



PETALUMA PUBLIC ART COMMITTEE

Minutes

Meeting of: Thursday, July 31, 2008

7:00 PM

CONFERENCE ROOM 2

City Hall, 11 English Street, Petaluma, CA 94952

Present: Jonas, Krahn, Leff, Michaud, Yearsley

Absent: Hamilton, Haye

Staff: Evan Kishineff, Assistant Planner

Committee Comments

Public Comment

Regular Meeting

Approval of Minutes: Approved minutes from June 26, 2008 meeting

- I. Recap of July 17, 2008 SMART Board Meeting and status of DuBull Eagull installation. All approvals have now been granted for DuBull Eagull installation with the exception of amendment to SMART lease that is being worked on now. Staff is still waiting for red-lined contract from Voigt Family Sculpture Foundation. VFSF is now working on getting structural engineering drawings prepared.
- II. Discussion of Committee financial contribution to DuBull Eagull. The VFSF has asked that the Committee pay for the cost of the foundation, footings, and other site improvements necessary to install DuBull Eagull. The Committee was hesitant to specify a dollar amount without a cost estimate.

Motion unanimously approved to use the Public Art Fund to contribute up to \$4,000 to the project.

- III. Discussion of Fire Station Request for Qualifications Selection Panel. Staff met with new Fire Chief Larry Anderson who agreed to have the full Committee be involved in the RFQ. Chief Anderson would also like his project architect, Chris Ford, to be involved.

Staff asked for guidance from the Committee regarding requesting a list of images from all applicants and/or a letter of intent from the applicants. Many applicants have inquired about submitting one or both of these documents. The Committee does not care to see a letter of intent from the applicants, but would like to see an image list. The image list shall include: The name of the piece (if it has one), the name of the project, the city and state of the project, the year of the installation, the cost of the project, and the size of the piece. Staff will contact all valid applicants and request they submit the image list before the August 28, 2008 meeting. If they have already submitted information beyond what is now being requested, they will be asked to revise the list.

At the August 28, 2008 meeting the Committee will commence with Phase 1 of the RFQ review process. Phase 1 will be dedicated to narrowing the pool of applicants down to 10 semi-finalists using the digital images provided with the applications. Phase 2 will commence at the September meeting, or later if it takes longer than expected to complete Phase 1. Phase 2 will involve narrowing the applications from 10 to 5 applicants. Phase 3 will commence after the completion of Phase 2. Applications beginning with Phase 2 will be based on a 5 category scoring system that includes points for: 1) Creativity, originality, and vision – 2) Appropriateness and relevance to the project – 3) Professionalism and presentation – 4) Technical Competence and quality of work – 5) Experience in public art field.

- IV. Discussion of Fire Station Committee member project lead. Now that Steven Charlip is no longer on the Committee he has asked that another Committee member take the lead on the Fire Station project. Committee Member Leff agreed to take on that responsibility and will coordinate with Staff.
- V. Discussion of Fire Station Request for Proposals process. Staff suggested a selection panel of 3 Committee members, 1 Fire Department representative, 2 community members (specifically the Fire Department suggested Jane Hamilton and Tim Tatum), and 1 local artist selected by the Petaluma Arts Council who could chair the proceeding and act as a tie breaking vote. The Committee would prefer to have entire Committee be on the final selection panel and requested a format of 7 Committee members, 1 Fire Department representative, 1 community member, 1 local architect, and 1 local artist selected by the Petaluma Arts Council to act as chair and tie breaking vote. The plan is to eventually let City Council approve the selection panel. Staff will propose the options to the City Attorney to begin the process. Committee Members Michaud and Jonas will research other jurisdictions' use of selection panels and who can typically be chosen to sit on the jury.

- VI. Discussion of contract status for consultant for Public Art Master Plan. Staff needs to contact Risk Management Department and must prepare memo requesting waiver of Professional Liability insurance.
- VII. Discussion of individual Committee member projects. Committee Member Jonas provided an update on the mural project. He requested the Committee consider a financial contribution to the project of \$1500. The Committee suggested that Committee Member Jonas pursue the project and propose something once more is known about it, but that they are unable to fund the project at this time. Staff can also help in terms of determining City approval process if any is required.

Committee Member Yearsley provided an update of the public art component of the Water Treatment Facility. A tour is being held Saturday, August 2 at 10 am.

- VIII. Election of officers. Committee Member Michaud was nominated to sit as Chair and Committee Member Krahn was nominated to sit as Vice Chair for the 2008-2009 year.

Motion unanimously approved to elect Collette Michaud as Committee Chair for the 2008-2009 year.

Motion unanimously approved to elect Sally Krahn as Committee Vice-Chair for the 2008-2009 year.

Adjournment: 9:45 PM