

MINUTES APPROVED AT THE HPC MEETING ON APRIL 12, 2022

**Historic Preservation Commission Meeting
Virtual**

February 8, 2022
5:30 p.m.

MINUTES

Roll Call:

Vice Chair Pavlinec called the meeting to order at 5:30 p.m.

Present: Vice Chair Joann Pavlinec; Commissioners Fatema Crane, Jonathan Haeber, Caitlin Hibma, Michael Hibma, and Gretchen M. Stromberg

Absent: Chair Robin McNamara

Staff: Jonelyn Whales

Approval of Minutes:

January 11, 2022

ACTION: It was M/S/C (Haeber/Crane) to approve the minutes for January 11, 2022; approved by voice vote: 6-0-1 Ayes: Crane, Haeber, C. Hibma, M. Hibma, Pavlinec, Stromberg; Noes: None; Absent: McNamara

Meeting Procedures:

None.

Public Forum:

CORDELL HINDLER invited the Commission to the performance of As You Like It as well as the Council Of Industries upcoming general meeting. He shared that he has a candidate in mind for the open position on the Historical Preservation Commission.

Liaison Reports:

There was no liaison present and no reports.

Consent Calendar:

None

Public Hearing:

None

Commission Business

Reports of Commission Members and Staff

- A. Commission member reports, requests and announcements
 - a. Selection of Rooted in Richmond Application Designer/Developer

Staff Contact JONELYN WHALES Recommendation: Receive & Provide Comments

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Ms. Whales shared that Staff received two responses to the Request for Proposal (RFP). One from Action Tour Guide and Eccles. Eccles was based out of the United States and Staff could not adequately rate their proposal based on what was submitted. Council would be reviewing and approving a vendor at their March 1, 2022 meeting.

Commissioner Haeber inquired how many vendors were sent the RFP. Ms. Whales answered the RFP was sent to six different developers. Some developers responded they did not have the time to take on new projects.

Commissioner Haeber acknowledged that the world has changed since the grant was applied for. He shared that Action Tour Guide is a United States-based company and Echoes is in the United Kingdom (UK). Staff has indicated that the City may not be able to enter into a contract with a company based out of country.

Vice Chair Pavlinec asked where Action Tour Guide is located. She noted that one of the requirements was to have at least one meeting with the Commission. Ms. Whales confirmed that the mandatory meeting can be held via Zoom and she could not recall what state the firm is located. Vice Chair Pavlinec wanted to know if staff has tabulated the score sheets. Ms. Whales answered that staff will be reaching out to other Commissioners that did not return their sheets prior to this meeting. Vice Chair Pavlinec mentioned the criteria in the RFP were very specific and Action Tour Guide met many of them.

Commissioner Haeber noted that Action Tour Guide is located in Massachusetts.

Commissioner M. Hibma pointed out that Action Tour Guide has done work all over the United States. He remarked that the UK proposal was thin and their estimate was over the limit.

Vice Chair Pavlinec commented that music and audio are the primary work that Echoes does.

Commissioner C. Hibma appreciated Action Tour Guide's robust proposal.

Commissioner Crane supported using Action Tour Guide and believed they can respond to the specific requirements that the Commission is seeking.

Commissioner Haeber was concerned about travel-related charges as outlined in Action Tour Guide's proposal. He requested that staff clarify with Action Tour Guide if the travel cost can be built into the existing budget.

Commissioner C. Hibma wondered if Action Tour Guide needed to do a site visit.

Commissioner Haeber believed that the Commission would be testing the app before the final launch.

<p>ACTION: It was M/S/C (C. Hibma/Haeber) moved to move forward with Action Tour Guide for building the app with the idea that staff will ask additional questions regarding site visits and working that into the budget; approved by voice vote: 5-0-2 Ayes: Crane, Haeber, C. Hibma, M. Hibma, Pavlinec; Noes: None; Absent: McNamara, Stromberg</p>

b. Next Steps

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Ms. Whales commented once all of the score sheets are submitted, staff will tally the results and prepare the data for City Council's March 1, 2022 meeting. She inquired if the Rooted in Richmond Project is on schedule based on requirements of the grant. Commissioner Haeber confirmed that the project is ahead of schedule. The next step was to select the sites and themes to be highlight in the tour before the end of March 2022. Volunteers will begin doing dry runs of the tour route once the route is identified. He inquired if Commissioners can provide their comments in an email to staff about what sites and themes they want to see in the tour. Ms. Whales indicated she would check to make sure with the legal department if there are any violations for Commissions sending emails to the whole group.

Vice Chair Pavlinec suggested a subcommittee be formed. Commissioner Crane suggested multiple subcommittees be formed with each focusing on a specific topic and Vice Chair Pavlinec agreed.

Commissioner Haeber recommended that for the March 2022 meeting, the Commission should discuss a list of proposed themes that were identified by the subcommittees.

Vice Chair Pavlinec asked who will be doing the interviews for the tour. Commissioner Haeber answered that the City has hired a consultant who is a formal journalist and has a podcast called East Bay Yesterday. Vice Chair Pavlinec wanted to know if any of the interested neighborhoods are on the route. Commissioner Haeber shared that the proposed route follows the Richmond Greenway, then cuts towards the Civic Center, then west on Barrett Avenue, then southwest down through Atchison Village, and then down to the ferry station. The proposed route follows existing infrastructure and is easily accessible by walkers and bicyclists. He liked the idea of splitting the route into segments with different themes. He understood from Action Tour Guide's proposal that multiple tours can be included within one app.

Vice Chair Pavlinec invited Commissioners to comment on if they want to be on a subcommittee. Commissioner Haeber volunteered to be on the subcommittee covering Atchison Village and Harbour Way South. Commissioner Stromberg volunteered to work with Commissioner Haeber.

Commissioner Haeber shared that Atchison Village has indicated that affordable housing is a key component in their community's history and he recommended that the theme for that portion of the tour be geared toward affordable housing.

Commissioner Stromberg requested that staff resend the list of neighborhoods for the Commissioners to reach out to.

Vice Chair Pavlinec specified Belding/Woods Neighborhood wanted to talk about homelessness and how the neighborhood has interacted with homelessness. She believed that homelessness was a broad pattern of the social, cultural, economic history of the development of the City. She recommended that homelessness be one theme of the tour and Commissioner Stromberg agreed.

Commissioner Crane asked what tasks are the adhoc subcommittees charged with. Commissioner Haeber explained the subcommittees would identify the themes so that the contractor can go out and collect the stories related to those themes. He mentioned that the route and geography should not limit who the Commissioners reach out to. Commissioner Crane inquired if the subcommittee is also supposed to identify physical expressions of the

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theme along the route. Commissioner Haeber clarified that the app can accommodate visual or auditory queues so physical expressions are not required.

Vice Chair Pavlinec wanted to see more stories on the recent past besides World War III and history up to the 1950.

Commissioner Stromberg recommended a theme should be environmental justice.

Commissioner Crane wanted to see art in Richmond be a theme.

Vice Chair Pavlinec announced that she, Commissioner Stromberg, and Commissioner Haeber will be on one subcommittee. The other subcommittee was made up of Commissioner C. Hibma, Commissioner M. Hibma, and Commissioner Crane. Commissioner Haeber volunteered to lead his subcommittee and Commissioner Crane volunteered to lead her subcommittee.

Vice Chair Pavlinec announced that Commissioner Haeber, Commissioner M. Hibma, and she will be meeting to review the Mills Act Ordinance and a potential contract for Mills Act agreements.

Adjournment - The Commission adjourned at 6:30 p.m. to March 8, 2022.