



Richmond Arts and Culture Commission (RACC)

SPECIAL MEETING AGENDA Tuesday, April 27, 2021

7:00 p.m. – 9:00 p.m. ZOOM invitation

Please click the link below to join the webinar:

1. <https://zoom.us/j/99294787890?pwd=WnBIRnQ2cDloUEJqeFoweFVPSnpyQT09>
2. Passcode: 309622
3. Webinar ID: 992 9478 7890

COMMISSION CHAIR

Florene Wiley

COMMISSION MEMBERS

Lynson Beaulieu
Melissa Kirk
Tom Lyons
Nava Mizrahhi

CITY COUNCIL LIAISON

Vacant

COMMISSION Vice-CHAIR

Michael Cohen

STAFF LIAISON

Winifred Day
Thomas Omolo

Richmond Public Art Advisory Committee (PAAC)

SPECIAL MEETING AGENDA Tuesday, April 27, 2021

7:00 p.m. – 9:00 p.m. ZOOM invitation

COMMITTEE CHAIR

Phillip Mehas

COMMITTEE MEMBERS

Siobhan Hayes
Tom Herriman
Emily Leighton

CITY COUNCIL LIAISON

Vacant

Co- CHAIR

Deborah Dyer

RACC Representative: Tom Lyon

STAFF LIAISON

Winifred Day
Thomas Omolo

**ALL COMMISSION MEMBERS WILL PARTICIPATE VIA VIDEO OR TELECONFERENCE
CORONAVIRUS DISEASE (COVID-19) ADVISORY**

Due to the coronavirus (COVID-19) pandemic, Contra Costa County and Governor Gavin Newsom have issued multiple orders requiring sheltering in place, social distancing, and reduction of person-to-person contact. (See, for example, March 31, 2020 County Order extending the shelter-in-place order until May 3, 2020 & March 19, 2020 statewide shelter-in-place order.) Accordingly, Governor Gavin Newsom has issued executive orders that allow cities to hold public meetings via teleconferencing (Executive Order

N-29-20). Both <https://www.coronavirus.cchealth.org> and <http://www.ci.richmond.ca.us/3914/Richmond-Coronavirus-Info> provide updated coronavirus information.

DUE TO THE SHELTER IN PLACE ORDERS, participation in the Community Police Review Commission will be by teleconference only. Public comment will be confined to items appearing on the agenda and will be limited to the method provided below. Consistent with Executive Order N-29-20, this meeting will utilize video/teleconferencing only. The following provides information on how the public can participate in this meeting.

RACC and PAAC members, please log on by 6:45 p.m.

Topic: RACC Monthly Meetings

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Or iPhone one-tap:

US: +16699006833, 99294787890#, *309622# or +12532158782, 99294787890#, *309622#

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099

International numbers available: <https://zoom.us/j/99294787890?pwd=WnBIRnQ2cDloUEJqeFoweFVPSnpyQT09>

Public comments may be submitted:

1. Via email to winifred_day@ci.richmond.ca.us. Email must contain in the subject line **public comments – Item #**. All comments must be submitted on or before Tuesday, April 27, 2021, by 4:30 pm and must include the following:

- a) Your Name
- b) Your Phone Number
- c) The item for which you wish to make a Public Comment.

Requests for comments received via email during the meeting and up until the public comment period on the relevant agenda item is closed, will be accommodated as is reasonably possible and will be limited to a maximum of one to two minutes, depending on the number of commenters.

The City cannot guarantee that its network and/or the site will be uninterrupted.

Record of all public comments:

All public comments will be considered a public record, put into the official meeting record, and considered before Commission action. All public comments will be available after the meeting as supplemental materials and will be posted as an attachment to the meeting minutes when the minutes are posted.

Accessibility for Individuals with Disabilities

Upon request, the City will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services and sign language interpreters, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least two days before the meeting. Requests should be emailed to Winifred_Day@ci.richmond.ca.us or submitted by phone at 510-620-6952. Requests will be granted whenever possible and resolved in favor of accessibility.

Effect of Advisory on In-person public participation

During the pendency of the Executive Order N-29-20, the language in this Advisory portion of the agenda supersedes any language below in the meeting procedures contemplating in-person public comment.



Richmond Arts and Culture Commission (RACC)

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Richmond Public Art Advisory Committee

SPECIAL MEETING AGENDA Tuesday, April 27, 2021

7:00 p.m. – 9:00 p.m. ZOOM invitation

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- | | | |
|-------------|---|------------------|
| I. | WELCOME/CALL TO ORDER/ ROLL CALL (Chair Wiley) | 7:00 P.M. |
| II. | ACTION ITEM: APPROVE April 27 AGENDA (ALL) | 7:03 P.M. |
| III. | ACTION ITEM: APPROVE MINUTES (ALL)
March 9, 2021 (combined RACC and PAAC) and March 23, RACC only | 7:05 P.M. |

- IV. PUBLIC COMMENTS** **7:07 P.M.**
Individuals who would like to address the Richmond Arts and Culture Commission (PAAC) on relevant matters not listed on the agenda may do so under Public Comment. Public comments cannot result in discussion/action at this meeting.
- V. PRESENTATION – PRIVATE DEVELOPER PROJECT Artist Selection Process UPDATE** **7:08 P.M.**
 Hacienda Heights Housing Public Art Selection Process update - Lynne Baer, Art Consultant, Norma Thompson, David Kaplan - Mercy Housing Project Mgr. (Hayes)
- VI. INFORMATION ACTION ITEM** **7:40 P.M.**
1. Osprey Bird Sculpture Commission RFQ for Ridgeline Property Group Selection Panel of three including: Ridgeline, PAAC, resident (____) Deadline for RFQ submittal: Monday, May 3, Panel, May 5, 6 or 7 - 1 hour (action)
 2. Poet Laureate Call for Poets: due May 3, Ad Hoc Committee review applications prior to May 25 meeting where RACC will hear poetry reading from top three candidates and select one finalist. Select Ad Hoc Committee; Wiley, Kirk, _____ meet Week of May 10
- VII. INFORMATION /DISCUSSION ITEMS** **7:50 P.M.**
1. Public Art Ordinance Policies and Procedures – Preparing documents for City Council approval
 2. Community Outreach Workshop March 30@11:00 a.m. and March 31@7:00 p.m. (Mehas/Day)
 3. May 15@ 9:00 – 12:00 RACC/PAAC Retreat Planning: Expectations, Goals, Survey results
 4. Discuss the Family Justice Center CIP art component
- VIII . Staff Report: (Day)** **8:20 P.M.**
1. Community Outreach Survey – Master Plan Prep, RACC/PAAC Retreat May 15, 9:00 – 12:00
 2. Moody Underpass installation complete, Park Naming, Media, and Private Blessing Ceremony
 3. 1% Fee Collection update RYSE – Art concept design review in May
 4. Neighborhood Public Art (NPA) Mini Grant update – GRIP mural – concept review in May
 5. Art Documentation and Art of Encouragement Mini Grant RFQ – distributed recycle Garbage Cans?
- IX. Committee Reports** **8:40 P.M.**
1. Logo Guidelines for use, when and where to use
 2. Social Media; Facebook, Instagram, Twitter
 3. Art Salon – Town Hall
 - 4.

- X. NEXT STEPS (ALL) Retreat Planning 8:50 P.M.**
1. Expectations, Goals, etc.2030 General Plan
- XI. ADJOURN (Chair Wiley) 9:00 P.M.**
NEXT RAAC MEETING: Tuesday, May 25, 2021 NEXT PAAC MEETING: Tuesday May 11, 2021

Attachments:

1. Agenda for April 27, 2021
2. Minutes for March 9, 2021 Combined RACC and PAAC meeting
3. Minutes for March 23, 2021 RACC meeting only
4. Osprey Bird Sculpture Commission RFQ – FINAL
5. Poet Laureate Call for Poets - FINAL
6. Community Outreach Survey - DRAFT



Richmond Public Art Advisory Committee

MEETING MINUTES Tuesday, March 9, 2021

7:00 p.m. – 9:00 p.m. ZOOM invitation

<https://zoom.us/j/92809798587?pwd=Vmh6Q2x2V1kycUJkzIVSHV4QUc4UT09>

Meeting called to order by Chair Mehas at 7:00 p.m.

Present: Chair Mehas, Co-Chair Dyer, Hayes, Herriman, Leighton, Commissioner Lyon for RACC

Absent: Leighton (Two vacant positions)

Staff: Day, Gowda

1. Chair Mehas welcomed all, called the meeting to order at 7:00 p.m. and conducted Roll Call
2. Motion to approve March 9, 2021 Agenda made by Co-Chair Dyer, seconded by Leighton, all approved.
3. Motion to approve and accept the February 9, 2021 Minutes made by Co-Chair Dyer, seconded by Mehas, all approved.
4. No Public Comments
5. Information Items included Ridgeline Property Group (RPG) (Private Developer) Osprey Sculpture commission – in lieu of project, presented by Steve Arthur (RPG) and staff Winifred Day. Staff presented a Draft RFQ for comments and ready to distribute April 1, 2021, with a May 3 application deadline. Motion to approve Osprey RFQ by Leighton, all in favor.
6. PAAC/RACC Annual Goal Planning Retreat in May for 3 hour session will be confirmed by April.
8. Public Art Ordinance Policies and Procedures update. (Mehas/Dyer)
9. Information Item included an update on the Hacienda Heights Mercy Housing update by Committee Member Hayes. Six semi-finalists need more time to prepare art concept proposals. We expect an update from the Mercy team in April.
10. Chair Mehas adjourned the meeting at 7:30 p.m.

Richmond Art and Culture Commission and Public Art Advisory Committee Combined Meeting

Meeting called to order by Chair Wiley at 7:30 p.m.

PAAC Present: Chair Mehas, Co-Chair Dyer, Hayes, Herriman, Leighton,

Absent: 2 vacant

RACC present: Chair Wiley, Co-Chair Cohen, Beaulieu, Kirk, Lyons, Mizrahhi

Absent: Horne, 3 vacant

Staff: Day, Gowda

1. Chair Wiley welcomed all to the combined RACC and PAAC meeting, called the meeting to order at 7:30.
2. Motion to approve the March 9, 2021 Agenda made by Dyer, seconded by Lyons.
3. Purpose of the combined meeting: Public Art Program Ordinance, Policy and Procedures are being updated in preparation for City Council April review and approval. The current documents are over 20 years old and some of the policies were never approved by City Council. Going forward, the purpose of the combined RACC and PAAC meeting must be updated to reflect today's needs. Over the past four months, the City Manager's Office (CMO) team has been working on updating the documents, which are in legal, prior to being presented to RAAC and PAAC. Best practices, policies and procedures from surrounding cities were used to guide the updates for our new documents.

CMO Staff presented the updated Art Ordinance, Policies and Procedures to the Chairs and Co-Chairs for RACC and PAAC, the documents were also distributed to all RACC and PAAC members for review, edits, editions and comments. Tonight, Staff Gowda will present six sections of the revised documents, with links for easy access to all.

- | | |
|-----------|--|
| Section 1 | Draft Amended RMCC 3-59 Ordinance Richmond Arts and Culture Commission |
| Section 2 | Draft Amended RMC 12.62 Ordinance One Percent for Public Art on Private Projects Program |
| Section 3 | NEW – Draft Public Art in Private Development Policies and Procedures |
| Section 4 | Draft Added RMC X.XX Ordinance Public Art Program (Replacing Resolution 70-97) |
| Section 5 | Draft Amending 1999 amended Public Art Program Policies and Procedures |
| Section 6 | NEW – Draft Performing Arts and Temporary Artwork on City-Owned Property Policies and Procedures |

Comments on the updated Ordinance, Policies and Procedures presentation:

1. Wiley – Section 4 guide to Public Art Resources – update Artist Data Base and Art Inventory
2. Cohen – Section 6 – add Performing Arts using City of Berkeley as example
3. Mehas - a. Distinguish between term vs full term, spell it out
 - b. 2 year vs 4 year term, 2 year Chair, Co-Chair
 - c. City Council should not be involved in art related matters, should not select artists or art concept designs, should not allow City Council authority to select art after formal selection
 - d. Brown Act concerns about combining RACC and PAAC, with AdHoc PAAC meetings, not
 - e. legal, clarify when PAAC can actually meet, total number of people
 - f. happy to give seat up to promote diversity
4. Dyer – Update Artist database, mailing lists and art inventory, Asset Management
5. 8:24 – General comments on the proposed policy guideline changes – Combine RACC and PAAC Effort and efficiency
 - a. Need to work together
 - b. Acknowledge a lot of work for one person
 - c. City of SF has 30 Art Commission staff, 6 staff for Grants only
 - d. Division of labor – not everyone wants 2 meetings
 - e. Not efficient to combine – difficult to have 2 meetings at same time – hard to separate
 - f. Combined Body – more staff time
 - g. Not practical, not efficient to combine RACC and PAAC – logistically difficult
 - h. RACC should know more about what PAAC is doing – more money in PAAC
6. Recommendations instead of combining meet quarterly with RACC and PAAC
7. 8 monthly meetings and 4 combined meeting, 45 minute break out rooms
8. More diversity needed (BIPOC) for new members – color, creed, age
9. How can we advertise new commissioners to actively recruit new members
10. City Council RACC / PAAC Liaison
11. May 15 Planning Retreat – break out rooms
12. PAAC member attend and report on RACC – Emily
13. 2nd Tuesday same day as City Council meetings

Chair Wiley adjourned the combined meeting at 9:06 p.m.



Richmond Arts and Culture Commission

MEETING MINUTES Tuesday, March 23, 2021

7:00 p.m. – 9:00 p.m. ZOOM invitation

Meeting called to order by Chair Wiley at 7:00 p.m. and conducted Roll Call.

Present: Chair Wiley, Vice-Chair Cohen, Beaulieu, Kirk, Lyons, Mizrahhi

Absent: Horne

Staff: Day, Gowda

Guests: Cordell Hindler

Technical difficulties caused Staff Day to be off-line for 15 minutes

1. Motion to approve and accept the February 23, 2021 Minutes made by Lyons, seconded by Mizrahhi, all approved.
2. No Public Comments
3. Discussion Items:
 - a. RACC and PAAC Signage Standards and Guidelines Proposal and Logo Update were presented by Lyons all agreed that we are ready to use the logo for NPA Mini Grant credits.
 - b. 2021 – 2022 Arts and Culture Program Planning Retreat – virtual May 15 from 9:00 – 12:00 Plan with Break-Out rooms and topics TBD
4. Staff Updates:
 - a. NPA Mini Grant Project updates: 1 project rescinded – Jorge Liceaga Music CD scope changed multiple times. Encouraged them to re-apply next year.
 - b. 9 of 11 NPA Mini Grants are either fully under fully executed contract or/and almost all under contract.
 - c. Youth Poet Laureate Competition RFQ ready for distribution on April 1, 2021. Going forward – liaisons need more information to be more helpful and to provide a monthly report. It would be nice to increase the total stipend to \$5,000 over the 2 year term.
 - d. Going forward Mural proposals will need to be approved prior to painting.

4. Staff Updates cont.:

e. Art Ordinance, Policies and Procedures Community Outreach to inform the public:

March 30@ 11:00 and March 31 at 7:00 p.m. – we will pass on comments to legal

5. RACC Discussion:

1. NPA Mini Grants –

- a. Many grantees have started projects, some prior to having sign contract
- b. Shane as contract administrator could share with use how the process could be improved, for example the Housing Grant program applications could be similar to avoid confusion
- c. Future – could have orientation workshop to avoid confusion up front – improve flow.
- d. New NPA Mini Grant prep – Flo and Melissa will read 1st DRAFT
- e. Wiley (Bruce, Anthony) Cohen (RYSE, GRIP) Beaulieu (Conway, Shabazz) Kirk (Lopez, Spencer) Lyons (Main Street/NIAD and Richmond Museum) Mizrahhi (Verde School)

6. RACC Committee Reports:

- a. Social Media – Melissa
- b. Tom – Instagram updates – need passwords
- c. Twitter – was Josh – need new rep
- d. Facebook – post NPA Mini Grants from the past - Pay for Facebook ads
- e. Procedures – post 2 times per week, content – events
- f. Goal – build readership, establish group connections to Richmond

- Flo asked how do people know how to find the Richmond Facebook Page?

- Any links from Facebook to the NPA Mini Grantees projects, RAC, Museum, Main Street, partners, etc.

- Write a one page summary that highlights RACC funded projects, events –

- What's Going on in Richmond?
- Post Annual Calendar of Arts and Culture events,
- Art of the African Diaspora, partner events with RAC, NIAD, Center for the performing Arts, etc.
- Sisters in Solidarity
- Spirit and Soul Festival – Main Street
- Pow Pow
- Windows on Macdonald – Main Street project

Chair Wiley adjourned the meeting at 8:53

City of Richmond Request for Qualifications

Pre-Qualified Osprey Bird Sculpture

Post Opens: April 1, 2021

Post Closes: May 3, 2021@5:00p.m.

BACKGROUND:

The City of Richmond adopted a one percent for art ordinance (RMC No. 14.17 N.S.) in 1997, followed by a Percent for Art for Private Developer's policy in 2017 (RMC 12.62). Through this Request for Qualifications (RFQ), the City of Richmond's Arts and Culture Division, in partnership with the Public Art Advisory Committee (PAAC), and the Ridgeline Property Group is seeking a sculptor to create a full scale osprey bird (s). The goal is to create a short list of pre-qualified bird sculptors to be installed within 12 months of the initial contract. This is a 12 month, lump sum project, including installation.

SCOPE of SERVICES:

The official bird for the City of Richmond is the osprey. This request for qualification is for a sculpture with examples of bird and or wildlife completed work samples. The scope is for a minimum of one full scale full 5 foot wing span osprey in cast metal. If possible a male and female pair is desired.

The artist selected for this project will interface with the City of Richmond PAAC and RACC on approvals including concept design, manage fabrication, installation and maintenance schedules, manage the \$60,000 art budget, and camera ready signage documents as needed.

QUALIFICATIONS:

The best candidates for this opportunity are sculptors with completed full scale realistic, life like cast metal birds and are familiar with all aspects of municipal public art project protocols, and ethnically diverse artists from the Nine Bay Area counties. A Richmond based artist is desired.

Artists must have demonstrated ability with evidence from completed projects that could be large-scale art integrated commissions into residential, commercial, and/or public parks projects. The RFP deliverable will be a quarter scale wax sculpture to verify experience match.

If selected for this sculpture commission, you must be able to show proof of issuance: \$1mm commercial liability and \$1mm commercial auto insurance and proof of a City of Richmond business license.

ELIGIBLE:

Open to all pre-qualified professional sculptors with experience with the municipal art selection process. Three to five years of experience preferred.

INELIGIBLE: Current Richmond Art Commissioners (RACC), Public Art Advisory Committee (PAAC) members and any resigned within the 1 year.

SELECTION PROCESS:

RFQ: A panel of Public Art Advisory Committee members, along with a Ridgeline Property Group representative, will review top applications and prepare a short list of artists.

RFP: Semi-finalists will be paid a fee to further develop the cast metal osprey bird sculpture, which will include a ¼ scale wax model. PAAC, RACC and the Developer will select a finalist to execute a sculpture commission contract, which will require City Council approval.

SUBMITTAL PROCEDURE:

Deadline: May 3, 2021 @ 5:00 p.m. (postmark accepted)

What to Submit:

___ Letter of Interest detailing evidence of a match between your skills and the posted criteria

___ Resume highlighting evidence of a minimum of 5 years’ experience on large scale public art projects

___ Annotated list of 5 completed bird projects with; artist name, image number, art work description, project location, installation setting, art budget, and sculptor’s role on the project.

___ Three references (clients) who you have worked with in last 24 months

(Submit one hard copy of the application, along with one Flash Drive (1) with pdf examples.

CONTACT INFORMATION:

Submit applications to:

Winifred Day, Arts and Culture Manager, 450 Civic Center Plaza, # 300, Richmond, CA 94804

Questions may be directed to: Winifred_Day@ci.richmond.ca.us 510-620-6952

For more information on the history of the Richmond Arts and Culture Commission and the Public Art program, please go to: www.ci.richmond.ca.us/2064/Arts-Culture

- ZOOM interviews will take place by the City of Richmond to be placed on the shortlist.



Photo Credit: Golden Gate Audubon Society