



**CITY OF GILROY
ARTS AND CULTURE
COMMISSION
REGULAR MEETING AGENDA**



TUESDAY, FEBRUARY 11, 2025 | 6:30 PM

CITY COUNCIL CHAMBERS, CITY HALL
7351 ROSANNA STREET, GILROY, CA 95020

Chair: Vacant

Vice Chair: Vacant

Commissioners: Camille McCormack, Adilene Moreno, Steven Porter, Melanie Reynisson, Steven Taylor, Ruben Dario Villa, & Wendy Zamora

Staff Liaison: Bryce Atkins, Assistant to the City Administrator
Kylie Katsuyoshi, Management Assistant



In compliance with the Americans with Disabilities Act, the City will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the City Clerk's Office at least 72 hours prior to the meeting at (408) 846-0204 or cityclerk@cityofgilroy.org to help ensure that reasonable arrangements can be made.



Materials related to an item on this agenda submitted to the City of Gilroy Arts and Culture Commission after distribution of the agenda packet are available with the agenda packet on the City website at www.cityofgilroy.org subject to Staff's ability to post the documents before the meeting

KNOW YOUR RIGHTS UNDER THE GILROY OPEN GOVERNMENT ORDINANCE

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

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PUBLIC COMMENT GUIDELINES:

During the **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA** portion of the meeting, each person wishing to speak should prepare a presentation of not more than three (3) minutes. Persons wishing to address the Commission are requested, but not required, to complete a Speaker's Card located at the entrances. Completion of this speaker's card is voluntary. All persons may attend this meeting and speak, regardless if a card is completed or not. Speaker's slips should be submitted to the Secretary **BEFORE** this portion of the meeting begins. Anyone wishing to address the Commission on any other item on this **AGENDA** is requested, but not required, to fill out a speaker's slip as well and submit it to the Secretary **BEFORE** the Commission takes action on the item.

The agenda for this regular meeting is as follows:

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **SECRETARY'S REPORT**
4. **APPROVAL OF AGENDA**
5. **APPROVAL OF MINUTES**
 - 5.1. **Approve the Minutes of the October 8, 2024 Regular Arts and Culture Commission Meeting**
6. **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**
7. **OLD BUSINESS**
8. **NEW BUSINESS**
 - 8.1. **Appointment of Chair and Vice-Chair of the Arts and Culture Commission**
 1. Staff Report: Bryce Atkins, Assistant to the City Administrator
 2. Public Comment
 3. Possible Action:

Commission appoint one of its members to each the Chair and Vice-Chair position.
 - 8.2. **Arts and Culture Commission 2025 Meeting Schedule Approval**
 1. Staff Report: Bryce Atkins, Assistant to the City Administrator
 2. Public Comment
 3. Possible Action:

Commission approval of a meeting schedule for calendar year 2025.
 - 8.3. **Approval of the Bench Plaque Inscription - Luna Family**
 1. Staff Report: Adam Henig, Recreation Manager
 2. Public Comment
 3. Possible Action:

Review and approve the proposed inscription for a bench plaque from the Luna Family.
 - 8.4. **Budget Requests and Work Plan Update**
 1. Staff Report: Bryce Atkins, Assistant to the City Administrator
 2. Public Comment
 3. Possible Action:

Commission discussion regarding any budget requests and what projects or tasks should be listed on the work plan.
9. **GILROY ART-RELATED COMMUNITY EVENT UPDATES**
10. **COMMISSION COMMENTS**
11. **STAFF COMMENTS**

12. ADJOURNMENT

FUTURE MEETINGS

All meetings are held at the Gilroy City Council Chambers at 7351 Rosanna Street, beginning at 6:30 PM.

March 11, 2025

April 8, 2025

May 13, 2025

City of Gilroy
Arts and Culture Regular Meeting Minutes
Tuesday, October 8, 2024 | 6:30 PM

1. CALL TO ORDER

The meeting was called to order at 6:39 p.m.

2. ROLL CALL

Present

Camille McCormack, Commissioner
Adilene Moreno, Commissioner
Ruben Dario Villa, Vice Chair
Melanie Reynisson, Chair

Absent

Alexandra Perdew, Commissioner
Amy Hufford, Commissioner

3. SECRETARY'S REPORT

The agenda for this meeting was posted outside of City Hall on October 3, 2024.

4. APPROVAL OF AGENDA

RESULT: Pass

MOVER: Camille McCormack, Commissioner

SECONDER Ruben Dario Villa, Vice Chair

AYES: Commissioner McCormack, Commissioner Moreno, Vice Chair Villa, Chair Reynisson

ABSENT: Commissioner Hufford, Commissioner Perdew

5. APPROVAL OF MINUTES

5.1. Approval of the Minutes from the September 10, 2024 Regular Meeting of the Arts and Culture Commission

RESULT: Pass

MOVER: Adilene Moreno, Commissioner

SECONDER Melanie Reynisson, Chair

AYES: Commissioner McCormack, Commissioner Moreno, Vice Chair Villa, Chair Reynisson

ABSENT: Commissioner Hufford, Commissioner Perdew

6. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

None.

7. OLD BUSINESS

7.1. For the Love of Gilroy Debrief

1. Staff Report: Kylie Katsuyoshi, Management Assistant
2. Public Comment

3. Possible Action:

Commission discussion.

The Commission had a discussion regarding improvements and initial thoughts for the next year's event.

8. NEW BUSINESS

8.1. Approval of the Bench Plaque Inscription - Baksa Family

1. Staff Report: Adam Henig, Recreation Manager
2. Public Comment
3. Possible Action:

Review and approve the proposed inscription for a bench plaque from the Baksa Family.

RESULT: Pass

MOVER: Camille McCormack, Commissioner

SECONDER Adilene Moreno, Commissioner

AYES: Commissioner McCormack, Commissioner Moreno, Vice Chair Villa, Chair Reynisson

ABSENT: Commissioner Hufford, Commissioner Perdew

8.2. Commission Consideration of Cancelling the December 10, 2024 Regular Meeting

1. Staff Report: Bryce Atkins, Assistant to the City Administrator
2. Public Comment
3. Possible Action:

Commission discussion and direction.

RESULT: Pass

MOVER: Melanie Reynisson, Chair

SECONDER Camille McCormack, Commissioner

AYES: Commissioner McCormack, Commissioner Moreno, Vice Chair Villa, Chair Reynisson

ABSENT: Commissioner Hufford, Commissioner Perdew

9. GILROY ART-RELATED COMMUNITY EVENT UPDATES

The commissioners stated that there were several art-related events in the community, including the Chalk Festival, the Tamal Festival, and a Volkswagen show in two weeks, as well as the upcoming La Ofrenda Festival.

10. COMMISSION COMMENTS

None.

11. STAFF COMMENTS

Staff reported that Commissioner Hufford has resigned, and that staff will be available at the next meeting to assist with commissioner e-mail set-up on their devices.

12. ADJOURNMENT

The meeting was adjourned at 7:15 p.m.

I HEREBY CERTIFY that the foregoing minutes were duly and regularly adopted at a regular meeting of the Gilroy Arts and Culture Commission.

/s/ Kylie Katsuyoshi

Recording Secretary to the Arts and Culture Commission



City of Gilroy Arts and Culture Commission

STAFF REPORT

Agenda Item Title: Appointment of Chair and Vice-Chair of the Arts and Culture Commission

Meeting Date: February 11, 2025

From: Bryce Atkins, Assistant to the City Administrator

RECOMMENDATION

Commission appoint one of its members to each the Chair and Vice-Chair position.

BACKGROUND

Per City Charter Section 904 entitled "Meetings: Chairmen", the Commission is required to re-appoint the positions of Chair and Vice-Chair each year. Below is the language that establishes the requirement:

As soon as practicable following their original appointment, and following the first day of January of each year thereafter each of such boards and commissions shall organize by election one of its members to serve as presiding officer at the pleasure of such board or commission.

This agenda item is to receive nominations and for the Commission to elect from among its members a Chair and Vice-Chair for the next year. There are no term limits or restrictions for those who have already served in this role from serving in those positions again, should the Commission elect to do so.



City of Gilroy

Arts and Culture Commission

STAFF REPORT

Agenda Item Title: Arts and Culture Commission 2025 Meeting Schedule Approval

Meeting Date: February 11, 2025

From: Bryce Atkins, Assistant to the City Administrator

RECOMMENDATION

Commission approval of a meeting schedule for calendar year 2025.

BACKGROUND

Each year, the commissions of the City are to adopt a meeting schedule. The Arts and Culture Commission has been meeting the second Tuesday of each month at 6:30 PM. Historically, the Commission has canceled the December meetings, and occasionally cancel a meeting over the summer due to vacations. The Commission is asked to consider the below schedule, identify any changes to be made, and approve the schedule.

The approved schedule will be used for the future meetings listed in each agenda, and will be provided to the City's Communications and Engagement Office to be shared with the public on the community calendar. The dates for all meetings, assuming no cancelations, are listed below:

- March 11th
- April 8th
- May 13th
- June 10th
- July 8th
- August 12th
- September 9th
- October 14th
- November 11th (Veteran's Day)
- December 9th



City of Gilroy Arts and Culture Commission

STAFF REPORT

Agenda Item Title: Approval of the Bench Plaque Inscription - Luna Family
Meeting Date: January 14, 2025
From: Adam Henig, Recreation Manager

RECOMMENDATION

Review and approve the proposed inscription for a bench plaque from the Luna Family.

BACKGROUND

The Luna family have purchased a bench plaque. The Arts and Culture Commission is asked to approve the following inscription:

*In memory of Jess V. Arias
4/16/1926-6/1/2003
You will always be with me in my heart
I love you, Joanne Luna*

The proposed location of the plaque will be at Cydney Casper Park, CC7 (as marked in the attachment). Per the Bench Plaque Program, the criteria requires a maximum of 4 lines, 56 spaces per line including blank spaces. This inscription meets the criteria.

A portion of the proceeds goes towards the public art fund. The fund can be used for the maintenance and restoration of existing public art.

Attachments:

1. Bench Plaque Program Map of Cydney Casper Park.



Arts and Culture Commission Bench Plaque



7371 Hanna Street
Gilroy, California
Rec@cityofgilroy.org
Phone: (408) 846-0460

***You are invited to participate in the Arts and Culture
Commission City-Wide Bench Plaque Program***

"Say it with a Plaque—Honor, Memorialize, Recognize."

Cydney Casper Park

*This park is situated in new housing developments just off
Santa Teresa, near Las Animas School with ten benches*



*"Each plaque would include names, dates, and
perhaps adjectives or short phrases (especially
nice for interaction with viewers)"*

The City of Gilroy reserves the right to remove any contribution, monument or plaque as a result of vandalism, graffiti or other damage. Plaque may need to be relocated to accommodate improvements, operational or maintenance needs at the City's discretion. The City retains the right to accept or reject any proposed contributions.



City of Gilroy Arts and Culture Commission

STAFF REPORT

Agenda Item Title: Budget Requests and Work Plan Update
Meeting Date: January 14, 2025
From: Bryce Atkins, Assistant to the City Administrator

RECOMMENDATION

Commission discussion regarding any budget requests and what projects or tasks should be listed on the work plan.

BACKGROUND

The City of Gilroy operates on a biennial budget process whereby the City Council approves two, one-year budgets. The new budgets are typically adopted in June of every odd year. As part of that process, each commission is offered the opportunity to provide input for Council to consider, as well as adopting the commission's next two-year work plan.

ANALYSIS

Budget Requests

The City Administrator's Office and the Finance Department are asking for the City's commissions to provide input for consideration on the revenues or expenditures in the next two-year biennial budget process. Last budget cycle, the Commission had requested grant funds, which were denied. However, the Commission later requested to create the public art event called "For the Love of Gilroy", which was approved. The discussion with Council regarding the proposal mentioned the possibility of future years of the event. However, to establish it as a recurring event would require the Commission to take the ongoing proposal to Council for consideration.

Workplan

The Commission adopted a two-year workplan with the previous budget cycle that took place in 2023. The copy of the latest version is attached to this staff report for reference purposes. The Commission is asked to create a workplan for the next two-year cycle. The Commission may continue any of the previous workplan items, or start fresh with an entirely new plan, whichever the Commission desires.

PUBLIC OUTREACH

This item was included on the public posted agenda for this meeting.

Attachments:

1. FY24 and FY25 Arts and Culture Commission Workplan

2024 and 2025 Arts and Culture Commission Work Plan

Project Name	Work	Lead Commissioner	Sub-Committee Members	City Council Priority	Status
Community Outreach	Have a booth present and participate in at least two community events.	Villa	McCormack; Moreno	Neighborhood Equity	The Commission will identify community events to make a presence as an outreach effort into the community. Activities will include establishing booth equipment and materials, and identification of community events in which to participate.
Elementary and Middle School Art Program Support	Collaborate with GUSD on a potential pilot program to get art into the middle and elementary schools.	Perdew	Ramirez; Moreno	Neighborhood Equity	This item will involve collaboration with GUSD to see how the Commission can support the development and implementation of a pilot program of arts education in middle and elementary schools.
Cultural Event	Host or facilitate a community cultural event.	Reynisson	Villa; Perdew	Promote Economic Development Activities; Neighborhood Equity	The Commission will explore the feasibility and process to host or facilitate a community cultural event. Details will be explored as part of this effort.
Fundraising	Develop and implement a fundraising program.	McCormack	Reynisson; Villa	Financial Resilience; Neighborhood Equity	The Arts and Culture Commission is working to develop a list of fundraising goals and targeted projects to present to Council for authorization to begin raising funds. Training will also be a component. This will be in addition to the bench plaque program.

Updated May, 2023