



THE CITY OF SAN DIEGO

**MINUTES**

**COMMISSION FOR ARTS AND CULTURE  
POLICY COMMITTEE**

Civic Center Plaza  
1200 Third Avenue, Floor 9, Suite 924  
San Diego, CA 92101  
Monday, December 2, 2013  
2:30 p.m. – 4:30 p.m.

**Members Present**

Lew Klein  
Dea Hurston  
Rebecca Smith

**Members Absent**

Laurie Mitchell

**Commission Staff Present**

Dana Springs  
Gary Margolis

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**I. Call to Order**

The Policy Committee of the City of San Diego (City) Commission for Arts and Culture (Commission) was called to order by Lew Klein at 2:40 p.m.

**II. Non-Agenda Public Comment**

None

**III. ACTION – Minutes of November 12, 2013**

**Dea Hurston made a motion** to approve the November 12, 2013 meeting minutes. **Lew Klein seconded the motion.** The vote was 3-0-0.

Yea: Klein, Hurston, Smith (3)

Nay: (0)

Abstention: (0)

Recusal: (0)

**IV. ACTION – 2014 Commission Committee Functions and Structures**

Dana Springs presented the staff recommendation for the proposed edits to the structures and functions of the Commission's committees. **Rebecca Smith made a motion** to recommend to the Commission approval of the staff recommendation with edits. **Dea Hurston seconded the motion.** The vote was 3-0-0.

Yea: Klein, Hurston, Smith (3)

Nay: (0)

Abstention: (0)

Recusal: (0)

V. **Discussion – Review Panelist Appointment Process in Commission’s Rules and Regulations and Recommend Candidates to Commission Staff and Commission Chair**

Springs reviewed the panelist appointment process in the Commission’s *Rules and Regulations*: “The Commission Chair will appoint and the Commission will approve members of advisory panels after reviewing a slate of candidates presented by Commission staff. Commission staff may prepare the slate by drawing from a pool candidates obtained through methods which include, but are not limited to, a survey of Commissioners’ preferences, an open call for self-nominations and third-party nominations, and a review of individuals who have previously served on Commission committees or panels, or a review of individuals who have previously worked on special Commission projects.” The members of the Policy Committee then recommended to the staff and the Chair of the Commission candidates for service on 2014 funding panels.

VI. **ACTION – Amendments to Panel Handbook for Transient Occupancy Tax (TOT) Allocations for Arts and Culture**

Klein announced that he would postpone discussion and action on the full slate of staff-recommended amendments to the *Panel Handbook for Transient Occupancy Tax (TOT) Allocations for Arts and Culture*. Klein asked Gary Margolis if any of the staff recommendations on the slate required immediate action in order to accommodate the timeline for the annual allocation process. Margolis responded that the staff recommendation to convert the four-point ranking scale to a ten-point ranking scale was most timely. Klein asked Margolis to explain the rationale for the staff’s recommendation to convert the ranking scale. **Rebecca Smith made a motion** to recommend to the Commission approval of the staff recommendation to convert the four-point ranking scale to a ten-point ranking scale. **Dea Hurston seconded the motion**. The vote was 3-0-0.

Yea: Klein, Hurston, Smith (3)

Nay: (0)

Abstention: (0)

Recusal: (0)

Klein postponed action on the remainder of the staff-recommended amendments to the *Panel Handbook for Transient Occupancy Tax (TOT) Allocations for Arts and Culture* until a future meeting of the Policy Committee.

VII. **Adjourn**

The meeting adjourned at 4:00 p.m.