



Administrative Report

J.3., File # CA26-0378

Meeting Date: 3/25/2026

To: CULTURAL ARTS COMMISSION
From: JACK MEYER, CULTURAL ARTS MANAGER

TITLE

DISCUSSION AND POSSIBLE ACTION REGARDING INPUT AND SUGGESTIONS FOR THE CITY COUNCIL'S CONSIDERATION DURING THE FORTHCOMING STRATEGIC PLANNING SESSION

BACKGROUND

City staff take direction on projects, assignments, and priorities from the City Council. To that end, City Council holds a meeting every six to twelve months to produce a "Strategic Plan," which is a list of projects that Council wants staff to complete over a six- to twelve-month period. Once a list is established, City Council then assigns each project to a specific City department and establishes a deadline to accomplish the task.

The process to create the Strategic Plan list is collaborative. It is common for City Council to solicit project ideas from staff as well as from various City Commissions, inclusive of the Cultural Arts Commission (CAC). The intent of this discussion is to solicit from the Commission a list of potential projects for the next six to twelve months to better inform staff and City Council when deliberating on the next list of Strategic Plan items. The next Strategic Plan meeting is scheduled for March 31, 2026 in the Main Library Conference Room at 2:00 PM.

Once discussed and agreed upon by the Commission, it is recommended that the Commission Chair or Vice Chair prepare and convey a letter to the Council that captures this list of prospective project recommendations.

Attached is the Agenda Packet for the April, 2025 Strategic Planning Session, which includes the previous letter of recommendations/input provided by the CAC (pages 40-41), as well as the Strategic Plan Matrix that was approved by City Council in June 2025.

ATTACHMENTS

- Agenda Packet - CAC Letter
- June 2025 - Strategic Plan Matrix