Notice Regarding Remote Participation

Effective July 7, 2022, the City of Folsom is returning to all in-person City Council, Commission, and Committee meetings. Remote participation for the public will no longer be offered. Everyone is invited and encouraged to attend and participate in City meetings in person.

1. CALL TO ORDER:

2. ROLL CALL: Commission Members: Marc Allaman, Kat Bahry-Vice Chair, Jacob Cantu, Shivesh Sinha, Chad Vander Veen, Lucinda Winward, Maribel Wyatt-Chair

3. PLEDGE OF ALLEGIANCE

4. BUSINESS FROM THE FLOOR:
   Members of the public are entitled to address the Commission concerning any item within the Folsom Commission's subject matter jurisdiction. Public comments are limited to no more than three minutes. Except for certain specific exceptions, the Commission is prohibited from discussing or taking action on any item not appearing on the posted agenda.

5. APPROVAL OF MINUTES:
   A. May 10, 2023 Special Meeting

6. COMMITTEE REPORTS:
   A. Public Art Subcommittee

7. DISCUSSION ITEM
   A. City of Folsom Harris Center for the Arts-Arts Endowment Grant Program

8. INFORMATIONAL ITEMS:
   A. Gallery at 48 Natoma Exhibit
   B. Manager's Report

9. COMMISSION MEMBER COMMENTS:
10. **ADJOURNMENT:**

*Notice:* Members of the Public are entitled to directly address the Commission concerning any item that is described in the notice of this meeting, before or during consideration of that item. If you wish to address the Commission on an issue, which is on this agenda, please raise your hand and when your name is called, you may unmute and be recognized by the Chairperson and then proceed to speak. If you wish to address the Commission on any other item of interest to the public, when the Chairperson asks if there is any “Business from the Floor,” follow the same procedure as described above. Please limit your comments to three minutes or less.

As presiding officer, the Chairperson has the authority to preserve order at all Arts & Culture Commission meetings, to remove or cause the removal of any person from any such meeting for disorderly conduct, or for making personal, impertinent, or slanderous remarks, using profanity, or becoming boisterous, threatening or personally abusive while addressing said Commission, and to enforce the rules of the Commission.

In compliance with the Americans with Disabilities Act, if you are a disabled person and need a disability–related modification or accommodation to participate in this meeting, please contact the City Clerk’s Office at (916) 461-6035 or dklamm@folsom.ca.us. Requests must be made as early as possible and at least two-full business days before the start of the meeting.

Any documents produced by the city and distributed to the Arts & Culture Commission regarding any item on this agenda will be made available at the Parks & Recreation Department at 50 Natoma Street, Folsom, California during normal business hours.
CALL TO ORDER:

The Arts and Culture Commission meeting was called to order at 6:30 p.m. with Vice-Chair Kat Bahry presiding.

ROLL CALL:

Commission Members Present:  Marc Allaman, Commissioner  
Kat Bahry, Vice-Chair  
Jacob Cantu, Commissioner  
Chad Vander Veen, Commissioner

Commission Members Absent:  Lucinda Winward, Commissioner-Arrived at 6:38p.m.  
Shivesh Sinha, Commissioner  
Maribel Wyatt, Chair

Staff Present/Speaking  
Tom Hellmann, Community & Cultural Services Manager  
Cindy Abraham, Recreation Coordinator

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was recited.

BUSINESS FROM THE FLOOR:

None

APPROVAL OF MINUTES:

A. March 9, 2023, Regular Meeting Minutes

Motion by Commission Member Marc Allaman, second by Commissioner Jacob Cantu to approve the Meeting Minutes of March 9, 2023. Motion carried with the following vote:

AYES:  Commissioner(s): Allaman, Bahry, Cantu, Vander Veen, Winward
NOES:  Commissioner(s): None
ABSENT: Commissioner(s): Sinha, Wyatt
ABSTAIN: Commissioner(s): None

6. COMMITTEE REPORTS:

A. Public Art Subcommittee

Commissioner Allaman presented a review of the Public Art Subcommittee meetings.

Commissioner Allaman noted that the subcommittee has met twice since the last Arts and Culture Commission Meeting on March 9, 2023. Commissioner Allaman stated the purpose of the subcommittee, “to educate and advocate for public art in public spaces for new development in Folsom”, as well as the two objectives for the committee moving forward. In addition, Tom Hellmann reviewed the Public Art Subcommittee presentation outline which will be used to develop a presentation deck that can be delivered by staff and commission to city staff, development companies, other commissions, and city council.

7. INFORMATIONAL ITEMS:

A. Gallery at 48 Natoma Exhibit

Cynthia Abraham, Recreation Coordinator distributed postcards for the upcoming show titled, “THE GRANITE GROUP”. The Gallery at 48 Natoma exhibit for the upcoming show will run from June 23, 2023, through August 31, 2023. Cynthia Abraham also distributed a pamphlet for the upcoming El Dorado Hills Art Association Art Studio Tour 2023.

B. Manager’s Report

Community and Cultural Services Manager, Tom Hellmann, provided a written report to the commission. Tom reviewed the items on his written report and updated the commission on upcoming events. Tom introduced our new Parks and Recreation Director Kelly Gonzalez who was in attendance.

8. COMMISSION MEMBER COMMENTS:

Commissioner Marc Allaman had no comments.

Commissioner Kat Bahry welcomed our new Parks and Recreation Director Kelly Gonzalez and thanked the AP government students that were in attendance for being there. Kat mentioned how great it is to see the Folsom Parks and Recreation programs flourishing, she attended as a child and spoke to how meaningful and important the programs are.
Commissioner Jacob Cantu had a question regarding summer programs and events in arts for kids and how do we find that information. Cindy Abraham provided basic information on how to register via our WebTrac registration system.

Commissioner Shivesh Sinha was absent.

Commissioner Chad Vander Veen stated that something in the presentation outline reminded him of why he wanted to be on this commission.

Commissioner Lucinda Winward had no comments and apologized for being late to the meeting.

Commissioner Maribel Wyatt was absent.

9. ADJOURNMENT:

There being no more business brought before the Folsom Arts and Culture Commission, the meeting was adjourned at 7:26 p.m.

RESPECTFULLY SUBMITTED: ATTEST:

___________________________________________ _________________________________
Dawn Klamm, Maribel Wyatt, Chair
Administrative Assistant
Parks and Recreation Department
TO: Arts and Culture Commission
FROM: Tom Hellmann, Community and Cultural Services Manager

SUBJECT: PUBLIC ARTS SUBCOMMITTEE

BACKGROUND
The commission established the Public Arts Subcommittee on February 9, 2023 and appointed Commissioners Allaman, Bahry, and Winward to the subcommittee. The subcommittee was formed after discussion from the commission on how to communicate the need for public art development as identified in the Folsom General Plan 2035 as well as the Folsom Plan Area Specific Plan.

Subcommittee Meeting #1
The subcommittee met on March 2, 2023 and established the purpose of the subcommittee, to educate and advocate for public art in public spaces for new development in Folsom.

They determined two objectives, 1) deliver education to city staff members, city commissions, community organizations, and city council; 2) advocate for the addition of public art as called out in the Folsom General Plan 2035 and Folsom Plan Area Specific Plan.

Subcommittee Meeting #2
The subcommittee met on May 1, 2023 to establish a draft outline for the development of a presentation. The draft outline will serve as the basis for staff to develop a presentation for the subcommittee to review and provide information for.

INFORMATION
Due to high enrollments in our recreation programs and other responsibilities, staff have been unable to begin developing a presentation. Staff will continue to work on this with hopes of bringing a draft presentation to the subcommittee and then to the commission.

DISCUSSION
This is the opportunity for the commission to ask questions and provide direction regarding the work of the subcommittee.

ATTACHMENTS
1. Public Art Subcommittee – Presentation Outline
Public Art Subcommittee – Presentation Outline

A. Introduction of Presenters

B. Background of the Arts and Culture Commission
   a. Art and Culture Masterplan

C. Current Inventory of City of Folsom public Art
   a. Funded and installed by City of Folsom

D. Current inventory of public art in the City of Folsom
   a. Funded and installed by private developers

E. Benefits of Public Art
   a. Economic Development
   b. Sense of Place
   c. Diversity in the artists and pieces

F. Overview of General Plan 2035
   a. Guiding Principles #6: Enhanced gateways into Folsom
   b. Tourism Attraction: Gallery at 48, City Public Art, Johnny Cash Trail Art Experience, Harris Center for the Arts

G. Overview of Folsom Plan Area Specific Plan
   a. Public Art Enhances Public Spaces
      i. Public art at the Town Center commissioned by artists
      ii. Retail Establishments should contribute to the enhancement of community and public spaces by providing deliberately designed areas or amenities that enhance the pedestrian experiences
         1. At least two of the following gathering elements must be provide for each block of the town center:
            a. Patio Seating
            b. Pedestrian Plaza with benches
            c. Landscaped open space
            d. Public Art Plaza
            e. Kiosk Area
            f. Water Feature

H. Potential Sites in Folsom Plan Area for Public Art
   a. Town Center
   b. Open Space
   c. Round-a-bouts

I. How Private and Public entities work together
   a. Arts and Culture Commission Guidance
      i. Public Art Policy Guidelines

J. Requests and Conclusions
TO: Arts and Culture Commission

FROM: Tom Hellmann, Community & Cultural Services Manager

SUBJECT: CITY OF FOLSOM HARRIS CENTER FOR THE ARTS-ARTS ENDOWMENT GRANT PROGRAM

BACKGROUND
On May 9, 2013 the Arts and Culture Commission was provided with an action item to approve the guidelines to the Folsom Lake College Arts Endowment Grant Program. The commission voted unanimously to approve the program and to proceed forward. Since then, no grant funding has been awarded thus bringing us to know where Tom Hellmann has reached out to Paula Allison, Chief Advancement Officer with the Los Rios Colleges Foundation and Mariann Eitzman, Regional Director of Philanthropy.

On May 31, 2023 a meeting was held with Tom Hellmann, Paula Allison and Mariann Eitzman to discuss the endowment fund and Arts Endowment Grant Program. The topics included the current fund balance and annual yield along with edits to the current eligibility and requirements that were initially drafted in 2013.

INFORMATION
Attached for your reference is the current Arts Endowment Grant Program description and eligibility & requirements. Staff from the City of Folsom and Los Rios Colleges Foundation have met and discussed the program and possible direction it can go. In attendance tonight are Mariann Eitzman and Amber Shaver, Harris Center Manager to answer questions and provide assistance.

Currently the City of Folsom Arts Endowment fund balance is at $116,925.19. It has an annual return rate of 3.75% which would make $4,384.00 available for the first year of the program. Money that was deposited into this fund was made years ago when the Harris Center was constructed and currently there are no revenue streams going into the endowment fund.

The eligibility and requirements were drafted 10 years ago and now would be a great time for the commission and staff to review these for suggested edits, additions, and deletions. There are several factors that went into creating this program and now we need to lean toward our industry partners at Los Rios Colleges Foundation and the Harris Center to assist with considering edits to the eligibility and requirements.

DISCUSSION
The following are some items to consider for possible edits:

A. Eligibility of Applicant- what would define emerging arts groups or early stages of development? Is this important or would the commission be interested in attracting all arts groups/organizations/companies?

B. Eligibility of Applicant- grants are available to the following whose programs must be open to the public and target the Folsom community and whose organization is
based in the Folsom area. Does the commission wish consider a broader outreach to bring arts organizations/companies outside of Folsom to Folsom?

C. **Tax exempt, nonprofit arts organizations**- Organizations must show proof of 501 (c) 3 non-profit status. Organizations without 501 (c) 3 status may secure a fiscal receiver to administer the grant while they apply for non-profit status. Does the commission wish to review the option to obtain a fiscal receivership since it is very complicated and might not be worth obtaining it for a small grant?

D. **Letters of Support (Collaborations)**- Would the commission like to reconsider the requirement to provide a written letter of support? It has been removed in many other grant program requirements as it can raise concern over equity of individuals who have access to provide a letter and those that do not.

E. **Facility Rental Fee Component**- The grant funds are to be used exclusively to underwrite the facility rental fee primarily for the use of the City Studio Theatre, and Stage Three Recital Hall within the Harris Center facility. Facility rental fees are not always the only barrier to smaller organizations as they may need assistance with marketing or ticketing that could boost their performance. The grant could help offset the other costs it take to put on a successful event. Would the commission consider edits to this language?

**ATTACHMENT**

1. City of Folsom Harris Center for the Arts – Arts Endowment Grant Program

**RECOMMENDATION**

Staff recommends that the commission provide direction on suggested edits to the requirements for eligibility so that staff may work with Los Rios Colleges Foundation staff on an updated draft of this application to bring forward to the commission later for approval.
Attachment 1

City of Folsom Harris Center for the Arts – Arts Endowment Grant Program
The City of Folsom recognizes the role that the Arts have in enhancing the quality of life of the community and, therefore, seeks to provide an opportunity for the public to experience the arts and to develop arts opportunities and excellence in the arts. The City provided funds to the Los Rios Colleges Foundation/Folsom Lake College for the expressed purpose of establishing an Arts Endowment Fund to provide grants to qualified organizations for the purpose of underwriting facility base rental fees (exclusive of labor costs and or specialty equipment) at Folsom Lake College Harris Center for the Arts. The Grant Endowment fund is administered by the Los Rios Colleges Foundation.

ELIGIBILITY & REQUIREMENTS

ELIGIBILITY OF APPLICANT

In an effort to grow arts opportunities in the community, emphasis will be placed on providing grants to emerging arts groups. Emerging arts groups refer to groups who are in early stages of development whose work has been noticed but has not yet established a solid reputation. They have some evidence of professional achievement but not a substantial record of accomplishment.

Grants are available to the following categories of organizations whose programs must be open to the general public and target the Folsom community at large and whose organization is based in the Folsom area.

- Tax exempt, nonprofit arts organizations and nonprofit community organizations whose goal is to provide arts programming open to the general public. Organizations must show proof of their 501 (c) 3 non-profit status for the IRS. Organizations without 501(c) 3 status may secure a fiscal receiver to administer the grant while they apply for non-profit status.
- Non-profit organizations (whose primary goal is other than arts programming), and are providing an arts related project that will have a positive impact on the community and are open to the public to attend or participate.
- Units of government whose primary goal is other than arts programming (e.g. social service agencies, recreation programs, or local municipal government) if those art projects are open to the public to participate and attend.
- Local school programs whose primary purpose is to provide arts related programs that are open to the public to participate and attend.

INELIGIBLE ACTIVITIES

- Grants to individuals
- Activities that do not have a public component
- Activities whose purpose is not primarily Arts related
- Expenses incurred before starting date of contract/award
- Programs/Events/Activities which are primarily for fund-raising purposes
- Capital requests, building funds or general operating costs

LETTERS OF SUPPORT (COLLABORATIONS)

When other organizations or key individuals from other organizations are instrumental in the completion of a program or project described in the application, the applicant must include a letter of support from the collaborating organizations or key individuals describing their role and responsibility. (Example: principal of school writes letter when PTO requests support)

ORGANIZATION DOCUMENTATION

Applicants must show evidence they can manage the funds they receive. A current fiscal statement (organizational budget) and evidence of programs completed must be submitted.

FACILITY RENTAL FEE COMPONENT

The City of Folsom Harris Center for the Arts, Arts Endowment Grant program is not meant to cover 100% of an organization’s costs. The grant funds are to be used exclusively to underwrite the facility rental fee primarily for the use of the City Studio.
Theatre, and Stage Three- Recital Hall within the Harris Center facility for the purpose of providing performances or programs to the general public. The applicant must show the ability to cover all other costs through earned income, (e.g. admission fee’s, product sales) and other fund raising efforts.

**PUBLIC COMPONENT**

Proposed programs and activities must be primarily directed to residents and employees in the City of Folsom and Folsom area.

**PLEASE NOTE:** Grants will be made on a one-per-program/project basis. Although an organization may apply for more than one event, there is no guarantee that multiple requests will be granted. *This grant program does not provide for ongoing support. Funding is available for facility usage fee only and is not available for general operating expenses.*

**FISCAL RECEIVER**

An applicant may use a fiscal receiver if it does not have non-profit status but can show evidence that it is in the process of acquiring that status.

The applicant organization and fiscal receiver must agree in advance on the accountability of grant funds and other responsibilities associated with the grant.

The fiscal receiver must sign the grant form, agreeing to “receive and administer funds” for the grantee.

The fiscal receiver must be based in the City of Folsom. If the award is granted, the fiscal receiver becomes the contractor.

*If this applies to your organization,* please request a Fiscal Receiver Agreement form when you are filling out your application and include it with your documentation.

**SPENDING CYCLE**

All expenditures for grants in this funding cycle must take place from ______________ through ______________.

**SPONSOR ACKNOWLEDGEMENT**

The following credits shall appear in all publicity and/or related printed materials. If there are no printed materials, credits are to be announced verbally: *Funded in part by a “City of Folsom Harris Center for the Arts, Arts Endowment Grant.”*

**ADDITIONAL INFORMATION**

Funding requests should be made with the understanding that dollars available are limited and, if awarded, the amount may be less than requested. Funding of all grants is dependent on the availability of funds.

Applicants should realistically assess and thoroughly document the amount of money needed to complete the proposed program.

This grant program does not provide for ongoing support. Receiving a grant in one year does not imply that an organization will be qualified to receive grants in subsequent years.

Decisions of the Folsom Lake College Philanthropy Office & Harris Center are final.

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**APPLICATION & EVALUATION PROCESS**

**APPLICATION AND EVALUATION PROCESS**

These grants are awarded through a competitive review process to qualified organizations that have applied to the Folsom Lake College Philanthropy Office for grant assistance.

Grantees must meet high standards of artistic quality, respond to the needs and interests of the greater Folsom community and exhibit managerial and fiscal accountability.

A Folsom Lake College/Harris Center for the Arts, Arts Endowment Grant review committee will review applications. At least two members from the Folsom Arts Commission will sit on the review committee.

This committee makes recommendations by evaluating and ranking each proposal, and recommending award amounts to the Folsom Lake College Philanthropy Office for final approval and awarding. The decisions of the Folsom Lake College Philanthropy Office are final.
Funding will be awarded on the following criteria:

- **ARTISTIC & PROGRAMMATIC QUALITY** – This includes technical skill; presentation; qualifications of artistic personnel; and impact on the development of the discipline and the field.
  Panelists will utilize reviews; season schedules of programs; visual and audio documentation; publications/catalogs/manuscripts; and resumes of personnel. Consideration will be given to both authentically traditional and innovative art forms.

- **SERVICE TO COMMUNITY** – Defined as utilizing arts programming to enhance participation opportunities for local residents as well as expansion of arts experiences for the community.

- **IMPACT** – Defined as the effects of the project or organization on the Arts and the community at large.
  Factors which may be considered include producing new works, creating employment opportunities and/or a nurturing environment for artists: contributing to tourism and economic development; presenting diverse art forms; encouraging cross-cultural exchange; promoting participation in the arts; expanding cultural arts programming; developing new audiences and or challenging existing ones, etc.
  Applicants should demonstrate the need for the proposed program, project or functions.

- **MANAGEMENT**
  Organizations are reviewed for sound fiscal and managerial practices.
  Evidence includes the clarity of the proposal (including any articulated and focused mission, goals, objectives, and strategies for implementation, realistic timelines/budgets, and methods of evaluation.)
  Applicant’s ability to complete the proposed program, project or functions should be demonstrated by planning; track record; qualifications of personnel; appropriateness of request; and fundraising.
  Other considerations include the organization’s overall fiscal responsibility; marketing activities; history of stable management by board and/or paid staff; a strong and representative board; ethics and policies consistent with standards in applicant’s field, diversity of income sources; and past grant performance.

- **NEED FOR FUNDING**
  Defined as demonstrating that grant funding is essential for ensuring the production of the art form. Include your organization’s program budget, including all sources of revenue and expenses.

- **Emerging Arts Groups**
  Emerging arts groups refer to groups who are in early stages of development whose work has been noticed but has not yet established a solid reputation. They have some evidence of professional achievement but not a substantial record of accomplishment. In order to grow new arts opportunities in the community, emphasis will be placed on funding these groups before funding established groups.
INFORMATIONAL ITEM 8A
Arts and Culture Commission
July 13, 2023

TO: Arts and Culture Commission

FROM: Tom Hellmann, Community & Cultural Services Manager
       Cindy Abraham, Cultural Arts Coordinator

SUBJECT: GALLERY AT 48 NATOMA EXHIBIT

INFORMATION
Attached is the Gallery at 48 Natoma exhibit postcard for the next show titled, “GLASS, PAPER, SCISSORS”. The exhibit will run from September 8, 2023 through November 8, 2023 in the gallery and is open to the public Monday-Friday from 9am-3pm.

The Artist’s Reception will be held on Friday, September 8 from 6pm-8pm at the Gallery at 48 Natoma with refreshments provide by the Folsom Arts Association and live music for all to enjoy.

ATTACHMENTS:

1. GLASS, PAPER, SCISSORS Postcard
GLASS, PAPER, SCISSORS

KATIE SHULTE JOUNG glass

NATALY TIKHOMIROV watercolors

SANDRA MOLLON textiles

GALLERY AT 48 NATOMA September 8 to November 8, 2023
Glass, Paper, Scissors

SANDRA MOLLON – photo inspired realistic fabric collage
NATALY TIKHOMIROV – watercolors
KATIE SHULTE JOUNG - glass

Sept. 8 – Nov. 8, 2023

Community Gallery Display
FOLSOM ARTS ASSOCIATION
Annual Juried Membership Show
September 1 to November 8, 2023

You are invited to the Artist’s Reception, Friday, September 8, 6-8pm with refreshments and live music

The Visitor by Leo Songco

All exhibits are free and open to the public.
Exhibits are sponsored by Dyer Family Foundation,
Take pART in the ARTs, and the Folsom Arts Association
TO: Arts and Culture Commission

FROM: Tom Hellmann, Community & Cultural Services Manager

SUBJECT: MANAGER'S REPORT

**Updates:**

- We are under contract with GROW Development and Design to prepare a planning document that outlines funding strategies for the Johnny Cash Trail Art Experience.

- Continuing the development of an operational agreement that would have the American River Natural History Association operate the Hinkle Creek Nature Center for nature programs and visitors. Should get ARNHA the agreement to begin review in the coming couple weeks.

- Summer programming is in full swing with an abundance of programs, camps, classes, and activities available. Many programs are full and have impacts, while others have space available. It is great to see our community engage with us and participate in the abundance of programs available.

- On June 23, 2023 the Gallery at 48 held its Artist Reception for the national show opening of The Granite Group. Approximately 300 guests packed the gallery to view the art work, mix and mingle with refreshments and snacks, and enjoy a busy evening on the Civic Campus with Summer of Music happening nearby. Additionally, over $5,000 in art was sold that evening to kick off this great show.

- The Summer of Music concert series kicked off on June 9 with the band Pumping Iron. It continued June 23 with the band Wasted Space. Both bands were new to the concert series and brought fun, energy, and great music to the large crowds that gathered. Additionally, we partner with Food in the Hood 916 to provide food drinks with food, treats, and beverages available on site. The series continues this month with a concert on Friday, July 14 with the band Ariel Jean and will conclude on July 28 with crowd favorite Innersoul coming back to perform to close out our Summer of Music. All concerts are free to attend and guests should bring lawn chairs, blankets, with food and beverages are allowed.
• The 25th Annual Mayor’s Cup Invitation Golf Tournament in support of Folsom Teen’s at our CAVE afterschool program is approaching and will be played at Empire Ranch Golf Club on Friday, September 22. For information about sponsorships or player registration please contact Sarah Trobee at strobee@folsom.ca.us.

• On Thursday, June 29 the City of Folsom and Parks and Recreation Department held a groundbreaking event at Prospector Park. The park is the first park in the Folsom Plan Area and will be a 12-acre park equipped with play features, sports fields, basketball court, walking paths, dog park, and more. Completion of this park would take 10-16 months.

City Council Update:
• The City Manager presented the 2023-2024 Proposed Operating and Capital Budgets for the City of Folsom during the May 9 City Council Meeting. ON the
May 23, City Council meeting the budget was approved. For more information about the City of Folsom 2023-2024 Budget please refer to www.folsom.ca.us.

- The Folsom Parks & Recreation Department proclaimed July as Parks Make Life Better Month in the City of Folsom on Tuesday, June 27 at the City Council meeting. Look for the many great opportunities to engage and play with us, while you can also explore and enjoy the many outdoor opportunities in our city.