



## Fire Memorial Task Force Meeting Minutes

October 17, 2024

### IN ATTENDANCE

Task Force Members: Tammy Sakanashi, Pamela Van Halsema, Margie Maynard, Cyndi Foreman, Paul Lowenthal, Jessica Tunis

Staff: Bernadette Marko, Tara Thompson

Absent: Alma Bowen

### CALL TO ORDER

Chairperson Pamela Van Halsema welcomed everyone and called the meeting to order at 3:09 pm.

### APPROVAL OF AGENDA

The Meeting Agenda was approved.

**Motion:** Paul Lowenthal      **Second:** Jessica Tunis

**Vote:** Unanimous

### APPROVAL OF MINUTES

The June 2024 and September 2024 Meeting Minutes were approved.

**Motion:** Cyndi Foreman      **Second:** Paul Lowenthal

**Vote:** Unanimous

### PUBLIC COMMENTS

There were no public comments.

### UPDATES

#### City of Santa Rosa

Tara Thompson reported she spoke with Jen Santos, the City of Santa Rosa's Deputy Park Director, about the license agreement to place the memorial at Nagasawa. We are still moving forward and Santos provided Thompson with a list of stipulations that will be included in the license agreement. Thompson and Karin Demarest will meet with Santos on-site at Nagasawa on Thursday, October 17 to assess potential areas in the park for the memorial placement.

#### Site Visit Scheduling

Thompson polled Task Force Members on their availability on a few upcoming dates for site visits and conducting interviews. She also reminded Members that we could do initial interviews via Zoom.

Van Halsema asked if we could record the interviews for those who wouldn't be able to be present for the interview. Thompson confirmed that we can.

Thompson is investigating whether we can conduct the interviews as closed sessions or if we need to make them open to the public. If they are required to be public meetings we will need to have a quorum in person.

### **EXPAND THE LIST OF FINALIST ARTISTS**

Thompson stated that two RFQ submissions ranked fifth but only one was moved forward as a finalist. To be equitable Thompson and Demarest recommend moving forward with both submissions that ranked fifth. Members discussed reasons for supporting this decision such as both submissions scoring the same, and maintaining a fair and equitable process. Thompson asked for a motion to add Ride Art Studio as a finalist.

**Motion:** Paul Lowenthal

**Second:** Tammy Sakanashi

**Vote:** Unanimous

### **ADJOURN**

The meeting was adjourned at 3:41 pm.

**Motion:** Cyndi Foreman

**Second:** Jessica Tunis