

## Meeting Summary Minutes

**June 13, 2023**

**5:45 p.m. to 7:15 p.m.**

**In person at General Services Department, 2011 Fay Street Durham, NC 27704**

**For more information on how to join, visit:**

<https://durhamnc.gov/453/Public-Art-Committee>

<b>Committee Members Present</b>		
Jaime Chaves Lana Dennis Patricia Harris Ann King	David Ojo Eliza Redmann Laura Ritchie JP Trostle	Student Members: Oliver Hess Bren Vienrich-Felling

<b>Committee Members Absent</b>		
Mya Castillo-Martel, Chair Doreen Jakob (excused) Christina Perkins Molly Matlock, Vice-Chair (excused)	Lee Nisbet (excused) Michelle Smith (excused) Myra Weise	

<b>City, County, and Guests Present</b>	
Rebecca Brown, City of Durham Stephanie Minor, City of Durham Annette Smith, City of Durham Brenda Hayes-Bright, Durham County Margaret DeMott, Durham Arts Council	

**I. Call to Order and Guest Introductions**

- a. The meeting was called to order at 5:50 p.m. by Laura Ritchie.
- b. All guests, members, and new members of the Public Art Committee introduced themselves.

**II. Approval of May Meeting Minutes**

- a. MOTION: To approve the minutes from May 2023 meeting (Trostle, Harris 2nd).
- b. ACTION: Approved (4-0, with 5 abstentions by Chaves, Ritchie, Dennis, Ojo, and Redmann).

**III. Adjustments to the Agenda**

- a. The Unified Development Ordinance (UDO) Review of the artwork proposal put forth by Melody Dawkins from ROI/REDEV and artist Taylor White on the W. Morgan St. Overpass Bridge, 601 W. Morgan Street, Durham, NC 27701, has been delayed until August.

- b. For reference, the UDO section regarding public art requirements:
  - i. UDO Sec. 16.4.2E.3.b.(3) b. Alternatives
  - ii. Street tree alternatives specified below shall be used, individually or in combination, and shall comply with the associated standards.
  - iii. (1) Spacing and location requirements shall be consistent with those required for street trees.
  - iv. (2) Maintenance of alternatives shall be the responsibility of the [property owner\(s\)](#) of the [development](#) site.
  - v. (3) Table of Alternatives. Shall provide a minimum of 100 square feet of [public art](#) along the [street frontage](#) for each required street tree. Additionally:
    - a. [Public art](#) shall be permanent and include a maintenance agreement.
    - b. All-weather materials shall be used.
    - c. [Public art](#) shall not include advertisements, but can include a placard indicating the name of the artwork, the name of the artist, and information about the artwork.
    - d. Public artwork shall require a recommendation of approval from the [Public Art](#) Committee of the Cultural Advisory Board.
    - e. <https://durham.municipal.codes/UDO/16.4.2E.3.b>
- c. Trostle and Ritchie provide background for the new Public Art Committee (PAC) members on the first PAC review of the W. Morgan St. Overpass Bridge project and point them towards past PAC meeting agendas and minutes to help them gain a better understanding of the first review. <https://www.durhamnc.gov/AgendaCenter/Public-Art-Committee-7>
- d. Brown shared UDO process with PAC members, and why specific public art projects are brought to the Public Art Committee for review.

#### IV. Announcements

- a. City of Durham
  - i. City staff member Brown shares updates on the Cultural & Public Art Program's Festival Funding process and estimated timeline following City Council's budget vote on June 20, 2023; Brown provides a brief summary of the Program's process and asks all members to share contact information for potential organizations and festival organizers to include in the program's recruitment list. During the FY23 funding cycle, the Program received requests exceeding \$400,000, with a \$195,000 budget; the budget has remained consistent over the past 5 years, and funding requests continue to increase every year. Brown explains the Durham Cultural Advisory Board (DCAB) is part of the review process for Festival Funding applicants. Learn more on the City's website here: <https://www.durhamnc.gov/4830/Festivals-Special-Events-RFP>
  - ii. Ritchie shares her experience as part of the team of people responsible for organizing the Durham Art Parade, a recipient of FY23 Festival Funding.

- iii. City staff member Smith provides a brief background of Durham's upcoming Cultural Roadmap effort, the Cultural Roadmap Planning Group (CRPG), and the contracted cultural planning firm AMS Planning & Research (AMS) that are managing the Cultural Roadmap process. Representatives from AMS along with two regional members from their project team visited Durham on June 6, 2023 and took part in a city-wide tour of 50+ institutions and communities, surveying cultural assets and resources at key Durham institutions, including Durham Arts Council, Hayti Heritage Center, Museum of Life and Science, and the Scrap Exchange. AMS also presented to stakeholders from the City and County at the Carolina Theater, including the Durham Cultural Advisory Board (DCAB), and its Cultural Roadmap Planning Group (CRPG), sharing initial observations of Durham's many cultural assets, and outlining next steps in the Cultural Roadmap development process. AMS will be subcontracting with a Creative Community Partner (CCP), a local group of artists and creative workers, to help inform the engagement process. Learn more on the City's website here: <https://www.durhamnc.gov/451/About-the-Cultural-Roadmap>

- b. Durham County
  - i. None.

## V. Old Business

### a. Public Art Committee (PAC) Chair & Vice-Chair Members

- i. A member of the PAC is expected to serve as Chair for a minimum of one year, with the potential for re-election for a total of two 1-year terms. PAC members can nominate themselves or other members for the position of Chair. Nominees for Chair should have completed at least one full year on the Committee.
- ii. City staff received two nominations for the current Chair and Vice-Chair, Mya Castillo-Martinez and Molly Matlock, to serve their second and final term as Chair and Vice-Chair. No other nominations were received,
- iii. MOTION: To recommend Mya Castillo-Martinez as Chair and Molly Matlock as Vice-Chair to the Durham Cultural Advisory Board for appointment (Ritchie, Trostle).
- iv. ACTION: Approved (10-0).

### b. New Business and Presentations

- i. Capacity Building - Task Force Goal Updates
- ii. This PAC Task Force has reviewed and revised UDO Guiding Questions for Public Art that was drafted by past PAC leadership. Brown has contacted the City's Planning Department to initiate this conversation, and determine the best way to integrate these questions into the UDO review process before a building owner, developer, or artist comes before the PAC. The goal of these guiding questions is to prepare building owners, developers, and artists to understand and prepare for the PAC review process.

**c. PAC Orientation Review & Feedback**

- i. PAC members should review the orientation video on their shared Google Drive and share their recommendations and feedback for improving the process of on-boarding new members.

**VI. Updates**

- a. City staff share various updates on public art projects, including the temporary installation of the first of three mosaic benches by regional artist Theresa Arico at Durham Station. More information on current public art projects can be found on the City's website here: <https://www.durhamnc.gov/3319/Current-Public-Art-Projects>

**VII. Public Questions**

- a. No questions were submitted by the public.

**VIII. Adjournment**

- a. Final Thoughts and other reminders.
- b. PAC's July meeting has been cancelled. The next meeting will be held in person on **Tuesday, August 8th from 5:45 p.m. – 7:15 p.m.**
  - i. UDO review of W. Morgan St. Overpass Bridge proposal
  - ii. South Ellerbe Restoration Project Design Review
  - iii. Cultural Roadmap
  - iv. Task Force Goal Updates
  - v. PAC Orientation Review & Feedback
- c. The meeting was adjourned by Ritchie at 6:50 p.m.

Durham County Public Art Program:

<https://www.dconc.gov/county-departments/departments-a-e/engineering-and-environmental-services/durham-county-public-art-program>

City of Durham Cultural & Public Art Program:

<https://www.durhamnc.gov/450/Cultural-Public-Art-Development>

Durham Cultural Advisory Board Agenda Center:

<https://www.durhamnc.gov/AgendaCenter/Cultural-Advisory-Board-6>

Respectively submitted,  
Stephanie Minor