

Alexandria Commission for the Arts
Regular Meeting

Tuesday, April 20, 2021

Virtual – 7:00 p.m.

MEETING NOTES

Due to the COVID-19 Pandemic emergency, the April 20, 2021 meeting of the Alexandria Commission for the Arts is being held electronically pursuant to Virginia Code Section 2.2-3708.2(A)(3) and/or the Continuity of Government ordinance adopted by the City Council on April 18, 2020. All the members of the Commission and staff are participating from remote locations via Zoom. The meeting can be accessed by the public through the meeting information posted on the City website: <https://apps.alexandriava.gov/Calendar/Detail.aspx?si=32221>. Public comment will be received at the meeting.

- I. Call to Order. Brian Kelley, Chair, called the meeting to order at 7:02 pm. For the meeting agenda, see **Attachment 1**.
- II. Roll Call. Gayle Converse, Secretary, called the roll. See **Attachment 2** for the Attendance Sheet.
- III. Review of Virtual Meeting Procedures. Diane Ruggiero, Office of the Arts, read aloud the Virtual Meeting Procedures listed above.
- IV. Public Comment. None.
- V. Approval of Minutes/Record
 - a. March 16, 2021 Regular Meeting. The March minutes were approved without edits by unanimous consent.
- VI. Chair Report. Brian Keeley gave the Chair Report. **See Attachment 3**.
- VII. Committee, Liaison, and Task Force Updates
 - a. Grants Committee. Caroline Schreiber gave a report. Due to the ongoing impact of the COVID-19 pandemic, the City's Fiscal Year 2022 Arts Program Grant applications deadline will be delayed until after July 1, 2021. Other arts funding opportunities were discussed, such as Spring2ACTion coordinated by Act for Alexandria, and the American Rescue Plan by the US Department of the Treasury. A motion was made by Chris Kurowski and seconded by Judy Heiser to appoint Caroline Schreiber and Catherine Barrett to write a letter to City Council encouraging them to include the financial support for art organizations with any recovery grant money the City receives from the Federal Government through the American Rescue Plan Act of 2021. **See Attachment 4**. The motion passed 14-0-0.
 - b. ARTreach Committee. No report.
 - c. Inclusivity Committee. No report.
 - d. Nominations Committee. Sophia Suarez and Elizabeth Lo reported that outreach efforts

were made to all commissioners to find potential candidates for the Executive Committee.

e. Waterfront Commission Liaison – New Appointment Needed/Vacancy. Kadhambari Sridhard reported that the Waterfront Commission is drafting a letter to City Council concerning the governance of the Torpedo Factory Art Center. A motion was made by Catherine Barret and seconded by Gayle Converse to appoint Judy Heiser as the new Waterfront Commission Liaison. See Attachment 5. The motion passed 14-0-0.

f. Alexandria Arts Alliance Liaison – New Appointment Needed/Vacancy. Brian Kelley gave a report of the Arts Alliance meeting. A motion was made by Caroline Schreiber and seconded by Catherine Barrett to appoint Julie Montross as the new Alexandria Arts Alliance Liaison. See Attachment 6. The motion passed 14-0-0.

VIII. Office of the Arts Division Update. Diane Ruggiero presented the Division Update. See Attachment 7. In addition to the report, it was shared that the Winter Passages art installation by Alexander Rudd at Four Mile Run was damaged beyond repair and removed by the artist. The artist's contract is considered fulfilled, and he will be paid his final instalment. Also, the Request for Qualifications went out via SurveyMonkey for the Old Town North Stormwater Cover public art project.

IX. New Business.

X. Good of the Order and Announcements

XI. Adjournment. The meeting was adjourned by Brian Kelley at 8:23 pm.

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I. Call to Order (7:00 pm)

II. Roll Call

III. Review of Virtual Meeting Procedures

IV. Public Comment

V. Approval of Minutes/Record

a. March 16, 2021 Regular Meeting

VI. Chair Report

VII. Committee, Liaison, and Task Force Updates

a. Grants Committee

b. ARTreach Committee

c. Inclusivity Committee

d. Nominations Committee

e. Waterfront Commission Liaison – New Appointment Needed/Vacancy

f. Alexandria Arts Alliance Liaison – New Appointment Needed/Vacancy

VIII. Office of the Arts Division Update

IX. New Business

X. Good of the Order and Announcements

XI. Adjournment (9:30 p.m.)

ATTENDANCE SIGN-IN SHEET

ALEXANDRIA COMMISSION FOR THE ARTS
ALEXANDRIA, VIRGINIA

Meeting: Regular

Date: Tuesday, April 20, 2021

Meeting Place: Virtual (Zoom)

COMMISSION MEMBERS:	(Roll Call)
Brian Kelley, Chair	Present
Kadhambari Sridhard, 1 st Vice Chair	Present
Marta Ali, 2 nd Vice Chair	Present
Gayle Converse, Secretary	Present
Catherine Ahern Barrett	Present
Christina Calloway	Present
Beth Coast	
Allison Heck	Present (Sworn in after reappointment)
Judy Heiser	Present
Chris Kurowski	Present
Elizabeth Lo	Present
Julie Ackerman Montross	Present
Allison Nance	
Caroline Schreiber	Present
Matthew Stensrud	Present
Sophia Suarez	Present
CITY STAFF	
James Spengler, Director, RP&CA	
Diane Ruggiero, Deputy Director, Cultural Arts	Present
Cheryl Anne Colton, Program Director	
Brett Johnson, TFAC Director	
Matthew Harwood, Public Art Manager	Present
Jennifer Zettl, Public Art Coordinator	

ONLINE ATTENDEES:

Chair Report

April 2021

Commissioners,

Our meeting this month looks like it will be brief. There are no motions needed from the Office of the Arts this month, though we will expect some possibly by May for the Wilkes Street Park and Annual Public Work Plan. The most important agenda items at this time are the appointments of liaisons to the Waterfront Commission and Alexandria Arts Alliance. We were not able to fill these positions last month. Our First Vice Chair, Kadhambari Sridhar, is going to this month's Waterfront Commission meeting (on the Tuesday morning of April 20) to report any developments. I went to the most recent meeting for the Alexandria Arts Alliance on March 25. We will both give the Commission updates.

Also, I would kindly remind Commissioners that the Spring2ACTion arts fundraiser from ACT for Alexandria will be starting on April 28. This annual fundraiser, among other things, is a great way to donate to local arts organizations. One thing that Commissioners can do during this time in which we are still not quiet out the woods with Covid-19 is to help the arts by spreading the word about this fundraiser.

If you have any questions, concerns, or thoughts, please feel free to contact me.

Sincerely,

Brian Kelley

Chair, Alexandria Commission for the Arts

ALEXANDRIA COMMISSION FOR THE ARTS

REGULAR MEETING

Tuesday, February 16, 2021

Virtual (Zoom) – 7:00

Motion Made By:	Motion Seconded By:	Vote Count
Chris Kurowski	Judy Heiser	Yes--14 No--0 Abstained--0
ACA Motion		
Agenda Item #: VII.a		
Motion: Compose a letter to City Council requesting that the City include financial support for art organizations in the funding it receives from the American Rescue Plan Act of 2021.		

ALEXANDRIA COMMISSION FOR THE ARTS

REGULAR MEETING

Tuesday, February 16, 2021

Virtual (Zoom) – 7:00

Motion Made By:	Motion Seconded By:	Vote Count
Catherine Barrett	Gayle Converse	Yes--14 No--0 Abstained--0
ACA Motion		
Agenda Item #: VII.e		
Motion: Appoint Judy Heiser as the Waterfront Commission Liaison.		

ALEXANDRIA COMMISSION FOR THE ARTS

REGULAR MEETING

Tuesday, February 16, 2021

Virtual (Zoom) – 7:00

Motion Made By:	Motion Seconded By:	Vote Count
Caroline Schreiber	Catherine Barrett	Yes--14 No--0 Abstained--0

ACA Motion

Agenda Item #: VII.f

Motion: Appoint Julie Montross as the Alexandria Arts Alliance Liaison.

OFFICE OF THE ARTS DIVISION SUMMARY

This summary is a brief narrative of activities and actions that have been taken since the previous Division Update. The Office of the Arts ACA Update is also shared with other Recreation, Parks & Cultural Activities commissions and staff and becomes part of the monthly minutes for the Arts Commission.

If you have any questions or require additional information/clarification, please review the following section(s) of this report or contact the appropriate staff in the Office of the Arts.

Highlights

- The call to artists for the OTN stormwater project has been issued. Online applications are due by 6 p.m. on April 30, 2021.
- The cairn sculptures by Alexander Rudd at Four Mile Run were damaged and have been removed by the artist.
- Staff has sent the contract to R&R Studio for Site See 2022. An on-site visit is being planned for early June, 2021 if Covid travel guidelines remain unchanged (or, hopefully, improve).
- Project One Studio was in Alexandria in April to take final measurements at Burke Library. Staff met with Park Operations to discuss the removal of the plantings against the building in anticipation of the artwork installation.

Public Art - Quick Update:

Public Art Project	Status
Burke Library	Fabrication
Wilkes Street Park	Developing a Concept Proposal
Site/See 2021 (Mark Reigelman)	Completed
Winter Passages	Completed
Site/See 2022	Approving the Contract
Old Town North	Developing the Artist Pool
Del Ray Gateway Park	Identify the task force

Staff Contact Info:

Diane Ruggiero
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Director, Office of the Arts
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Matthew Harwood (commission liaison)
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Anne O'Dell
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Cheryl Anne Colton
Regional Program Director, Cultural Resources
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Brett Johnson
Regional Program Director, Torpedo Factory Art
Center
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PUBLIC ART PROJECTS – PLANNING/DESIGN PHASE

Wilkes Street Park

Lead Agency

Private Developer, Park Planning, Planning & Zoning

Project Scope

Commission public art for the redesigned public park.

Task Force Members

Marta Ali, Chris Kurowski, Jim Simmons, Ana Vicinanza

Current Status (per project development process)

Developing the Concept Proposal

Next Steps

Staff has been supporting Eto in his research for the concept development. Another visit is being planned pursuant to Covid travel guidelines.

Anticipated Completion

TBD



Site/See: New Views in Old Town 2022

Lead Agency

Office of the Arts

Project Scope

Commission new, temporary, site specific public art for the new Waterfront Park at the foot of King Street

Task Force Members

Allison Nance, Kadhambari Sridhar, Claire Mouledoux, Clint Mansell, Jack Browand, Nicole McGrew

Current Status (per project development process)

Contracting

Next Steps

The approved artists have been notified and contracting is underway with R&R Studio for Site See 2022. Contracting for 2023 will begin after July 1, 2021.

Anticipated Completion

March 2022

Old Town North Arts & Culture District

Lead Agency

Office of the Arts

Project Scope

Work with the community to bring City-commissioned public art to the District

Task Force Members

Gayle Converse, Matthew Stensrud, Carolyn Griffin, Ryan Whitaker, Gavin Pellitteri

Current Status (per project development process)

Developing the Artist Pool

Next Steps

The call to artists has been issued throughout the tri-state area and online applications are due by 6 p.m. on April 30, 2021. The task force will score the applications and meet the week of May 10th to make their selections/recommendation. The recommendations will be brought to the Arts Commission's May meeting.

Anticipated Completion

TBD

Del Ray Gateway

Lead Agency

Park Planning

Project Scope

Commission a permanent artwork for redesigned park space and gateway

Task Force Members

Sophia Suarez, Caroline Schreiber

Current Status (per project development process)

Setting Project Goals & Parameters

Next Steps

Assemble the task force and set a meeting to determine project goals

Anticipated Completion

TBD

West End Transit Corridor

Lead Agency

Transportation & Environmental Services (T&ES)

Project Scope

Work with T&ES to integrate new public art into the project.

Task Force Members

Allison Heck, Brian Kelley

Current Status (per project development process)

Setting Project Goals & Parameters

Next Steps

Staff will set a meeting with the appointed members to identify community stakeholders.

Anticipated Completion

TBD

PUBLIC ART PROJECTS – FABRICATION PHASE

Burke Library

Lead Agency

Office of the Arts

Project Scope

Outdoor public art at Burke Library

Task Force Members

Catherine Barrett, Brian Kelley, library staff, Kathleen Schloeder, Shirley Downs

Current Status (per project development process)

Project One Studio is working on their final design and meeting with relevant City departments, taking final measurements, etc.

Next Steps

Project One will complete their final design and move into fabrication.

Anticipated Completion

Fall/Winter 2021



MISCELLANEOUS PROJECTS

Potomac Yard Metro

Lead Agency

WMATA

Project Scope

Include public art in the new Potomac Yards metro station.

Task Force Members

N/A

Next Steps

The task force met in March and the call was issued on April 15, 2021 through callforentry.org (aka Café).

Anticipated Completion

TBD

Pat Miller Square

Lead Agency

Pat Miller with support from Office of the Arts

Project Scope

Public art for Pat Miller Square in Del Ray

Task Force Members

N/A

Next Steps

The artist and staff are working with various City departments on identifying a final location within the Square to place the work. The artist is working to finalize the design and obtain permits.

Anticipated Completion

TBD

RECENTLY COMPLETED PROJECTS

Site See 2021 - Groundswell

Lead Agency

Office of the Arts

Project Scope

Commission new, temporary, site specific public art for the new Waterfront Park at the foot of King Street

Task Force Members

Allison Nance, Kadhambari Sridhar, Claire Mouledoux, Clint Mansell, Jack Browand, Nicole McGrew

Current Status (per project development process)

Completed



Winter Passages 1

Lead Agency

Office of the Arts

Project Scope

Commission new, temporary, site specific public art for trails and paths throughout Alexandria

Task Force Members

Allison Heck, Cara Smith, Casey Kane, Daniel Unkle, Alexandria Carroll

Current Status

Completed*

*the cairns by Alexander Rudd were damaged and have been removed by the artist.

Public Art Task Force Roster

Public Art Project Task Force

The Commission for the Arts will form an ad hoc Public Art Project Task Force for each project that the Program undertakes. The ad hoc Task Force will convene on an as needed basis to advise on the development of each project.

The Task Force will: Advise Office of the Arts staff on the development of an Public Art Project Plans and recommend the Plan to the full Commission; Review artist portfolios and recommend selection of an artist to the full Commission; Report to the Commission on its activities on a monthly basis, and; Review artist concepts and recommend approval of concepts to the full Commission.

Artist Residency (AlexRenew)

1. Beth Coast*
2. Chris Kurowski*
3. Matthew Clark (comm. stakeholder)
4. Alex Renew Staff (proj. stakeholder)

Burke Library

1. Catherine Barrett*
2. Brian Kelley*
3. Genelle Schuler (proj. Stakeholder)
4. Kathleen Schloeder (proj. stakeholder)
5. Shirley Downs (comm. stakeholder)
6. Rose Dawson (ex-officio)
7. Kimberly Knight (ex-officio)

Site/See: New Views in Old Town

1. Allison Nance*
2. Kadhambari Sridhar*
3. Jack Browand (proj. stakeholder)
4. Claire Mouldoux (proj. stakeholder)
5. Clint Mansell (comm. stakeholder)
6. Nicole McGrew (comm. stakeholder)

Old Town North

1. Gayle Converse*
2. Matthew Stensrud*
3. Gavin Pellitteri (proj. stakeholder)
4. Carolyn Griffin (comm. stakeholder)
6. Ryan Whitaker (comm. stakeholder)

West End Transit (WET) Corridor

1. Allison Heck*
2. Brian Kelley*
3. TBD (proj. Stakeholder)
4. TBD (proj. stakeholder)
5. TBD (comm. stakeholder)
6. TBD (comm. stakeholder)

Wilkes Street Park

1. Marta Ali*
2. Chris Kurowski*
3. Ana Vicinanza (proj. stakeholder)
4. Jim Simmons (proj. stakeholder)
5. Trini Rodriguez (ex-officio)

Del Ray Gateway

1. Sophia Suarez*
2. Caroline Schreiber*
3. Beth Znidersic (proj. stakeholder)**
4. LSG (proj. stakeholder)**
5. Gayle Reuter (comm. stakeholder)**
6. Community Stakeholder

*Arts Commissioner

**awaiting approval

Public Art Planning & Project Development Process

	DESCRIPTION
Identifying the Project in the Annual Plan	<ul style="list-style-type: none"> Projects are identified in the Public Art Workplan, a document developed annually by the Office of the Arts with input from the Workplan Task Force. The Public Art Workplan is approved by the Arts Commission and by City Council.
Setting Project Goals and Parameters	<ul style="list-style-type: none"> Once a project has been initiated, the Arts Commission establishes a Public Art Project Task Force specifically for that project. Office of the Arts staff, with input from the Project Task Force, develops a Public Art Project Plan. This plan includes goals, location, timeline and budget; the artist selection process and community engagement process; and a list of internal and external stakeholders for the project. The Project Plan is approved by the Arts Commission.
Developing the Artist Pool	<ul style="list-style-type: none"> Based upon the approved Project Plan, the Office of the Arts develops a pool of artists and collects qualifications for the Project Task Force to review. The pool of artists can be collected through an open competition, pre-qualified artist list, curatorial process or invitational. Artist qualifications generally include a cover letter from the artist expressing their interest in the project, a resume, and examples from the artist's portfolio with a corresponding description of each project.
Selecting the Finalists	<ul style="list-style-type: none"> The Project Task Force reviews artist qualifications based on criteria outlined in the approved Project Plan. Depending on the process in the approved Project Plan, the Project Task Force can select a single artist based upon qualifications, or a small number of finalists (generally three to five).
Selecting the Artist	<ul style="list-style-type: none"> If finalists are selected, they may be: <ul style="list-style-type: none"> Paid a stipend to develop a concept proposal and present that proposal to the Project Task Force. Interviewed by the Project Task Force. A combination of the above. The Project Task Force recommends selection of an artist to the Arts Commission based upon the Concept Proposal and/or interview.
Approving the Contract	<ul style="list-style-type: none"> The Office of the Arts develops a contract agreement with the artist. The agreement is approved by the City Manager or City Council, depending on the size of the contract.
Approving the Concept Proposal	<ul style="list-style-type: none"> The selected artist develops a Concept Proposal, if that was not a part of the artist selection phase. The Office of the Arts facilitates community engagement conducted by the artist as part of their process of developing a Concept Proposal. The Project Task Force reviews the Concept Proposal and recommends it to the Arts Commission for approval.
Approving Final Design	<ul style="list-style-type: none"> The Office of Arts conducts a review of the final design documentation provided by the artist for both technical considerations and to ensure it is in conformity with the approved concept proposal. The Office of the Arts facilitates technical reviews by other City staff as required. The Office of the Arts signs off on the Final Design.
Fabrication	<ul style="list-style-type: none"> In most cases, the artist is responsible for fabrication. The Office of the Arts monitors fabrication to ensure it is on schedule and in conformity with the approved design. In some cases, the Office of the Arts will play a more direct role in overseeing the fabrication of artwork, with the artist acting in an advisory role.
Installation	<ul style="list-style-type: none"> The Office of the Arts works with the artist, relevant City Departments, and other stakeholders to schedule and facilitate installation.

ARTICLE K - Alexandria Commission for the Arts⁽¹⁾

• **Sec. 2-4-90 - Creation, composition and organization.**

(a) There is hereby established a standing commission known as the Alexandria Commission for the Arts.

(b) The commission shall consist of 16 members to be appointed by the city council. The composition of the commission shall be as follows:

- (1) four members shall have expertise in the arts, including, but not limited to, arts educators, professional practitioners of various art disciplines and professional administrators working in the arts;
- (2) three members shall have specific expertise in visual arts either as professional practitioners of visual art, curators of visual art, or as professional arts administrators currently working in the field;
- (3) three members shall represent the public at large, as arts consumers or participants;
- (4) three members shall be professionals in fields relevant to arts and cultural development, including cultural planning, marketing, finance, funding, tourism, promotion, non profit organizational development, and real estate development;
- (5) two members shall be professionals in the field related to the visual appearance of the cityscape, such as architecture, environmental design, landscape architecture or urban design; and
- (6) one member shall be a student who resides in the city and attends a high school located in the City of Alexandria.

(c) Members of the commission shall be appointed in the manner prescribed by article A of this chapter. The members shall serve for a term of three years, except in the case of an appointment to fill the unexpired portion of a term. (Ord. No. 3782, 2/25/95, Sec. 1; Ord. No. 4482, 5/12/07, Sec. 1; Ord. No. 4920, 1/24/15, Sec. 1)

• **Sec. 2-4-91 - Function; powers; duties.**

(a) The functions of the commission shall be as follows:

- (1) to advise city council with regard to policies that will strengthen the arts and further public access to the arts and cultural matters identified by the city council;
- (2) to establish and periodically review criteria and standards for arts grant applications for city funds and accountability for the use of such funds; the allocation from such funds to eligible organizations and activities as may be appropriated by the city council for such purpose;
- (3) to review the public art annual work plan as developed by the office of the arts and a work plan task force and make recommendations to the city council as part of the budget process;
- (4) to review and approve public art project plans for specific public art projects, and to review and approve artist selection and concept development;
- (5) to create committees and task forces, as necessary, to focus on public art project development and artist selection;
- (6) to review proposals for donations of public art and commemorative art and make recommendations to the city council;
- (7) to collaborate with the office of the art on public art project evaluations; and
- (8) to support public communication and outreach as related to the arts and;
- (9) to serve as citizen liaisons to city planning initiatives when public art is involved.

(b) The commission is empowered to adopt rules and regulations in regard to procedure and other matters so long as the same are not inconsistent with the city code, including, but not limited to, the establishment of committees, through which to carry on its functions and purpose.

(c) A commission chair, vice-chair and secretary shall be elected annually by the commission members at the organization meeting designated in the commission's bylaws. (Ord. No. 3782, 2/25/95, Sec. 1; Ord. No. 4482, 5/12/07, Sec. 1; Ord. No. 4920, 1/24/15, Sec. 1)