

CITY OF SAN DIEGO COMMISSION FOR ARTS AND CULTURE

AGENDA

City Council Committee Room, 12th Floor, City Administration Building

202 C Street, San Diego, California 92101

San Diego, California

Friday, June 28, 2019

8:30 a.m. – 10:30 a.m.

8:30 a.m.	I.	Call to Order & Statement of Purpose+Vision	Janet Poutré, Chair
8:32 a.m.	II.	Non-agenda Public Comment	
8:45 a.m.	III.	Chair's Reports	Janet Poutré
		A. ACTION – May 24, 2019 Commission Meeting Minutes	
		B. Other Reports	
	IV.	Committee Reports	
		A. Policy & Funding Committee	Ann Bossler, Committee Chair
		1. ACTION – Program Refinement Priorities for Fiscal Year 2021 Organizational Support Program/Creative Communities San Diego Funding Cycle	
		2. ACTION – Refinement Priorities for Fiscal Year 2020 Arts Education Enrichment Initiative	
		B. Public Art Committee	Ben Meza, Committee Chair
		1. ACTION – Artist Evaluation Criteria for FY2020 2 Percent for Art Public Art Projects	
		C. Advocacy & Outreach Committee	Tyler Hewes, Committee Chair
		D. Commissioner Engagement Ad Hoc Committee	Udoka Nwanna, Ad Hoc Committee Chair
10:10 a.m.	V.	Executive Director's Reports	Jonathon Glus, Executive Director
		A. Arts and Culture Funding Programs	
		B. Public Art Program	
		C. Other Reports	

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VISION: Expanding our world by celebrating creativity in San Diego

PURPOSE: The City of San Diego Commission for Arts and Culture serves in an advisory capacity to the Mayor and City Council on promoting, encouraging and increasing support for the region's artistic and cultural assets, integrating arts and culture into community life and showcasing San Diego as an international tourist destination.

Meetings may be recorded. PUBLIC COMMENT: Any member of the public may address the Commission on any agenda item during agenda item public comment, or on any matter not presently pending or previously discussed at the Commission that is within the Commission's area of responsibility during non-agenda public comment. Each public comment speaker is limited to three (3) minutes and may be limited further by the Commission Chair if deemed necessary to allow the Commission to conduct its business. Public comment speakers may allocate their time to other speakers. Public comment is non-debatable. To exercise this right, members of the public wishing to address the Commission under agenda item, or non-agenda, public comment must submit a Public Comment Request form and any presentational materials. Pursuant to open meeting laws, no discussion or action, other than a referral, shall be taken by the Commission on any issue brought forth under non-agenda public comment. The information contained in this agenda is available in alternative formats and can be requested by calling 619-236-6800 at least three (3) working days prior to the meeting in order to insure availability.

10:20 a.m.	VI.	New Business for Future Agendas	Janet Poutré
10:25 a.m.	VII.	Commissioner Speed-Round – What arts, culture and creative experiences have you had this month (who, what, when, where)?	Janet Poutré
10:30 a.m.	VIII.	Adjourn	

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CITY OF SAN DIEGO COMMISSION FOR ARTS AND CULTURE

MINUTES

Friday, May 24, 2019

Commissioners Present

Janet Poutré, Chair
Vernon Franck, Vice Chair
Dajahn Blevins
Ann Bossler
Tyler Hewes
Ben Meza
Keith Opstad
Rebecca Smith
Jason Whooper

Commissioners Absent

Michael Brown
Gina M. Jackson
Udoka Nwanna
Doreen Schonbrun

Staff Present

Jonathon Glus
Stephanie Teel
Christine E. Jones
Lara Bullock
Karla Centeno
Charles Miller
Gail Wingfield

Jon Dwyer, Deputy City Attorney

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- I. **Call to Order & Statement of Purpose+Vision** – Commissioner Janet Poutré called the City of San Diego Commission for Arts and Culture to order at 8:28 a.m. at the City Council Committee Room, 12th Floor, City Administration Building, 202 C Street, San Diego CA 92101. Commissioner Janet Poutré asked Commissioner Jason Whooper to read aloud the Commission’s statement of purpose and vision.

- II. **ACTION – Suspend the Rule Whereby the Commission’s Executive Committee Sets the Commission Meeting Agenda for May 2019** – Commissioner Vernon Franck made a motion to Suspend the Rule Whereby the Commission’s Executive Committee Sets the Commission Meeting Agenda for May 2019. Commissioner Rebecca Smith seconded the motion. The vote was 8-0-0; the motion passed.

Yea: Blevins, Bossler, Franck, Meza, Opstad, Poutré, Smith, Whooper (8)

Nay: (0)

Abstention: (0)

Recusal (0)

Commissioner Tyler Hewes arrived at 8:36 a.m.

- III. **Non-agenda Public Comment**

- Tomoko Kuta (The New Children’s Museum) thanked the Commission on behalf of the museum for continued support and financial assistance annually. Kuta shared that the museum recently was awarded the National Medal from the Institute of Museum of Library Services for work impacting the community. (One of five museums across the nation to receive this medal.) A small group from the museum will be heading to Washington, D.C. to receive the award. Kuta also invited everyone to attend the new artist installation on June 5, 2019.
- Peter Comiskey (Arts and Culture San Diego) thanked Commissioners for involvement in advocacy this year and working on seeking full “penny” funding. Comiskey shared that there is a new community group being formed with all council districts represented to better establish communications from throughout San Diego to Arts and Culture San Diego so that the organization can more fully represent all citizens interested in the arts.
- Theresa Kosen (Arts & Culture San Diego) thanked the Commissioners for their hard work in advocating for public funding for arts and culture. Kosen shared that the San Diego Youth

Symphony and Conservatory *Concert on the Plaza* will be held on May 31st on the Plaza de Panama in the evening and that it draws both tourists and local residents. Kosen shared another collaboration in District 9 by Bodhi Tree Concerts a CCSD-funded organization which will present *Music en la Calle* on June 15th, a free all-day music festival in City Heights with local San Diego Artists featured. Kosen shared that collaborations make our cultural ecosystem stronger.

- Peter Kalivas (The PGK Project) shared a save-the-date: *Welcome to Summer* on Saturday, June 29th from noon-4 p.m. at Arts Park in Chollas Park. Kalivas shared that this is a second collaboration with the Jacobs Center, where vendors from District 4 will be showcased.
- Carol Manifold (Choral Consortium of San Diego) shared an exciting record of having 60-member choirs all over San Diego. Manifold asked the Commission to help with the tagline "San Diego, the City that Sings." Manifold shared that their biannual event, *San Diego Sings*, took place at the Spreckels Organ Pavilion in March with 22 different choirs performing throughout the day with about 1,000 singers. Manifold invited the Commission to the *Beer Choir* which will take place on Monday, May 27th from 7-8:30 p.m. at Kensington Brewing Company and shared about the summer rotating choir in June that will be 5 or 6 rehearsals and then a performance with Kathleen Hansen being the conductor for these events.

IV. Chair's Reports

- A. **ACTION – April 26, 2019 Minutes – Commissioner Tyler Hewes made a motion to approve the Commission meeting minutes of April 26, 2019. Commissioner Vernon Franck seconded the motion. The vote was 9-0-0; the motion passed.**

Yea: Blevins, Bossler, Franck, Hewes, Meza, Opstad, Poutré, Smith, Whooper (9)

Nay: (0)

Abstention: (0)

Recusal (0)

- B. **Other Reports** – Commissioner Janet Poutré shared that the May revised City budget remains consistent and thanked everyone for their involvement in advocating for the funding.

- V. **Presentation – Visual and Performing Arts Program** – Russ Sperling, the Director of the San Diego Unified School District Visual and Performing Arts Program shared an overview of the arts in the city's largest school district (second largest in state and eighth largest in the nation). Sperling explained how VAPA (Visual and Performing Arts Department) focuses on the academic arts by supporting the highest quality arts education in dance, music, theatre, and visual arts, in curriculum and instruction, professional development and community collaboration. Sperling further reported that CTE (College, Career and Technical Education) focuses on the career aspects of arts-related courses by integrating core standards and industry competencies with real-world applications. Sperling shared the strategic arts plan for VAPA, which is focused on resources, curriculum, professional development, arts focus schools, and community outreach/engagement. Sperling reported that the passage of Prop YY (passed with a 65% margin) will fund the construction or renovation of theatres on high school campuses throughout the city. Sperling invited Commissioners to Patrick Henry High School Theatre on Thursday, May 30, 2019 for a creative economy assembly.

VI. Committee Reports

- A. **Policy & Funding Committee** – Commissioner Ann Bossler, Chair of the Policy and Funding Committee, announced the Special Funding Meeting will be held on June 21, 2019 at 8 a.m. where staff will be reporting on the responses from the November Special Meeting and will be followed by the Policy and Funding meeting. Bossler asked that all attend the meeting so quorum is reached.
- B. **Public Art Committee** – Commissioner Ben Meza, Chair of the Public Art Committee, introduced the action items to the Commission.

ACTION – Final Artwork Proposal for Cañon Street Pocket Park Public Art Project by Nate Page – Commissioner Ben Meza introduced the item and recommended that the final art work project be accepted for approval. Senior Public Art Manager Charles Miller shared a presentation on the project for Commission

review. Commissioner Ann Bossler asked what the material being used for the dock was. Miller shared that the dock will be made with Accoya Wood. Commissioner Keith Opstad raised concerns about it being a flat mural where one might wish to walk on the artwork since it is a dock where the purpose of a dock is to be walked on. Miller shared that the City's Parks and Recreation Department along with landscaping architect had reviewed the plans and are confident that plantings will mitigate public misinterpretation of the use of the site. Commissioner Vernon Franck shared that he will not be able to support the project because of the design flaw Commissioner Opstad voiced. Commissioner Whooper also expressed concern, but stated that this is to be expected by people who don't follow the rules and go outside of the norms of expectations. Commissioner Franck shared that he had these concerns when he was on the Public Art Committee and that he would like to see the project sent back to the Public Art Committee to address this concern. Commissioner Hewes asked about weight limits. Miller shared that it will be structurally sound and reiterated that the bench is not a seat, but rather is intended as a decorative wall to deter one from crossing over it to the dock and as a viewing area of the artwork, mimicking one looking out to sea. He further noted that the landscape is intentionally designed to deter access to the dock. He also shared that the artist and city both explored making the dock accessible, but ADA compliance rules would mandate that the dock would have become a landscape element instead of an artwork, which substantially deviates from the artist's intent, which was embraced by the community. Commissioner Rebecca Smith asked the cost of the project. Miller reported that it was a \$30,000 commission. Chief of Civic Art Strategies Christine E. Jones explained that the project had strong input from and support by the community. She read an excerpt from a letter to artist Nate Page from a neighborhood portion of the Portuguese community that said, "Nate Page got it. He asked the right questions. The Commission for Arts and Culture got it right." Miller further showed images from the power point to clarify the dimensions of the artwork and details of the landscape plan. Commissioner Bossler asked Commissioner Franck if his concerns were of deterioration or of liability. Commissioner Franck stated that his concerns are about perceived use of an object and how that may invite unintended use. Commissioner Bossler asked who would be responsible for damages.

Commissioner Ben Meza shared that these concerns and more were discussed at Public Art Committee meetings, and he believes the project has remained true to the intent while complying with city code.

He continued that this conversation may have elevated concerns again and that he believes the artist will need to start from scratch. Commissioner Franck stated that he thinks the piece is "fantastic", and the functionality of the piece was his concern. Now that he understands the ADA component, he can accept the piece. Commissioner Bossler again asked where the responsibility of liability for damages would be. Miller shared that Parks and Recreation is responsible for ordinary maintenance and the Commission for Arts and Culture is responsible for major conservation. Christine Jones shared that the City has over 800 pieces of art in the collection that are cared for by the City and this is part of the work of caring for a collection that is primarily outdoors. Commissioner Whooper thanked Jones for her information about maintenance and that it is to be expected.

Commissioner Ben Meza made a motion to recommend the Final Artwork Proposal for Cañon Street Pocket Park Public Art Project by Nate Page. Commissioner Jason Whooper seconded the motion. The vote was 9-0-0; the motion passed.

Yea: Blevins, Bossler, Franck, Hewes, Meza, Opstad, Poutré, Smith, Whooper (9)

Nay: (0)

Abstention: (0)

Recusal (0)

ACTION - Artist Selection Panelists for Mira Mesa Community Park Public Art Project– Commissioner Ben Meza introduced the item and recommended the Artist Selection Panelists for Mira Mesa Community Park Public Art Project be accepted for approval. Miller presented the Mira Mesa Community Park Public Art Project with construction expected to be completed by the Spring of 2022. Miller shared that the RFQ was released last week.

Commissioner Ben Meza made a motion to recommend the Artist Selection Panelists for Mira Mesa Community Park Public Art Project. Commissioner Ann Bossler seconded the motion. The vote was 9-0-0; the motion passed.

Yea: Blevins, Bossler, Franck, Hewes, Meza, Opstad, Poutré, Smith, Whooper (9)

Nay: (0)

Abstention: (0)

Recusal (0)

C. Advocacy & Outreach Committee – Commissioner Tyler Hewes, Chair of the Advocacy & Outreach Committee thanked everyone for their involvement in councilmember meetings and advocating.

D. Commissioner Engagement Ad Hoc Committee – None

VII. Executive Director's Reports

Executive Director Jonathon Glus shared that there would be nothing to report for the arts and culture funding programs.

A. Arts and Culture Funding Programs – None

B. Public Art Program – Chief of Civic Art Strategies Christine E. Jones shared the Digital Marketing Day will be on May 29th with the Non-Profit Academy being on May 30th and 31st, all at USD. Jones reported that the Arts Commission has arranged for Transcendance to conduct weekly expressive dance classes for youth staying at the temporary homeless shelter at the Civic Center, and that the San Diego Opera is working with youth on banners for the shelter.

C. Other Reports – Glus reported that the funding for the Digital Marketing Day at USD was made possible through a grant from the California Arts Council, was open county-wide and hit maximum capacity within a week. Glus invited Commissioners to a celebration that will be in July for all funded by the Commission, with more information to be relayed shortly. Jones shared that the newest piece to the collection, by Roman De Salvo, is complete and Commissioners will be invited to meet the artist at an event soon.

VIII. New Business for Future Agendas – None

IX. Commissioner Speed Round– At the invitation of Commissioner Janet Poutré, Commissioners shared arts, culture and creative experiences they have had in the past month.

X. Adjourn – Commissioner Janet Poutré adjourned the meeting at 10:03 a.m.



Commission for Arts and Culture

COMMITTEE R E P O R T

DATE ISSUED: June 24, 2019

ATTENTION: Commission for Arts and Culture

SUBJECT: Program Refinement and Tactical Priorities for OSP/CCSD Fiscal Year 2021 Funding Cycle

REFERENCES: Slide Presentation: Recommendations for Program Refinement and Tactical Priorities for Fiscal Year 2021
[City of San Diego Council Policy 100-03, Transient Occupancy Tax](#)

STAFF CONTACT: Gail Wingfield, Senior Arts and Culture Funding Manager

POLICY & FUNDING COMMITTEE RECOMMENDATIONS

Recommended program refinement and tactical priorities for the Fiscal Year 2021 Organizational Support Program (OSP) and Creative Communities San Diego (CCSD) funding cycle are as follows:

1. Prioritize new applicant cultivation with focus on the Promise Zone
2. Increase technical assistance opportunities
3. Refine panel composition
4. Equity assessment

SUMMARY

Pursuant to Council Policy 100-03, regarding the distribution of Transient Occupancy Tax (TOT), the Commission is the City department responsible for administering the Arts, Culture and Community Festivals category. This distribution is completed through two subcategories: Organizational Support Program (OSP) and Creative Communities San Diego (CCSD). TOT allocations related to arts and culture are intended to support the following uses:

1. Enhance the economy and contribute to San Diego's reputation as a cultural destination
2. Nurture and maintain arts and culture institutions of national and international reputation
3. Provide access to excellence in culture and the arts and residents and visitors
4. Enrich the lives of the people of San Diego and build healthy, vital neighborhoods

Annually, Commission staff initiates an application process in which nonprofit organizations can apply through one of the two subcategories. This process is reviewed and updated as needed. On June 21, 2019, the Commission for Arts and Culture's (Commission) Policy & Funding Committee's task was to recommend to the Commission priorities for the FY2021

OSP/CCSD funding cycle. The vote for the Policy & Funding Committee's recommendations was 4-0-0.

Commission for Arts and Culture Policy & Funding Committee

June 21, 2019

Program Refinement and Tactical Priorities for Fiscal
Year 2021 OSP/CCSD Funding Cycle and Beyond



Collecting Data from Stakeholders & Research

- Ongoing Commissioner feedback
- FY18 Contractors final report and FY19 mid-year report
- Feedback collected from FY19 and FY20 panelists
- Review of FY19 and FY20 panelist comments on applications
- In-person technical assistance workshops (2 - 4 per funding cycle) and office hours (100 hours per funding cycle) with FY19 and FY20 applicants
- Feedback collected at the special Policy & Funding meetings
- Participant feedback collected bi-annually at The Nonprofit Academy
- Participant feedback collected at the FY19 Digital Marketing Workshop
- Informal and ongoing review of policies and programs at other local arts agencies
- Informal and ongoing review of recommendations for best practices gathered from national peers
- Needs assessment conducted by USD's Nonprofit Institute in FY17 and FY18



General Tactical Priorities for FY21

- **Ensure community wide access to the Commission for Arts and Culture**
- **Assess City arts and culture programs and procedures from the perspective of access and equity**
- **Increase opportunities to access City arts and culture resources for underserved residential areas**



Recommendation 1:

**Prioritize new applicant cultivation
with
Focus on the Promise Zone**



Recommendation 2:

Increase technical assistance opportunities



Recommendation 3:

Refine panel composition



Recommendation 4:

Equity Assessment

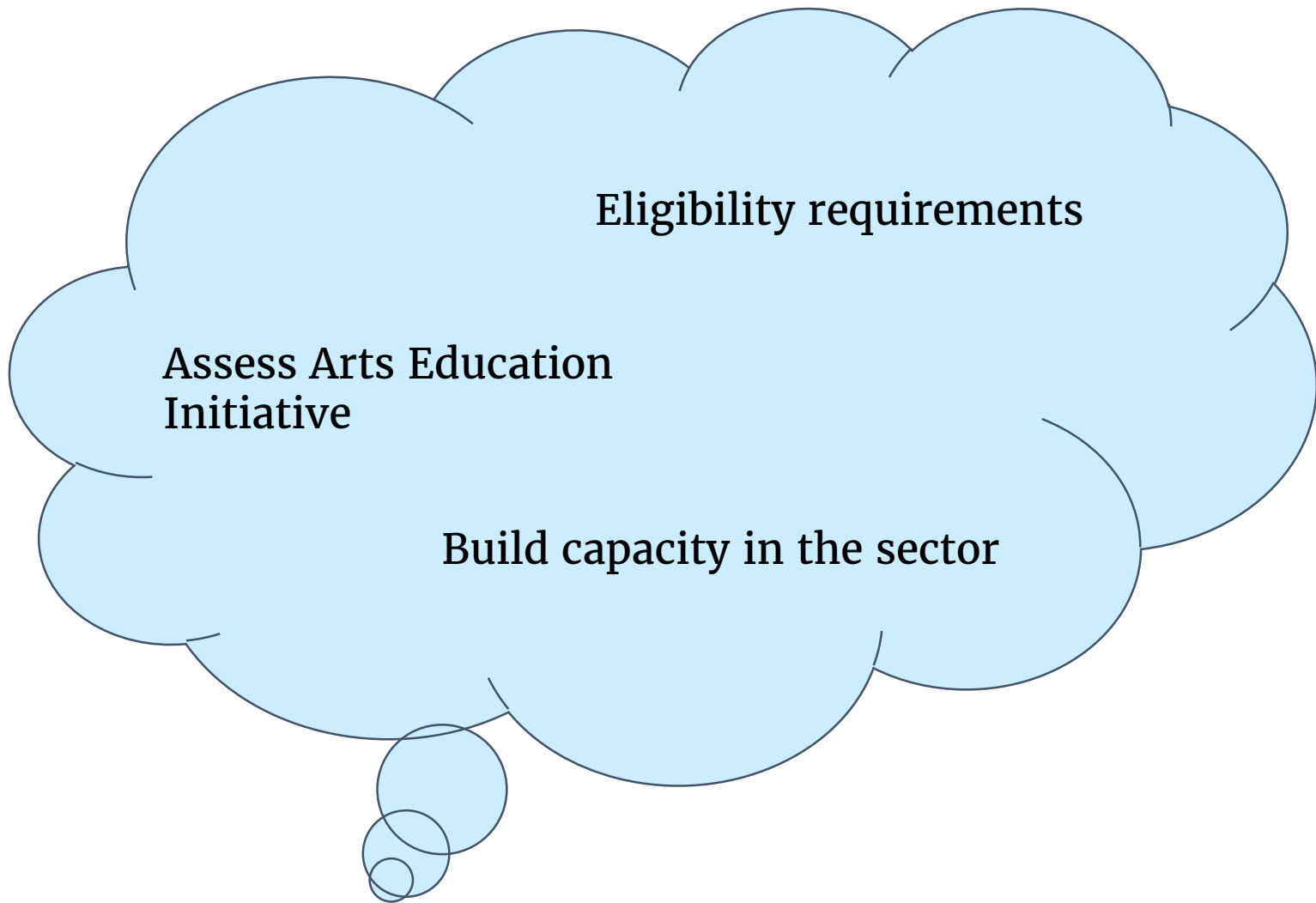


Tactical Priorities for FY21 OSP/CSD Funding Cycle

Arts Education Mapping



Tactical Priorities for FY22 Funding Cycle





Commission for Arts and Culture

COMMITTEE REPORT

DATE ISSUED: June 24, 2018

ATTENTION: Commission for Arts and Culture

SUBJECT: Refinement Priorities for Fiscal Year 2020 Arts Education Enrichment Initiative

STAFF CONTACT: Karla Centeno, Arts and Culture Project Manager

POLICY + FUNDING COMMITTEE RECOMMENDATION:

Recommend refinement priorities for the Fiscal Year 2020 Arts Education Enrichment Initiative as follows:

- Adjust number of awards from 10 to 8
- Place focus on projects taking place in the San Diego Promise Zone (SDPZ)
- Expand where projects can take place in SDPZ to include recreation centers, public parks, and libraries in addition to public schools
- Refine panel composition

SUMMARY:

The office of City of San Diego Commission for Arts and Culture's proposed Fiscal Year 2020 budget includes approximately \$80,000 to fund the special Arts Education Enrichment Initiative (AEEI). The AEEI seeks to expand the reach of arts education by supporting projects that educate youth in art practice as well as expose youth to the work and process of living local artists.

City staff initiates an application process in which eligible nonprofit organizations can apply for AEEI funding. This process is reviewed and refined as needed.

On June 21, 2019, the Commission for Arts and Culture's (Commission) Policy & Funding Committee's task was to recommend to the Commission priorities for the FY2020 AEEI. The vote for the Policy & Funding Committee's recommendations was 4-0-0.



**Commission Meeting
Commission for Arts and Culture
June 28, 2019**

Priorities for FY20 Arts Education Enrichment Initiative



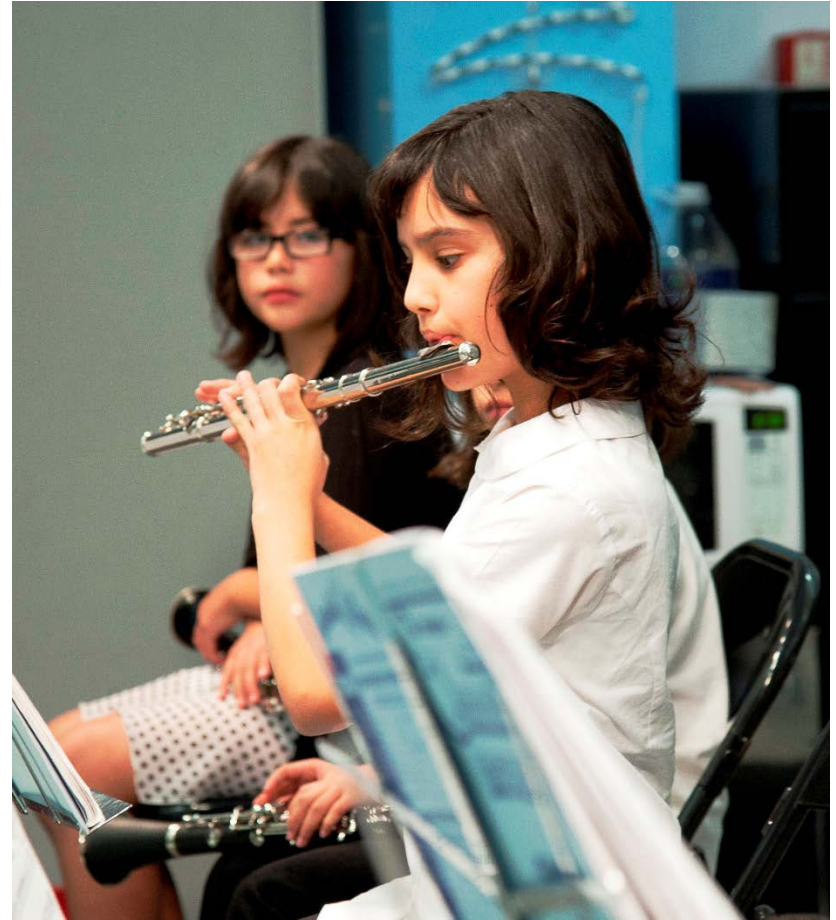
Arts Education Enrichment Initiative

GOALS

- Expand the reach of arts education by supporting projects that educate youth in art practice.
- Expose youth to the work and process of living local artists.

MOVING FORWARD

- Review mid-year and final reports.
- Create a survey for past awardees to share feedback.
- Will add an ad hoc committee to help generate questions for survey and assess the program





Tactics for FY2020 AEEI

Adjust number of awards

Refine panel composition

Expand where projects take place to include recreation centers, public parks and libraries in addition to public schools

Place focus on projects taking place in the San Diego Promise Zone (SDPZ)



Commission for Arts and Culture

COMMITTEE REPORT

DATE ISSUED: June 24, 2019

ATTENTION: Commission for Arts and Culture

SUBJECT: Artist Evaluation Criteria for FY2020 2 Percent for Art Public Art Projects

STAFF CONTACT: Charles G. Miller, Senior Public Art Manager

PUBLIC ART COMMITTEE RECOMMENDATION:

Recommend the proposed criteria for evaluation and selection of artists for 2 Percent for Art public art projects through the end of FY2020.

SUMMARY:

Artists selected for public art projects through a competitive request for qualifications procurement process in FY2020 will work with the design and build teams to create permanent, site-specific artworks for new City construction projects. Commission staff will administer the artist selection processes and the resulting artworks will be accessioned into the City's Civic Art Collection.

Evaluation Criteria

Criteria used to evaluate artists as evidenced in application materials will include:

- Artistic excellence, uniqueness of vision and strength of creativity
- Originality of approaches and methodologies used to convey meaning through art
- Professional quality of workmanship and mastery of techniques
- Demonstrated capacities for working in media and with concepts that are appropriate to the project opportunity, site, and sociocultural context
- Experience collaborating with members of a design team such as architects, landscape architects and engineers
- Experience with public engagement in the development of commissioned work
- Demonstrated artistic and technical skills necessary for this project, such as education and training as an artist, exhibition record, previous site-specific commissions, and other related activities indicative of artistic achievement or experience in successfully completing previous site-specific commissions in public spaces of similar scope, scale, budget and complexity
- Demonstrated interest in and understanding of the project as well as capability in creating the artwork in collaboration with the City and other project partners
- Strength of professionalism and communication skills
- If applicable, cohesiveness of team members
- If applicable, past performance on contracts with the City of San Diego

On June 7, 2019, the proposed criteria for evaluation and selection of artists for 2 Percent for Art public art projects through the end of FY2020 was presented to PAC. At the meeting, PAC voted (5-0-1) to recommend the proposed evaluation criteria as outlined above.

Criteria to evaluate the resulting artworks may include all or some of those given in the *Department Instruction for the City of San Diego Commission for Arts and Culture – Collection Management Policy for the Civic*

Art Collection.

FISCAL CONSIDERATIONS:


These projects will be funded by the City of San Diego as set forth in City of San Diego Council Policy 900-11 - *Inclusion of Public Art in Selected Capital Improvements program Projects.*




OFFICE OF
BOARDS &
COMMISSIONS

TACTICAL PLAN

CIVIC CENTER PLAZA
1200 THIRD AVE., SUITE 924
SAN DIEGO, CALIFORNIA 92101

 (619) 533-6387

 Boards-Commissions@saniego.gov

 <https://www.sandiego.gov/boards-and-commissions>



Photo courtesy of sandiego.org; Roy Costa Family drinking coffee and exploring mural art in Barrio Logan



Photo courtesy of sandiego.org; 2017 SDPride Festival



Dear San Diego,

Your city government is committed to putting people at the center of everything we do, and our city Boards and Commissions anchor this civic engagement strategy. Boards and Commissions highlight the expertise and passions of our community on topics ranging from sustainability to public safety to arts and culture, reporting their public policy advice directly to the Mayor's office and City Council.

For a long time, Commissioners and Board Members have expressed their desire to "have a seat at the table." As you will read in this tactical plan, this office creates that table. This office will provide a central coordinating foundation that responds to functional area needs, works on streamlining communication, measures the impact of advisory boards, and ensures that our community stays at the center of the public policymaking process. I know we all share a commitment to full staffing levels for commissions, increasing communication, compliance with Brown Act, and ensuring that vacancies are filled and quorums are made. Beyond these basic foundations however, I believe there will be robust opportunities for our Boards and Commissions to provide expertise and advice in new and exciting ways.

This is the first iteration of the Office of Boards and Commissions in San Diego's history, and the first departmental boards and commissions plan in the country with quantifiable key performance indicators. The plan outlines a transparent agenda for elevating the role of civic participation in our city. This will result in hundreds of subject matter experts and community voices playing a more central role in the governance of San Diego. I'm excited for our road ahead.

Positively,



Joel Day, PhD
Director
Office of Board and Commissions

MISSION

To train, equip, partner, and promote all city advisory boards to foster public policy decision making, volunteerism, and civic engagement.

VISION

A bedrock of participatory, representative, and responsive city governance.

GOALS

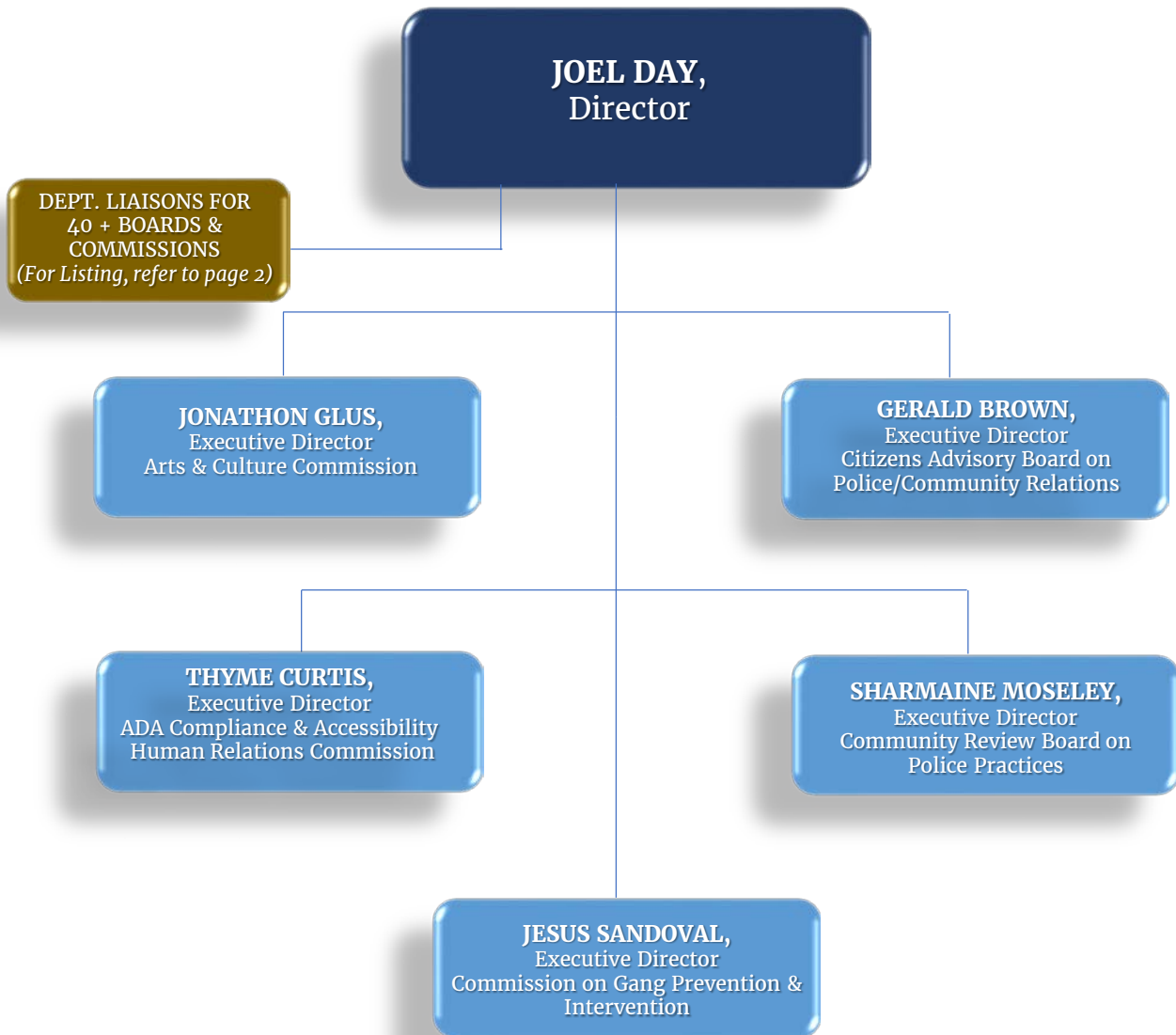
- 1. Ensure all boards and commissions remain relevant and consistent with their mission and vision.**
- 2. Promote public participation in decision-making and effective civic engagement.**
- 3. Communicate Mayoral, Council, and City-wide priorities to advisory bodies and community stakeholders.**



CITY OF SAN DIEGO'S BOARDS & COMMISSIONS

- Accessibility Advisory Board
- Airports Advisory Board
- Arts & Culture Commission
- Audit Committee
- Balboa Park Committee
- Board of Building Appeal & Advisors
- Citizens Advisory Board
- Citizens Equal Opportunity Commission
- Civil Service Commission
- Commission on Gang Prevention & Intervention
- Commission on the Status of Women
- Community Forrest Advisory Board
- Community Reinvestment Review Advisory Committee
- Community Review Board on Police Practices
- Consolidated Plan Advisory Board
- Convention Center Corporation Board of Directors
- Defined Contribution Plans Trustee Board
- Ethics Commission
- Funds Commission
- Historical Resources Board
- Horton Plaza Theatre Foundation
- Housing Advisory & Appeals Board
- Housing Commission, San Diego
- Human Relations Commission
- Independent Rates Oversight Committee (IROC)
- International Affairs Board
- La Jolla Shores Planned District Advisory Board
- Library Commissioners, Board of
- Managed Competition Independent Review Board (MCIRB)
- Mission Bay Park Committee
- Municipal Golf Committee
- Old Town San Diego Planned District Design Review Board
- Otay Mesa Enhanced Infrastructure Financing District Public Financing Authority
- Oversight Board of the Successor Agency
- Park & Recreation Board
- Parking Advisory Board
- Planning Commission
- Port District, San Diego Unified (Board of Commissioners)
- Retirement System, City Employees Board of Administration
- SDCCU Stadium Advisory Board
- Senior Affairs Advisory Board (SAAB)
- Small Business Advisory Board
- Sustainable Energy Advisory Board (SEAB)
- Water Authority Board, County of San Diego
- Wetlands Advisory Board
- Youth Commission

OFFICE OF BOARDS & COMMISSIONS LEADERSHIP



GOAL #1:

TO ENSURE ALL BOARDS AND COMMISSIONS REMAIN RELEVANT AND CONSISTENT WITH THEIR MISSION AND VISION

OBJECTIVES	INITIATIVES	PERFORMANCE INDICATORS (MEASURES)	TARGET
Formally solicit feedback and respond to internal and external critiques of current board and commission practices.	<ul style="list-style-type: none"> Document standard operating procedures for City Boards and Commissions Seek stakeholder feedback for process improvements 	Implementation of Auditor findings	100%
		Interview Board Chairs and Liaisons	25 Interviews
		Conduct stakeholder feedback survey for board members and commissioners	Yes/No
Collaborate with all relevant city departments to ensure that affiliated advisory board liaisons receive appropriate training and constant communication.	<ul style="list-style-type: none"> Create a standing meeting for city-wide Board and Commission Liaisons and Executive Directors Create liaison handbooks for each Board and Commission liaison 	Conduct quarterly meetings.	4
		Completion of handbooks for managing liaisons	49
Provide training to departments and appointees to ensure compliance with regulations, code, and consistency with mission and vision.	<ul style="list-style-type: none"> Planning and partnership with SDSU Public Policy school to conduct a Training Institute for all city Advisory Boards Orientation binders for all members of Advisory Boards. The City Administration, in consultation with the City Attorney's Office, should provide a live Brown Act training for all Advisory Board members on a periodic basis, and should ensure that the staff liaisons for the boards attend this live training at least once per year. 	Plan and execute city-wide training symposium.	Yes/No
		Completion of orientation binders for each commission	49
		Create a standardized Brown Act Video for the City	Yes/No
Provide expedited filling of vacancies and ensure quorum is reached by all advisory boards.	<ul style="list-style-type: none"> Work with Mayor's Appointment's Director to more efficiently communicate departmental needs and track vacancies. Create citywide procedure for appointments (45-Day Matrix) Track all advisory board meetings that fail to meet quorum. 	Quorum Ratio	80%
		Filled Vacancy Ratio	

GOAL #2:

TO PROMOTE PUBLIC PARTICIPATION IN DECISION-MAKING AND EFFECTIVE CIVIC ENGAGEMENT

OBJECTIVES	INITIATIVES	PERFORMANCE INDICATORS (MEASURES)	TARGET
Ensure that City Advisory Boards are producing timely, actionable advice to departments, the Mayor, and City Council, as defined by their municipal code powers.	<ul style="list-style-type: none"> Create a standardized annual report for all advisory bodies to submit per calendar year. Central tracking of recommendations made by city advisory bodies. 	• Completion of standardized annual report.	All Active Boards
		• Public Policy Index: Does Each Board Offer Advice in Subject Matter	39/49
Create an office communication plan	<ul style="list-style-type: none"> Establish strong social media presence and launch office website with the help of Comm. Dept. Create media opportunities for the City Work with Performance and Analytics to explore automating the posting of information on all meetings. 	• Posts regarding meetings, agendas, commissioners	500
		• Number of positive media opportunities	12
Increase programmatic awareness and outreach with diverse communities	<ul style="list-style-type: none"> Create a campaign with leadership development groups throughout the city to increase applications to B+C Initiate recruitment civic engagement tour with stakeholder groups including Town Councils, Planning Groups, and NPOs Standard strategy for publicizing vacancies and positions for terms that have expired Work with Performance and Analytics to update the Get It Done app to include functionality for complaint tracing. 	• Number of applications for appointment	100
		• Quarterly meetings with leadership development organizations	4
		• Integration of Application and Publication of Opportunities on City Jobs Website / LinkedIn	Yes/No

GOAL #3:

TO COMMUNICATE MAYORAL, COUNCIL, AND CITY-WIDE PRIORITIES TO ADVISORY BODIES AND COMMUNITY STAKEHOLDERS

OBJECTIVES	INITIATIVES	PERFORMANCE INDICATORS (MEASURES)	TARGET
Consistently communicate with advisory bodies on Mayoral priorities and report back on policy advice given from the boards.	<ul style="list-style-type: none"> Engagements with boards and commissions Meeting with every chair 	• Weekly engagements	100%
		• Once per year	
Collaborate with internal/external stakeholders to ensure policy and vision consistency in law enforcement grants	<ul style="list-style-type: none"> Sponsor / lead community-wide grant on violence prevention, jointly, with all EDs 	<ul style="list-style-type: none"> Number of applications submit 	1
Consolidation and phasing out of defunct commissions.	<ul style="list-style-type: none"> Work with City Council President and City Attorney to identify a practical plan for consolidating currently inactive boards and commissions. 	<ul style="list-style-type: none"> Consolidation, elimination, or restart of boards that have not met for more than one year. 	100%
New Boards Creation Plan	<ul style="list-style-type: none"> The Office will develop a standard format for reports to City Council regarding new Advisory Boards prior to their establishment. This report should include analysis of whether the functions of the proposed board could be incorporated into an existing board. This report should also include estimates of the City staff hours/cost to administer the proposed new Advisory Board. 	<ul style="list-style-type: none"> Creation of standardized report 	Yes/No