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AGENDA

**PLEASANT HILL
PUBLIC ARTS ADVISORY COMMISSION
REGULAR MEETING**

CITY HALL
CITY COUNCIL CHAMBERS
5160 MAPLE DRIVE
PLEASANT HILL IA 50327-8440

MONDAY, JULY 23, 2018
6:00 PM

1. CALL TO ORDER / ROLL CALL
2. VOTE: APPROVAL OF AGENDA
3. VOTE: APPROVAL OF MINTUES OF JUNE 25, 2018 MEETING
4. TIME TO ADDRESS THE COMMISSION – FIVE (5) MINUTE LIMIT
5. BUSINESS
 - a. REPORT: GREATER DES MOINES PUBLIC ART FOUNDATION
6. DIRECTOR'S REPORT/COMMISSIONER'S REPORTS
7. ADJOURNMENT

Next Regular Scheduled Meeting
August 27, 2018

PUBLIC ARTS ADVISORY COMMISSION
June 25, 2018 6:00 P.M.

1. CALL TO ORDER/ROLL CALL

Chairperson Amanda James called Public Arts Advisory Commission regular meeting to order at 6:00 p.m. on June 25, 2018 in the City Council Chambers. Present: Suzanne Cantrell, Matthew Gaul, Gina Gazzo, Regina Glawe, Amanda James and Nora Schatzberg. Absent: Sarah Schroeder.

2. APPROVAL OF AGENDA

Chairperson James noted the change to the agenda. It will now indicate whether an item is an action item by notating "vote" before the item. Items that do not require action will be notated with "report". Also, the next agenda will include a time for Commissioner's Reports. SCHATZBERG/GAZZO moved to approve the agenda. Ayes: Unanimous. Motion carried.

3. APPROVAL OF MINUTES OF APRIL 23, 2018 REGULAR MEETING

GAUL/GLAWE moved to approve the minutes of the April 23, 2018 regular meeting. Ayes: Unanimous. Motion carried.

4. TIME TO ADDRESS THE COMMISSION (5 MINUTE LIMIT)

None.

5. BUSINESS ITEMS

a. **Public Art Procurement Agreement:** At the April meeting, the Commission reviewed a proposal from the Greater Des Moines Public Art Foundation (GDMPAF) to hire contracted services to assist the City in the public art procurement process for the roundabout project at NE 70th Street and Rising Sun Drive. Following review of the proposed services from the Commission, a final contract was drafted and was approved by the City Council earlier this month.

Attached for the information of the Commission is the final contract. Article 1 lists the responsibilities of the Foundation including work with the Commission members. The process will include a day long (or two ½ days) session for a group jury review and scoring process which will involve commissioners and members of the Foundation board. The Foundation will notify finalists and coordinate travel for the two finalists. They will also facilitate the process for the jury group to evaluate concept design submissions from the artists to select a final artist. Commissioners will play a critical role in the entire process.

Jessica Rowe, Director of the Greater Des Moines Public Art Foundation, will be at the July 23, 2018 meeting to present an orientation to how the process will work.

The parameters have not been finalized. This is something that will be discussed next month with Director Rowe. The size of the roundabout has been given to the Foundation and the engineers are also involved.

When the finalists are visiting the city, they will meet with commissioners, the Mayor and Council and City Staff to determine parameters for the final art piece. Commissioner Gaul asked if pictures of the area taken during the summer/fall months will be provided to the finalists since their visit will likely be during the winter months. The area will not be completed until later this year so the engineer's rendering of the area will be provided. This fall the RFQ link will be provided to commissioners so they can refer potential artists to the location of information. Until that time, if you have someone that would like the information, please contact city staff with the e-mail address and it will be forwarded to the Foundation for a mailing list.

Chairperson James pointed out that the \$7,500 was paid from this fiscal year's funds and is not part of the \$50,000 set aside by council. With the \$50,000 and the BRAVO grant of \$15,000, there is \$65,000 available for the project.

b. Inside/Out Program Implementation: The Commission was introduced to the Inside/Out Program by Commissioner Glawe in 2017. This program is currently implemented in Mackinaw City, MI and is an opportunity to take high-quality reproductions of well-known works of art from the Detroit Institute of Arts and put in public places like streets and parks for the public to view.

Commissioner Glawe has been working with regional partners to find opportunities for implementation across the metro. Commissioner Glawe and Mayor Kurovski have met with Jeff Fleming, Director of the Des Moines Art Center. The Art Center will be the "owner" of the program as it requires a museum or art center to be the administrator of the program. They have selected six pieces and have requested two of the pieces be installed in August or September. The Mayor and Commissioner Glawe have also met with Sally Dix, Executive Director of Bravo Greater Des Moines to discuss the program. This will become a multi city project. It is anticipated that this will become an eastern Polk outreach for the Art Center, with a start in Pleasant Hill. It will be a program of unexpected art in unexpected places.

6. DIRECTOR'S REPORT

a. The BRAVO Annual Report to the Region is being held on Tuesday, June 26. Community Development Director Sturms will be attending.

b. Regional Public Art Conversation will be held September 18, 2018 from 5:30-7:00 p.m. The information will be e-mailed to commissioners to RSVP if they would like to attend. This is a great opportunity to meet with counterparts in the metro.

c. Candace Bell, Communication Specialist, will be taking over as the staff person for this commission. Staff will be working with her to transition the change.

d. There are three vacancies on the commission starting July 1. Amanda James and Matthew Gaul have reapplied and will be reappointed at the City Council meeting on Tuesday. Sarah Schroeder did not reapply. If you know of anyone that would be interested, please encourage them to apply.

e. The Iowa Art Summit will be held in Ankeny on August 3. Registration information will be shared with the Commissioners if there is an interest in attending.

f. There will be a ribbon cutting on July 12 at 11:00 a.m. for *A Monumental Journey* piece that is being installed with assistance of the Greater Des Moines Public Art Foundation. An artist lecture will be held the same evening. Additional details will be shared with the commission.

g. Further discussion was held regarding the changes in the agenda. The agenda item sheets will include new language directing commissioners as to steps/expectations, i.e.: update or action item. Thanks to Community Development Director Sturms for accommodating and making changes for this commission.

h. Commissioner Gazzo inquired if an item comes up that requires a vote that is not included in the agenda what is the procedure. In this instance an amended agenda would be required and is required by law to be posted 24 hours prior to the meeting. If an item comes up and there is not time to post an amended agenda, the item can be discussed and voted on at the next meeting.

Discussion followed regarding open meeting rules following a question if it is a concern of a number of commissioners attending an event like the ribbon cutting for art pieces. This is not an issue as long as art commission business is not discussed by a number that constitutes a quorum. Commissioners are free to

meet on an informal basis after a meeting or other times as a way of getting to know each other on a personal basis. The informal get together cannot be a follow-up discussion from a meeting or work that is being done by the commission. This type of meeting is in direct conflict with open meeting laws.

Iowa Code Chapter 21 defines "meetings" as formal and informal gatherings of a majority of members of the commission. Gatherings for ministerial or social purposes are not considered to be meetings where there is no discussion of policy or no intent to avoid the purposes of the law.

7. ADJOURNMENT

CANTRELL/GLAWE moved to adjourn. Ayes: Unanimous. Motion carried. Meeting adjourned at 6:45 p.m.

- NEXT MEETING: July 23, 2018

Cindy Konrad
Recording Secretary

AGENDA ITEM SHEET
PUBLIC ARTS ADVISORY COMMISSION
JULY 23, 2018

REQUESTED BY:	CANDACE BELL COMMUNICATIONS SPECIALIST
REFER TO:	PUBLIC ARTS ADVISORY COMMISSION
SUBJECT:	PLEASANT HILL PUBLIC ART PROCUREMENT

In June, City Council approved a final contract proposed by the Commission for Greater Des Moines Public Art Foundation (GDMPAF) to assist the City in the public art procurement process for the roundabout project at NE 70th Street and Rising Sun Drive. M. Jessica Rowe, Director of Greater Des Moines Public Art Foundation, will present to the commission about what constitutes “public art” and the next steps for both GDMPAF and the Public Arts Advisory Commission in the procurement process.

Appropriate Commission action would be to hear the presentation from the GDMPAF and be prepared to discuss the next steps in the procurement process.