

# CITY of BRISBANE

## Public Art Advisory Committee Minutes

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Monday, May 18th, 2026 at 5:15PM • Hybrid Meeting

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**CALL TO ORDER – 5:15 p.m.**

### ROLL CALL

Committee Members Present: Chair Glazman, Committee Member Salmon, Committee Member Kellstedt, Committee Member Thomas

Committee Members Absent: None

Staff Members Present: Assistant City Manager Fernandez, Park & Recreation Director Leek, Management Analyst Brown

### A. Consider any request of a City Councilmember to attend the meeting remotely under the “Emergency Circumstances” of AB 2449

None

### APPROVAL OF AGENDA

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Approved unanimously. All ayes.

### APPROVAL OF MINUTES

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### B. Approve Minutes from April 23rd, 2026

Approved unanimously. All ayes.

### PUBLIC COMMENT

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No comments received.

### DISCUSSION ITEMS

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### C. Review of Public Art Fund Balance

Staff presented the current public art fund balance:

- Starting balance as of December 31, 2025: approximately \$2.7 million
- Deductions for Alvarado-San Bonito stairway mosaic and related RFP costs
- Encumbered/committed funds for Midtown Mural (\$7,920 currently encumbered) and Artful Bench program
- Available fund balance: approximately \$2.5 million

Committee discussed the completed Alvarado-San Bonito stairway project, confirming it was delivered within the approved budget, including the 20% contingency that covered design changes and additional steps from the pre-cast section.

Staff Direction: Staff to agendaize a full Midtown Mural cost review for the next meeting, including clarification of long-term commitment, scope of work, and funding strategy (estimated range of \$50K–\$65K discussed at April meeting). Staff to bring post-project budget recap for the stairway project as a model for future project close-outs.

### D. Receive Update on Santa Clara Street Stairway Project (Tulare to Alvarado)

Staff (Karen Kinser, Public Works Consultant) presented the current status of the Santa Clara pedestrian stairway project, which would provide mid-block access from Tulare Lane to Santa Clara.

Key issues and timeline:

- Utility work required: Public Works must repair/line a water line at the bottom of the corridor before concrete stairs can be installed. Funding for that utility work has not yet been identified; Public Works Director may request general fund support from City Council.
- Grant deadline: Construction must be substantially complete by August 2028 to meet grant spend deadline (County Transportation Authority). Extension is possible but not guaranteed.
- Target timeline: Utility work in early 2027; stair construction summer 2027; artist selection process requires 7–9 months lead time.
- Design considerations raised: privacy screening near adjacent property doorways, fencing treatment to avoid tunnel effect, rock outcropping at bottom of corridor will limit art surface area.

A neighboring property owner (one of approximately four affected properties) provided public comment in support of the project, encouraging the Committee to coordinate stair landings with existing property grades.

Staff Direction: Staff to proceed with drafting an RFP for artists, modeled on the Alvarado-San Bonito process (with option for separate or collaborative artists for railings vs. stairs). RFP to be reviewed by Committee before posting. Staff to share a project timeline mapping art selection milestones to construction windows. Chair Glazman recused herself from this item due to proximity to the project site.

**E. Appoint a Representative to the Beautification of City-Owned Property Ad Hoc Subcommittee**

Staff explained that Councilmember Kern is leading an “Adopt a Spot” beautification initiative to coordinate planting and maintenance on city-owned property across city departments and commissions. The subcommittee is ad hoc, expected to meet once or twice.

Committee Member Camille Salmon volunteered to serve as the Public Art Advisory Committee’s representative.

**F. Update on Committee Vacancies and Recruitment**

Staff (Management Analyst Brown) confirmed that recruitment for up to three open seats on the Public Art Advisory Committee is active through June 12, 2026. Positions have been posted on the city website, via the city’s email blast, and at the sign board. Staff will reforward the recruitment notice to committee members’ personal email addresses (preferred over city email accounts).

**PUBLIC COMMENT**

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A neighboring resident provided public comment during the Santa Clara Stairway item (noted above). No additional public or written comments received.

**NEXT MEETING DATE**

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Monday, June 16th, 2026 at 5:15 p.m.

**ADJOURNMENT**

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Approximately 5:50 p.m.