



Harini Krishnan, District 1  
 Stephen Seymour, District 1  
 Kimberly Gordon, District 2  
 Elizabeth Stone, District 2  
 Belinda Hernandez Arriaga, Dist. 3  
 Laura McHugh, District 3  
 Jeanne Heise, District 4  
 Edward Sweeney, District 4  
 Manufou Liaiga-Anoa'i , Dist. 5  
 Samaruddin Stewart, District 5

County Manager's Office  
 400 County Center  
 Redwood City, CA 94063  
 (650) 599-1005  
[www.smcgov.org/smcac](http://www.smcgov.org/smcac)



**REGULAR MEETING OF THE ARTS COMMISSION**

**Wednesday, January 19, 2022 3:00 - 5:00 p.m.**

Zoom link

<https://us02web.zoom.us/j/81886700594?pwd=VTJ6eXMvTGQxMGdETCtaM1JZM1FvUT09>

**AGENDA**

1. **Roll Call** (3:00) – Roll Call and introduction of guests. Chair
2. **Action Item** (3:03) Director
  - A. AB361 Remote Meeting Requirements: in keeping with the recently enacted California AB361 and Governor Newsom’s suspension of Brown Act Open Meetings law, vote to approve continuation of virtual Commission meetings.
3. **Agenda Amendments** (3:06) Chair
4. **Oral Communications** (3:07) Chair

To allow the public to address the Commission on any matter not on the agenda. If your subject is not on the agenda, the Chair will recognize you at this time. Speakers are customarily limited to two minutes. A speaker’s slip is required.
5. **Consideration of Minutes** of November 17, 2021 meeting (3:08) Chair
6. **Reports**
  - A. Staff Reports (3:11)
  - B. Commissioner Reports: each Commissioner may provide a report and/or announcements, up to 2 minutes, of arts/culture and Commission activities since last Commission meeting. (3:17)
7. **Discussion Item**
  - A. Introduction of Shawna Vesco, County Galleries (3:35) Director
  - B. Arts Celebration and other Strategic Plan tasks (3:40) Director
  - C. Presentation of State of California Form 700 (4:00) Brian Kulich
  - D. Draft County Public Art Policy (attached) (4:45) Director
8. **Action Item**  
None
9. **Adjournment** (5:00) Chair

NEXT REGULAR COMMISSION MEETING: March 16, 2022 – 3:00-5:00 PM

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## REGULAR MEETING OF THE ARTS COMMISSION

Wednesday, November 17, 2021 — 3:00 p.m. to 5:00 p.m.

Location: Zoom meeting

### MINUTES

- 1. Roll Call** – Roll Call and meeting began at 3:02 pm.  
In Attendance: Commissioners Gordon, Stone, Liaiga-Anoa'i, Sweeney, Krishnan, McHugh, Stewart and Heise  
Absent: Commissioners Seymour and Hernandez Arriaga  
Staff: Robin Rodricks, Mara Grimes, Juda Tolmasoff  
Guest: Irma Zoepf
- 2. AB361 Remote Meeting Requirement – Action Item**  
Review and vote on AB361 Remote Meeting Requirements: in keeping with the recently enacted California AB361 and Governor Newsom's suspension of Brown Act Open Meetings law. Commissioner Sweeney made a motion that we approve continuation of virtual Commission meetings. Commissioner Liaiga-Anoa'i seconded the motion. Roll Call Vote: approved unanimously.
- 3. Agenda Amendments**  
Director noted that the Presentation of State of California Form 700 by Brian Kulich needed to be rescheduled to the January 2022 meeting.  
Action Item 8 will be added to part C to discuss scheduling meeting dates and times for 2022.
- 4. Oral Communications**  
None
- 4. Consideration of Minutes** of September 15, 2021, meeting  
Motion made by Commissioner Heise to accept the minutes; seconded by Commissioner Liaiga-Anoa'i. Roll Call Vote: approved unanimously.
- 5. Reports**
  - A. Commissioner Reports:**
    - **Commissioner Krishnan:** Attended and loved the Racial Justice Summit. She was chosen to ask a question of the panel, Arts as Agents of Change. Thanks to Silicon Valley Council of Nonprofits and Thrive Alliance.

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- **Commissioner Hernandez Arriaga:** She was grateful to be included as a panelist on the Arts as Agents for Change session. She has been working on arts advocacy with the Californians for the Arts and met with 6 state legislators about supporting the arts and about the arts/artists as second responders.
- **Commissioner Gordon:** The PJCC art gallery was finally open after 18 months and featured a Polish artist.
- **Commissioner Stone:** Attended the panel on Arts as Agents for Change session, and thought it was very well done. She asked the Director about follow up on ways to increase accessibility to Filoli. Robin stated that she had spoken to Supervisor Groom and Filoli citing a big part of the problem getting with accessibility has to do with transportation as the venue is remote. They discussed the possibility of working with SamTrans to create a “Surprise Saturday” where busses would be available to take residents to various arts and culture destinations within the County.
- **Commissioner McHugh:** Reported that the Half Moon Bay Pumpkin Festival was cancelled. The “Make It on Main Street” program has gained some traction and venues are starting to open more. The Coastal Arts League has 3 shows and Sanchez Adobe held its annual 50-50 show. She attended the Pacifica Arts League show, and it was extremely crowded.
- **Commissioner Heise:** She worked with on the Arts Commission DEI statement. The North Fair Oaks project has been meeting every 2 weeks. Murals are installed, 16 of them done by one artist. They also now have a call for artists and community input for the theme, “What is a healthy community?” The Causeway mural does not have a theme and is a celebrating of art different than most other community murals. She reported that she is a docent for the Cantor Art Museum and the Fine Arts Museum who is providing access tours, both in person and virtual, to people with limitations.
- **Commissioner Sweeny:** Attended the North Fair Oaks Community Council meetings and thought the process was interesting. The Arts Redwood City group has been circulating a Countywide survey regarding the Center for Creativity and have received over 1,000 responses so far. Attended Open Studios at Cubberley.
- **Commissioner Liaiga-Anoa'i:** Celebrated Filipino New Years. Daly City has a Youth Poet Laureate. A group of Daly City residents are finding “historic gems” (mostly murals) to preserve and clean, looking for support and working with South San Francisco. Looking to increase STEAM and STEM programs. Kick off in February 2022, looking for \$2M to build it out and increase youth representation and investment. The Winter Wonderland Festival was full of culture.

#### B. Staff Reports

- **Robin Rodricks:** New Curator started in November and the first exhibition will be Friday, Nov. 19, 2021, a retrospective tribute to the past curator and artist, Boris Koodrin. Also, planned are exhibits featuring sculptor Libby Libior’s work in the Rotunda Gallery and Latifat Apatira’s botanical prints in the Community Gallery. More coming in January. Working with the Health Center and productive calls with SAMCEDA and The Visitor’s Bureau on future projects. Redistricting was finalized with not many changes to district lines, as results from the Census were delayed due to COVID.
- **Mara Grimes:** Focused on the grants program, 31 applicants, 13 from new organizations. There was a big divide around DEI, and we will provide a workshop in Jan. 2022 to address this. Working with SamTrans and San Mateo County Office of Education on Art Takes a Bus Ride program and would like 4-5 Arts Commissioner to be judges. Partnering with Offices of Ed for San Mateo, Alameda, and Santa Clara for day long program for arts educators, Art as LIFE! on February 2, 2022.
- **Director reported for Juda Tolmasoff:** Please be sure to get your vaccines and boosters and encourage others to do so as well. Although the County is doing well in this area, the State numbers are rising.

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## 6. Action Item

### A. Adoption of recommended Cultural Equity Statement

Commissioners Heise and McHugh presented the Cultural Arts Equity Statement on behalf of the ad hoc committee. They reported that they attended several sessions with Irma Zoepf of the Zbridge after presentations and discussions with Irma and Shireen Malekafzali, the County Chief Equity Officer. The group decided to move from creating a policy to a statement instead. The draft was also shared with community members and Commissioner Krishnan for their input. Commissioner Heise stated that the Commission will need to tie the statement to the Strategic Plan. It was also agreed that the statement would be added to both the Arts Commission and Office of Arts and Culture websites, shared with the Board of Supervisors and County Management, and with the community at large through our email blast and social media.

Commissioner Sweeney noted that the statement showed a new way of looking at things and was a cultural shift in thinking. Commissioner Krishnan noted that the CAC looks very closely at equity work and that this statement would be viewed favorably. Commissioner Liaiga-Anoa'i stated that she takes great pride in how the Arts Commission shows up and supports the DEI works as we step forward and promote the importance of it. She appreciated the diversity of thought. Irma Zoepf admired the work and effort the team put in and suggested that we celebrate our accomplishments as pioneers in the DEI area. The Commissioners expressed thanks to her for her support and work with the Commission.

Commissioner Krishnan moved to adopt the Cultural Equity Statement; seconded by Commissioner Stone. Roll Call Vote: approved unanimously.

### B. Discussion and Approval of Recommended 2021 Grants

Director presented the recommendation of the grant awards pointing out the two options. Admin-Manager explained that the biggest factor that set the organizations apart according to the panelists was the question around equity. The organizations with lowest ratings could not articulate how equity and diversity was integrated into their work. The panel and review of the applications made it clear that we need to provide more support in this area.

Commissioner McHugh: Not all organizations had resources and the equity issue was dumped on them during Covid.

Commissioner Heise: Questioned that two of the applicants were not located in San Mateo County. Admin-Manager stated that the programs/services they provided were in San Mateo County.

Commissioner Krishnan: Glad that the Commission can fund the top 20 organizations.

Commissioner Gordan: For those organizations that need help with equity, would it be possible to help them write statements in the future? Director stated that the OAC plans to offer an equity workshop for all applicants in January 2022.

Commissioner Sweeney: Since there was a clear division in scoring from 45-40, suggested possibly funding the top 18 scoring 40 and above with \$4,500 and those scoring from 39-37, an additional 4, with \$2,250 to spread the dollars out a bit further.

Commissioner Stewart: The organizations that made the case for equity should get the higher amount, and a need to provide feedback and assistance in the future.

Commissioner Stone suggested fund the top 18 organizations with a grant in the amount of \$4,500 and organizations that ranked 19-22 with an award amount of \$2,250. Commissioner Sweeney made this motion; Commissioner Krishnan seconded the motion. Roll Call Vote: approved unanimously.

C. Determination of Arts Commission meeting dates and times for 2022

Director suggested the Arts Commission returns to meeting bi-monthly, on the odd months only from 3:00-5:00 P.M. beginning in January 2022. The Commissioners agreed unanimously.

7. **Discussion Items**

A. Presentation of State of California Form 700 postponed until the January 2022 meeting

8. **Adjournment:** Meeting was adjourned at 5:00 pm.

NEXT REGULAR COMMISSION MEETING: Wednesday, January 19, 2022 3:00-5:00 pm



## MEMORANDUM

**To:** San Mateo County Arts Commissioners

**From:** Robin Rodricks

**re:** Agenda Item 7D– January 19, 2022 Arts Commission Meeting

**Date:** January 13, 2022

**SUBJECT:** Review of Draft County Public Art Policy

### **BACKGROUND:**

Since November 2019, County Management has significantly expanded its buildings and facilities – including rebuilding of the County Animal Control Center; the building of an Emergency Response Center; and a new Building 4 and parking structure at County Center. Further, additional projects are in early phases; these include the redevelopment of Flood Park, and the new Navigation Center and Transitional Housing project at Maple and Blomquist streets in Redwood City.

### **FOR-REVIEW**

Given the significant increase in facility development, and in alignment with the strategic arts and culture strategic plan adopted by the Board of Supervisors on February 26, 2020, the County Manager requested the Office of Arts and Culture draft a public art policy to insure transparency and fairness in the process of decision-making and procurement of public art.

The draft policy is attached herewith. This policy was shared first with County Manager, who then forwarded it to County Counsel, Supervisors Groom and Slocum, and County Project Development Unit for legal, technical, and procedural review. The next step is for Arts Commissioners to review and provide feedback for me to share with the Executives.

Please review the draft policy. While we have allotted discussion time for the policy on the agenda, to save time at the meeting please email me ahead of the meeting with any questions, comments, additions, suggestions, etc. Any suggested changes to the policy will be shared with the Executives listed above. The final policy then will be voted on by the Supervisors at a regular Board meeting.

Thank you for your service.



**COUNTY OF SAN MATEO**  
**COUNTY MANAGER'S OFFICE**  
OFFICE OF ARTS & CULTURE

**San Mateo County Public Art Policy**  
by  
The Office of Arts and Culture

**VISION**

Public Art has the power to educate, inspire, and shape our identity as individuals and as a community. We envision a County with vibrant public spaces where artwork celebrates the extraordinary diversity and history of our communities, and sparks delight and creativity in residents and visitors alike. Our vision is a future in which San Mateo County's well-designed and engaging artworks encourage people to fully appreciate and utilize public spaces. Public Art is an essential component of a thriving community, and a banner of the County's aspirations for our shared future.

**1. MISSION AND GOALS**

The mission of San Mateo County's Public Art policy is to:

- 1.1 Promote a rich, diverse, and stimulating cultural environment to enhance the county's vitality and enrich the lives of the county's residents, visitors, and employees
- 1.2 Establish public standards and a public process for decisions about adding works of art in public spaces
- 1.3 Celebrate and reflect the diversity of the County by establishing equitable and community-engaged processes for artist selection
- 1.4 Establish and nurture ongoing collaborative planning relationships between The Office of Arts and Culture and other County departments
- 1.5 Honor local and regional artists and encourage and promote emerging artists by marking them in the public landscape through their artwork

**2. DEFINITION OF PUBLIC ART**

The Office of Arts and Culture is guided by the following definition of public art:

Art objects placed (temporarily or permanently) in a shared and publicly accessible place (indoors or outdoors). Artwork can be freestanding work or integrated into the architecture of buildings or the landscape of outdoor spaces.

A. Categories of public art may include functional, ornamental, expressive, or installation art donated or commissioned, or otherwise acquired that are located in publicly accessible space.

B. Art media may include but is not limited to sculptures, painting, murals, photography, drawings, prints, mixed media, electronic media, gardens, memorials, light works or statuary, and may include but is not limited to objects in clay, fiber, textiles, wood, metal, plastic, or other material.

### **3. FUNDING**

The methods for funding of public art can include General Fund allocations, or the inauguration of a percent-for-arts programs. Alternative funding sources might include government grant monies and private (including business) donations and grants. In addition to the cost of the art piece, funds should pay for administration, acquisition and construction, as well as maintenance, insurance and all other costs associated with the art piece(s).

### **4. CRITERIA FOR APPROVAL (OF SITE AND ARTWORK)**

The Project Development Unit, and any other associated County departments proposing art (i.e., Parks Department, Department of Public Works, Board of Supervisors), will work in consultation with The Office of Arts and Culture after a decision has been made to pursue public art on an upcoming project. Prior to approving a site for an artwork and prior to approving the artwork itself, The Office of Arts and Culture shall take into consideration the following factors:

- 4.1 Relationship of proposed artwork to existing or future architectural features, natural features (landscaping etc.), and urban design (pedestrian walkways, etc.)
- 4.2 Public Access to and visibility of the artwork
- 4.3 Public Safety
- 4.4 Overall aesthetic merit and the artwork's ability to enhance the public's experience of the site
- 4.5 The relationship of the proposed artwork to existing artworks within the site's vicinity
- 4.6 The exhibition of the artwork does not contradict the County's values of environmental sustainability, accessibility, and cultural inclusiveness
- 4.7 The proposed artwork is appropriate in scale, media and context
- 4.8 The proposed artwork supports inclusivity by avoiding themes related to religion, politics, violence, or nudity



After an artist, proposal, and project site has been selected, The Office of Arts and Culture shall hold no less than 1 community meeting for input and feedback.

## **5. ARTIST SELECTION PROCESS AND CRITERIA**

### SELECTION PROCESS

Depending on the project, the Office of Arts and Culture may:

- a) issue an open call for artists and/or emerging artists; or
- b) hold a limited invitational competition; or
- c) directly select an artist and/or emerging artist

To ensure fairness and openness, open calls and limited invitational projects will use the standards outlined in the County Cultural Equity Statement and County Galleries' calls for artists. Calls and invitationals will be appropriately promoted to the County at large using all County communication methods.

### CRITERIA

The Office of Arts and Culture will assemble a committee of knowledgeable people in the arts to judge applicants and their proposals. Consideration will be given to San Mateo County residents; however, the committee is not limited to the use of local artists. The committee will select artists based on:

- 3.1 Artistic merit and vision of body of work
- 3.2 Range of experience and professional commitment
- 3.3 Ability to translate artistic concepts into materials that are appropriate for public space, taking into consideration maintenance and safety
- 3.4 Appropriateness and feasibility of the artist's proposal
- 3.5 Demonstrated ability to design artwork that is sensitive to social, environmental, historical, and other relevant contexts
- 3.6 Ability and willingness to collaborate with County staff, design and engineering professionals, and other stakeholders

County Arts Commissioners and members of their immediate family are ineligible. San Mateo County staff and members of their immediate family are also ineligible.

## **6. DECOMMISSIONING, RELOCATION, ALTERATION OF PUBLIC ART**

The Office of Arts and Culture reserves the right to relocate, remove, decommission, or dispose of artworks for any of the following reasons:

- 6.1 Condition or security of the artwork cannot be reasonably guaranteed
- 6.2 Artwork has been damaged or has deteriorated to the point where repair is impractical, unreasonable, infeasible, or would render the work false
- 6.3 Significant changes in use, character, or actual design of the site require a re-evaluation of the relationship of the artwork to the site
- 6.4 Artwork no longer exists due to theft, accident, or natural disaster
- 6.5 It has been determined to be fraudulent, not authentic, or in violation of copyright law

The artist whose work of art is being considered for removal shall be notified in advance of said action.

## **7. MAINTENANCE OF PUBLIC ART**

San Mateo County is responsible for the maintenance of indoor and outdoor public artworks. Reasonable effort will be made to return artwork to its original condition and integrity when repair is needed due to aging, damage, or vandalism. A good faith effort will be made to notify artist on these occasions.

## **8. PUBLIC OWNERSHIP OF ART**

It is the County's intent to obtain ownership of rights to publish, display, reproduce, promote or sell any works of art created, solicited, donated or commissioned by the County for public display. Any call for art should include language making clear that submissions will be considered property of the County unless otherwise specified.

## **ADDENDA**

- **SAMPLE REQUEST FOR PROPOSAL – STANDARD (open call for artists)**
- **SAMPLE REQUEST FOR PROPOSAL – INVITATIONAL (generally *Request for Proposal* in two phases)**
- **SAMPLE CALL FOR ARTISTS**





**SAMPLE**  
**CALL FOR ARTISTS**  
**(Language to be adapted to the specific project)**

The Office of Arts and Culture is pleased to announce an open call for public artwork proposals. We are seeking an artist or artist team to create the design for public artwork at **[insert site here]**

[Opening statement about the specific site for the public artwork that gives pertinent details and direction for artists' proposals, including project background and project budget.]

Complete application packages must be submitted online to **[insert email]** by **[deadline]**.

**ELIGIBILITY**

The call is open to all professional artists/artist teams over the age of 18 residing in the state of California.

All applications should include the following:

- Artist biography/philosophy (300-400 words)
- Résumé/CV
- 3-7 representative images of recent work (completed within the last 5 years). Artwork images should demonstrate the artist can create and commission durable artwork adequate for the outdoor elements and a public setting. Images of artwork should have annotated descriptions (title, date art was created, dimensions, type of media, location of installation)
- Links to relevant online portfolios or social media
- Diversity statement (200-300 words)
- Proposal for a public artwork: Your proposal can be any length and any format, and must include a) artwork design; b) artwork medium type; c) estimated time to commission the artwork. We recommend a visual (hand sketch or computer-generated image) alongside a brief description.

**SELECTION**

The selection process will begin in **[insert date]**. The Office of Arts and Culture will review and jury all proposals. Proposals will be judged on many factors including but not limited to: artistic merit and feasibility.

The Office of Arts and Culture is committed to supporting local and regional artists from every background. We strongly encourage artists of color, LGBTQ+ artists, immigrant artists, and artists with disabilities to apply.

Due to the amount of submissions not every artist will be contacted.