

PUBLIC ART ADVISORY COMMITTEE

Tuesday, June 12, 2018
450 Civic Center Plaza, 2nd Floor
Pt. Molate Conference Room
Richmond. CA 94804

MEETING MINUTES

Present: Jenny Balisle, Tom Herriman, Linda Kalin, Phillip Mehas, and Jessica Parker

Absent: Gretchen Borg-Hillstead

Guest: Nava Mizrahi, Arts & Culture Commissioner

Staff: Michele Seville, Arts & Culture Manager
Katy Curl, Director, Library & Cultural Services

I. Chair Balisle called the meeting to order at 7:00 P.M.

II. Roll Call

III. Agenda Review and Acceptance

Motion by Committee Member Mehas, second by Committee Member Kalin, and carried unanimously to accept the agenda, as submitted

IV. Minutes from the May 8, 2018 Meeting

It was noted that the April 4, 2018 PAAC minutes had been continued to the current meeting but had not been included on the agenda. The PAAC directed that the April minutes be included on the next meeting agenda for consideration.

Motion by Committee Member Mehas, second by Committee Member Parker and carried unanimously to accept the minutes of the May 8, 2018 meeting, as submitted.

V. Public Comment

Arts & Culture Commissioner Mizrahi highlighted the very successful Richmond Pride event and reported that several Committee Members had attended that event.

VI. Discussion on New Ordinance Establishing the PAAC as the Public Art Board

Michele Seville explained that the Public Art Policies & Procedures (P&P) had been discussed for public art and had been in the process of being updated and rewritten for some time. One of the issues in that process was the reference to the Public Art Advisory Committee (PAAC). Unlike the Richmond Arts & Culture Commission (RACC), which had its own resolution, the PAAC did not and had not formally been established except for its mention in the P&P, which over the years had led to confusion. As a result, the subject document had been created to call the PAAC by another name to clarify the confusion of whether it was a standalone body or a subcommittee of the RACC.

Ms. Curl reported that the city's legal department was currently working on a Commission Manual that would cover all commissions and committees. As a result, it was recommended that the P&P be deferred pending the completion of that manual.

As an alternative, Ms. Seville recommended the submittal of the P&P, with the name change to return later for consideration, since it was important to have regulations in place for the percent for art in private development and the need to start processing that requirement. She recommended that the current revision along with previous requests for legal opinion be attached and submitted to the PAAC for review and comment.

VII. Update on Public Art Policies & Procedures

There were no further comments beyond the prior discussion.

VIII. Update on Public Art Roster

Committee Member Parker reported that she and Chair Balisle had met to finalize the Public Art Roster, and using Drop Box folders with a separate folder and subfolders for each artist create an open, easy, and transparent database. Monthly and/or quarterly emails to local artists, dovetailing on Ms. Seville's current email system, was also recommended.

Given the stated intent that artists would not have access to other artists' Drop Box folders, Ms. Curl emphasized that anything the PAAC was involved with, a roster or any other information, must be immediately available to the public, although Ms. Seville clarified that the PAAC would be making information available to developers who would be provided information from a Public Art Roster. A list with a field of artists would be provided to the developer and not the Drop Box information.

On the discussion of how to create a curated list that would be useful to the city and to the artist, and whether the list was intended or should be private or public, along with the issue of using emails that could also be public, PAAC members requested that Ms. Curl return to the next meeting to review what had been

presented and to help facilitate the discussion and clarify any confusion. For the next agenda, Ms. Seville requested the most current version of the document in a how to format for ease of use by the artist, and acknowledged the request from the Chair for a three-way conversation she agreed to have with the Chair and the Arts & Cultural Manager of the San Francisco Arts Commission to clarify the format and function of the artist database. Ms. Curl was also asked to come up with a list of issues about emails and the Public Art Roster to consider at the next meeting.

IX. Percent for Art in Private Development/Review Developer Procedures

Ms. Seville emphasized the document was needed since developers were asking for details on the applicability of the percent for art in private development requirement and procedures, and reiterated that the P&P did not have to be approved at this time.

Committee Member Kalin explained that the document had been changed after a meeting with the City Manager, and the procedures had not yet been discussed but should be continued to the next meeting of the PAAC for discussion.

Ms. Seville referred to the documents in the packet that would be given to developers on what to expect for the process, which included a welcome document she had prepared. She suggested those two documents would offer something to consider on the agenda next month.

Ms. Curl referred to Section 7.2 of the P&P and suggested that as a policy piece. Referring to the process used by the City of Palo Alto, she recommended the use of some of the elements of Palo Alto's process.

A two-hour meeting of the subcommittee comprised of Chair Balisle, Committee Member Kalin, and Ms. Seville was recommended to create a fast interim document using the P&P, the welcome letter, and specifically Section 7.2 of the P&P. Additional staff was also recommended as a liaison to handle future project management between the PAAC and a developer

X. Percent for Art in Private Development/Materials Development and Creation

Committee Member Kalin referred to a checklist previously requested by a City Planner who had sent an example, and explained that the PAAC had agreed to work on the checklist but had yet to do so.

Ms. Seville recommended using the Green Building Checklist submitted by Lina Velasco and add it to the new Private Development Project List letter, the P&P, and Section 7.2 of the P&P, condensing those documents into one short understandable introduction to developers on what they needed to include in a proposal to be submitted to the PAAC for review.

Ms. Curl recommended that Palo Alto's four-step process be considered in conjunction with the other three documents that would be considered by the subcommittee.

It was also recommended that the next meeting's open discussion include the notes from the phone conversation with Emeryville, Everett Evans, and Palo Alto.

XI. Status of CIP Projects

Ms. Seville reported that the Port of Richmond had two projects from which the Public Art Budget would be receiving an allocation estimated at \$16,000; the city had approved additional funding to complete the Port Public Art Project; and the contracts for the Moody Underpass (artist and project manager) had both been approved and would begin as soon as it was determined whether or not the California Finance Board would need to approve the project.

Ms. Seville also referred to an email from the Marina Bay Council, which had been distressed that the Marina Bay community had not yet been involved in the public art discussion. She clarified there would be time for the community to engage with the artist.

XII. Staff Report

The staff report had been included in the packet.

XIII. Announcements

Chair Balisle announced the Solstice Summer Art Show to be held on June 24 at East Brother's Beer company; they are looking for artists to participate.

Seville commented that the mural on Macdonald Avenue and Civic Center Plaza at the Senior Center was fading and would have to be photographically reproduced. The faded mural will be on the PAAC agenda soon.

Seville distributed a request to publicize the logo and tag line by Richmond Outdoors Coalition, which would like to have someone from the PAAC serve as a judge to review the logos and tag lines submitted for a design contest.

Committee Member Herriman expressed a desire to participate.

XIV. Adjournment

The meeting adjourned at 8:37 P.M.