



CITY *of* BRISBANE

Public Art Advisory Committee Minutes

Tuesday, April 5th, 2022 at 4:30PM • Virtual Meeting

CALL TO ORDER - 4:33 p.m.

ROLL CALL

Committee Members Present: Councilmember Cunningham, Chair Danette Davis, Vice-Chair Camille Olivier-Salmon (4:45pm), Committee Member Beth Grossman, Councilmember Davis, Park & Recreation Commissioner Leesa Greenlee (4:38pm)

Committee Members Absent: none

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

APPROVAL OF AGENDA

Agenda was approved by M. Davis and seconded by Cunningham. 4 Ayes, 0 Nos, 2 Absent (Salmon, Greenlee).

APPROVAL OF MINUTES

A. Approve Minutes from March 8th, 2022 Public Art Advisory Committee

The minutes were approved by Salmon and seconded by Cunningham. 4 Ayes, 0 Nos, 2 Absent (Salmon, Greenlee).

PRESENTATION AND DISCUSSION ITEMS

B. Receive an Update on the Public Art Fund Balance

Schillinger reviewed the Public Art Fund balance.

C. Temporary Art Presentation

Nancy Lacsamana presented her idea about promoting the wonderful artwork the Brisbane School District's student create. She said that a group of citizens are preparing for the June renewal Art, Music and reading parcel tax vote for the Brisbane School District. They asked the City for permission to have temporary artwork from the students added to visible locations on city property. The artwork would be added to plywood and affixed with swift ties. There would not be any political messaging. Suggested timing would be May 1st to June 30th.

Staff discussed with other departments and received approval from the Park & Recreation Department and the Police Department to hang at the Brisbane Elementary school, Skatepark and Basketball Courts. This is an informative topic for the Committee.

D. Review the draft Request for Proposal for an Art Consultant to Oversee the Art Project at the Community Park Behind the Restrooms

Schillinger reviewed the draft RFP with the Committee and let them know that once it is approved by the group, he will present it to Council. He based it off the City of San Francisco's recent document.

The Committee suggested these changes:

- Add a general timeline to the RFP (the consultant will work with the Committee to create the timeline for the artist).
- A maintenance schedule in conjunction with the artist
- The consultant has more check in reports with the artist(s) and Committee in the agreement (built in timelines to check in with the Committee)
- Hire a consultant that works with the public and educates them on the process; define their role) in working with the public.
- Remove the wording "behind the restrooms" and "art piece" (as it could be multiple pieces or elements).

The Committee would like to add an estimated cost for the project which would include both the consultant, artist, art elements and maintenance. Stuart said that if an RFP goes to bid, then it is required by law that an agency must go with the lowest bidder. So, the Committee's role is to choose who they would like to hire, and it is staff's role to work with the consultant to get them within the cost the City has estimated for the project. The Committee did want to give a general idea for the consultant, so they agreed that it would be up to \$200K, with the Consultant fee being about 10% of the budget.

Also, the space will be entirely driven by the Committee to include any landscaping, and not rely on Park & Rec or Public Works, which may derail the process while waiting for those departments to work through their budgets to do the landscaping. The Committee is committed to move forward with a project – to show for something. Nothing will be perfect or please everyone, but the Committee can make the space better and more interesting.

The Committee voted to recommend to Council the RFP for a Consultant for the Park project with the amended changes discussed. First by Salmon, seconded by Greenlee. 6 Ayes, 0 Nos.

PUBLIC COMMENT

None

NEXT MEETING DATE

Tuesday, April 25th 4:30pm to discuss the Master plan (review Carlsbad and Pasadena).

ADJOURNMENT

5:45PM