

**RICHMOND ARTS AND CULTURE COMMISSION (RACC)  
PUBLIC ART ADVISORY COMMITTEE (PAAC)  
In-Person Meeting  
450 Civic Center Plaza, 1<sup>st</sup> Floor Conference Room  
Richmond, California  
Regular Meeting Minutes  
February 8, 2024  
7:00 p.m. - 9:00 p.m.**

Present: Chair Lynson Beaulieu and Commissioners Ted Bell, Virginia Jourdan, Phillip Mehas, Carole Porter and Arleide da Silva Santos

Absent: Vice-Chair Kaelen Van Cura, Council Liaison Soheila Bana

Staff Present: Arts & Culture Manager Winifred Day and Deputy Chief of Staff Mayor's Office Tony Tamayo

**I. WELCOME / CALL TO ORDER / ROLL CALL**

The RACC/PAAC Regular Meeting was called to order by Chair Beaulieu at 7:01 p.m.

**II. ACTION ITEMS**

**a. APPROVE February 8, 2024 RACC/PAAC Meeting Agenda**

Motion by Commissioner Bell, seconded by Commissioner Jourdan to approve the February 8, 2024 RACC/PAAC Meeting Agenda, as shown, carried by a show of hands.

**b. APPROVE January 11, 2024 RACC/PAAC Meeting Minutes**

Chair Beaulieu asked that Page 1 of the January 11, 2024 meeting minutes be amended to reflect that Commissioner Melody Kozma-Kennedy had not been absent from the meeting since she had resigned prior to the meeting and was no longer a member of the RACC.

Motion by Commissioner Mehas, seconded by Commissioner Bell to approve the January 11, 2024 RACC/PAAC Meeting Minutes, as amended, carried by a show of hands.

**III. PUBLIC COMMENTS**

Phillip Mehas, Richmond, speaking as a citizen, asked that people consider what may happen Citywide when Betty Reid Soskin, a retired Ranger with the National Park Service passed away given that people would be paying attention in that a lot may happen in the National Parks Service and the Rosie the Riveter World War II Home Front National Historic Park in the City of Richmond.

Arts & Culture Manager Winifred Day read into the record public comments received from Cordell Hindler. *Hello Winifred. I am submitting the following comments into the record: 1) The RACC and PAAC is invited to a Ribbon Cutting on February 28<sup>th</sup> 2024 at 10:30 a.m. at Yve's Dominican Salon 2) Also, there is going to be a recruitment for an Administrative Assistant once Council approves the Amend Staff Control and 3) I would like to see more young adults to fill the remaining vacancies for RACC. Sincerely, Cordell.*

**IV. INFORMATION ITEMS**

a. Budget Wish List FY 2024-25

Ms. Day reported the window would be closing soon to be able to add any items to the Budget Wish List for FY 2024-25.

Ms. Day provided an overview of items to be added to the Budget Wish List FY 2024-25 including about \$10,000 for maintenance items the RACC would pay for in collaboration with the Public Works and Landscape Divisions at Ookwe Park. She commented on the challenges with feral cats in the park and plans to add signage in the hope of preventing people from feeding the feral cats so as to prevent the plant beds from being used by cats to relieve themselves. Another solution had been to remove about 18-inches of the soil in the plant beds.

Commissioner Mehas suggested wire screens could be placed over the raised plant beds which would help with the feral cat situation.

Ms. Day added that disposable granite which lined the path at Ookwe Park had an issue with weeds and the Landscape Division was to re-line the path with metal rather than plastic material. There were also plans to add more plants in order to improve the quality of the park.

Commissioner Porter recommended Animal Control be contacted to address the feral cat situation.

Ms. Day reported there had been an issue with an individual feeding the cats which Public Works staff had attempted to address and it was hoped the addition of the signage would also help. She added, when asked, that the long-term commitment and contract with the Ohlone to adopt the park had become more than the Ohlone had anticipated, but staff had communicated and they were doing their best. She also reported that a number of murals had been tagged throughout the City including the John Wehrle mural, which had involved a separate contract with Caltrans, and six Richard Salazar murals. Staff was working with Mr. Salazar on the locations tagged and what needed to be done to conduct repairs. The items were on the maintenance budget wish list.

Also, some of the items that had been identified for the Budget Wish List for FY 2023-24 had been highlighted and included new artwork, construction management that partially involved maintenance, cultural planning, funds to be added to grants, website maintenance with a new staff person working on the new RACC website that was now more readable, and there was \$100,000 in funds that were not attached to any project. In addition, a project at Kennedy Park involved a separate budget project at \$100,000 and the Art Inventory had looked at areas in the City of Richmond that had been underserved such as the Hilltop Neighborhood, which had a couple of parks absent any artwork and which could be suitable for a new project.

Ms. Day provided an overview of the City's Neighborhood Councils which may request artwork in their parks and commented in the next year significant artwork would be considered for the Hilltop Neighborhood.

Chair Beaulieu suggested something be added in the Budget Wish List for FY 2024-25 for youth support such as summer programming or projects for young people like the art summer camp.

Ms. Day clarified that RACC funds were not needed for the Art Academy since the university provided funds for the program which consisted of a summer program of freshmen, sophomores and juniors, and seniors were able to participate in a recommendation for a four-year scholarship. The RACC may make a recommendation for a summer program and a proposal supporting that recommendation could be considered at the next meeting of the RACC.

Chair Beaulieu noted there had already been a recommendation for Survey Youth Focused Organizations for Art Programming as part of the eleven recommendations identified during the August 2023 Retreat, and if there was a budget, they could figure out how to spend those funds on youth programs.

Ms. Day stated the window for the Budget Wish List for FY 2024-25 would close in the next two weeks and this was the last time the item would be on the agenda for discussion so ideas were encouraged to be provided as soon as possible.

Commissioner Bell requested consideration of creating an NPA Mini Grant Mentorship Incentivize Program to create awareness and establish an artist network for artists to critique and educate other artists and past recipients of NPA Mini Grants.

Ms. Day asked whether the recommendation was to add funds to award if a candidate was interested in doing mentorship, which would have to be spelled out and defined but which was possible.

Commissioner Mehas suggested the recommendation be placed on the next agenda for discussion, and Ms. Day asked that the request be put in writing to allow a discussion.

Commissioner Mehas recommended the RACC be allowed to brainstorm ideas for the Budget Wish List for FY 2024-25 at this time.

Commissioner Bell reiterated his recommendation and commented based on his experience over the past NPA Mini Grant process, there had been around five to eight return recipients. Looking at that, one of the questions he had was what it meant to be a mentor, how many mentors could be considered for one season, the budget, and should there be a minimum of mentors or mentees each season. He recommended a budget of \$10,000 with a maximum of five mentors per season, and with a \$9,000 award for a successful mentor who would receive 20 percent of the NPA Mini Grant. At the same time, a survey of each mentor/mentee should be considered as to how one was taught and whether the artist had been responsive to the mentor.

Chair Beaulieu suggested a survey would have to be developed, one for the mentor and one for the mentee and a scope of work for what the mentorship involved, hours expected to mentor, how it would happen and the like, which would have to be flushed out and extra funding could be added for the grantees. The details for the mentoring would have to be worked out more.

Commissioner Mehas suggested mentoring could be part of a project.

Chair Beaulieu suggested the program could be called a Grantee Mentorship Fund and the RACC could set aside extra Public Art Funds or NPA Mini Grant funds depending on the project. She asked whether there was funding available for the library and she wanted that added to the Budget Wish List for FY 2024-25.

Ms. Day suggested that could be added as part of another conversation.

Commissioner Jourdan referenced one of the eleven recommendations identified during the August 2023 Retreat to Support Art that Connected People with Nature. She commented there was a rose garden located in Kennedy Park that had been neglected for years and needed to be relandscaped. She suggested an artistic path could be developed and she wanted to return at the next meeting of the RACC with a proposal to revitalize the rose garden and determine how art would connect with nature. She added this would be a separate project from the Large Art Project at Kennedy Park.

Ms. Day explained that anything that involved landscaping only would not qualify for RACC funds and if considering a sculpture that fit into the rose garden, as an example, such a concept would qualify for RACC funds.

Deputy Chief of Staff Mayor's Office Tony Tamayo suggested such a concept may tie into a Love Your Block Mini Grant since it was tailored more towards landscaping and beautification.

Commissioner Santos stated she had previously requested a Youth Assistant for social media to prepare a RACC Newsletter, as an example. She recommended funds for any conferences/trips where art was well received and where the RACC could learn something from other states. She had identified two potential locations; one an upcoming conference in Oklahoma, and funds for RACC members to attend art-related events in the community as Budget Wish List items for FY 2024-25.

Ms. Day commented with respect to the recommendation for a stipend for attending public events that she had reached out to the Richmond Police Department who managed the list of public events and was waiting for a response. There were funds available for a Youth Assistant for social media but the idea needed to be fleshed out more.

Commissioner Santos suggested the community events RACC members attended should be flexible and the funds she requested could be used for payment of the fees to attend those events. She did not want to be limited to only those local events the Richmond Police Department had listed but also include art-related events that could be held outside of the City of Richmond.

Commissioner Porter agreed that more diversity and information of ideas outside of the City of Richmond would be helpful.

Chair Beaulieu suggested once a community art event was known that be identified to allow the processing of any related expenses.

Commissioner Santos explained her idea was that each Commissioner be provided \$300 per year, as an example, to attend art-related community events and they could then share their experiences with the full RACC.

Ms. Day stated she would have to determine the regulations for such a request and get back to the RACC but noted that everything had to have some kind of an approval process since the RACC was discussing the expenditure of public funds. Once she had more information on such a proposal she could return with more information.

## **V. RACC PROJECTS and PUBLIC ART Staff Report/Updates**

*Items were taken out of order from how they had been shown on the meeting agenda.*

### **a. CW Allen Brothers Public Art Project RFQ/RFP**

Ms. Day reported that 15 applications had been received as part of a bids online system for the CW Allen Brothers Public Art Project RFP/RFQ.

Ms. Day reported the project had a budget of \$250,000 and would consist of mural concepts in a trompe l'oeil or photo realism design concept and mosaic tabletops for an outdoor staff area. Panelists would be needed for the Art Selection Panel and RACC Commissioners were encouraged to drive past the location. She had submitted an email to the RACC providing information on what was needed for the project.

The Art Selection Panel would be asked to score the application submissions and the applications would be narrowed down to three semi-finalists who would be paid to develop further proposals for consideration within 30-days. Due to the amount of the award, the project would require City Council approval prior to the establishment of any contracts.

Chair Beaulieu suggested any application that did not meet the RFP/RFQ request for the trompe l'oeil or photo realism design concept be disqualified.

Commissioner Porter suggested any application that did not meet the request for the trompe l'oeil or photo realism design concept be disqualified for this project but be kept in the rotation for other possible projects.

Ms. Day confirmed that two applications had been received which had not met the posted deadline, but after speaking with staff in the Procurement Division those two applications would be accepted.

One to two RACC Commissioners were invited to serve on the Art Selection Panel Committee and interested Commissioners were asked to contact the Chair or Ms. Day via email.

Commissioner Bell expressed an interest in serving on the Art Selection Panel Committee.

**b. Arts District Master Planning Consultant RFQ/RFP**

Ms. Day reported the deadline for the Arts District Master Planning Consultant RFP/RFQ was February 19, 2024. She advised that ten or more people had opened the bids online system but staff would not know who had actually applied until the deadline. As outlined in the RFP/RFQ, staff was looking for someone to do the strategic planning and have knowledge of grants pursuant to direction from the City Council, with a link of the desired experience included on the meeting agenda.

Commissioner Jourdan stated she had previously volunteered to serve on the Selection Panel for the Arts District Master Planning Consultant.

Ms. Day stated it had been determined a City Councilmember should not serve on the Selection Panel since the composition of the panel was currently being defined by City staff.

Commissioner Santos expressed the willingness to learn more about the process of serving on the Selection Panel.

Ms. Day further explained the Arts District Master Planning effort was a City Council initiative and the \$250,000 in funds would come from the American Rescue Plan Act (ARPA), which funds must be spent within a certain period of time. This would be a long-term project with the goal to create a world-class Arts District in the City of Richmond.

**c. NPA Mini Grant RFP Update**

Ms. Day reported the deadline for the NPA Mini Grant RFP was February 18, 2024. Three panelists were needed for the NPA Mini Grants selection. An orientation meeting had been held in the last week with 16 participants.

Commissioner Bell and Vice-Chair Van Cura were identified as two of the three panelists.

Chair Beaulieu advised a handout of the NPA Mini Grant contracting process had been provided to Commissioners and she highlighted that handout.

Ms. Day added there was a line item in the City's budget to add a new staff person and in order to expedite the process they hoped to hire someone who had technical support capabilities and was aware of how the City operated.

## **VI. Discussion Items**

*Items were taken out of order from how they had been shown on the meeting agenda.*

### **a. Ad-Hoc Committee – Memorial Public Art Project Policy DRAFT**

Commissioner Bell reported that he and Commissioner Porter had reviewed the cities with Memorial Public Art Policies outside of the City of Richmond and policies prepared by Consultant Barbara Goldstein as part of the Ad-Hoc Committee for Memorial Public Art Project Policy, in order to prepare a brief Draft Memorial Public Art Project Policy to be discussed at the next meeting of the RACC.

Commissioner Porter commented the City of San Francisco had a draft policy that had been reviewed by different stakeholders in that city, which process she found to be interesting. She asked whether the City Council or other entities needed to be informed of the policy or provide feedback as part of the process.

Ms. Day suggested such direction should be spelled out as part of a Draft Policy. She suggested the policy also include private unsolicited requests for public property parcels.

Commissioner Bell confirmed such issues had been included in some of the draft policies reviewed. There had also been a focus on donor and gift review and an appeals process.

Commissioner Porter added that she and Commissioner Bell had also discussed vetting and creating policies around art. As an example, there were many communities impacted negatively by police violence and how to use the opportunity to bring attention to more people was something they should be mindful of if they were to create a monument due to police violence, as an example, so as not to exclude but be more inclusive and possibly more personable.

Commissioner Mehas commented that some cities had criteria where someone was not memorialized until two or five years after their passing. They may also have to broaden the scope of who was involved beyond the RACC and/or consider an individual or who that individual may represent.

Chair Beaulieu referenced the Pedie Perez Memorial as an example of a private memorial on public property. Another example of a memorial was the memorial at Miller/Knox Regional Shoreline, which had involved a multijurisdictional effort, and a memorial at Shields-Reid Park done by the community consisting of a series of bricks that had been carved and were beyond a wall placed on glass on shelves.

Ms. Day suggested the main part of the Draft Policy could focus on photographs of existing memorials. From a review process standpoint, she suggested an application or template could be considered potentially involving private unsolicited projects with procedures in place in the form of an application.

Ms. Day reported she had learned that while not directly from a formal source, the status of the Pedie Perez Memorial was incomplete. Management of such projects was something that should be made clear in any Draft Policy where if any changes to a memorial were made after RACC approval the project must come back to the RACC. Based on comments received, she had been

informed the visual content for the Pedie Perez Memorial would not look like what the RACC had approved. Maintenance and ongoing care of the memorial was a separate issue.

Commissioner Porter suggested it would be interesting to learn the history of the Miller/Knox Regional Shoreline and Shields-Reid Park memorials.

Chair Beaulieu noted the Pedie Perez Memorial was located on public property with the use of a public trash bin. She agreed a process should be in place to address any changes to a project after RACC approval.

Commissioner Santos understood the Pedie Perez Memorial had been approved by the RACC but had not been approved by the City Council.

Mr. Tamayo reported the Pedie Perez Memorial had gone before the Parks and Recreation Commission for signature from the Chair based on the same presentation that had been made to the RACC.

Ms. Day reiterated the RACC should be informed of any changes to a previously approved project and the Draft Policy should require a written statement to prevent such issues in the future. As to whether the Community Services or Parks and Recreation Commission should handle that type of request, she clarified the items requiring review by the Parks and Recreation Commission. Anything with an art element involved the RACC.

Chair Beaulieu noted when the RACC had first discussed the issue, it had discussed a budget line item for a memorial project, with people outside the City able to submit a proposal.

Ms. Day suggested the RACC could discuss whether some of the budget could be spent on such projects. She emphasized the policies must be spelled out in writing to prevent any problems. In order for funds to be considered for the next year's budget, a Draft Policy should be considered at the next meeting of the RACC.

Chair Beaulieu suggested \$100,000 be budgeted specifically to start a Memorial Project.

Ms. Day referred to Commissioner Mehas' comments at the start of the meeting and suggested Betty Reid Soskin deserved a memorial project of some sort before she passed, which could be considered a living memorial. She emphasized that now was the time to discuss those ideas.

Chair Beaulieu reported there was an informative 16-minute video at the Rosie the Riveter World War II Home Front National Historic Park that she encouraged everyone to view.

Commissioner Mehas reported Richmond Garden Club was very active and would likely support any kind of rose garden project as Commissioner Jourdan had earlier referenced.

Ms. Day added the RACC had been provided an email about a play about Betty Reid Soskin in the City of San Francisco, which had been picked up by the Richmond Museum.

Commissioner Bell referred to the passing of former City of Richmond Mayor Irma Anderson whose life was also worthy of being memorialized.

Mr. Tamayo reported the City Council had recently approved the use of the Auditorium to create some sort of memorial for former Mayor Anderson, with more detail forthcoming from the City Manager's Office. A smaller gathering had been planned on February 16, 2024 at Easter Hill United Methodist Church in recognition of former Mayor Anderson.

**b. Ad-Hoc Committee – Kennedy Park Large Art Commission**

Commissioner Jourdan reported she had accompanied Ms. Day to a meeting with Bendrick Foster, founder of the non-profit organization New Life Movement, who had contracted with some schools in the City of Richmond related to violence prevention and educational programs. Mr. Foster was well known and offered events which were beneficial for the community. His logo was the phoenix, which symbolized rebirth and staff had mentioned to Mr. Foster that could be a good sculpture for Kennedy Park. She added that she, Ms. Day and Mr. Foster had walked Kennedy Park to determine an appropriate location for such a sculpture.

Ms. Day commented that Scientific Art Studio and the Ron Holthuysen Team, who designed the Osprey Bird Sculpture, offered a tour so that the community could see the skill set of the artists as part of a sole source vendor opportunity.

**VII. Updates**

**a. Commissioner**

Commissioner Jourdan reported the start of the exhibit for the Art of the African Diaspora at the Richmond Arts Center had been a success, would run from January 27, 2024 to March 16, 2024, and on Saturday February 17, 2024 guest speakers and moderator Flo Wiley would be present. Catalogs of the exhibit were provided.

Commissioner Mehas reported that one of his clients had attended the Art of the African Diaspora exhibit and had purchased a number of pieces.

Ms. Day also reported that Shields-Reid Park in North Richmond had five art commissions, one of which had a community engagement piece, and she provided an example of the mosaic tile border to be part of the actual artwork. The muralist was working with children for an hour every Tuesday and RACC Commissioners were encouraged to visit the park and see the work being done.

**b. City Council Liaison**

There was no report.

**c. Mayor’s Office Updates**

Mr. Tamayo reported the City Council had recently adopted a resolution amending staffing position control to have an Administrative Assistant (1021 General Employee) in the Arts Division; approved contract amendments with Richmond NIAD, Richmond Arts Center and the East Bay Center for the Performing Arts in the amount of \$45,000 per organization.

The County Board of Supervisors passed an ordinance making Arts Contra Costa County (ARTSCCC) the official Arts Council for Contra Costa County, a public-private partnership. More information was available at artccc.com and staff had been in contact with the Richmond Arts Center for the West Contra Costa Unified School District (WCCUSD) Student Art Show at the Mayor’s Office and had contracted with another school to display art in a week-long session.

Mr. Tamayo advised that RACC members would be invited to that event. In addition, as of the first City Council meeting in January 2024, the Council Chambers had displayed art from local artists.

Chair Beaulieu thanked new Commissioners for their volunteer efforts which were making a difference.

Ms. Day added there were vacancies on the RACC and there was more information on the meeting agenda.

**VIII. ADJOURNMENT until March 14, 2024**

On motion by Commissioner Mehas, seconded by Commissioner Santos, and carried unanimously to adjourn the meeting at 9:07 p.m. to a Regular Meeting of the RACC/PAAC on March 14, 2024.