1	Santa Clara Delivery		1	Each	100.00	100.00
	8/3/2018 1:00 PM					
1	Setup Technician		4	Hourly Rate	70.00	280.00
	8/3/2018 1:00 PM - 5:00 PM					
	Setup					
1	Audio Technician		11	Day Rate	805.00	805.00
	8/3/2018 12:00 PM - 11:00 PM					
	Load In, Setup, Rehearsal, Operate, Strike, Load Out					
1	A2 Technician		11	Day Rate	805.00	805.00
	8/3/2018 12:00 PM - 11:00 PM					

Qty.	Description	Note	Time	Rate	Price	Ext. Price
1	Load In, Setup, Rehearsal, Operate, Strike, Load Out Lighting Technician 8/3/2018 12:00 PM - 11:00 PM		11	Day Rate	805.00	805.00
1	Load In, Setup, Rehearsal, Operate, Strike, Load Out Strike Technician 8/3/2018 9:00 PM - 11:30 PM		2	Hourly Rate	70.00	140.00
1	Strike Santa Clara Pickup 8/3/2018 10:30 PM - 11:00 PM		1	Each	100.00	100.00

Delivery and Labor: 3,035.00

Rental: \$5,950.00

Labor: \$2,835.00

Delivery: \$200.00

Subtotal: \$8,985.00

Total: \$8,985.00

Total Applied Payments: \$0.00

Balance Due: \$8,985.00



Event Budget Summary / Agreement

Quote Number 18-0119

Name Franklin Square Street

Agreement / Terms & Conditions

1. This Agreement shall only become binding upon Envision Entertainment's receipt of a signed copy of this Agreement with payment of the full Retainer. Prior to receipt of the signed copy of this Agreement, and payment of the full Retainer, Envision Entertainment is not under any obligation to hold the date of Event open for the Client.
2. Upon receipt of a signed copy of this Agreement together with full payment of the Retainer, Envision Entertainment will reserve the Date of Event for Client, and shall not seek to plan other engagements for this time. As such, unless otherwise specified herein, Envision Entertainment shall retain Client's Retainer as a reasonable estimation of its damages hereunder if this Agreement is not performed for any reason, including, but not limited to, the following circumstances: a. The Client canceling this Agreement; b. The Client's failure to complete all the conditions precedent to Envision Entertainment's obligations, as specified in this Agreement; c. Envision Entertainment's inability to perform hereunder if its performance is impeded by matters outside of its control, including, but not limited to, fire, casualty, acts of God, local, state or federal regulations, inadequate crowd control or protection from environmental conditions.
3. In the event the Client cancels the Event, but requests Envision Entertainment's services for a different date (a "Rescheduled Date"), the parties shall enter into a new Agreement for the Rescheduled Date. Envision Entertainment reserves the right to apply Client's previously paid retainer and balances to the Rescheduled Date, and Client agrees to pay any additional Retainer due at that time.
4. In the event Envision Entertainment is unable to perform due to illness, accident, equipment failure or otherwise, Envision Entertainment shall use its best efforts to find a qualified replacement, equipment or to otherwise perform hereunder. If Envision Entertainment is unable to locate a replacement or replacement equipment, and therefore fails to perform hereunder, Client's Retainer shall be refunded within thirty (30) days after the Event Date. The parties agree that refund of its Retainer shall be Client's sole and exclusive remedy in either law or in equity for Envision Entertainment's failure to perform hereunder.
5. Envision Entertainment does not provide any warranties or guarantees with respect to its performance hereunder and none should be implied by Client, or by law.
6. The Client agrees to be fully responsible for any loss or damage suffered by Envision Entertainment to its equipment, representatives or otherwise during the performance, including, but not limited to, damage as a result of improper crowd control, negligent or willful misconduct by the Client's guests or exposure to environmental elements.
7. Envision Entertainment reserves the right to assign this Agreement.
8. If Client fails to pay the full amount due seven (7) days prior to the Event, Envision Entertainment reserves the right to cancel this event with or without notifying the Client. In the event Envision Entertainment must commence collection procedures for any reason, Client shall pay the costs and expenses of the same, including, but not limited to, reasonable attorneys fees.
9. Envision Entertainment herein reserves the right to utilize photographs, video recordings, audio or other media documentation of the Event for purposes of its own marketing and the Client herein expressly authorizes any such activities by Envision Entertainment.
10. This Agreement shall be construed in accordance with the laws of the Commonwealth of California.
11. Labor charges are estimates and may change once the event occurs. A final labor bill will be sent with the final invoice.
12. Client agrees to arrange for accessible loading and parking for Envision Entertainment's vehicles. An additional fee of \$75.00 will be applied if there is not an readily accessible entrance to the venue. This includes stairs and distant parking locations.



Envision Pro AV
 PO Box 3175
 Daly City, CA 94015
 Phone: 415.504.1341
 Envisionproav.com

Event Order

Quote Number: 18-0119



18-0119

Franklin Square Street Dance

Client City of Santa Clara 1500 Warburton Ave Santa Clara, California 95050 Phone: (408) 615-2200	Contact City of Santa Clara 1500 Warburton Ave Santa Clara, California 95050 Phone: (408) 615-2200	Venue / Site Franklin Square 1300 Franklin St Santa Clara, California 95050
--	---	---

Account Manager Aaron Benn	Shipping Method N/A	Customer PO	Payment Method 40 Dep 60 Due Before Event
--------------------------------------	-------------------------------	--------------------	---

Ship Date 8/3/2018 12:00 PM	Load In 8/3/2018 1:00 PM	Show Start 8/3/2018 7:00 PM	Load Out 8/3/2018 9:30 PM	Return Date 8/4/2018 12:30 AM
---------------------------------------	------------------------------------	---------------------------------------	-------------------------------------	---

Type	Qty.	Description	Time	Rate	Price	Price Ext.
Audio						
Rental	6	QSC KLA12 Line Array Speaker	1	Day Rate	150.00	765.00
Rental	2	QSC KLA181 Subwoofer	1	Day Rate	175.00	297.50
Rental	2	QSC KLA Array Frame - QSC	1	Day Rate	55.00	93.50
Rental	2	Sumner Eventer 16	1	Day Rate	160.00	272.00
Rental	1	Midas M32 Digital Mixer	1	Day Rate	225.00	191.25
Rental	1	Medium Band Microphone Package	1	Day Rate	220.00	187.00
Note		Stage monitors:				
Rental	6	JBL EON 612 Speakers	1	Day Rate	45.00	229.50
Audio Total Before Discount:						\$2,395.00
Applied Discount:						\$359.25
Audio:						\$2,035.75
Lighting						
Rental	6	8' 12" Box Truss	1	Day Rate	40.00	204.00
Rental	2	5' 12" Box Truss	1	Day Rate	25.00	42.50
Rental	6	Metal Truss Base	1	Day Rate	30.00	153.00
Rental	16	RUSH PAR 2 CT Zoom	1	Day Rate	45.00	612.00
Rental	4	Martin MH10 Beam FX	1	Day Rate	220.00	748.00
Rental	1	Lighting Controller	1	Day Rate	150.00	127.50
Lighting Total Before Discount:						\$2,220.00
Applied Discount:						\$333.00
Lighting:						\$1,887.00
Labor						
Labor	1	A1 Audio Engineer 8/3/2018 1:00 PM - 8/4/2018 12:30 AM	1	Day Rate	450.00	450.00
Labor	1	A2 Audio Engineer 8/3/2018 1:00 PM - 8/4/2018 12:30 AM	1	Day Rate	360.00	360.00
Labor	1	Lighting Tech 8/3/2018 1:00 PM - 8/4/2018 12:30 AM	1	Day Rate	450.00	450.00
Labor:						\$1,260.00

Notes:
 Schedule:
 1PM Load-in
 5PM Band arrives
 6:45 Show ready
 7PM Show begins
 9:30PM End of show
 11:30PM Strike complete

Subtotal:	\$5,182.75
Delivery and Pickup:	\$200.00
Sales Tax:	\$362.85
Total:	\$5,745.60
Total Applied Payments:	\$0.00
Balance Due:	\$5,745.60



Agenda Report

18-618

Agenda Date: 5/9/2018

REPORT TO CULTURAL COMMISSION

SUBJECT

Dissolution of FY 17/18 Friday Night Live Subcommittee and Formation of a FY 18/19 Friday Night Live Subcommittee

BACKGROUND

The Cultural Commission has various subcommittees that are dedicated to planning programming and new initiatives. The subcommittees are formed and dissolved annually. The Friday Night Live program features a different cultural performer once a month at venues such as the Triton Museum of Art and SES Hall from September through November and February through May. The FY 17/18 Friday Night Live Subcommittee is responsible for researching venues, recommending performers, and suggesting dates for the Friday Night Live events.

DISCUSSION

The last Friday Night Live performance for this fiscal year was on April 13, 2018. The FY 17/18 Friday Night Live Subcommittee may be dissolved because the programming for the fiscal year has concluded. A new subcommittee, with a designated chair, should form to coordinate with staff to plan and schedule next fiscal year's Friday Night Live program.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

FISCAL IMPACT

There is no fiscal impact associated with this item other than administrative cost and expenses.

PUBLIC CONTACT

Public contact was made by posting the Cultural Commission agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov or at the public information desk at any City of Santa Clara public library.

ALTERNATIVES

1. Dissolve the FY 17/18 Friday Night Live Subcommittee and form a FY 18/19 Friday Night Live Subcommittee to coordinate with staff to plan and schedule next fiscal year's Friday Night Live program.
2. Decide not to form a FY 18/19 Friday Night Live Subcommittee.

RECOMMENDATION

Dissolve the FY 17/18 Friday Night Live Subcommittee and form a FY 18/19 Friday Night Live Subcommittee to coordinate with staff to plan and schedule next fiscal year's Friday Night Live program.



Agenda Report

18-620

Agenda Date: 5/9/2018

REPORT TO CULTURAL COMMISSION

SUBJECT

Formation of 2018 Joint Dinner Subcommittee

BACKGROUND

The Cultural Commission has various subcommittees that are dedicated to planning programming and new initiatives. The subcommittees are formed and dissolved annually.

On July 19, 2016 the City Council re-established publicly noticed joint dinner meetings to foster increased communication between Council and City Boards, Committees, and Commissions.

The Cultural Commission had joint dinner meetings with City Council on September 28, 2016 and September 19, 2017 where reports on the prior year's activities, upcoming activities and programming, and short and long-term goals for future were provided.

DISCUSSION

The Council dates for FY18/19 joint dinner meetings have not yet been determined.

The Cultural Commission may form a Joint Dinner Subcommittee to compile information about the prior year's programming, information about upcoming events, and known goals. A draft of the report or presentation should be presented to the Commission as a whole, at a regular meeting one month prior to the joint dinner with Council for review and discussion.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

FISCAL IMPACT

There is no fiscal impact associated with this item other than administrative cost and expense.

PUBLIC CONTACT

Public contact was made by posting the Cultural Commission agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov or at the public information desk at any City of Santa Clara public library.

ALTERNATIVES

1. Form a 2018 Joint Dinner Subcommittee to compile information and prepare a report or presentation for this year's joint dinner with City Council.
2. Table item for the next regular Cultural Commission meeting.

RECOMMENDATION

There is no staff recommendation for this issue.



Agenda Report

18-621

Agenda Date: 5/9/2018

REPORT TO CULTURAL COMMISSION

SUBJECT

Formation of 2018 Art & Wine Festival Subcommittee

BACKGROUND

The Cultural Commission has various subcommittees that are dedicated to planning their programming and new initiatives. The subcommittees are formed and dissolved annually.

The City holds an annual Santa Clara Art & Wine Festival that features the talents of local and regional artists, international foods, live entertainment, and children activities. Last year, the Cultural Commission participated in the Art & Wine Festival by partnering with other organizations to promote their upcoming events.

DISCUSSION

This year's Santa Clara Art & Wine Festival is scheduled for September 15-16, 2018.

The Cultural Commission may form a 2018 Art & Wine Festival Subcommittee to solicit volunteers from partner organizations and the Commission to staff various shifts at their Art & Wine Festival booth, gather promotional materials, and coordinate with staff on logistics and for any additional joint activities, such as participating in the passport activity.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

FISCAL IMPACT

There is no fiscal impact associated with this item other than administrative cost and expense.

PUBLIC CONTACT

Public contact was made by posting the Cultural Commission agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov or at the public information desk at any City of Santa Clara public library.

ALTERNATIVES

1. Form a 2018 Art & Wine Festival Subcommittee to solicit volunteers from partner organizations and the Commission to staff various shifts at their Art & Wine booth, gather promotional materials, and coordinate with staff on logistics and for any additional joint activities, such as participating in the passport activity.
2. Do not to form a 2018 Art & Wine Festival Subcommittee.

RECOMMENDATION

There is no staff recommendation for this issue.



City of Santa Clara

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Agenda Report

18-623

Agenda Date: 5/9/2018

REPORT TO CULTURAL COMMISSION

SUBJECT

Cultural Commission Representation at Certain Meetings

BACKGROUND

Representatives of the Cultural Commission provide monthly updates to City Council on and attend board meetings of various partner organizations.

DISCUSSION

Volunteers from the Commission are requested to attend:

- 1) City Council meeting on May 15, 2018. A monthly update will be presented to the City Council; and,
- 2) Sister Cities Association Board meeting on Thursday, May 17, 7:00 p.m.
Santa Clara Players, Monday, May 14, 7:30 p.m.

FISCAL IMPACT

There is no fiscal impact associated with this item aside from administrative cost and expenses.

ENVIRONMENTAL REVIEW

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RECOMMENDATION

There is no staff recommendation for this item.