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APPROVED MINUTES

PUBLIC ARTS COMMITTEE
CITY OF SEBASTOPOL
MINUTES OF December 06, 2017

SEBASTOPOL CITY HALL
7120 BODEGA AVENUE
10:30 a.m.

PUBLIC ARTS COMMITTEE:

The notice of the meeting was posted on November 30, 2017.

1. CALL TO ORDER: Chair Gordon called the meeting to order at 10:30 a.m.

2. ROLL CALL:

Present:	Chair Gordon, and Committee Members Arnold, Vertz, Deedler, and Mills-Thysen
Absent:	None
Staff:	Kenyon Webster, Planning Director Rebecca Mansour, Planning Technician

3. APPROVAL OF MINUTES: November 01, 2017

Committee Member Arnold made a clarifying statement.

Committee Member Arnold made a motion to approve the minutes as submitted.

Committee Member Vertz seconded the motion.

VOTE:	Ayes:	Chair Gordon, and Committee Members Arnold, Vertz, Deedler, and Mills-Thysen
	Noes:	None
	Abstain:	None

4. PLANNING DEPARTMENT UPDATE ON MATTERS OF GENERAL INTEREST:

Director Webster updated the Committee on the following:

- At the last City Council meeting, the Council:
  - Patrick Slayter was elected Mayor.
  - Neysa Hinton was elected Vice Mayor.
  - Approved an urgency ordinance to allow placement of RV's and trailers on private property for documented fire victims with certain requirements.
  - Approved a contract with a non-profit for a home sharing service.

Director Webster comments continued:
    - Agreed to agendize consideration of an urgency ordinance related to cannabis for their next meeting.
- At the next City Council meeting, the Council will:
    - Consider a resolution that would reconfigure our impact fees. Some of our fees are based on building a new unit regardless of square footage. Others are based on bedroom size. The idea is to amend the fees, not increase them, to relate them to square footage. Doing so would ensure that small units are not unduly impacted by these fees. In addition, there may be an allowance for fees to be paid later in the development process rather than in the beginning.
    - Consider a temporary reduction in housing impact fees for the next two years.
    - Consider adoption of an urgency ordinance related to cannabis.
    - Advocates for a new library will present some of their ideas for that, and how that may accomplished.

The Committee asked questions of Director Webster.

Director Webster noted:
- Library management is very supportive of placement of the next public art piece at the library.
    - Management had considered moving forward with this type of thing themselves.
    - Management is interested in being involved with the process as appropriate.

The Committee asked additional questions of Director Webster.

5. COMMENTS FROM THE PUBLIC ON MATTERS NOT ON THE AGENDA:

There were none.

6. STATEMENTS OF CONFLICTS OF INTEREST: There were none.

7. CONSENT CALENDAR: There were none.

8. REGULAR AGENDA: There were none.

9. DISCUSSION ITEMS:

A. DISCUSSION OF FUTURE PUBLIC ART PROJECT: With planned site of the Bodega-fronting wall of the Sebastopol Library, the Committee will discuss aspects such as artistic medium, and general objectives.

Chair Gordon provided an introduction.

Committee Member Arnold commented:
- Would like to include clear directive in the RFP in terms of siting.
- Interested in placement either in the area in front of (4' 11"), or at the wall.
- Wants to keep options open in terms of exact placement.

Chair Gordon commented:
- Was thinking of the piece as a standalone rather than being integral to the wall.

Committee Member Vertz volunteered to create a map that would clearly identify the area for purposes of the RFP.

Committee Member Mills-Thysen commented:

- Would prefer to keep it on the upper level.
- If the artwork extends beyond the area suggested by Committee Member Arnold, considerations such as safety would be especially important.

Chair Gordon asked for each member to comment on placement.

Committee Member Arnold reiterated his support for placement either in the area in front of (4' 11"), or at the wall.

Committee Member Deedler commented that he could support placement anywhere outside of the required setback of 5' from the sidewalk.

Chair Gordon expressed being in agreement with Committee Member Deedler.

Committee Member Mills-Thysen commented that she would limit it to the wall itself and the dirt area immediately in front of it.

Committee Member Vertz commented:

- Would not want to limit the area.
  - Would love to see what people come up with.
- In learning from the prior process, she suggested possibly limiting some things, such as water and electricity for maintenance reasons.
  - Yearly maintenance is not ideal.

Committee Member Mills-Thysen commented:

- Expressed being in agreement with Committee Member Vertz on limiting things like water and maintenance.
  - Favors more limitations.
  - Even with those types of limitations, a lot can be created.

Chair Gordon commented:

- Agrees that artists can be very creative and work around limitations.
- There is a nice movement to create kinetic pieces that sometimes require electricity.
  - Would not want to eliminate opportunities for those types of artwork.

Committee Member Vertz responded:

- Agreed with Chair Gordon.
- The majority of her concern relates to water as was the case with one of the prior finalists.

Committee Member Mills-Thysen commented:

- Electricity would require added money in the budget for maintenance.
- Agreed that water is more problematic than electricity.

Committee Member Deedler commented:

- Would not want to put any kind of limitation on it.
  - Plumbing and electricity are not a big deal.
  - A lot of great work can be done through the help of water and electricity.
  - Artwork than can move and change is more interesting than something that is static.

Committee Member Arnold commented:

- Does not support the use of water.

Chair Gordon commented:

- That there are three members who appear to be in agreement on not allowing the use of water.
  - Should be stipulated in the RFP.

Committee Member Vertz provided some background on Vickie Jo Sowell's piece which rose as a finalist during the last public art process. Ms. Sowell's artwork utilized water and was to be placed in the very location that is being considered for the new public art piece.

Committee Member Deedler commented:

- There are areas around Sebastopol that are maintained by volunteer groups.
  - Sebastopol has a number of volunteer groups in the community that will take care of these things.

Committee Member Vertz agreed with Committee Member Deedler and acknowledged having voted for Ms. Sowell's piece as her top choice.

Committee Member Arnold made a motion to specifically state that water cannot be used in the RFP.

Committee Member Mills-Thysen seconded the motion.

The Committee voted on the motion as follows:

VOTE:	Ayes:	Committee Members Arnold and Mills-Thysen
	Noes:	Chair Gordon and Committee Member Deedler
	Abstain:	Committee Member Vertz

The motion failed.

The Committee agreed to move on for the time being.

Chair Gordon commented that the Committee appears to be in consensus on the following:

- Likes the site, whether on the wall or in the area in front of the wall.
- Open to all mediums as long as we don't have durability, cost, and maintenance issues.

Committee Member Deedler commented that he would like to know what each Committee member's vision for this project is.

Chair Gordon commented:

- It is very important that the Committee understand their role as an advisory board on the final selection of an art project.
  - The Committee's job is not to be the designers of these projects.
- Spoke on process.
- Shaping the proposals ahead of time feels like overstepping their role.

Committee Member Deedler commented:

- It feels like the Committee should have some sort of vision about what they'd like to see come out of this public art piece, what would work in the location they've selected.
- Members were appointed to the Committee because they are talented and insightful in this area.

Chair Gordon commented:

- Reiterated his point about the role of the Committee.
- Believes in allowing the latitude for an artist to come through and create something while working within the established parameters.

Committee Member Mills-Thysen commented:

- Does not have a preconception.
- Would like to have very clear parameters.
- Looks forward to seeing what artists come up with.

Chair Gordon spoke on process.

B. DISCUSSION OF REQUEST FOR PROPOSALS TEMPLATE: The Committee will discuss a Request for Proposals draft developed by Committee members, and how it should be adapted for the future public art project.

Chair Gordon provided an introduction.

Chair Gordon commented:

- Advertising is really important, even if the City has to pay a small fee to do so.

The Committee discussed the general call for proposals and began a detailed discussion to adapt it for the future public art project (see attached mark-up).

The Committee agreed to continue their review and discussion of this to their next meeting.

C. POTENTIAL CANCELATION OF JANUARY MEETING: The Committee will consider whether to cancel the January 3 meeting.

The Committee agreed to a meeting on January 3.

10. REPORTS FROM THE COMMITTEE/STAFF: There were none.

11. WRITTEN COMMUNICATIONS: There were none.

12. ADJOURNMENT: Chair Gordon adjourned the meeting of the Sebastopol Public Arts Committee at 12:16 p.m. to the regular Public Arts Committee Meeting to be held January 03, 2018 at 10:30 a.m., at the City Hall Conference Room, 7120 Bodega Avenue, Sebastopol, CA.

Respectfully Submitted By:

Kenyon Webster
Planning Director

CITY OF SEBASTOPOL PUBLIC ART PROJECT FOR LIBRARY SITE

TITLE OF CALL

OPEN CALL DATE: February 2018

ENTRY DEADLINE DATE: 2-3 months

(A CALL FOR ARTISTS AND A CALL FOR IDEAS)

INTRODUCTION

The City of Sebastopol will commission an artist/artist team…

Insert: Overall description of Project… Open to all mediums

Project Contact: 707-823-6167 or kwebster@cityofsebastopol.org

THEME

The artist will design and produce a site specific work that reflects this community.

~~*If one is determined, insert description of project Theme.*~~

No logos, words, specific historic figures, mascots, or any expressions of hate are to be used.

Will look at alternatives and discuss later.

PROJECT LOCATION

MATERIALS & MEDIA

* Duplicative, necessary?

*

The selection panel is open to artwork in all media and materials. However, this artwork will be placed outside, so durability and safety are major factors when considering media and materials

The materials, design and palette must stand up to local weather and be amenable to ongoing maintenance.

~~Selected artist will be required to create a time-lapse video of the project as it develops.~~

ELIGIBILITY

The project is open to California professional visual artists with experience implementing their ideas and work in the public realm. Artist or Professional Artist means a practitioner in the visual arts, generally recognized by critics and peers as a professional of serious intent and ability, ~~income realized through the sole commission of artwork and frequent or consistent art~~

~~exhibitions.~~ Artists are NOT eligible who are immediate family or business partners of members of the Public Art Committee or program (??) staff.

APPLYING FOR THIS PROJECT:

Applicants are asked to submit eight digital images of related previous work, a résumé, and a statement of interest no longer than ~~2,000 characters~~.

From these applications, the P.A.C. will choose up to three semifinalists to create proposals. Semifinalist artists will be provided with an honorarium of $1000 to prepare and present their proposal in person. Semifinalists will be expected to pay for travel expenses from the honorarium.

Semifinalist Artists will present their proposals in person to a Public Forum Meeting ~~and to a meeting of the P.A.C.~~

Following these presentations, the ~~Finalist Selection will be made by the Sebastopol City Council with the advisement of the~~ P.A.C. ~~once approved,~~ The final selected artist or artist team for the commission will collaborate with the Public Arts Committee when finalizing their designs for installation.

Can a team apply?

Applicants may apply as a single artist or multi-person collaborative group. In the case of teams, please submit a single résumé for the whole team with 1-2 pages per team member.

MATERIALS TO BE SUBMITTED for PROJECT APPLICATION

~~Please~~ read this section carefully. Incomplete applications will NOT be considered. The applicant's name must appear on all materials submitted.

◆ **Digital Images**—In order to be considered for this project, the applicant must electronically submit ~~three to~~ eight digital images of previously completed artwork.

~~Artists will be able to upload up to two video files.~~

~~Total Media - Minimum: 3, Maximum: 8~~

Label images with:

Title
Dimensions
Material(s)
Location
Time
Budget

◆ **Statement of Interest**—~~Please~~ submit a statement briefly outlining your interest in this project and experience working on projects of this kind (~~2000 character~~ maximum). 1 page

◆ **Résumé**—Submit a one-to-two page current résumé that highlights your professional accomplishments as an artist. ~~Please~~ name your résumé file accordingly: Last name. First initial (i.e. Smith.J.pdf). If applying as a team, please submit one résumé with 1-2 pages per team member.

◆ **Description/ Depiction**— Using text description, (250 word maximum) with or without a ~~general~~ sketch or more specific visual image, please provide a ~~general~~ idea of ~~what you have in mind~~ your concept for this project.

◆ **Budget**— ~~Please~~ provide an estimated budget, not to exceed the $— ~~budget~~ total $35K for this project. Required standard budget items are listed below.

Questions? — ~~Please~~ direct all questions about the project to Kenyon Webster at 707-823-6167 or kwebster@cityofsebastopol.org

Consensus: $43K
Project $35K
Future maint. $5K
Honorarium $3K

SELECTED ARTIST BUDGET AMOUNT: $~~—~~ 35K

The Artist or Art Team will provide a standard budget.

The selected Artist will receive $~~—~~ 35K. The price will include all taxes and fees as well as any equipment the artist may need to complete the project.

ARTIST ~~PROPOSAL STANDARD~~ BUDGET: ESTIMATED

move to intro on page 1.

~~Funds for the budget for this commission come from the City of Sebastopol's Art In-Lieu Fee Fund that is set aside for the commission of public artworks.~~ The contract amount will be inclusive of all costs associated with the project including, but not limited to: the artist's design fee, other consultation fees such as structural engineering consultation, insurance, tools, materials, fabrication, transportation, installation, any building or site modification required, travel to and from the site, per diem expenses, ~~maintenance~~, future replacement of parts if needed, project documentation, contingency to cover unexpected expenses, and any other costs.

A. Artists Fees

1. Design fees (may include research time and/or time spent with local groups getting pertinent information about our community)

2. Structural Engineering (if applicable)

B. Materials, Equipment, and Production costs

C. Studio Fees

1. Rental if unique space needed for this project

2. Utilities (gas, water, electricity), if not included in rental

D. Transportation of finished art work to site in Sebastopol

E. Installation costs (~~if applicable~~)

F. Lighting costs (if applicable)

G. Insurance (if applicable)

H. Taxes

I. Documentation

PROPOSAL SELECTION CRITERIA

The artist will be selected based on the following criteria:

- Appropriateness of the design to the site ~~and, if applicable, to theme~~
- Quality of ~~the~~ artwork
- Experience of the artist previous
- Durability, Maintenance & Safety of artwork design

GEOGRAPHIC SPECIFICATIONS

DURABILITY, MAINTENANCE & SAFETY

Please read this section carefully. The Durability, Maintenance & Safety of this project will be essential elements in the selection process.

All applicants are expected to consider the issues of long-term conservation and maintenance of public art, along with time and budget. These projects are located outside and in the public realm and may therefore be exposed to weather and physical stresses, as well as subjected to vandalism. Public art projects should be fabricated of highly durable, low-maintenance materials. The selected artist must apply an anti-graffiti coat to the finished product. The environmental effects of this project, during and after installation should be considered.

Semifinalists are encouraged to consult with a professional conservator prior to the submission of a final proposal. Artist proposals awarded contracts will be reviewed by the City of Denver's Public Art Committee and the Department of Construction and Engineering to ensure conformity with city standards of maintenance and durability, as well as ADA and safety standards. All finalists are expected to stay on budget and to complete work in an approved time frame.

INSTALLATION

The Public Arts Committee will review and inspect the design in person during installation periods once the artist/design is selected and approved.

Selected artist will be required to create a time-lapse video of the project as it develops.

The selected artist will have —- days to complete the project.

TIMELINE

Below is the tentative timeline for this project:

(With the exception of the online application deadline, this timeline is subject to adjustments)

Deadline for entry

Semifinalist Selection

Semifinalist Artists' presentations to

Public Forum Meeting

P.A.C. Meeting

Finalist Selection

By P.A.C.

By City Council

Finalist Notification

Contract Signing

THE SEBASTOPOL PUBLIC ARTS COMMITTEE
Insert mission statement.

Link:

http://ci.sebastopol.ca.us/City-Government/Boards,-Commissions-and- Committees/Public-Arts-Committee.