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**7:00 P.M. – ARTS COMMISSION MEETING**

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**CALL TO ORDER & ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**A. PRESENTATIONS**

- B. PUBLIC COMMENTS** At this time the public is permitted to address the Arts Commission on items that are on the Consent Calendar, Requests for Future Agenda Items, or items **not** on the agenda. Persons addressing the Arts Commission are required to limit their remarks to five (5) minutes unless an extension of time is granted by the chair subject to approval of the Arts Commission. Please file your name with the chair on the form provided at the podium. Speakers desiring answers to questions should direct it to the Arts Commission and, if relevant, the Arts Commission may direct it to the appropriate staff member.

**INFORMATIONAL REPORTS FROM COMMISSIONERS, SUBCOMMITTEES, LIAISONS AND STAFF**

This portion of the agenda is to provide an opportunity for each Commissioner to report on attendance at events, subcommittee meetings, and entities on which the Commissioner has been appointed as a liaison and for staff to provide brief updates and/or information to the Arts Commission.

- C. CONSENT CALENDAR** All matters listed on the consent calendar are considered routine in nature and will be enacted by one motion. If discussion is required, that particular item will be removed from the consent calendar and will be considered separately.

C.1 Approve minutes from regular meeting on June 20, 2018.

**D. SCHEDULED MATTERS:**

D.1 **DISCUSSION ITEM:** Continued discussion on the process and guidelines for a permanent art collection. (B. Carleton/D. Berns)

**E. OLD BUSINESS:**

E.1 **INFORMATIONAL UPDATE:** Update on the Utility Box Mural Project. (P. Scherff)

E.2 **INFORMATIONAL UPDATE:** Status of repairs on the Rose Garden Park's mosaic benches and Utility Box Mural located on Walnut Boulevard and Balfour Road. (P. Scherff)

E.3 **INFORMATIONAL UPDATE:** Update on the Brentwood Public Art Walls reception held on July 12, 2018. (C. Lee/P. Kemme)

**F. NEW BUSINESS:**

F.1 **DISCUSSION ITEM:** Status of the maintenance and repairs of the current utility boxes. (R. Grejsen)

**G. COMMISSIONER COMMENTS**

**H. STAFF COMMENTS**

**I. REQUEST FOR FUTURE AGENDA ITEMS**

I. COMMISSION REQUESTED ITEM(S) The Arts Commission may have a brief discussion of the requested item and upon concurrence by the majority of the membership of the Arts Commission present that staff time and City resources be spent on an item, it shall be scheduled for a future meeting. The Commission will take no other action on the listed items. Commission concurrence that staff time or City resources be spent on an item does not signify approval of a particular item, just that the Commission wishes to have it studied further and the Commission may, at a future time, decide not to pursue the item further.

II. NEW REQUEST(S) Arts Commissioners wishing to have an agenda item placed on a future agenda shall make a request under this section of the agenda. These items will be included on the agenda for the next Arts Commission meeting.

**ADJOURNMENT**

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**NOTICE**

Any disclosable public records related to an agenda item for the open session of this meeting distributed to all or a majority of the Arts Commission less than 72 hours before this meeting is available for inspection at City Hall, located at 150 City Park Way, during normal business hours. These writings will also be available for review at the Arts Commission meeting in the public access binder in the entrance of the City Council Chambers.

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**NOTICE**

In compliance with the Americans with Disabilities Act, the meeting room is wheelchair accessible and disabled parking is available at the City Hall parking lot. If you are a person with a disability and you need disability-related modifications or accommodations to participate in this meeting, please contact the City Clerk's Office at (925) 516-5440 or fax (925) 516-5441. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. {28 CFR 35.102-35, 104 ADA Title II}

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**POSTING STATEMENT**

On July 13, 2018 a true and correct copy of this agenda was posted on the City Hall Bulletin Board, outside City Hall, 150 City Park Way, Brentwood, CA 94513 and at our website [www.brentwoodca.gov](http://www.brentwoodca.gov)

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**ARTS COMMISSION  
REGULAR MEETING MINUTES  
June 20, 2018 AT 7:00 P.M.  
COUNCIL CHAMBERS  
150 CITY PARK WAY  
BRENTWOOD, CA 94513**

**CALL TO ORDER:** Chair Lee called the meeting to order at 7:00 p.m.

**ROLL CALL:**

Present were Chair Cindy Lee, Vice Chair Rosalinda Grejsen, and Commissioners Brian Carleton and Pete Kemme. Commissioner Danny Berns was excused absent. Staff members present Poldina Scherff, Recreation Manager and Linda Stadlbauer, Administrative Assistant II.

**A. PRESENTATIONS:** None

**B. PUBLIC COMMENTS:** None

**INFORMATIONAL REPORTS FROM COMMISSIONERS, SUBCOMMITTEES, LIAISONS AND STAFF**

Vice Chair Grejsen:

- Attended the Advisory Group with the Johnson Consulting Service for the feasibility study of an Amphitheatre at Trilogy.

Chair Lee:

- Attended the PADA Reception at Creekside Park.

**C. CONSENT CALENDAR** All matters listed on the consent calendar are considered routine in nature and will be enacted by one motion. If discussion is required, that particular item will be removed from the consent calendar and will be considered separately.

C.1 Approve minutes from regular meeting on May 16, 2018.

❖ Motion to approve the Consent Calendar item.

Motion: Kemme  
Second: Grejsen  
Ayes: 4 (Lee, Grejsen, Carleton, Kemme)  
Noes: 0  
Absent: 1 (Berns)

**D. SCHEDULED MATTERS:**

D.1 **DISCUSSION ITEM:** Discuss the subcommittee's findings on locations for possible permanent art collection sites. (B. Carleton/D. Berns)

D.2 **ACTION ITEM:** Approve the Arts Commission's Year at a Glance" annual report and select a spokesperson to present the report to City Council. (P. Scherff)

❖ Motion to approve Item D.2 with the appointment of Pete Kemme as spokesperson to City Council.

Motion: Kemme  
Second: Grejsen  
Ayes: 4 (Lee, Grejsen, Carleton, Kemme)  
Noes: 0  
Absent: 1 (Berns)

**E. OLD BUSINESS:**

E.1 **INFORMATIONAL UPDATE:** PADA Creekside Park “Night Sky” Public Art Project. (P. Scherff)

E.2 **INFORMATIONAL UPDATE:** Re-appointment of Poet Laureate, Kati Short. (P. Scherff)

E.3 **INFORMATIONAL UPDATE:** Utility Box Mural Project. (P. Scherff)

E.4 **INFORMATIONAL UPDATE:** Citywide Gateway Monuments 4-Corners public art project. (P. Scherff)

E.5 **INFORMATIONAL UPDATE:** Status of repairs on the Rose Garden Park’s mosaic benches and Utility Box Mural located on Walnut Boulevard and Balfour Road. (P. Scherff)

**F. NEW BUSINESS:**

F.1 **DISCUSSION/ACTION ITEM:** Brentwood Public Art Walls Show for July/August 2018. (P. Scherff)

❖ Motion to approve Item F.1 with the hosts of the July 12 Art Wall Reception to be Commissioner Grejsen and Chair Lee.

Motion: Lee  
Second: Grejsen  
Ayes: 4 (Lee, Grejsen, Carleton, Kemme)  
Noes: 0  
Absent: 1 (Berns)

**G. COMMISSIONER COMMENTS**

Commissioner Grejsen advised the Commission that Banners are up in City Park, the Community Center, and Oak and Chestnut Streets. They will be up through the end of August and then to the Public Art Walls. Also, one of the winners of the Utility Box Artwork is Matthew Di Amico, who is an occupational intern from the Delta Gallery.

**H. STAFF COMMENTS**

Poldina Scherff reminded the Commission that Concerts in Park have begun and our 4<sup>th</sup> of July Celebration is coming up soon.

**I. REQUEST FOR FUTURE AGENDA ITEMS**

I. COMMISSION REQUESTED ITEM(S)

- Maintenance of the existing Utility Box Art Projects.

II. NEW REQUEST(S)

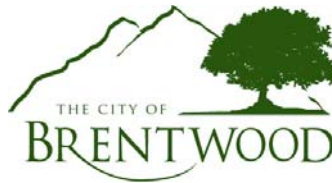
- NONE

**ADJOURNMENT**

Meeting was adjourned at 8:12 p.m.

❖ Motion to adjourn meeting.

Motion: Kemme  
Second: Grejsen  
Ayes: 5 (Lee, Grejsen, Carleton, Kemme)  
Noes: 0  
Absent: 1 (Berns)



Danny Berns, Commissioner  
Brian Carleton, Commissioner

**ARTS COMMISSION**  
Cindy Lee, Chair  
Rosalinda Grejsen, Vice Chair

Pete Kemme, Commissioner

## STAFF REPORT

**DATE:** July 18, 2018

**TO:** Arts Commissioners

**FROM:** Brian Carleton, Commissioner  
Danny Berns, Commissioner

**SUBJECT:** Agenda Item #D.1  
Continued discussion on the process and guidelines for a permanent art collection

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At the last Arts Commission meeting the subcommittee introduced the discussion of the acquisition of a permanent art collection. The Commission had many questions such as:

- Why a permanent art collection?
- Do we bundle a group of art?
- What is the process?
- What is the budget?
- Possible sites for the art acquired

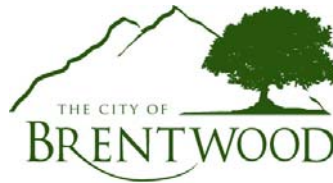
Chair Lee volunteered to do some research and to provide a draft checklist. Here are a few sites that she discovered that can provide the Commission with examples of other cities with such a program.

<http://www.cityoforlando.net/arts/artwork-selection-criteria/>

<https://culturela.org/city-art-collection/>

<https://www.sfartscommission.org/our-role-impact/about-commission/policies-guidelines/Public-ArtCivic-Art-Collection>

Staff will provide the checklist at the Arts Commission meeting.



Danny Berns, Commissioner  
Brian Carleton, Commissioner

**ARTS COMMISSION**  
Cindy Lee, Chair  
Rosalinda Grejsen, Vice Chair

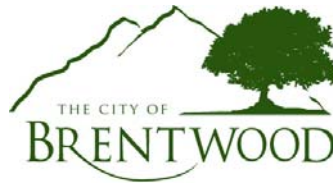
Pete Kemme, Commissioner

## **STAFF REPORT**

**DATE:** July 18, 2018  
**TO:** Arts Commissioners  
**FROM:** Poldina Scherff, Recreation Manager  
**SUBJECT:** Agenda Item #E.1  
Update on the Utility Box Mural Project.

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At the May 16<sup>th</sup> Arts Commission meeting, the Commission selected eleven artist(s) and conceptual designs to recommend to City Council for the sixteen utility boxes located throughout town. The recommendation went forward to City Council at the June 26<sup>th</sup> meeting. City Council approved the recommendation from the Arts Commission. Staff mailed the agreements to the eleven selected artists. Seven of the eleven artists have returned contracts for processing, they are June Gomez, Billy Hirvonen, Lori Baeta, Debra Janis, Mary Young, Matthew D'Amico and Nancy Roberts. Staff is waiting for the other artists to return agreements. Notices to commence work will be given to each individual artist as the agreements have been completely endorsed.



**ARTS COMMISSION**

Danny Berns, Commissioner  
Brian Carleton, Commissioner

Cindy Lee, Chair  
Rosalinda Grejsen, Vice Chair

Pete Kemme, Commissioner

**STAFF REPORT**

**DATE:** July 18, 2018

**TO:** Arts Commissioners

**FROM:** Poldina Scherff, Recreation Manager

**SUBJECT:** Agenda Item #E.2  
Status of repairs on the Rose Garden Park's mosaic benches and utility box mural located on Walnut Boulevard and Balfour Road.

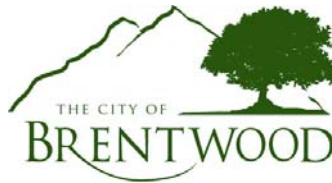
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Staff has received a proposal from Susan Dannenfelser and Kirk Beck on the public art that is located at Rose Garden Central Park, 2732 Cathedral Drive. The cost estimate for repairs to the entire project is \$3,996. Staff has initiated a Professional Services Agreement to the artists and will process the agreement for signatures upon receipt. Staff has not received the agreement at the time of this staff report.

Debra Janis has completed the utility box mural re-paint located on Walnut Boulevard and Balfour Road. Photos of the new box.







Danny Berns, Commissioner  
Brian Carleton, Commissioner

**ARTS COMMISSION**  
Cindy Lee, Chair  
Rosalinda Grejsen, Vice Chair

Pete Kemme, Commissioner

## **STAFF REPORT**

**DATE:** July 18, 2018  
**TO:** Arts Commissioners  
**FROM:** Poldina Scherff, Recreation Manager  
**SUBJECT:** Agenda Item #E.3  
Update on the Brentwood Public Art Walls Show reception held on July 12, 2018.

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The Brentwood Public Art Walls show began on July 9<sup>th</sup> and will run through August 24<sup>th</sup>, 2018. This exhibit features Peggy Magovern's Trilogy Art Students. The reception was held on July 12<sup>th</sup> from 6-7 p.m. Chair Lee and Commissioner Kemme hosted the reception and will provide a recap of the event.



Danny Berns, Commissioner  
Brian Carleton, Commissioner

**ARTS COMMISSION**  
Cindy Lee, Chair  
Rosalinda Grejsen, Vice Chair

Pete Kemme, Commissioner

## **STAFF REPORT**

**DATE:** July 18, 2018  
**TO:** Arts Commissioners  
**FROM:** Poldina Scherff, Recreation Manager  
**SUBJECT:** Agenda Item #F.1  
Status of the maintenance and repairs of the current utility boxes.

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At the June 20, 2018 Arts Commission meeting, Commissioner Grejsen requested to discuss the maintenance and repairs of the existing utility boxes.