

CITY OF OAKLAND

**Cultural Affairs Commission
Regular Meeting Agenda
Monday, April 28, 2025
5:30 – 8:30 PM**

Please note that all meetings of the Cultural Affairs Commission will be conducted in person at:

**Oakland City Hall
1 Frank H. Ogawa Plaza, Hearing Room 1 (First Floor), Oakland, CA
94612**

Join from PC, Mac, iPad, or Android:
<https://us06web.zoom.us/j/84761257645>

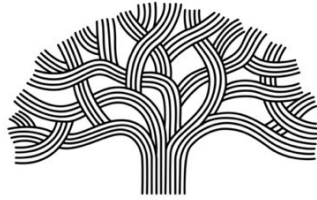
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RE: ZOOM PARTICIPATION + COMMENT PERIODS

All Cultural Affairs Commission meetings will be conducted in person. The Cultural Affairs Commission is no longer accepting public comments via Zoom or telephone. Therefore, live comments must be made in-person. There are two opportunities for the public to address the Cultural Affairs Commission and City staff. The first opportunity is during the "Public Comment" period. The second opportunity is during the "Open Forum" period. Dialogue during the meeting with Commissioners, City staff, or its guest speakers is not permitted outside of the two comment periods.

You can also choose to submit a written comment by 5:00 PM THE DAY BEFORE the meeting starts to culturalaffairs@oaklandca.gov. Any comments received via email during the duration or after the meeting may not be entered into public record but will be shared with the Commission and City staff later.



CITY OF OAKLAND

Cultural Affairs Commission

Regular Meeting Agenda

Monday, April 28, 2025

5:30 – 8:30 PM

AGENDA

- I. Call to Order / Roll Call**
- II. Land Acknowledgement + Official City of Oakland Love Life Acknowledgement**
- III. Public Comment**
- IV. Action Item:**
 - a. Approve Minutes from the October 28, 2025 Regular Cultural Affairs Commission Meeting
 - b. Approve Minutes from the January 27, 2025 Regular Cultural Affairs Commission Meeting
 - c. Approve Minutes from February 10, 2025 Special Cultural Affairs Commission Meeting
- V. Special Presentation: Zach Cohen, Executive Director of Town Nights**
- VI. Special Presentation: Lori Fogarty, CEO of Oakland Museum of CA, on behalf of the “Oakland Cultural Collaborative”**
- VII. Informational Item: Cultural Affairs Division Update**
 - a. Interim Manager’s Update
 - b. Cultural Funding Program Updates
 - c. Public Art Program Updates
- VIII. Approval Item: CAC Ordinance**
- IX. Discussion Item: By Laws and Standing Committees**
- X. Cultural Affairs Commission Chair’s Update**
- XI. Commission Ad Hoc Teams/Updates**
- XII. Open Forum**
- XIII. Announcements & Acknowledgements**
- XIV. Adjournment**

**Next Meeting (Special): Monday, May 19, 2025 from 5:30 – 8:30 PM
at Oakland City Hall – 1 Frank H. Ogawa Plaza, Oakland, CA 94612**

**Next Regular Meeting: Monday, July 28, 2025 from 5:30 – 8:30 PM
at Oakland City Hall – 1 Frank H. Ogawa Plaza, Oakland, CA 94612**

Oakland Cultural Affairs Division of the Economic & Workforce Development Department
1 Frank H. Ogawa Plaza, 9th fl. Oakland, CA 94612
www.oaklandculturalarts.org

This meeting location is wheelchair accessible. To request disability-related accommodations or to request American Sign Language (ASL), Cantonese, Mandarin, or Spanish language interpreter, please email culturalaffairs@oaklandca.gov or call (510) 238-2212 Or 711 (for Relay Service) at least five (5) business days before the meeting. Please refrain from wearing scented products to this meeting as a courtesy to attendees with chemical sensitivities.

Esta reunión es accesible para sillas de ruedas. Si desea solicitar adaptaciones relacionadas con discapacidades, o para pedir un intérprete de en español, Cantones, mandarín o de lenguaje de señas (ASL) por favor envíe un correo electrónico a culturalaffairs@oaklandca.gov o llame al (510) 238-2212 o al 711 para servicio de retransmisión (Relay service) por lo menos cinco días hábiles antes de la reunión. Se le pide de favor que no use perfumes a esta reunión como cortesía para los que tienen sensibilidad a los productos químicos. Gracias.

會場有適合輪椅出入設施。需要殘障輔助設施, 手語, 西班牙語, 粵語或國語翻譯服務, 請在會議前五個工作天電郵 riglesias@oaklandca.gov 或致電 (510) 238-2212 或 711 (電話傳達服務)。請避免塗搽香氛產品, 參加者可對化學成分敏感

Địa điểm tổ chức cuộc họp có đường dành riêng cho xe lăn. Để yêu cầu các phương tiện hỗ trợ phục vụ người khuyết tật hoặc yêu cầu thông dịch viên ASL, tiếng Quảng Đông, tiếng Quan Thoại hoặc tiếng Tây Ban Nha, vui lòng gửi email đến địa chỉ culturalaffairs@oaklandca.gov hoặc gọi đến số (510) 238-2212 hoặc 711 (với Dịch vụ Tiếp âm) ít nhất năm (5) ngày làm việc trước khi cuộc họp diễn ra. Vui lòng không sử dụng các sản phẩm có mùi thơm khi tham gia cuộc họp này như một phép lịch sự đối với những người tham dự nhạy cảm đối với các chất hóa học.

Cultural Affairs Division - Economic & Workforce Development Department Cultural Affairs Commission Contacts – Raquel Iglesias, Cultural Funding Coordinator, and Pamela Mattera, Assistant Cultural Funding Coordinator
Email: culturalaffairs@oaklandca.gov
Phone: (510) 238-2212
Telecommunications Relay Service: 711

Land Acknowledgement

On behalf of the Cultural Affairs Commission & Public Art Advisory Committee:

We want to take a moment to honor the traditions and territory we are a part of. Those of us on the land we now know as Oakland and lands all the way up to Albany are in Huichin (*Hooch-yoon*), the unceded territory of the Chochenyo (*Cho-Chen-yo*)-speaking Confederated Villages of Lisjan (*Lih-Shawn*) Ohlone. We stand with the Lisjan people and their right to legal recognition and benefits from the US Government

LIFE ACKNOWLEDGEMENT (abridged version)

We acknowledge that in service to our beloved city of Oakland, and all its citizens, adhering to the city of Oakland’s official motto, “Oakland Love Life” we enter into this space committed to embody love as our guiding principle.

We acknowledge Love Life as our motto as we denounce violence in all forms and the conditions that create it.

We acknowledge that when we demonstrate love, we also exhibit respect and kindness towards each other.

We commit to acts of love as an intentional force to generate tangible solutions, in regards to all of our actions.

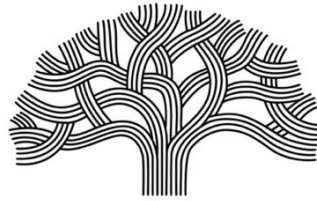
We recognize as leaders, we must set an example and precedent for those in community who have entrusted us with these duties.

We welcome and appreciate all contributions to this space, and even when expressing disagreement, we request that we lead with love in your heart.

We seek to find common ground, and tangible solutions that demonstrate love for our city, its residents, and all constituents.

We acknowledge that when we lead with love we are able to uplift a thriving city rooted in equity, equality, justice, inclusion, and opportunity for all.

We commit to the action of “Love Life” as our motto and mantra



CITY OF OAKLAND

Cultural Affairs Commission Meeting Minutes Monday, October 28, 2024 5:30 – 8:30 PM

Members in Attendance: Vanessa Whang (Chair), Kev Choice (Vice Chair), Olaywa K. Austin, Jennifer Easton, Ebhodaghe Esoimeme, Michelle Mush Lee, Ilana Lipsett, Jim Santi Owen

Members Absent: Mandolyn “Mystic” Ludlum (excused), Candi Martinez

Staff in Attendance: Roberto Bedoya, Josie de Mira, Raquel Iglesias, Pamela Mattera, Kristen Zaremba

Guest Speakers: Kat Torio, Special Event and Film Office Coordinator, and Sam Bempong and Grace Porras, East Bay Film Collective

Call to Order/Roll Call

1. Welcome

The meeting was called to order by Chair Whang at 5:36 PM.

2. Land Acknowledgement + Official City of Oakland Love Life Acknowledgement

Commissioner Austin read the Land Acknowledgement and Vice Chair Choice read the City’s [Love Life Acknowledgement](#). Chair Whang noted that the intention of the Love Life Acknowledgement was to set the tone for all City of Oakland board and commission meetings, and that it is especially resonant in this time of discord.

3. Action Item: Approval of the Minutes for July 22, 2024

Motion to approve the meeting minutes from July 22, 2024, made by Vice Chair Choice; seconded by Commissioner Lipsett. Discussion of whether or not commissioners can vote to approve the minutes at the previous meeting if they were not in attendance at said meeting. They should abstain from the vote.

Choice	AYE
Easton	AYE
Esoimeme	ABSTENTION
Lipsett	AYE

Oakland Cultural Affairs Commission, 1 Frank H. Ogawa Plaza, 9th fl. Oakland, CA 94612

www.oaklandculturalarts.org

Owen AYE
Whang AYE
Austin AYE
Ludlum Absent
Martinez Absent

The motion passed.

4. Commission Honors Roberto Bedoya, outgoing Cultural Affairs Manager

Chair Whang acknowledged that this was the final Cultural Affairs Commission meeting with Roberto Bedoya, as he completes eight years of service to the City and embarks upon retirement. Chair Whang shared that Bedoya changed the trajectory of her life as they worked together to center justice and fairness for the City and its residents. Bedoya re-established the Commission during his tenure. Vice Chair Choice and Commissioners Easton, Lipsett, Santi Owen expressed their gratitude for Bedoya's leadership.

Bedoya stated that his time at the City has been the best experience and that he learned so much while being in service to the City of Oakland. He thanked the commissioners for their commitment to the City.

5. Artist/Grantee Spotlight

Mama Celeste of nonprofit arts organization Oaklash will present at the January Commission meeting.

6. Film Initiative Informational Presentation – Film Rebate Program

Chair Whang welcomed Kat Torio, Special Event and Film Office Coordinator, to present draft rules and regulations for the film rebate program approved by City Council in July 2024. Torio expressed gratitude to the Commission for making space for the presentation. She noted that program funding is subject to the contingency budget and they hope to move forward with the pieces that can currently be enacted. Torio worked with the City Attorney's office on rules and regulations. She introduced East Bay Film Collective/#MakeltBay members Sam Bempong and Grace Porras who will speak to community involvement in the program.

Torio asked the Commission for feedback on the draft rules and regulations, specifically around whether they feel any items need more explanation or attention and that it matches what is in the ordinance. She will also be showing the draft to the Workforce Board for their input, especially on the training program. Once they get feedback, they will draft the application. Torio shared that while there might not be funding yet, the program exists and is not going to disappear. They are looking for letters of intent from the community and production houses to see how fast they can move on this. She described that "film is hot" and they want Oakland to be represented and a part of that, and this program is how they will do that.

Chair Whang asked Torio for more specificity around the timeline and approvals process. She further asked if passing the ordinance gave them the green light to operationalize the program/process. Torio clarified that within the ordinance they are authorized by the City Administrator to create the

rules and regulations. They do not need approval from the Cultural Affairs Commission; rather, they would appreciate input. It's somewhat of a floating timeline – they are presenting to the Workforce Board on November 7 and would love feedback by the end of November. Project launch by early December would be ideal. If a production company comes in and wants to spend millions of dollars, they don't want to turn them away. The ordinance permits donations so Torio noted that if the Commission knows of anyone who would want to seed the program for the first year, the opportunity exists and does not require approval from the Council or City Administrator.

Chair Whang opened up the floor to questions from commissioners. Commissioner Easton began by asking about the outreach process that informed the draft and program. Bempong responded that they leaned on the knowledge of the East Bay Collective and also put out a call to the community through what they called a "solutions lab." Over 80 people showed up at the "solutions day" and they put them on committees, including a workforce committee, which had representation from organizations that do film training and media training with youth. They solicited their feedback on the skills and training piece because one of the prerequisites to receive the incentive is to provide skills and training to Oakland residents.

Vice Chair Choice asked how they determined criteria that includes percentages around certain zip codes and noted that it felt like a grant program in that respect. Bempong replied that when they started talking to the City and the community, they were initially looking at demographics and people who had historically been disadvantaged and/or left out. They were quickly told by folks at the City that because of the Supreme Court decision on affirmative action, they couldn't use certain language like BIPOC. The City's proposed suggestion was to look at zip codes, which Bempong noted felt like a fit for them. She has spoken with other film offices to determine how they are working on this.

Chair Whang stated that using zip codes for equity purposes is a "blunt instrument," and suggested using census tracts, which the state uses; for example, through the California Healthy Places Index. Chair Whang recently worked on a project that was funded by the State, the California Creative Corps, and used the Index. She noted that the ordinance does specify zip codes and that she had previously voiced her concern about this from an equity perspective. An additional equity concern is around the 10% set-aside for lower budgeted work; Chair Whang pointed out that there is no language targeting this towards creatives in Oakland. Torio addressed the question around the Healthy Places Index, explaining that they use the Index for Special Events permits so that is something they can consider using. She will reach out to the City Attorney to see if writing it in the rules and regulations is sufficient. Porras, also from the East Bay Collective, responded to the concern around the 10% set-aside; it was designed, based on Commission feedback, to target lower budget projects. She then raised the question about what qualifies as an Oakland-based project. Is it if the writer is Oakland-based? The subject matter? They would still like feedback on this piece.

Chair Whang shared that Commission Ludlum, who is excused from this meeting, also had questions about what qualifies as Oakland-based and about the add-ons; do the rebates add up to maximum of 17.5% - is that correct and how does it compare to other rebate programs? Bempong thanked Chair Whang for this feedback and conceded that this needs clarification. She noted that it is not an add-on; it's a maximum of 15% back and it's outlining the business versus the hiring spend. She used

Mandela foods as an example; they provide catering and are a worker-based cooperative so they would qualify a production for the maximum rebate.

Chair Whang further asked if they put in contingency language about what happens if no small projects come in or if a preponderance of small projects come in. Torio stated that the money will roll over. There is also a caveat that, if there is a surplus, they can adjust the percentage without going back to Council. Pre-approved amounts will be encumbered, and the team will create a waiting list: the program is run on a first-come, first-served basis. Throughout the production, teams will be asked to verify their spends and must complete a rebate claim form and provide receipts. A check will be cut once the form is complete and verified.

Commissioner Easton asked if a project must be at a certain production point to be in the queue. Torio shared that they are asking for planning and budget documents to gauge where the project is – they want the most serious candidates. Commissioner Easton followed up by asking if the productions will be required to show income from another source or a specific percentage of funding secured. Torio said that they are working with their business analyst to find a middle ground to make the program sustainable; once a production receives pre-approval, they must start filming within 180 days, which requires a film permit that gathers even more information. They allow a short extension, too; they want to be in personal contact and grow relationships to attract future projects.

Commissioner Lee thanked the team for their work and thinks the landscape is ripe for this rebate program. She asked for clarity around the \$250,000 threshold. Bempong confirmed that it is a \$250,000 threshold per production; that is not the budget, that is the amount of money to be spent in Oakland. For lower-budget projects, the spend is between \$50,000 and \$250,000. Commissioner Lee queried if there have been discussions yet about increasing the threshold and how the program will be evaluated. Bempong reflected that it will all come down to data; they will compare data to see how money was spent by project type and then compare it to other markets. She shared that in San Francisco, for example, they have determined that for every dollar invested in film projects, \$13.66 has been spent by productions.

Commissioner Lee noted how great the Public Art Prequalified Roster is; will they do something similar for filmmakers? And she followed up by asking about providing training or TA for production teams and how competitive Oakland is based on this plan. Her final question: what is the total possible funding? Chair Whang noted that the cap is currently \$500,000. Porrás shared that part of the design has always been to make Oakland artists and creatives accessible to productions. Part of the grant coming from the City to Visit Oakland is being used to purchase a CRM to make this information easily available. The East Bay Film Collective will work with the Center for Cultural Power, for example, to share opportunities with their community and networks. Bempong and Porrás are looking at workarounds for the CRM if the funding doesn't come through; they are determined to make this happen. Porrás further explained that the competitiveness lives in the program design: it was designed to be stackable with other incentives in the state, like the California Film Credit. When combined, these incentives bring the rebate percentage to 45%, which is competitive with Atlanta. If a project is also shooting in San Francisco, they will qualify for their incentive program. They are encouraging the entire region to grow; they are not working Oakland in

a silo. Bempong shared that this design makes them the most competitive rebate program in California.

Chair Whang asked for more specifics around the training program. Torio noted that they are still working on this and will share it when it is ready by mid-November. She further shared that they would create a visual document to guide people through the application process. They are considering this first year a pilot.

Chair Whang asked if there was adequate staffing. She referenced TA sessions that Cultural Strategists offered. Chair Whang then introduced a conversation about content. She asked what would happen if someone wanted to make a film that portrays Oakland in a negative light. Will there be criteria around this? Bempong noted that this is a valid concern. The East Bay Film Collective spoke with over a dozen film offices and an international consultancy on this question very early on. They found that incentives that included any kind of censorship did not do as well as those that were solely based on economics, and it could open a Pandora's Box on censorship. Bempong gave an example of another incentive program turning down a horror film because they didn't know if it would portray the location in a positive or negative light. She elaborated that studies have found that when people from a diverse and creative place make films, they tend to have a more equitable lens than the current industry. She reiterated that it's a valid concern and they will continue to look at that throughout the pilot year, but they made the decision not to have a lever on content. Vice Chair Choice echoed that it's important not to censor artists, explaining that there may be things that are reflective of Oakland that some people don't want to see. He voiced that the Commission needs to be supportive and additive to this process. Vice Chair Choice asked if Bempong and Porras could share more about the East Bay Film Collective.

Bempong thanked Vice Chair Choice for his comments and question. She stated that if there are ways they can include more equity in the rules and regulations to please share that feedback so they can integrate it. Bempong shared that the East Bay Film Collective was founded by accident: Oakland lost film productions that wanted to spend more than \$100 million collectively while also providing a lot of creatives with their first major credits. A conversation started – how can we ensure we don't lose the next production that wants to be here? Councilmember Carroll Fife and Mayor Thao called W. Kamau Bell and asked him for guidance on fixing this problem. He responded by contacting other filmmakers and people in the community; the first call was to Pastor Mike who sees this as an anti-violence program. Anchor founders are W. Kamau Bell and WB Productions, Favianna Rodriguez at the Center for Cultural Power, and Pastor Mike. #MakeltBay is the initiative under the East Bay Film Collective umbrella. They put a call out to include as many folks as possible who wanted to be involved. Vice Chair Choice thanked Bempong again, noting that they didn't have to come before the Cultural Affairs Commission and he's grateful that they did and are asking for their input and feedback.

Commissioner Lee followed up by asking for information on the oversight and governance structure. Kat Torio shared that this program lives in Special Events under the Film Office, which she manages. She explained that she has received calls of concern, too, and that they have implemented guidelines around notifying community members about filming; some productions have even held town halls so that community members can learn how this program benefits them. Torio spoke

specifically to parking – Oakland offers reserved parking for productions while San Francisco does not. Her office works with the production companies to make this work for the communities, too, so they are not taking up an entire block of parking but spread it around or even rent a parking lot, bringing additional revenue into the community.

Chair Whang thanked Torio for clarifying these details and all of the work that has gone into this. She is in support of this program, but concerned about the program details, not censorship, but review criteria for prioritizing productions.

Commissioner Esoimeme voiced his support for this program, stating that Oakland needs to make more money. He asked if given the parameters and thresholds, they can better anticipate the types of productions this will attract. Bempong replied that this is targeted toward indie films, and that they are not yet competitive with Atlanta in terms of attracting a Marvel-level production. She posited: “How do we grow what we already have here and invite in without pushing out?” They have a hypothesis that this will primarily attract indie films, but they could be wrong, and it could exclusively garner music videos. That’s why they’re treating this first year as a pilot. She reiterated the 180-day principal photography clause; this will prevent teams from putting money on hold and then waiting three years to film.

Torio excused herself from the meeting.

Commissioner Easton also declared her opposition to censorship, and brought up the question of the right of first refusal. She explained that she was not in favor of pulling funding from a production, but rather, pulling the program’s name and logo if they determined that there was a production with which they no longer want to be associated.

Commissioner Esoimeme brought up the example of the TV show, “Atlanta.” He said that if someone read the script and didn’t agree with the representation of Atlanta, they would have cut a brilliant show that resonated with a lot of people.

7. Public Comment

Chair Whang opened the discussion for public comment.

No public comments were entered.

8. Vice Chair Election

Chair Whang called the action item for the election of a new vice chair via paper ballot. She noted that there is one person running for the position, Commissioner Santi Owen, and that his bio is in the agenda packet. Chair Whang invited Commissioner Santi Owen to make a statement. Commissioner Santi Owen shared that he had been on Funding Advisory Committee (FAC) for six years and the Commission for two years; he hopes to provide continuity to the conversation around Cultural Affairs and the trauma of underfunding. He feels there’s a lot of education the Commission needs to do with the elected officials. He’s lived in the Bay Area since 1991, primarily in Oakland, and has a family history here going back five generations. Commissioner Santi Owen is a musician and educator, and prior to being on FAC, he spent three years as a panelist for the Zellerbach Foundation’s Community Arts Program and sat on commissions for SFAC, City of Berkeley, OUSD,

and the CAC. Chair Whang thanked Commissioner Santi Owen for his statement and expressed her gratitude to him for stepping up. Motion to approve Commissioner Santi Owen as Vice Chair made by Commissioner Lee; seconded by Commissioner Austin. Cultural Funding Coordinator Raquel Iglesias collected the paper ballots and announced that the motion passed.

Chair Whang recognized Commissioner Choice's term as Vice Chair, expressing gratitude and reflecting on the goodwill he generated in the community. She noted that he lives up to the high regard in which the community holds him. Commissioner Lee thanked Choice for his leadership and noted that he could walk into any room bringing his whole self, his artist, academic, activist, father, and musician identities. She described him as a friend to everyone in the City. Commissioner Easton noted that she has enjoyed getting to know him through the Commission, and appreciated that he approaches everything with the attitude that he can always learn. Commissioner Lipsett added that she is always surprised by Choice's ability to hold so much. She described him as an embodiment of the Love Life Acknowledgement and leading with love while in service to the City he loves. Commissioner Austin shared that Choice is the reason that she wanted to serve on the Commission, admiring the way that he shows up for Oakland with grace and Town attitude. Austin thanked him for being a guiding light. Vice Chair Santi Owen commented that he is inspired by Choice as a musician and the way that he is present in the world. Commissioner Choice thanked everyone for their sentiments and said that it's an honor to serve on this Commission. He noted that he had three board meetings tonight and that this was the place he wanted to be. He stepped into the Vice Chair position to be useful to his City and to serve as an example of engagement. Commissioner Choice noted that he learned so much from past Chair Sanchez and Chair Whang, and that he's going to be an even louder voice now.

9. Cultural Affairs Division Update

Raquel Iglesias, Cultural Funding Coordinator, introduced the Cultural Affairs Division Update. She noted that Ashleigh Kanat, Director of Economic and Workforce Development, intended on being at the meeting but is sick and will share details about the Interim Cultural Affairs Manager via email. Iglesias then welcomed Pamela Mattera as the new Assistant Cultural Funding Coordinator. Mattera briefly introduced herself and shared how excited she is to join the team and to work with Oakland's arts and culture communities and the Commission. Iglesias identified the importance of data in telling the story of CFP impact and expressed the team's interest in providing resources outside of grantmaking.

Iglesias shared an update on the CFP grantmaking budget; she is still absorbing the changes. The team expected to make \$1,130,840 in grants in FY24-25 and that has now been reduced to \$835,000. The contingency budget, which was passed in July, has been set in motion and has resulted in a roughly \$300,000 cut to the CFP General Fund allocation. She encouraged Commissioners to watch and read the Finance and Management Committee resources that she shared via email and that she will pass on information as she receives it. She added that additional cuts may be possible over the coming months.

Iglesias presented a chart with CFP funding breakdowns between Cultural Organization Assistance and Neighborhood Voices for Festivals grants. Organization Assistance grants, in year 2 of 2, have

been reduced by 30%. The Festival grants have been roughly cut in half from last year; panels were just held and 21 festivals were recommended for funding with an average award of \$12,000. CFP staff are currently working on the agenda report for both grant categories and will share the report once it is finalized and shared publicly.

For context, Iglesias followed up with a FY23-24 funding chart, which demonstrated the year-over-year funding disparities. CFP granted \$1,477,000 last fiscal year, so the FY24-25 cuts represent a nearly 50% reduction. Moreover, CFP gave 75 grants last year and is currently looking at making 48 grant this year. Iglesias anticipated that more cuts may be coming so the program is hoping to get these grants approved as soon as possible.

Commissioner Lipsett thanked Iglesias for the information and holding the burden of reduced funding. She asked if the team has a sense of when additional cuts may come and how much they would be. Additionally, she queried about the percentage cut by the contingency budget compared to other departments. Iglesias stated that she does not know about the percentage cut, but she is interested in learning this, too. She added that she does not know about exact timing for more cuts but that it should be in the next month since we are 4-5 months into the fiscal year. Commissioner Lipsett asked for clarity around TOT funds, which Iglesias provided.

Vice Chair Santi Owen asked if the Organization Assistance grantees have learned about the 30% cuts and what kind of responses they are expressing. Iglesias stated that all grantees have been informed and that the CFP cuts are exacerbating an already shrinking arts philanthropic pool. She feared that some organizations wouldn't make it and stated that this is a really dark time for the arts community.

Commissioner Lee expressed that this was devastating as she read the numbers and, as a director of a Bay Area nonprofit, she can testify that this is the landscape. Her organization is anticipating government cuts at the local, state, and federal levels, and points to the fact that Cal Shakes shuttered after 50 years. She described the situation as existential. Commissioner Lee wondered what the Commission's role is in this – the CFP budget is 0.3% of the City's budget. She lamented that taking away arts and youth programming will have long-term effects on the community.

Iglesias noted that she and Mattera plan to meet with grantees in person and they can provide an update on how organizations are faring at the January Commission meeting.

Chair Whang shared that people may not know that organizations are struggling and, if they knew, they may want to support them. She asked the Commission if they should send something to their Action Network. Commissioner Esoimeme responded that he doesn't think people understand the magnitude of the situation – he thinks people should be more vocal about the proposed cuts. Chair Whang further explained that she doesn't think people know the extent of the work of the City's arts organizations.

Commissioner Choice expanded the conversation by asking the Commission to think about where artists and organizations are thriving and bringing that into the discussion. He proposed that the Commission make suggestions about budgeting and other revenue opportunities. He posited that

the 0.3% that cultural grants is allotted is not a fair share of the budget. If Commissioners don't think that's fair, he felt that they need to raise their voices. Commissioner Choice suggested that the Commissioners should more effectively communicate with Councilmembers and hold them accountable. He advocated for meeting with SFAC and other local commissions to explore all possibilities, and suggested this be discussed by ad hoc committees.

Kristen Zaremba, Public Art Coordinator, next shared an update on the Public Art Program. She lifted up the Cultural Affairs Briefing Book as a good resource to share with elected officials. Zaremba explained that the Public Art Program has continued to exist because it is not tied directly to the General Fund; there is an ordinance that requires set-aside funding from capital improvement projects and for public art in private development.

Zaremba stated that the Public Art Prequalified Artist Roster recruitment closed in mid-August. They received 417 artist applications and selected 260 artists to add to the Roster. Commissioner Easton sat on the selection panel. The roster had a 62% acceptance rate. 60% of the artists live in Oakland and there was a 50/50 split of emerging versus experienced artists. 71% of the artists identified as people of color and 50% are muralists. The Public Art team helps muralists develop additional skills since most of public art commissions are for permanent work.

Zaremba explained that she and Josie de Mira, Assistant Public Art Coordinator, are working on several projects in different phases, including Mosswood Recreation Center, the 14th Streetscape, Embarcadero West, a pocket park at 1900 Broadway featuring bronze sculptures by Woody De Othello, the Native American Health Center, Mercy Housing, the Temescal Black Panther Party Monument, the Grand Performance Mural, and BART Gateway.

Commissioner Lee thanked Zaremba for uplifting the good amidst all the bleak news. She asked for clarity on how much money is earmarked for each Councilmember through discretionary funds; Zaremba confirmed that it is \$60,000 per Council district. Most Councilmembers have not moved forward with the funding. The funding requires a grant agreement and legislation going to City Council and the City Attorney and is exclusively for murals. Zaremba also confirmed that the Public Art Prequalified Artist Roster went through the Public Art Advisory Committee and is accessible publicly.

Chair Whang asked about the status of identifying a crossover person between the Cultural Affairs Commission and the Public Art Advisory Committee. Zaremba said that no one has expressed having the bandwidth to do so and that the most productive way to accomplish this may be through recruitment. Chair Whang followed up by asking if the team had presented the Public Art Plan to the Public Art Advisory Committee; Zaremba shared that they did a high-level review with the Public Art Advisory Committee and have not yet presented to City Council. The Budget Department needs to be consulted before taking the step of presenting to Council. Chair Whang requested that the Commission be invited to review the Public Art Plan so they are aware of the specifics. Zaremba added that she was contacted by the Planning Department; they would like to present the General Plan to the Commission in January.

Commissioner Easton gave a shout out to the Public Art team for completing the Public Art Prequalified Artist Roster. She expressed the hope that they can work with Planning to operationalize getting consultants to reference this list and prioritize Oakland artists.

Commissioner Easton excused herself from the meeting as planned.

10. Cultural Affairs Commission Chair Update

Chair Whang provided an update on the virtual City Council Candidate Forums. She stated that they had great turnout – almost all of the candidates who are running participated. Two forums were hosted: the first was on October 6 with at-large and D5 candidates and the second was on October 16 with D1, D3, D5, and D7 candidates. There are recordings that can be shared – they are currently posted on the Oakland Museum, Symphony, and Art Murmur websites. Whang requested that Commissioners post or share them if they are able so that voters can learn what the candidates have to say about arts and culture.

The forums had two main goals, both of which were met: 1) to share with the candidates information about the arts and culture sector and 2) to hear from the candidates about their experiences with arts and culture and how they believe it can solve some of Oakland’s biggest challenges like health and wellbeing or public safety.

Chair Whang noted that it was a great experience although a bit technically difficult. They had no funding, which is why the forums were virtual, but this made them more accessible. Commissioner Lipsett thanked Chair Whang for organizing the forums and encouraged everyone to watch the recordings. She said that she would share the recordings with their Action list. She added that she heard a lot of love and enthusiasm for the arts but not understanding from a policy perspective. She proposed putting together a fact sheet authored by the Commission and presented to incoming Councilmembers to help with reinforcing the message that Cultural Affairs is situated in the Economic and Workforce Development Department and is an investment by the City rather than an expense.

Chair Whang added that they did provide candidates with a two-page fact sheet that included information on revenue-generating numbers for the sector. And she confirmed that the Briefing Book will be updated for new Councilmembers.

11. Commission Ad Hoc Committees

Commissioner Choice recognized that the Commission has had past conversations about ad hoc committees. He previously served on the East Oakland Arts Committee and feels that it needs to be brought back. He proposed working with the Black Cultural Zone; they have an arts and culture subcommittee and relationships with East Oakland artists. He elaborated on an idea for an ad hoc committee to find other revenue sources or collaborative partners.

Iglesias reminded the Commission that it was proposed in the mid-cycle budget to cut Cultural Affairs entirely. She highlighted how critical it will be to generate income outside of the General Fund. She mentioned Denver as an example to research.

Chair Whang noted that some of the ad hoc work can be very task-oriented like reviewing the Briefing Book or bringing visibility to the financial state of nonprofit arts organizations. She stated that we know that the community cares about arts and culture and that when it's on the ballot, people usually vote in favor of it. She asked if other Commissioners had ideas.

Commissioner Esoimeme explained that he thinks it's a storytelling issue – we can't live without art, so we need to tell the story better. He explained that art is intrinsic within Oakland's values, but we yet don't fund it. Chair Whang asked if he had communications ideas, keeping in mind that they are a volunteer body. Commissioner Esoimeme pointed to the LGBTQ+ community proactively sharing their needs with candidates. He believes that Commissioners should reach out to candidates individually. Chair Whang noted that it may be hard to do this in such a campaign-intensive moment.

Commissioner Lee suggested editing the candidate forums into sound bites. Chair Whang asked if anyone could do that; Commissioner Esoimeme volunteered to do the editing. Chair Whang cautioned that they have to treat everyone equally; Commissioner Esoimeme suggested creating a 90-second clip for each candidate. Commissioner Lee volunteered to review the clips and Chair Whang volunteered to identify key moments. Commissioner Lipsett recommended reviewing the Zoom transcripts for key terms. The commissioners agreed to continue this discussion offline.

Commissioner Choice asserted that the Commission has had the ad hoc committee conversation several times and that they now need to sign up for committees. Commissioners discussed which committees feel most vital right now. Chair Whang identified the committees as: policy and revenue streams, advocacy and communications, and onboarding for newly elected officials (including Briefing Book.) Chair Whang and Commissioner Lipsett discussed the nuance between onboarding and ongoing relational work. Lipsett put forth that ongoing relational work should be happening as a standard practice and that the ad hoc committees should be for more discreet work that can be disbanded when complete, e.g., onboarding.

Commissioners volunteered for ad hoc committees as noted below:

Policy and revenue streams: Choice, Easton, Lee, Ludlum

Advocacy and communications: Austin, Esoimeme, Lipsett

Onboarding: Santi Owen, Whang

The Chair sits on all committees ex officio.

12. Open Forum

Zaremba asked the Commissioners if they have completed the General Plan survey – the deadline is October 31. She will send the link out to everyone.

13. Announcement & Acknowledgements

Jocelyn Jackson introduced herself to the Commission; she's been in the Bay Area since 2009 and began volunteering with People's Kitchen Collective in 2012. She became a co-founder of the group when they collectivized in 2015. She announced the transition of the Life is Living Festival from

Youth Speaks to the caretaking of People’s Kitchen Collective. She asked the commissioners to share Festival feedback with her.

Commissioner Lee thanked Jackson for her work and the work of People’s Kitchen Collective. She noted that last year Youth Speaks handed over Life Is Living to former Cultural Strategists Candice Wicks-Davis and Hodari Davis of Edutainment for Equity. The Festival was facing an existential crisis; it was created as a lab to demonstrate that environmental movements in Black communities were activating in ways that the mainstream conservation movement had not activated up until that point. The recycling movement of the ‘90s, for example, was very white and middle class.

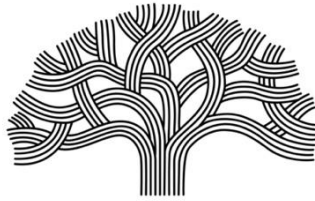
Commissioner Lipsett shared a reminder to send any events for inclusion in the newsletter by next week.

Commissioner Choice acknowledged the passing of Rashad Pridgen, a multidisciplinary artist and culture bearer, and offered his condolences.

14. Adjournment

A motion to end the meeting was made by Vice Chair Santi Owen, seconded by Commissioner Lee.

The meeting adjourned at 8:39 PM.



CITY OF OAKLAND

Cultural Affairs Commission

Meeting Minutes

Monday, January 27, 2025

5:30 – 8:00 PM

Members in Attendance: Vanessa Whang (Chair), Jim Santi Owen (Vice Chair), Jennifer Easton, Ilana Lipsett, Mandolyn “Mystic” Ludlum

Members Absent: Olaywa K. Austin (excused), Kev Choice (excused), Ebhodaghe Esoimeme, Michelle Mush Lee (excused)

Staff in Attendance: Raquel Iglesias, Lex Leifheit, Pamela Mattera, Kristen Zaremba

Guest Speakers: Mama Celeste, co-founder and executive director of Oaklash, and Britney Davis, Assistant City Clerk

Call to Order/Roll Call

1. Welcome

The meeting was called to order by Chair Whang at 5:54 PM. The meeting did not meet quorum, so no votes took place.

2. Land Acknowledgement + Official City of Oakland Love Life Acknowledgement

Chair Whang read the Land Acknowledgement and Commissioner Ludlum read the City’s [Love Life Acknowledgement](#).

3. Artist/Grantee Spotlight

Mama Celeste of nonprofit arts organization Oaklash, a Cultural Funding Program grantee, presented the history of Oaklash and their vision for the future. Oaklash was founded in 2018 and is still the first and only drag festival in the Bay Area.

4. City Clerk Informational Presentation – Board and Commission Regulations

Chair Whang welcomed Britney Davis, Assistant City Clerk, and Krystal Sams, Legislative Recorder – Elections & Political Compliance, who presented on the importance of timely filing of Form 700s. Commissioners must take an oath of office with the City Clerk office before attending and participating in public meetings to be in compliance, and they must submit a Form 700 upon assuming or leaving/separating office (within 30 days of either) and annually on April 1 while a Commissioner. Form 700 is also known as a Statement of Economic Interest or SEI; it’s a public form

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to identify financial interests and any conflicts of interest. Sams walked through completing the form. Davis then shared how to file the form and explained how they enforce filing.

5. Public Comment

One comment was entered. Natalia Neira, a cultural worker/writer/curator/cultural strategist/Grassroots Artists Advocacy Program 2024 Advocacy Fellow, introduced herself and her work to the Commission.

Commissioner Lipsett asked Chair Whang to confirm that members of the public can volunteer to serve on the Cultural Affairs Commission's ad hoc and other committees related to communications, advocacy, etc.; Chair Whang affirmed.

6. Interim Cultural Affairs Manager Report

Lex Leifheit, Interim Cultural Affairs Manager, introduced herself and thanked the Commissioners for their work engaging their community members around the value of arts and culture. Leifheit used her time to describe the Division's work since November 2024 and where it is heading in light of the budget shortfall and declines in state and federal funding. She spoke about deploying the resources available (funding and staff knowledge); offering expertise, experience, and objective perspective (more short-term projects and information requests); and cultivating resources and opportunities. At the behest of Chair Whang, Leifheit also provided an update on the Cultural Affairs Manager job search (not yet posted, pending Fiscal Year 2025-26 budget approval) and the Coliseum sale (pending).

7. Cultural Program Updates

Raquel Iglesias, Cultural Funding Coordinator, shared that she has taken over as the staff contact for the Just City Cultural Fund, a partnership with East Bay Community Foundation and Akonadi Foundation. Ongoing work of Funding Program staff includes participation in the Arts Loan Fund, conducting site visits with grantees, researching how other cities create sustainable revenue sources for arts and culture funding, looking for fundraising opportunities, and supporting the Cultural Affairs Commission. She noted the Special Cultural Affairs Commission meeting on February 10: quorum will not be required to hold the discussion on funding scenarios to disburse approximately \$200,000 from TOT funds and subsequent recommendations from Commissioners.

Kristen Zaremba presented an update on Public Art. Tyrone Carney Memorial Park is moving forward; plans will be shared later this year. Mosswood Park Community Center is under construction and the team is in the midst of artist selections. The "Shifting Topographies" artwork in the BART entrance/alleyway 19th Street is damaged beyond repair. This project utilized redevelopment dollars, which no longer exist, therefore de-accessioning is now being recommend to the PAAC. The Public Art Plan is being finalized to be presented to City Council with a request to appropriate funds that have accumulated, tentatively scheduled for March. Chair Whang requested that the plan be presented to the Commission.

8. Preview of Amendments to Ordinance 13561

Chair Whang presented a preview of the proposed amendments to Ordinance 13561, which will be discussed as an action item at the next regular Cultural Affairs Commission meeting on April 28,

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2025. There are procedural suggestions for change: standing committees to be approved by the City Administrator instead of the City Council, move from having the Mayor appoint the Chair of the Commission to having the Commission elect the Chair, changing the terms for Chair and Vice-Chair to two years, and establishing quorum. Changes were discussed by the Commissioners without dispute.

9. Cultural Affairs Commission Chair Update

Chair Whang shared a reminder about producing the virtual City Council Candidate forums. She will be reaching out to the coalition that produced the Council forums to see if it would be possible to host additional forums for the upcoming mayoral and District 2 elections on April 15, 2025. She reiterated the importance of getting to know the new City Councilmembers, especially given budget cuts and the need to make the case for the arts and cultural sector in this moment.

A discussion about candidate forums followed. Chair Whang will follow up with Commissioners separately since the election is before the next regular Commission meeting.

10. Commission Ad Hoc Committees

Commissioner Lipsett provided an update on advocacy and communications work. The focus towards the end of the year was on budget advocacy: a number of action emails were sent to the Commission's listserv of 1,100. This resulted in 103 direct emails to City Council members advocating against budget cuts. She posed an open question about how to engage the community in the work moving forward.

Commissioner Easton provided an update on the policy and investments committee. The group has met once to look at opportunities for engagement. A brief discussion on sales tax followed.

Commissioner Ludlum plugged CA for the Arts' social media advocacy assets and wondered if something similar might be possible for the current moment.

Chair Whang suggested asking new Councilmembers what community input is most effective for their own work and how to best communicate with them.

11. Open Forum

No comments made.

12. Announcement & Acknowledgements

Vice Chair Santi Own acknowledged the passing of Zakir Hussain, a classical Indian music virtuoso, an innovator in a wide range of musical genres, and Bay Area resident.

Commissioner Easton recognized colleagues in the Los Angeles area in the aftermath of the wildfires.

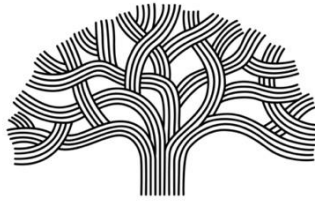
Commissioner Ludlum sent healing energy to Viveca Hawkins, an artist who recently suffered a stroke.

13. Adjournment

A motion to end the meeting was made by Commissioner Lipsett, seconded by Vice Chair Santi Owen.

The meeting adjourned at 8:15 PM.

DRAFT



CITY OF OAKLAND

Cultural Affairs Commission Special Meeting Minutes Monday, February 10, 2025 5:30 – 8:00 PM

Members in Attendance: Vanessa Whang (Chair), Jim Santi Owen (Vice Chair), Jennifer Easton, Michelle Mush Lee, Ilana Lipsett

Members Absent: Olaywa K. Austin, Kev Choice (excused), Ebhodaghe Esoimeme, Mandolyn “Mystic” Ludlum (excused)

Staff in Attendance: Raquel Iglesias, Lex Leifheit, Pamela Mattera, Kristen Zaremba

Call to Order/Roll Call

1. Welcome

The special meeting was called to order by Chair Whang at 5:42 PM. The meeting did not meet quorum, so no votes took place.

2. Land Acknowledgement + Official City of Oakland Love Life Acknowledgement

Commissioner Easton read the Land Acknowledgement and Vice Chair Santi Owen read the City’s [Love Life Acknowledgement](#).

3. Scenarios for Cultural Funding in FY24-25

Cultural Funding Coordinator Raquel Iglesias provided background on budget cuts to the Cultural Funding Program and explained that this Special Meeting of the Commission was called so staff could present three funding scenarios to the Commissioners for their feedback and recommendations on disbursing the \$188,000 in Transient Occupancy Tax (TOT) funds available. No vote was needed.

The scenarios took into account: access to arts & culture, funding prioritization, effectiveness, contracting processes, and festival permit fees.

Ashleigh Kanat, Director of Economic and Workforce Development (EWD), addressed the Commission, speaking to the City Administrator’s focus on streamlining operations. She underscored an emphasis on staff working efficiently.

Scenario # 1: Optimizes Cultural Organization General Operating Support (GOS) Grants and Permit Subsidies for Festivals

Scenario #1 would support 25 organizations originally recommended through the Organization Assistance grant program with GOS grants of \$6,500 and permit subsidies of up to \$1,416 for 18 festivals originally recommended through the Neighborhood Voices for Festivals grant program.

Scenario #2: Maximizes Cultural Organization Grants with No Support for Festivals

In Scenario #2, the Organizational Assistance program grantees would receive larger grants of \$7,500 while festivals would receive no support.

Scenario #3: Reduces Grant Making and Expands Reach Through Technical Assistance

Scenario #3 would provide 25 cultural organizations with \$6,500, permit subsidies of up to \$1,250 for 18 festivals, and allocate \$3,000 towards the development of technical assistance programming support to be developed by the Cultural Affairs Division.

Commissioners engaged in discussion around the three scenarios presented, asking questions and seeking clarification on private funding opportunities, technical assistance reach, the use of fiscal intermediaries, assumptions about the grantmaking budget for FY25-26, and whether cooperation between festivals might be feasible. Further questions were posed about how EWD might support entrepreneurs and nonprofits in the arts and cultural sector and how the Parks Department might lessen costs for hosting festivals. Peer networking and, even, peer mutual aid were discussed as alternatives to technical assistance.

4. Public Comment

Eight comments were entered by:

David Morales, Cantare Con Vivo; Dharma Galang, Oakland Asian Cultural Center; Pamela Ybanez, Oakland Asian Cultural Center; Vera Hannush, Oaklash; Cheryl Fabio, Sarah Webster Fabio Center for Social Justice; Manny Lieras, American Indian Child Resource Center; Nikka Maynard, Diamano Coura West African Dance Co.; David Mack, Artist Magnet Justice Alliance; former Commissioner Diane Sanchez; and Miles Markstein, ARTogether.

5. Advise on Approach for Allocating FY24-25 Funding

Commissioners held a discussion on the scenarios presented, asking clarifying questions about a scenario based on original grant sizes, the amount of labor required for contracting, the ramifications of an organization potentially waiving their grant, and if there is any possibility of the City adding back cultural funds. Taking all the public comments and discussion into account Chair Whang, Commissioner Lee, Commissioner Easton, Vice Chair Santi Owen, and Commissioner Lipsett unanimously recommended moving forward with Scenario 1. Chair Whang recommended that if any organizations waive their grants, the funds will go back into the pool to be re-allocated for slightly larger grants. Commissioner Lee suggested that the Commission host a convening for the arts and culture community and that Cultural Affairs draft language for letters of support for grantees. Commissioners also discussed how to best engage elected officials to share the importance of arts and culture.

6. Open Forum

No comments were made.

7. Announcement & Acknowledgements

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Chair Whang and Vice Chair Santi Owen acknowledged the upcoming special mayoral election and the opportunity to bring cultural issues forward.

8. Adjournment

A motion to end the meeting was made by Chair Whang, seconded by Commissioner Easton.

The meeting adjourned at 7:20 PM.

DRAFT

Special Presentation: Zach Cohen, Executive Director of Town Nights



Zach Cohen: A proud Oakland native and seasoned Executive passionate about making real impact. With rich experience in helping nonprofits and driving philanthropic efforts, whether it's putting on fantastic events, connecting with audiences through engaging initiatives, or building meaningful sponsorships, Zach's work always keeps the community front and center.

Town Nights:

Town Nights is a series of free community events hosted Friday evenings during the summer months. With a focus on preventing violence and fostering unity, Town Nights offers safe spaces for families, friends, and neighbors to come together and enjoy free food, music, games, and more.

Special Presentation: Lori Fogarty, CEO of Oakland Museum of CA, on behalf of the “Oakland Cultural Collaborative”



Lori Fogarty is the Director and CEO of the Oakland Museum of California, a multidisciplinary museum that brings together collections of art, history, and natural sciences to tell the extraordinary stories of California and its people. Since 2006, Lori has worked to oversee and guide all Museum programmatic and administrative operations and has transitioned OMCA from a public/private cultural institution supported by the City of Oakland and the Oakland Museum of California Foundation to an independent non-profit organization with an innovative new organizational structure. Lori also led the Museum’s \$63 million “Museum of California” campaign and building renovation project, which included the reinstallation of 90,000 square feet of gallery space as well as the first major enhancement to the Museum’s landmark building. She led the “All In: Campaign for OMCA,” an \$85 million comprehensive campaign to support programs and operations, endowment and investment fund growth, and capital improvements to the Museum’s seven-acre campus. Lori spearheaded OMCA’s efforts to place the visitor at the center of the Museum experience and focus the institution’s efforts around community engagement and social impact. She received major recognition in the museum and non-profit field as the recipient of the John Cotton Dana Award for Leadership from the American Alliance of Museums and the Hank Russo Outstanding Fundraising Professional Award from the Association of Fundraising Professionals. Prior to her current position, Lori was executive director of the Bay Area Discovery Museum and was senior deputy director of the San Francisco Museum of Modern Art. Lori formerly served on the Board of the Association of Art Museum Directors.

OAKLAND CITY COUNCIL

ORDINANCE NO. _____ C.M.S.

ORDINANCE AMENDING AND REENACTING ORDINANCE NO. 13561 C.M.S. TO UPDATE THE QUORUM AND DUTIES OF THE CULTURAL AFFAIRS COMMISSION, AND TO CLARIFY THE AUTHORITY TO CREATE STANDING COMMITTEES

WHEREAS, the Cultural Affairs Commission (the “Commission”) was established by the Oakland City Council pursuant to Section 601 of the City Charter, effective May 1, 1991, by Ordinance No. 11323 C.M.S. for the purpose of advising the Mayor, City Council, and City Administrator on matters affecting cultural development in the community; and

WHEREAS, on July 16, 2019, the City Council adopted Ordinance No. 13561 C.M.S. to redefine the duties, modify membership and quorum and clarify the appointment process of the Cultural Affairs Commission; and

WHEREAS, to reflect the importance of the arts and cultural expressions in Oakland and our City’s size, stature, and diversity, the City of Oakland continues to merit a robust, active, and relevant cultural commission; and

WHEREAS, the current enabling legislation for the Commission requires that City Council approval must be obtained prior to the creation of any standing committee of the Commission; and

WHEREAS, there are ~~no~~ currently no standing committees of the Cultural Affairs Commission, however the use of standing committees for City commissions allows them to leverage member skills and expertise through increased focus on specific Commissioner duties including advising on City policy and programs affecting arts and cultural development, cultural community relations and engagement, and Commission governance and membership, ~~program and partnership development~~. The Cultural Affairs Commission therefore wishes to amend the enabling legislation to allow the creation of standing committees with approval by the City Administrator; and

WHEREAS, this Ordinance would amend Ordinance No. 13561 C.M.S. to clarify the authority of the Cultural Affairs Commission to create standing committees subject to City Administrator approval, make clarifying edits regarding the scope of the Commission, and to

revise quorum requirements to a simple majority, pursuant to the tracked changes version attached as Exhibit 1 to this Ordinance; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF OAKLAND DOES ORDAIN AS FOLLOWS:

THIS WILL BE UPDATED WITH CLEAN VERSION OF THE ORDINANCE WHEN FINALIZED; SEE EXHIBIT 1 FOR TRACKED CHANGES VERSION.

SECTION 1.

SECTION __. Severability. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the Chapter. The City Council hereby declares that it would have passed this Ordinance and each section, subsection, clause or phrase thereof irrespective of the fact that one or more other sections, subsections, clauses or phrases may be declared invalid or unconstitutional

SECTION __. Effective Date. This ordinance shall become effective immediately on final adoption if it receives six or more affirmative votes; otherwise it shall become effective upon the seventh day after final adoption.

IN COUNCIL, OAKLAND, CALIFORNIA,

PASSED BY THE FOLLOWING VOTE:

AYES - BROWN, FIFE, HOUSTON, KAPLAN, RAMACHANDRAN, UNGER, AND
PRESIDENT PRO TEMPORE GALLO

NOES –

ABSENT – COUNCIL PRESIDENT JENKINS (serving as Mayor pursuant to Charter Section 303)

ABSTENTION –

ATTEST: _____
ASHA REED
City Clerk and Clerk of the Council of the
City of Oakland, California

OCA DOCUMENT NUMBER / ATTORNEY INITIALS

NOTICE AND DIGEST

ORDINANCE TITLE (Indent half inch both sides and justified)

EXHIBIT 1

This Exhibit 1 indicates the amendments to Ordinance No. 13561 C.M.S., as adopted pursuant to this Ordinance. Amended additions are indicated by underscoring and deletions are indicated by strike-through-type; any portions not cited or not shown in underscoring or strike-through type are not changed.

SECTION 1. ~~The City Council of the City of Oakland hereby determines that the preceding recitals are true and correct and hereby adopts and incorporates them into this ordinance~~ **REACTMENT OF THE CULTURAL AFFAIRS COMMISSION ORDINANCE**

Pursuant to Oakland Charter Section 212, Ordinance No. 13561 C.M.S. is hereby amended and reenacted as set forth herein.

~~SECTION 2. The provisions governing the Commission as set forth in Ordinance No. 11323 C.M.S. and Ordinance No. 11778 C.M.S. are hereby amended and restated to add, delete or modify sections as set forth below; additions are indicated by a double underscoring and deletions are indicated by a strike through type.~~ **SECTION 23. CREATION OF COMMISSION**

As of May 1, 1991, pursuant to Section 601 of the Charter of the City of Oakland, there is hereby created a Cultural Affairs Commission.

SECTION 3.4. GOALS AND DUTIES

It shall be the function and duty of the Cultural Affairs Commission to:

- a. Advise the Mayor, City Council, and City Administrator, on matters affecting cultural development in the community;
- b. Review and comment on City and community policies, programs, and actions which affect arts and cultural development in Oakland;
- c. Advise the Mayor, City Council, and City Administrator on recommendations arising out of the Cultural Plan affecting City support for cultural development;
- d. Act as ambassadors and advocates for the people of Oakland and as such will through the design, develop, and implementation ~~of~~ a Commission work plan after consultation with the Cultural Affairs Manager, or other City staff as designated by the City Administrator;

- e. Encourage and assist in the development of support for artists, culture bearers, culturists, and arts and culture organizations within Oakland;
- f. Make cultural planning status reports and recommendations to the Mayor, City Council, and City Administrator regarding actions to be taken by the City to fund, assist, and encourage activities in support of artistic, cultural, and humanities activities in the City;
- g. In addition to the reporting requirements stated in this Section, the Commission shall submit an informational report to the City Council committee designated as liaison to the Commission as directed by the Chairperson of said committee;
- h. Informational reports submitted as required in this Section must include detailed descriptions of operating and staffing needs, to be developed and maintained by the department responsible for staffing and administration of the Commission;
- i. Take such other actions as may be necessary or desirable to promote public awareness of, and participation in artistic, cultural, and humanities activities in Oakland;
- j. Perform such other functions and duties pertaining to Commission member's role as advocates and ambassadors as may be directed by the Mayor, City Council, or the City Administrator;
- ~~k. City Council approval must be obtained prior to the creation of any standing committee of the Commission. A proposal to create a standing committee of the Commission must include information regarding the costs of complying with noticing and reporting requirements resulting from the establishment of any such standing committee of the Commission~~

~~The Commission may create, modify and/or terminate standing committees of the Commission following recommendation to and approval by the City Administrator. Any committee must serve as an advisory body to the Commission and may not act inconsistent with this Ordinance.~~

In prescribing the above duties and functions of the Cultural Affairs Commission, it is not the intent of the Council to duplicate or overlap the functions, duties, or responsibilities heretofore or hereafter assigned to any other City board or commission or to a City department. As to such functions or responsibilities of another board or commission or of a department of the City, the Cultural Affairs Commission will render

assistance and advice to such board, commission, or department as may be requested.

SECTION 45. AUTHORITY

The Cultural Affairs Commission shall directly report to and advise the Mayor, City Council, and the City Administrator.

SECTION 56. MEMBERSHIP

- a. The Commission shall consist of eleven (11) members, who shall serve without compensation. Appointments shall be made pursuant to Section 601 of the Charter.
- ~~b. Six (6) members shall constitute a quorum, and any decision by the Commission shall require a majority of those members present. A majority of appointed commissioners shall constitute a quorum, but in no case shall be fewer than four (4).~~
- ~~c. b.~~ To the extent practicable, appointments to the Cultural Affairs Commission shall be made using the guiding principles of cultural equity to help reflect the diversity of the City.
- ~~d. c.~~ To the extent practicable, appointments to the Cultural Affairs Commission shall reflect the geographical diversity of the City.
- ~~e. d.~~ In making appointments to the Cultural Affairs Commission, the Mayor shall consider request recommendations for appointments ~~offered~~ by each Councilmember and by the Commission. ~~Councilmembers must submit recommendations to the Mayor for consideration at least 30 days prior to expiration of an existing Commission member's term.~~
- ~~f. The Commission shall recommend to the Mayor at least one (1) member for appointment.~~
- ~~g. e.~~ The Commission shall include at least one (1) member of the Public Art Advisory Committee (PAAC) to be selected by the Mayor and appointed pursuant to Section 601 of the Charter. If no PAAC member agrees to accept an appointment to serve, the Mayor may appoint another member pursuant to Section 601 of the Charter.

SECTION 67. APPOINTMENT

- a. Terms of Appointment. All terms shall commence on October 1 and end on September 30. For the initial appointment only, four (4) members shall be appointed for a three-year term, four (4) members shall be appointed for a two-year term, and three (3) members shall be appointed for a one-year term. Thereafter, all appointments shall be for three (3) years, except that an appointment made to fill a vacancy created by the premature departure of a Commission member shall be for the unexpired portion of the departed Commission member's term only.
- b. Limit on Consecutive Terms. Commencing with the effective date of this Ordinance, no person shall be appointed to serve as a member of the Cultural Affairs Commission for more than two (2) consecutive three-year terms plus any initial term of less than two years. A former member of the Commission can be appointed to the Commission for another two consecutive terms only after a full term of three (3) years has passed after the completion of the member's second term.

Holdover. In the event an appointment to fill a vacancy has not occurred by the conclusion of a Commission member's term, that member may continue to serve as a member of the Commission in a holdover capacity for a period not to exceed one year, to allow for the appointment of a new Commission member. The newly appointed member shall be appointed pursuant to Section 6.a, above, notwithstanding any holdover period.

- c. Removal. To assure participation of Commission members, attendance by the members of the Commission to all regularly scheduled and special meetings of the Commission shall be recorded, and such record shall be provided semi-annually to the Office of the Mayor for review. A member may be removed pursuant to Section 601 of the City Charter. Among other things, conviction of a felony, misconduct, incompetence, inattention to or inability to perform duties, or absence from three (3) consecutive regular meetings except on account of illness or when absent from the City by permission of the Commission, may constitute cause for removal.

SECTION 78. VACANCIES

A vacancy on the Cultural Affairs Commission will exist whenever a member dies, resigns, or is removed, ~~or~~ whenever an appointee fails to be confirmed by the Council within thirty (30) days of appointment, or as provided in Charter Section 601. An appointment to fill a vacancy shall be for the unexpired portion of the term only.

SECTION ~~9~~10. RULES AND REPORT

The Commission shall establish reasonable rules for the conduct of its business and a copy of said rules and any amendments thereto shall be delivered to the City Administrator for review and approval. Voting shall be required to pass any motion or resolution. An affirmative vote of the majority of the members present is required to pass any motion or resolution. The Cultural Affairs Commission shall make cultural planning status reports, findings, and recommendations either to the Mayor, the City Council, or the City Administrator, as appropriate. The Cultural Affairs Commission shall submit an informational report to the City Council committee designated as liaison to the Commission as directed by the Chairperson of the City Council committee to which the Commission reports. Recommendations from the Cultural Affairs Commission shall be carefully and fully considered by the City Administrator. If rejected by the City Administrator, the Commission may submit recommendations to the Council for consideration, as appropriate.

SECTION ~~10~~11. STAFF

The City Administrator shall provide the Cultural Affairs Commission with staff assistance to support the effective functioning of the Commission.

~~as needed.~~

SECTION ~~11~~12. SEVERABILITY

If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the Chapter. The City Council hereby declares that it would have passed this Ordinance and each section, subsection, clause or phrase thereof irrespective of the fact that one or more other sections, subsections, clauses, or phrases may be declared invalid or unconstitutional.

SECTION ~~12~~13. EFFECTIVE DATE

This ordinance shall become effective immediately on final adoption if it receives six or more affirmative votes; otherwise it shall become effective upon the seventh day after final adoption.

By-Laws, City of Oakland, Cultural Affairs Commission [DRAFT]

Adopted at the [Month, Day, Year] Commission meeting

A RESOLUTION OF THE CULTURAL AFFAIRS COMMISSION ADOPTING AND ESTABLISHING RULES FOR THE CONDUCT OF ITS MEETINGS PROCEEDINGS AND BUSINESS, PURSUANT TO OAKLAND CITY COUNCIL ORDINANCE 13561 CMS

WHEREAS, the Cultural Affairs Commission has found it necessary and desirable to adopt Rules of Order for the conduct of its business, now therefore,

BE IT RESOLVED BY THE Cultural Affairs Commission of the City of Oakland that the Commission does hereby adopt Rules of Order for the conduct of its business, as follows:

RULES OF ORDER

ARTICLE I GENERAL PROVISIONS

Section 100. DEFINITIONS. As used in these rules, unless the context clearly indicates otherwise:

(a) "Commission" means the Cultural Affairs Commission;

(b) "Brown Act" means the Ralph M. Brown Act, California Government Code Sections 54950 et seq., as amended.

Section 101. GENERAL. The name of the Commission, the number of its members, the members' qualifications, and their appointment, removal and terms of office shall be prescribed by City ordinance, pursuant to Oakland Charter Section 601.Boards and Commissions.

Section 102. OFFICE. Oakland City Hall, 1 Frank H. Ogawa Plaza, Oakland, California, is designated as the office of the Commission.

Section 103. REGULAR MEETING PLACE. Except as the Commission may from time to time provide an alternate location, the regular meeting place of the Commission shall be in Oakland City Hall, 1 Frank H. Ogawa Plaza, Oakland, California, in a room to be designated on the meeting agenda. If a meeting cannot be held at the regular meeting place of the Commission or other City property, meetings may be held at any place designated by the Chairperson.

Section 104. RECORDS. All books, records, papers, tapes and minutes of the Commission meetings shall be maintained in the Office of Cultural Affairs, Oakland City Hall, 1 Frank H. Ogawa Plaza, Oakland, California.

Section 105. FORMER COMMISSION MEMBERS. Former Commission members shall be treated as members of the public. There is no official emeritus status for former Commissioners.

ARTICLE II

COMMISSIONERS

Oakland Cultural Affairs Commission, 1 Frank H. Ogawa Plaza, 9th fl. Oakland, CA 94612

www.oaklandculturalarts.org

Section 201. NUMBER OF COMMISSIONERS. The Commission shall consist of eleven Commissioners, pursuant to City Council Ordinance 13561 C.M.S.

Section 202. APPOINTMENT AND TERM OF OFFICE. All Commissioners shall be appointed by the Mayor for three-year terms or until their successors have been appointed, or by City Council as outlined in City Charter section 601. No person shall serve as a Cultural Affairs Commissioner for more than two consecutive, three-year terms. Holdover service is permitted pursuant to Ordinance 13561 and City Charter Section 601. A former member of the Commission can be appointed to the Commission for up to another two consecutive terms only after a full term of three years has passed after the completion of the member's second term.

Section 203. QUALIFICATIONS. Commissioner qualifications are described in City Council Ordinance 13561 C.M.S.

Section 204. ETHICS AND CONFLICTS OF INTEREST. By accepting appointment to the Commission, each member agrees to comply with Articles 4 (commencing with Section 1090) and 4.7 (commencing with Section 1125) of Division 4 of Title 1 of the Government Code and the Political Reform Act (Gov. Code 81000 et seq.). Additionally, each member shall comply with the guidelines set forth in the Oakland Ethics Commission Handbook for Boards and Commissions, and any and all determinations made by the Ethics Commission regarding conflicts of interest. Information received by the Cultural Affairs Division staff may be provided to the Ethics Commission and the Mayor's Office. Given that the Commission was established "for the purpose of advising the Mayor, City Council, and City Administrator" (Ordinance 13561), no current employee of the City of Oakland working in the Mayor's Office, the offices of City Council members, or the Office of the City Administrator shall be recommended to the Commission. for appointment.

ARTICLE III

OFFICERS: CHAIR AND VICE CHAIR

Section 300. ELECTION. The Chair and Vice-Chair of the Commission shall be elected by the Commission from its membership by signed ballot vote or by oral vote at a Commission meeting.

Section 301. TERMS OF OFFICE. The Chair and Vice-Chair shall be elected for terms of two (2) years commencing at noon on the first meeting day of October and continuing to the last meeting day of September two years later. Elections of the Chair and Vice-Chair shall be conducted at the first meeting of the Commission immediately preceding the expiration of the terms of office. The Chair and Vice-Chair shall serve at the pleasure of the Commission during the term of office and may be removed from office by the Commission at any time for any reason.

Section 302. VACANCIES IN OFFICE. If the Chair or Vice-Chair should cease to be a member of the Commission, or if for any other reason the office of the Chair or Vice-Chair should become vacant prior to the expiration of the term of office, the Commission shall elect a successor to the office of Chair or Vice-Chair for the unexpired portion of the term.

Section 303. CHAIR, POWERS AND DUTIES. The Chair shall have the following powers and duties:

- (a) The Chair shall preside at all meetings of the Commission;
- (b) The Chair shall conduct meetings in accordance with the Oakland Municipal Code, the approved Bylaws and City policies. It is the responsibility of the Chair to make sure that matters before the Commission are dealt with in an orderly, efficient manner; and
- (c) The Chair shall perform all other duties which may be required by the City of Oakland Municipal Code, by ordinance of the City of Oakland, or by resolution or order of the Commission consistent with the Municipal Code and the ordinances of the City of Oakland.

Section 304. VICE CHAIR, POWERS AND DUTIES. The Vice-Chair shall have the following powers and duties:

- (a) In the event of and during the absence of the Chair, they shall preside as Chair at all meetings of the Commission and shall have and perform all other powers and duties of the Chair; and
- (b) They shall perform all duties which may be required of the Vice-Chair by the City Charter, by ordinance or Council Policy of the City of Oakland, or by resolution or order of the Commission consistent with the Charter, ordinances and policies of the City of Oakland.

**ARTICLE IV
OFFICER: CHAIR PRO TEMPORE**

Section 400. In the event of vacancies in offices of the Chair and Vice-Chair, or in the event of the absence of the Chair and Vice-Chair, at the time of any meeting, the Commission may elect one of its members Chair Pro Tempore to preside over such meeting during such vacancies or absences. The Chair Pro Tempore shall have all the powers and duties of the Chair during such meeting.

**ARTICLE V
SECRETARY**

Section 500. APPOINTMENT. The Secretary shall be the City staff person designated to serve as such by the City Administration.

Section 501. POWERS AND DUTIES. The Secretary shall have the following powers and duties:

- (a) The Secretary shall attend all Commission and committee meetings of the Commission and shall record or keep minutes of all that transpires;
- (b) The Secretary shall attest all minutes of the meetings of the Commission;
- (c) The Secretary shall preserve, and be custodian of, all books, records, papers and tapes of the Commission. Whenever necessary they shall certify true copies of Commission documents;
- (d) The Secretary shall provide to the Commission agendas and agenda packets, and submit Commission letters, communications and recommendations to City Officials; and

(e) The Secretary shall perform all duties required of them by the Commission Bylaws as well as City of Oakland rules and regulations or in their absence shall ensure such duties are performed.

ARTICLE VI MEETINGS

Section 600. GENERAL. Except as otherwise provided by this article, meetings of the Commission shall be open and public and shall comply with the requirements of the Brown Act, "California's Open Meeting Law," Government Code Section 54956.8.

601. REGULAR MEETINGS. Regular meetings of the Commission shall be at the time and place designated by the Commission in coordination with the City Administration. If the time scheduled for a regular meeting falls on a City Holiday, the regular meeting shall be held on the next succeeding business day.

602. SPECIAL MEETINGS. A special meeting may be called at any time by the Chair of the Commission, or by a majority of its membership, in accordance with the Brown Act and the City rules of procedure. The agenda shall specify the time and place of the special meeting and the business to be transacted; no other business shall be considered by the Commission at the special meeting.

Section 603. ADJOURNMENT — ADJOURNED MEETINGS. The Commission may adjourn any regular, adjourned regular, special or adjourned special meeting to a time and place specified in the order of adjournment; a majority of members present, even though less than a quorum may so adjourn. If all members are absent from a regular or adjourned regular meeting, the Secretary of the Commission may declare the meeting adjourned to a stated time and place; and they shall cause a written notice of the adjournment to be given in the manner provided in California Government Code Section 54956 for special meetings. A copy of the order or notice of adjournment shall be posted conspicuously on or near the door of the place where the regular, adjourned regular, special or adjourned special meeting was held within twenty-four (24) hours after the time of adjournment. When an order of adjournment of any meeting fails to state the hour at which the adjourned meeting is to be held, it shall be held at the hour specified for regular meetings.

Section 604. CONTINUANCE. A convened meeting, or any meeting ordered or noticed to be held, may by order or notice of continuance, be continued or recontinued to any subsequent meeting of the Commission in the same manner and to the same extent set forth in Section 603 for the adjournment of meetings; provided, if a hearing is continued to a time less than twenty-four (24) hours after the time specified in the notice or order of hearing, a copy of the order or notice of continuance shall be posted immediately following the meeting which orders or declares the continuance.

ARTICLE VII MEETING AGENDA AND PROCEDURE

Section 700. AGENDA. The Commission shall provide for an agenda. No discussion may be held of any item that is not on the agenda. The Secretary shall prepare and distribute the agenda for the Commission.

Section 701. QUORUM. A majority of the filled seats of the Commission, but no fewer less than four, shall constitute a quorum to transact business, pursuant to the rules stated in Ordinance 13561 CMS. Less than a quorum may adjourn the meeting or adjourn the meeting to a stated time.

Section 602. ATTENDANCE. Commissions require attendance and active participation to function. Commission members required to miss a meeting must notify the Commission Chair and the Secretary in advance and as soon as possible.

Section 603. VOTING. No action shall be taken by the Commission except by affirmative vote of a simple majority of those voting, as long as there is a quorum present.

Section 604. MANNER AND RECORDATION OF VOTES. Voting by members of the Commission shall be by “ayes” and “noes,” and the result of each vote shall be entered by the Secretary in the record of the Commission proceedings. Upon the request of any Commission member, a roll call vote shall be taken on any matter upon which a vote is called, and each vote shall be recorded by the Secretary to the record of the Commission proceedings.

Section 605. ORDER OF BUSINESS. At regular meetings of the Commission the order of business shall be conducted in accordance with the requirements of the Brown Act. The order of business may be changed at any meeting by the Commission.

ADOPTED this __XXst__ day of __April, 2025, by the following vote:

AYES:

NOES:

ABSENT:

Commissioners -