



COMMISSION FOR THE ARTS STAFF REPORT

ITEM NO. 5.6

DATE: February 24, 2026

TO: Chairperson and Members of the Commission for the Arts

FROM: Allen McFarland, Management Analyst II

SUBJECT: Appointment of an ad hoc committee to review and provide feedback on updated application forms, proposed changes to the Livermore Municipal Code, and proposed changes to the Art in Public Places Policy and Procedure Manual.

RECOMMENDED ACTION

Staff recommends the Commission for the Arts appoint an ad hoc committee to review and provide feedback on updated application forms, proposed changes to the Livermore Municipal Code, and proposed changes to the Art in Public Places Policy and Procedure Manual.

DECISION TYPE

Administrative

SUMMARY

As explained in section 8 ("Updating of Current Arts Policy and Procedure") of the Commission for the Arts approved workplan, the Commission is directed to establish ad hoc committees in support of staff's updating of critical documents, policy, and procedures related to the City's arts program. As all three of the proposed activities will correspond and need coordination with each other, staff recommends that one ad hoc committee be established for these efforts.

DISCUSSION

Staff has begun the long-term process of updating critical documents, policy, and procedures related to the City's arts program. As staff completes draft changes, they will meet with the established ad hoc committee to share and explain their recommendations and planned changes, and request feedback. Staff will then review the feedback received, update drafts as applicable, and then share final drafts with internal stakeholders and decision makers. Staff will update the full Commission when any substantial changes or updates become final.

Given the amount of time and consideration that this task will take, it is recommended that volunteers for this ad hoc committee consider that the frequency of meetings and discussions will be higher than that of

most other ad hoc committees. It is estimated that the work of this ad hoc committee will last up to one calendar year, the maximum permitted by the Rules of Procedure.

ATTACHMENTS

Prepared by: Allen McFarland
Management Analyst II