



CITY *of* BRISBANE

Public Art Advisory Committee Agenda

Tuesday, March 8th, 2022 at 4:30PM • Virtual Meeting

This meeting is compliant with the Ralph M. Brown act as amended by California Assembly Bill No. 361 effective September 16, 2021 providing for a public health emergency exception to the standard teleconference rules required by the Brown Act. The purpose of this is to provide a safe environment for the public, staff, and the Subcommittee, while allowing for public participation. The public may address the Subcommittee using exclusively remote public comment options. The Subcommittee may take action on any item listed in the agenda.

TO ADDRESS THE SUBCOMMITTEE

The meeting will be an exclusively virtual meeting. The agenda materials may be viewed online at www.brisbaneca.org at least 72 hours prior to the meeting.

REMOTE PUBLIC COMMENTS

Meeting participants are encouraged to submit public comments in writing in advance of the meeting. Aside from commenting while in the Zoom meeting, the following email and text line will be monitored during the meeting, and public comments received will be noted for the record during Public Comment or during an Item.

Email: aibarra@brisbaneca.org

Text: 415-407-2675

Call-in number for oral communications if not using Computer Audio: 1-669-900-9128

After entering the meeting ID and pressing #, simply press # a second time to enter the meeting waiting room. No participant code is required. Please wait on the call until a Subcommittee or Staff Member announces that the phone line is open. Dial *9 to “raise hand” and dial *6 to mute/unmute.

JOINING MEETING

Public Meetings may be viewed live by joining the Zoom Meeting listed below.

<https://us06web.zoom.us/j/84368060205?pwd=K2sxdTdob0dGWjNSKzhWUnErdVhEZz09>

Meeting ID: 843 6806 0205

Passcode: 123456

SPECIAL ASSISTANCE

If you need special assistance to participate in this meeting, please contact Angel Ibarra at (415) 508-2109. Notification in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

COMMITTEE MEMBERS:

Councilmember Cunningham, Councilmember Davis, Park & Recreation Commissioner Greenlee, Committee Member D. Davis, Committee Member Grossman, Committee Member Olivier-Salmon

ROLE CALL**APPROVAL OF AGENDA****APPROVAL OF MINUTES**

A. Approve Minutes from February 1st, 2022 Public Art Advisory Committee

PRESENTATIONS AND DISCUSSION ITEMS

B. Discuss Obtaining Curatorial Services for Community Park Art Elements

PUBLIC COMMENT**ADJOURNMENT**

A.

File Attachments for Item:

A. Approve Minutes from February 1st, 2022 Public Art Advisory Committee



CITY of BRISBANE

Public Art Advisory Committee Minutes

Tuesday, February 1st, 2022 at 4:30PM • Virtual Meeting

CALL TO ORDER - 4:34 p.m.

ROLL CALL

Committee Members Present: Councilmember Cunningham (joined at 4:57pm), Councilmember Davis, Park & Recreation Commissioner Leesa Greenlee, Committee Member Danette Davis, Committee Member Beth Grossman, Committee Member Camille Olivier-Salmon

Committee Members Absent: None

Staff Members Present: Assistant City Manager Schillinger, Admin. Management Analyst Ibarra

PRESENTATION AND DISCUSSION ITEMS

A. Review Public Art Fund Balance

The Committee reviewed the Public Art Fund balance.

B. Review the City's Properties and Possible Art Locations

Schillinger gave an update on the Midtown mural. The mural cleaning and preparation by Kiernan will be done in the next couple of months, and Mona, the artist, will be available in the Spring.

The Committee reviewed the map designating which properties the City owns. From the last meeting, the Committee decided to focus on 1) Visitacion, 2) Walkways, 3) park behind restrooms, 4) entrance to town, 5) Parcel 5 (in Sierra Point Parkway). After some discussion around vision for certain areas, the committee really began to focus on the park area behind the bathrooms and voted to focus on that area. Some ideas include a Zen Garden or peaceful area with possible water elements, but also sometimes there are small parties or gathering around there. As there is traffic driving by, an art consultant should consider blocking the view and noise of traffic. The use of natural materials matches the City's values. We should consider giving a blank slate to the consultant and just provide the "mood" and see what the consultant curates.

Schillinger will come back to the Committee with a general RFP and then get an idea about what kind of consultant they would like to attract. He will then update the City Council on the

Committee's plans and let them know that they are unsure of the cost but will be putting out an RFP to get a sense of the cost. And then meet with the consultants and decide who they would like to go with, and then return to Council for approval.

PUBLIC COMMENT

None

NEXT MEETING DATES

Tuesday, March 8th 4:30pm and Tuesday, March 29th at 4:30pm

ADJOURNMENT

5:47PM

File Attachments for Item:

B. Discuss Obtaining Curatorial Services for Community Park Art Elements



PUBLIC ART COMMITTEE AGENDA REPORT

Meeting Date: 3/8/2022

From: Stuart Schillinger, Assistant City Manager

Subject: Curatorial Services for Community Park Art Piece

Community Goal/Result

Community Building

Purpose

Acquire unique art elements for the area behind the bathrooms at the Community Park which stimulates the creativity, imagination, and adds a unique human quality to the area.

Recommendation

Provide feedback to staff concerning the various elements of the Request for Proposal.

Background

The Public Art Committee determined the next project it would like to undertake is adding one or more art elements in the area behind the bathrooms at the Community Park. The area currently has several picnic tables and “retired” painted fire hydrants. The Committee determined hiring a curator to assist the Committee with determining the type of art and then work with the Committee to select an artist to deliver their vision would be appropriate. The selected curator would also work with the artist(s) to ensure the artwork was appropriate for the site.

Discussion

Staff reviewed similar proposals from other cities and looked at various art organizations to cull the major sections for this type of Request for Proposal. Attached for the Committee’s review are the various aspects of a request for Curatorial services. The RFP could be broken down in the following sections

Project Description –This would highlight where the artwork would go, and what expected from the successful applicant.

Eligibility – Who is eligible to apply to the RFP? Also, what skill sets the applicants should have.

Budget – How much the City would like to pay for the requested services (staff could not find any RFPS just for curatorial services but instead for both curatorial services and the placed art work. In other areas no more than 10% -20% of the overall cost of the project usually goes towards consultants who help design and oversee the project).

Schedule – When do we want the proposal returned, and when do we anticipate holding interviews for selected candidates.

Site details – Size of site, what is already there, including a picture of the site.

Scope of Work – What deliverables are expected from the selected candidate?

Submittal Requirements – What information does the Committee want the candidates to submit so that a decision can be made on who to interview?

Fiscal Impact

Without a budget it is unknown what the actual fiscal impact will be. The money used will be taken from the Public Art Fund, which as of October 31, 2021 had \$1,102,015.05 available for future projects

Measure of Success

The community ends up with art behind the bathrooms at the Community Park which stimulates creativity, imagination, and adds a unique human quality to the area.

Stuart Schillinger

Stuart Schillinger, Assistant City Manager

Components for a Curatorial RFP

Project Description

- Area to be used for art work
- Describe type of experience expected from curator

Eligibility

1. Who can apply
 - a. Art professionals
 - b. Non-profit organizations
 - c. Art centers
 - d. Art galleries
2. What types of skills are we looking for
 - a. Facilitation of groups
 - b. Working with artists
 - c. Organizational skills
 - d. Communication skills

Budget

- Is this just for the curator or for the whole project?

Schedule

- When does the Committee want to have it done
 - Submission deadline
 - Review of submissions
 - Interviews

Background of the City

Site Details – including Picture of Site

Scope of Work

- Meet with Committee
 - to determine type of art work
 - Budget for artwork
- Develop RFP or RFQ for artists
- Work with Committee to select artist
- Provide curatorial direction to selected artist
- Serve as liaison between artist and City
- Provide necessary information to City regarding artwork and artist
- Monitor schedule of artist
- In coordination with City and artist oversee installation of artwork

Submittal Requirements

- Curator Identification
 - Name
 - Address
 - Telephone Number
 - E-mail
- Cover letter
- Resume
- Curatorial Portfolio – how many images
- Curatorial Statement
- Cost Proposal
- There will be a statement about the City being an equal opportunity employer