

**MINUTES - PUBLIC ART DESIGN COUNCIL
JUNE 9, 2016 – CITY HALL**

1. **Call to Order** – Present: Justin Combs, Jim Heck, Lovella Kelley, Jana McCarron, David Murano, Teresa Oton Preston (Chair), Jim Seitnater and Meryl Dye (staff liaison). Absent: Kari Mailloux, Kelly McMurphy, Rudy Rodriguez (V. Chair), and Mark Rasette.
2. **Oral Communications** – No audience.
3. **Approval of Minutes** – Combs made a motion to approve minutes of the May 12, 2016. Murano seconded the motion, and the motion passed.
4. **Reports**
 - A. **Design Council Attendance** – The attendance record was reviewed. Dye suggested revisiting in July the matter of changing the frequency of meetings.
 - B. **Project Updates** – Dye provided a hand-out on the project updates and went through the listing with additional comments. (See attached report with project updates in blue text.) She said as of today the final drawings on the **Sports Arena** project have not been submitted. Combs said that in a meeting yesterday with JE Dunn and the architects, no concerns were raised about the drawings at this time. Dye said Austin Weishel delivered the sculpture for **Fire Station #3** to Fire Chief Forbes in May, and then stopped by city hall to meet John Deardoff and Dye before returning to Colorado. Dye said she will follow-up with Kim Fiebiger about the purchase of another egg sculpture for the **Main Street Streetscape** project. The dollar amount on the percent for public art is not certain until the project is bid this fall. The location for the sculptures is currently being used for the SculptureWalk exhibit until May 2017. Combs reported that the Friends of the Zoo will meet next week regarding the effort to raise more funds for the **Otter Exhibit** and he will discuss Preston’s proposal to coordinate a youth project for the percent for public art. Dye suggested that if the Friends group agrees, to bring that decision back to the Design Council as a Selection Committee recommendation in order to follow the Design Council guidelines. Heck said he would like to continue as a member of the Selection Committee on this project. Combs reported that during the CIP study session the City Council discussed combining the next two phases of **Orchard Park** to construct a parking lot and a community building-pavilion in 2017. To determine the percent for public art, Dye suggested looking at dollars spent in earlier phases in the park’s development or at least those phases that would have qualified under the public art ordinance, such as trails.
5. **Unfinished Business - Placing Art on City Property (Permitting of Citizen-Initiated Projects)** – Dye said the final draft on guidelines for Citizen-Initiated Public Art Projects (Instructions & Forms 2016) has been distributed to Design Council members for review in advance of the meeting. McCarron made a motion to approve the proposed Permitting Program. Murano seconded the motion, and the motion passed.
6. **Communications and Comments** - Dye reminded members of 2016 SculptureWalk Reception on Thursday, June 16th at 5:30 to 6:30 p.m. at the Art Center. This is the Third Thursday in June, the same evening as the Art Walk.
7. **Adjournment** – Seitnater made a motion to adjourn. Combs seconded the motion and it passed.

Minutes prepared by Meryl Dye

Next Meeting July 14, 2016 – 4:00 p.m. – City Hall, Executive Conference Room

**Percent for Public Art Project Updates
June 9, 2016**

Sports Arena Public Art – Artist: Koryn Rolstad, Bannerworks Inc. (dba Koryn Rolstad Studios) –

As of June 3, 2016, we are still waiting on final drawings with a stamp from the artist's engineer. These are expected by the end of the week.

On April 18, 2016, a conference call took place between Koryn Rolstad, Gary Holler and myself. Gary followed up on the call by sending requested building design files that were discussed.

Koryn's group will be working on the drawings through May, and will get a set to her engineer for review (not stamped). Then Koryn will set up a time to visit Hutchinson to go over the drawings, the site and the schedule with SJCF and JE Dunn representatives. To expedite the final design approval step by the Design Council, Teresa Preston, David Murano and Jim Heck will be invited to these meetings. (These are the three artists from the Design Council involved in the artist selection and approval of the concept design.)

Within thirty (30) days following the artist's submission and presentation of the final design, the City will notify Koryn whether the final design is approved or disapproved. If the City approves the final design, I will issue a Notice to Proceed.

If the City does not approve the final design, we will issue a statement in writing of the reasons for disapproval. Koryn would be given an opportunity either to submit a second final design within a reasonable period of time specified by the City, or terminate the contract.

Within thirty (30) days following submission of a second final design, we approve or disapprove. If the City also disapproves the second final design, we must provide a written statement of the reasons, and the contract is terminated. In the case of termination, the artist retains the design proposal and all compensation paid up through the date of termination.

During execution of the Work, the artist will submit written progress reports each month. The following is an excerpt from the payment schedule as per contract:

- 4.1.1 **\$51,750.00** An initial payment upon execution of this Contract for final Design Proposal development and engineering costs.
- 4.1.2 **\$51,750.00** A progress payment for materials, fabrication, production and project management. Payment may be processed once the City has approved the final Design Proposal, and has issued the Notice to Proceed.
- 4.1.3 **\$51,750.00** A progress payment payable when 50% of the Work is fabricated and approved by the City.
- 4.1.4 **\$51,750.00** A progress payment payable when 100% of the Work is fabricated, approved by the City, and ready for shipping and installation.
- 4.1.5 **\$23,000.00** A final payment after the completed Work has been fully installed and accepted by the City. Approval to process payment at this phase will require the Artist to provide the documentation required in Section 2.7.

Fire Stations #3 (Ave E & Walnut) - Sculptor: Austin Weishel – \$12,000 - The sculpture was delivered to the City by artist on about May 20th. Chief Forbes is working on getting a pedestal built.

Fire Station #5 (11th & Hendricks) – Sculptor: Alan Tollakson – \$13,000 - Following a conference call between Tollakson, Chief Forbes, the architect and Dye, the artwork is moving forward to final design and fabrication. First partial payment was made on May 13th for \$2925.

Fire Station (location to be determined) – Sculptor: Craig Campbell - \$13,000 – Project on hold for formal City Council approval through CIP budgeting process and until land is acquired. The artist is not under contract at this time.

Main Street Streetscape (3rd Ave to 5th Ave) - \$15,000 is to remain “pooled” with this project. Dye recommends moving “Egghead” from the SW Corner of 2nd & Main to the West side of 3rd & Main that is adjacent to the streetscape project, and using streetscape project funds of \$15,000 to purchase another egg sculpture from Kimber Fiebiger to place with Egghead. The Design Council adopted staff’s recommendation on May 12, 2016. The City Manager has said the funds for the purchase another egg sculpture will come out of the project fund and not the Reserve Fund for Public Art.

Otter Exhibit - \$3750 to remain “pooled” in CIP with project and remain earmarked for other public art at the Zoo. Design Council accepted staff’s recommendation for the funds to remain pooled on May 12, 2016. Teresa Preston has offered to coordinate a youth project to include mosaic art at this project site. Friends of Zoo plan additional fund raisers for the project.

Splash Park (Rice Park) - \$3000 - Combs and Dye to review CAFÉ applications and bring this item back to the Design Council. No further update.

Orchard Park – Staff recommends “pooling” one percent of construction funds from each phase to be used for public art for the community building. (Estimated total for public art = \$13,870.) Design Council accepted staff’s recommendation to pool the funds on May 12, 2016.