



ARTS COMMITTEE MEETING AGENDA
Tuesday, February 12, 2018, 7:00 PM
City Hall Council Chambers, 1000 San Pablo Avenue

1. CALL TO ORDER

2. APPROVAL OF ACTION MINUTES: January 2018 Meeting

3. PUBLIC COMMENT

For persons desiring to address the Commission/Committee/Board on an item that is not on the agenda please note that each speaker is limited to three (3) minutes. The Brown Act limits the Committee's ability to take and/or discuss items that are not on the agenda; therefore, such items are normally referred to staff for comment or to future agenda.

4. ANNOUNCEMENTS FROM COMMITTEE MEMBERS

5. ANNOUNCEMENTS FROM STAFF

6. PRESENTATION

7. UNFINISHED BUSINESS

7-1: Albany Poet Laureate: Member Goodman will provide an update on the Albany Poet Laureate program.

Recommended Action: Receive information and decide whether to extend Poet Laureate contract.

7-2: Community Projects RFP: Chair Daly will update the committee on the Request for Proposals to go before Council in March 2018.

Recommended Action: Receive information and provide feedback.

Attachments: RFP for Community Projects - Draft, RFP Timeline - Draft

7-3: Review of Committee Work Plan: The Committee will review the current Work Plan accomplishments.

Recommended Action: Review current Work Plan

Attachments: 2017-2019 Work Plan

7-4: Community Center Foyer Gallery: Member Black will update the committee on the 2018 Community Center Foyer Gallery.

Recommended Action: Receive information

7-5: Albany FilmFest: Member Goodman will provide an update on the 2018 Albany FilmFest.

Recommended Action: Receive information

8. NEW BUSINESS

9. FUTURE AGENDA ITEMS

(Commission/Committee/Board Member announcement of requests for future agenda items. No public comment will be taken on announcement of future agenda items). **Next Meeting:** Monday, March 12, 2018.

10. ADJOURNMENT

NOTE: *The Commission/Committee/Board packet is available for public inspection at the Albany Community Center, Senior Center, and City Hall. The agenda and supporting staff reports, if available, can be found on our web page at www.albanyca.org. If you provide your name and address when speaking before the Commission/Committee/Board it will become part of the official public record, which will be posted on the Internet.*



ARTS COMMITTEE MEETING MINUTES
Tuesday, January 16, 2018, 7:00 PM
City Hall Council Chambers, 1000 San Pablo Avenue

1. CALL TO ORDER: 7:02pm

Present: Members Black, Daly, Holland, Komaromi, Linden and Schneider

Absent: Chair Daly

2. APPROVAL OF ACTION MINUTES: December Meeting 2017

Motion: A motion was made by Member Komaromi and seconded by Member Black to approve the December 2017 meeting action minutes.

Ayes: Members Black, Goodman, Holland, Linden, Komaromi, and Schneider

Noes: None

Abstain: None

The motion carries and so ordered.

3. PUBLIC COMMENT

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4. ANNOUNCEMENTS FROM COMMITTEE MEMBERS

5. ANNOUNCEMENTS FROM STAFF

6. PRESENTATION

7. UNFINISHED BUSINESS

7-1: Community Center Foyer Gallery: Member Black updated the committee on the 2018 Community Center Foyer Gallery.

7-2: Albany FilmFest: Member Goodman provided an update on the 2018 Albany FilmFest.

7-3: Website Updates: Member Holland updated the committee on website updates.

7-4: Extension of 2016-2018 Public Art Projects Plan (PAPP): The revised PAPP went before City Council on January 8 and was approved as written in the staff report.

7-5: Albany Loop Public Artwork by Groundworks: The Albany Loop Public Artwork went before City Council on January 8 and was approved.

8. NEW BUSINESS

9. FUTURE AGENDA ITEMS

Arts Committee Website, Community Center Foyer Gallery, FilmFest, PAPP, Community Projects, Economic Development Sub-committee

10. ADJOURNMENT – 7:26 pm

NOTE: *The Commission/Committee/Board packet is available for public inspection at the Albany Community Center, Senior Center, and City Hall. The agenda and supporting staff reports, if available, can be found on our web page at www.albanyca.org. If you provide your name and address when speaking before the Commission/Committee/Board it will become part of the official public record, which will be posted on the Internet.*

Request For Proposals - DRAFT Albany Art in Public Places “Community Projects”

Background: In accordance with the *City of Albany Public Arts Master Plan* (www.albanyca.org/albanypublicartsmasterplan), the Albany Arts Committee (AAC) may set aside funds from the Art in Public Places (APP) Fund every two years to support proposals for public art projects originated by individuals or groups in the Albany community. These “Community Projects” are selected following a process outlined in the *City of Albany Master Plan*, Section K: Community Participation.

The Albany City Council has approved an AAC Community Projects set aside of up to \$14,000 in the current funding cycle. Proposals for Community Projects are being accepted through **June 28, 2018**. The estimated work start date for selected projects is **early 2019**. City of Albany staff and Albany Arts Committee representatives will hold a public informational session on [DATE] to answer questions and provide additional information on the application and selection process.

The ACC will only select Community Projects that meet all program criteria. Multiple projects may be selected, but no Community Project grant will exceed \$10,000. Any funds not allocated will be retained in the APP Fund for future use.

Community Projects are intended to be small in scale with a TOTAL project budget under \$10,000. If your proposed project budget is more than \$10,000 and you would like to learn about the larger project PAPP process, come to the November AAC meeting when it will be on the agenda annually. Community Projects may not be sited at any of the 12 priority sites described in the *City of Albany Public Arts Master Plan*.

Larger scale projects and projects at priority sites are developed through a separate Public Art Project Plan (PAPP) process. For more information, visit **ONLINE LINK (need to create web page)**.

Community Project Guidelines: Residents or groups proposing Community Projects should have a clear and specific sense of where the project will be sited within the City of Albany, as well as a clear plan for the content, scale and medium of the work to be created. Projects *may* be sited on private property, if visible and/or accessible to the public; be aware that state law requires special scrutiny of such projects.

While not absolutely required, most Community Project proposals will include a specific artist (or artists). A letter of commitment, including acceptance of the proposed artist fee, is strongly recommended. Projects intended to involve multiple community artists as part of the creative process should state this clearly and identify a Lead Artist responsible for the aesthetic and artistic quality of the overall work. Feasibility is a key criterion for proposal selection, and a qualified artist committed to the project is an indicator of feasibility.

Proposal Guidelines: Individuals or groups proposing Community Projects are not expected to expend significant funds on proposals. Amateur site drawings and other visual

aids are acceptable, so long as they give a clear sense of the proposed project. Artistic quality is a criterion for selection. Sketches or images of proposed artwork (or examples of similar work) should accurately present artistic quality.

A complete proposal will include:

1) Community Art Project Proposal (attached)

2) Project Description, a **brief** (1-2 page) outline of the proposed project, including intent, goals and expected benefits to the Albany community; justification for site selection; justification for artist selection (or process for community artist selection under the guidance of a Lead Artist); brief description of the process to create and install the work, including materials and techniques; proposed project timeline; anticipated life of the project; and expected maintenance needs over time.

3) Visual documentation of the proposed site and design. This may include photos, drawings or digital “mock-ups.” If an artist has been selected but has not yet completed a design, a sample of similar work is acceptable. Similarities or differences between the work sample and the proposed project should be clarified in the Project Description. Any artist sketches or images provided should accurately reflect the artistic quality of the project.

4) Project budget showing the proposed request, other funding (and whether it is pending or committed) and all expenses, including artist(s) fees, fees to any other individual to create and/or install the project (architects, contractors, etc.), and all materials and supplies. Fees associated with the City of Albany permit process will apply. To calculate estimated permit fees, contact the Albany Planning Division (John Erlich, jerlich@albanyca.org).

The total budget for the project, including but not limited to the requested grant, must be under \$10,000. Community Projects are intended to be small scale projects.

5) Resume/CV and/or website URL for any artist (s) who will work on the project;

6) Letter of commitment from artist(s) that includes acceptance of any proposed artist fee for the proposed work (optional but strongly recommended);

7) Evidence of community support (optional). Signed letters of support from Albany community members or community groups received on or before **June 28, 2018**, will be included in proposal packets presented to the AAC.

Submission: Proposals should be addressed to the Albany Arts Committee (ATTN: Community Project Proposals) and submitted in person or via post to 1249 Marin Avenue. Proposals must be **received** no later than **June 28, 2018** at 5:00 p.m.

Selection Criteria: Complete criteria for consideration of public art projects are described in the *City of Albany Public Arts Master Plan* (available at

www.albanyca.org/albanypublicartsmasterplan). Community members are strongly encouraged to review the *Public Art Master Plan* before submitting a proposal. In summary, criteria include:

- Artistic quality, including how appropriate the proposed work is for the location, site, environment and Albany community, and whether the design is unified with existing natural, human-made and historical features of the site;
- Process and materials, including whether the proposed work is likely to change over time due to exposure, and how this will impact the community;
- Safety and maintenance considerations, including visual or physical hazards;
- Feasibility, including whether outside funding has been secured;
- Siting on public or private property (state law requires special scrutiny for projects sited on private property);
- Degree of support or opposition from the Albany community.

Selection Process: The Arts Committee follows a review process described in the *City of Albany Public Arts Master Plan*.

The AAC will review all complete Community Project proposals at its regularly scheduled public meeting on **July 9, 2018**. One or more proposals may be selected for continuing action at this time. If the AAC determines that no proposals satisfy selection criteria, funds will remain in the APP Fund for future use.

If one or more proposals are selected for continuing action, the AAC will ask individuals or groups connected to the proposal(s) to attend the meeting on **Sept 10, 2018** to answer questions. Applicants may be asked at this time to submit additional information to supplement their proposals.

A visual representation of all projects continuing forward will also be put on display at the Albany Community Center for 60 days, so that community members may offer comment. The City and the AAC will work with applicants to ensure these displays give the public an accurate sense of the project.

The AAC will make a final recommendation in early 2019 to go before City Council for approval. Upon approval, contract will be awarded to selected artists.

Questions? Please contact **Eva Phalen, ephalen@albanyca.org**

COMMUNITY ART PROJECT PROPOSAL

APPLICANT INFORMATION

Primary Contact Name (Albany Resident):

Applicant Group Name (optional):

Name of Additional Group Members (optional):

Primary Contact Email:

Phone:

Alternate Phone:

Primary Contact Address:

City: ALBANY

State: CA

ZIP Code:

ARTIST INFORMATION

Project Artist (or Lead Artist):

Artist Email:

Artist Phone:

Alternate Phone:

Address:

City:

State:

ZIP Code:

List Any Additional Project Artists (optional):

SITE INFORMATION

Description of Site:

Address:

Phone:

City: ALBANY

State: CA

ZIP Code:

Public Property (City of Albany) Private Property (readily visible/accessible to the public)

Name of Private Property Owner:

Address:

Phone:

City:

State:

ZIP Code:

PROJECT SUMMARY

Summarize the proposed Art in Public Places project in 50 words or less:

ATTACHMENT CHECKLIST

Project Description (maximum 2 pages, 12-point font, 1" margins)

Visual Documentation of Site and Proposed Design

Project Budget (total budget including but not limited to this grant below \$10,000)

Artist Resume or CV (include link to portfolio online if available)

Letter of Commitment from Artist (optional)

Evidence of Community Support

SIGNATURES

I verify that all information contained in this proposal is true and correct to the best of my knowledge.

Signature:

Date:

Name (printed):

Community Projects RFP Timeline - DRAFT

2018:

February	RFP goes to Albany Arts Committee for approval
March	RFP goes to City Council for approval
April	Community Projects RFP website created Applications will be accepted for 90 days
May	Informational meeting with Staff & AAC representatives
June	Application deadline
July	Albany Arts Committee reviews submissions & select finalists
September	Selected artist attend September meeting for Q & A Artists prepare model for display at the Albany Community Center
October	Selected artwork is on display at the Albany Community Center for 60 days

2019:

Jan/Feb	Review of public comment Final interview with selected artist Recommendation to City Council
Feb/Mar	Council approval
Mar/April	Contract with selected artists
June 30, 2019	All Community Projects must be completed



CITY OF ALBANY
Albany Arts Committee

2017 - 2019 Work Plan

Approved by the Albany Arts Committee: March 13, 2017

Approved by the City Council: April 17, 2017

Background

The following work plan identifies recent accomplishments and priority work items for the upcoming work plan period. The work plan includes items identified as priority projects within the City Council's Strategic Plan. The Albany Arts Committee shall review the work plan each year in January to identify accomplishments and ensure continued focus on completing work plan items. Work plans are presented to the Council every two years, and if a change is needed to the work plan outside of that schedule, the Albany Arts Committee shall submit a "Request for Amendment to Advisory Body Work Plan" Form for review by the City Council.

Albany Arts Committee Purpose

Advises the City Council on cultural and artistic activities within the City and sponsors arts programs and activities, as well as fundraising events to support these programs.

Recent Initiatives and Accomplishments

- **Community Center Foyer Art Gallery:** The Committee had eight successful shows in 2015-2016.
 - 2015 Barbra Rogers: New and Repurposed: The Abstract Image in Print; Judith Proller: Reflections; Karen Klier: East Bay Diaries; Susan Adame: Reflection.
 - 2016 Susan Joyal: Imagine Horizons; Elizabeth Lyon: Ink, Paper, Wood; Teddy Milder: Inconstraint/Unconstrained; Fumiyo Yoshikawa, The Art of Sumi-e
- **New Poet Laureate:** The Committee selected Rebecca Black as the City's third Albany Poet Laureate and the first Poet Laureate since 2013.
- **Public Art Projects Program, PAPP:** The Committee created a Public Arts Project Plan that maps out 2 years of potential projects, funding and priority locations.
- **Arts and Green Festival:** Members Daly and Linden served on the Arts and Green Festival Sub-committee, critical in the planning and facilitation of the event.
- **Albany FilmFest 2015 & 2016:** Members Goodman and Ellis-Dickson served on the Film Festival Sub-Committee. The event has grown and was held at the Albany Twin theater.
- **Mural Promotion; Ohlone Greenway:** The Committee made contact with and helped promote a local artist responsible for the new murals along the Ohlone Greenway.
- **Ohlone Greenway Public Art:** The Committee created a call for artists, appointed community members to a selection panel, and selected two designers for two public art projects along the Ohlone Greenway: Albany Loop by Ground Works and Creek Art by Studio 3.
- **Full Committee:** The Arts Committee has had a full roster (7 seats) since June 2016.

- **UC Village Development Public Art:** The Committee recommended changes and approved a public art piece at Sprouts Farmers Market in the UC Village Development: Anemone by Future Cities Lab.

2017-2019 Policy Review and Initiatives

- **Public Art Projects Plan 2016-2018** (Council approved 4/4/2016)
 - Ohlone Greenway Public Art Projects (Creek Art & San Gabriel/Portland)
 - Sculpture Loan
 - Community Projects
 - Fall into Haiku
- **Seek Collaboration with Economic Development Committee on the following projects**
 - Murals on Solano & San Pablo (primarily) and elsewhere as opportunities arise
 - Live music on Solano
 - Identify dedicated space for performing arts/events in the commercial district
 - Research feasibility of art displayed on electrical boxes and other public facilities in Albany
 - Seek other collaborations as they arise
- **Albany Community Center Foyer Art Gallery Exhibits**
 - Deborah Schilling: January – March 2017
 - Deborah Harris: March – June 2017
 - Zorah Kalinkowitz: June – August 2017
 - Dorothy Brown: August – October 2017
 - Eve Steccati: October 2017– January 2018
- **Albany Poet Laureate**
 - Assist the poet laureate in fulfilling her duties
- **Art on Albany Bulb**
 - Consult with stakeholders, planners, and the public on how art and art activities can be integrated into the Bulb
- **Public Art Registry**
 - Redesign and refocus the content and purpose of the online registry to provide more information and better access to artists living and working in Albany
- **Albany FilmFest**
 - Help organize the festival, screen films, provide design and production services, community outreach
- **Albany Arts and Green Festival**
 - Oversee the arts component by attracting artists and craftspeople and setting up exhibit space
- **City-wide Arts Promotion**
 - Increase visibility and awareness of the arts in Albany.
- **Update Local Artist Listing**
 - Include performing arts

The items included in the 2017 – 2019 Policy Review and Initiatives support Council Strategic Goals of: Promote Business Vitality and Advance Economic Development and the Arts (4.2.A & 4.2.B).