



**ARTS ADVISORY COMMISSION  
MINUTES  
June 16, 2015  
8:30 a.m.  
SEQUIM CIVIC CENTER  
Community Conference Room  
152 West Cedar Street  
Sequim WA 98382**

Members: Eileen Cummings, Sharon Delabarre, Joanna Hays, Steven Humphrey,  
Patsy Mattingley,  
Absent: Linda Stadtmiller  
Council liaison: Candace Pratt; Staff liaison Karen Kuznek-Reese

**Agenda Item**

1. Changes to Agenda
2. Approval of minutes
  - a. May 19, 2015 Patsy/Steve.
3. Public Comments *(Please limit comments to 3 minutes.)*
4. Unfinished Business
  - a. Tour Civic Center Delayed to later date
    - i. Kimono and display case
    - ii. On-loan Quilt
  - b. 2016
    - i. Programming Develop 2016 schedule

There was discussion concerning a holiday tree and having a 3<sup>rd</sup> or 4<sup>th</sup> grade decorate items for the tree on an annual basis. There was also discussion concerning CAAC support/involvement in a chalk project proposed by The Brokers Group. It was agreed that the city could help promote their event. Brokers Group could submit their activity to be placed on the city's tourism calendar.

Potential projects for 2016 include Piano Time, Shuffle Residency, Souper Bowl, rotating art exhibits, two additional historical displays and Centennial tile placement.

- ii. Art Exhibits Determine quarterly theme

It was agreed that the exhibits for 2016 would be fiber arts; metal, ceramic and wood; budget covers- where are they now; black and white photography. Alternates are Youth & experience and watercolor/acrylic with a theme. 2017 would include a student art show.

There was discussion regarding the potential to coordinate with other venues and move the art to various locations.

iii. Public Art Procurement  
amount

Determine what, where, when,

There was discussion concerning the large wall behind the council dais. It is 38' wide and 12' high. Sharon reported on her discussions with Cory Ench.

iv. Budget  
procurement costs

Include all programming and

Due to time constraints, it was agreed a special meeting is necessary. It was proposed to schedule a meeting for June 30 at 8:30 a.m.

Meeting adjourned 10:00 a.m.

## CITY COUNCIL MURAL CONCEPT

Discussion Paper: Concepts and Opinions presented are those of the author to initiate discussion.

The next major art installation for consideration in the new City Hall is a commission for artwork for the wall behind the Council dais. This was identified as a Priority One status.

During various discussions, a wall mural has surfaced as the primary concept. To that end, I have done some research and provide this as basic information for moving forward. I contacted a local artist that has done several murals in the area for some general input. The following is based on input from him along with input from others over the past several months.

### **Space:**

The wall behind the dais is approximately 12' high and 38' wide. Rather than try and fill the entire wall, it is felt that "centering" a mountable mural/painting panels in a space of 8' high x 32' wide would be best. The impact would be significant and the open wall would help "frame" the mural.

### **Methodology:**

It would be time consuming, ultimately limiting and dangerous to consider painting directly onto the wall. The best option would be to have the mural painted on panels (4' x 8') that would then be secured to the back wall. This would allow the artist to complete the work off site and then have it installed as one unit.

### **Timing:**

For a project of this size, it is estimated that a minimum of 2 months would be required for the actual painting. This could be more depending on the artist selected and other commitments.

### **Theme:**

In talking to several staff and council members, the general concept of a mural would be that it is representative and focus on the area's natural beauty and attributes. This could include anything from water to fields to mountains to animals, fish, birds, etc. The feeling that it should convey is one of peace and serenity. This is the wall the audience will be looking at behind the Council.

It would not need to be a "photographic" image of the area. In fact, it would probably be better to be more conceptual as this could provide artists with more freedom. The concept of a "photographic" mural could be handled by mounting an enlarged photo and since the area has and will continue to change, a general concept will remain fresher and more relevant. This would be an original work of art that would be a significant signature piece in City Hall just as the Totem is on the plaza.

### **Cost:**

Based on costs of murals (ie the Mammoth at MAC, completed 12 years ago), it is anticipated that the cost (including all materials, artistic completion and supervision of the installation) could be between \$50,000 and \$75,000. Until we have specific bid responses we are working with projected figures here, but figures I feel are reasonable until we have specific bids submitted.

Note: The State of WA, through their AIPP (Art in Public Places) legislation, requires that ½ of 1% of the state funded cost of any public building be set aside for artwork. While this may not apply to municipalities (we need to check this), it is a reasonable rule of thumb to work with especially since the artistic and design concerns and planning already in this project have been very forward thinking. With the formation of the CAAC the City identified the importance of incorporating art, design and all

creative art forms into the fiber of our community. City Hall is a focal point that can help set the standard.

Using this percentage as a guide, using the \$14.5 million dollar base cost of the building, \$72,500 would be the amount to be set aside for public art. There is the question as to whether a mural in Council Chambers would be considered public art, but it does give us a perspective to work with.

Currently, no other major art items are planned for City Hall with the exception of a possible glass sculpture for the lobby area that is being privately funded.

### **CAAC Budget:**

The operational budget of the CAAC for the first year was set at \$50,000. To date we have approximately \$48,000 remaining. Costs are anticipated for 3 or 4 more historical photo collages over the next year along with minimal costs to support Centennial tile installations, possible holiday project and the development/printing of a general brochure. Assuming the cost of staff time to support CAAC efforts via website updates, committee work, etc. will continue to be folded into the basic operations staff budget and not charged to the CAAC budget, it seems reasonable to assume that if the Council would decide to run the Chambers mural project through the CAAC budget that we could probably roll over an estimated \$35,000 from this year and not impact other projects currently under consideration. To fund a mural project and look to the future for other potential projects in 2016, a budget request of an additional \$45,000 for completion of the mural (total of \$80,000) plus other anticipated monies for proposed projects in 2016 would seem to be a good place to start.

Obviously, if the Council would look at the chambers artwork as a separate item for budgeting purposes, the CAAC budget request would not have to include this expenditure, an admittedly significant amount.

### **Selection Process:**

The following is proposed as base criteria and timeline for starting the process.

- 1) Formal Proposal to the City Council of a wall mural concept and announced theme for "call"
- 2) Development of the formal criteria for the "call" for artists
  - Local/Peninsula artist (preference is suggested for obvious and transport reasons)
  - Specifications for mural (size, theme, call date)
  - Estimated cost from bidder to be all inclusive of artistic completion, materials (boards, paints, etc.) and supervision of installation
  - Time estimate for completion
  - Basic concept sketch/description
  - Samples/references of previous murals, artworks, clients
- 3) Development of Timeline for "call", Distribution of "call" via local media, City website, other identified sources; Receipt and review of submissions, and selection of top three artists for more detailed concepts.
  - Establishment of a stipend amount/fee to be paid for more detailed, complete concept artwork for final selection process. This is estimated at \$300 to \$500 each to cover time, materials. This fee is usually credited back against the final cost to the winner of the selection process.
- 4) Review of the final submissions and projected cost and time estimates and a selection and recommendation to the City Council.
- 5) Awarding of the contract with completion payment schedule for fees payment

## 6) Installation

### **Items Not included in the basic mural project:**

- Any framing around the piece. This would be a separate vendor and cost item.
- Possibility of two companion pieces (suggested at 4' x 4') to hang on the back wall in the two adjacent wall areas between the doors. These areas were identified for artwork within the chambers and having the same artist develop and execute companion pieces facing the council would be much better than hanging other, non related artwork. No estimate on cost is included here. Depending on the costs submitted with the concepts from potential artists, this might be possible within the total estimated budget amount. This option should be noted in the “call” as a separate item.

If the concept of a wall mural is approved by the Council in June, a “call” can be developed and out early July with a response date by July 31 to allow us to know if the initial budgeted numbers appear to be within reason for a final budget submission to the Council. This is assuming that the Council will run all the costs for this project through the CAAC budget line. All or part of this might be a line item that is not included in the CAAC operational budget, but the CAAC would provide oversight of the project for the Council.

### **City Logo:**

It has been suggested that we might want to put the Sequim logo in the center of the wall, surrounded by a mural. After much thought, I am suggesting that incorporating the logo into the mural would distract from the work. I am suggesting that the Council consider having a logo carved from local wood done and mounted on the front of the council desk (centered). This could be very rich looking, speak to the local woods, and be a wonderful way to display the logo. Whatever wood is selected (wood and finish) could be used to construct the frame around the finished mural for continuity. The result could be a functional, yet exquisite council chambers that the city could be proud of for years. Additionally, having such an artist example would be beneficial when moving forward to solicit grants for future arts projects. The chambers, along with the artwork displays in the lobby and the totem will stand as outstanding examples of how Sequim is working to incorporate art into our community – something that grantors look for when reviewing applications.

### **Discussion:**

In order to work this Priority One project into the next budget cycle, we would need to move very rapidly, but I feel it can be done. The big question is whether the CAAC is in agreement as to the basic mural concept and the criteria presented for the call, and whether the Council in total will approve this concept. The next Council meeting is June 22. Theoretically a presentation could be made, a request made to the Council for action and direction given back to the CAAC at the first meeting in July if I understand the process correctly.

This might slide the “call” and dates a bit, but we could have this project underway in the fourth quarter of the year and completed early 2016.

Submitted for consideration and discussion: Sharon DelaBarre

## PROPOSED ARTS COMMISSION CHRISTMAS PROJECT

**Concept:** To create an annual community tradition of having children decorate a Christmas/Holiday Tree in Sequim City Hall

*With the new City Hall and the wonderful lobby area, I am proposing that we research the feasibility of establishing an annual tradition, starting with this Christmas (2015), to have a special tree decorating event for students.*

**Goal:** To encourage creative activity with young students on an annual basis and establish a positive community event spearheaded by the CAAC.

**Participants:** Students (any student living within the Sequim district boundaries; private or public; grade/age to be determined after consultation with art teachers). Suggested process:

- Establish one grade/age (ie 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup> ??) of students to participate in the project – this grade/age would be the only grade/age to participate each year once selected
- Invite all students in the selected grade/age to construct an ornament for the City Tree – dimensions and other necessary specifications to be provided (ie size, non flammable?)
- Establish a theme each year
- Students create ornaments that would be hung on the tree and then returned to them with a special Thank You commemorative card stating that their ornament was hung on the City Tree in (year)
- Identify an annual budget
- Students would be encouraged to augment to the basic supplies provided
- Provide either time via the schools and/or provide two weekend workshops for students
- Host a holiday party for all participating students and parents in City Hall lobby after the tree is decorated and for the official “lighting” of the tree

### **Other Components:**

- CAAC funds used to purchase an artificial tree (approx. 15' ), lights and basic ornaments (single color balls) to be coordinated with City staff/Council as required
- Possibility of selecting one or more ornaments from each year for future use or historic perspective
- Possibility of providing a stipend or basic supplies to participants
- Could be done completely separate from any schools by providing a “call” and workshops in the community
- Project could be initiated and put in place this year
- Cost should be minimal
- Basic supplies: Possibly only provided at workshops

Sharon DelaBarre, June 12, 2015

## CRITERIA FOR CAAC SUPPORT OF COMMUNITY ACTIVITIES

Now that CAAC has completed its first task (lobby art in City Hall) and are on the way to the next phase of City Hall artwork (more photo collages, council mural), it may be time to revisit how we can work with the community (individuals, groups, businesses) to support and/or enhance other creative/artistic events and programming.

We have now been approached by two entities – the Poetry group and a downtown business – for support and/or guidance for projects. Another group has indicated they would like to work with the CAAC to pull cooperative events together.

Previously we decided that we could not, at that time, endorse any event since we were still in the formative stage. We may have reached the “chicken and egg” time in our evolution.

I am proposing that we should try and develop a set of basic criteria that will allow us to start working with various entities in our community so that we can build on the CAAC recognition and interest that we are starting to see.

First we need to ascertain that this outreach into the general community and potential support, promotion and/or endorsement of various artistic/creative events is allowed/approved by the Sequim City Council.

Secondly, we should ascertain if other cities have already developed criteria for working with, supporting and/or promoting non arts commission projects and see what is working elsewhere.

To start this conversation, here are some basic criteria suggested for talking points:

Be willing to “list” and/or promote community targeted events/activities through the City website, facebook and/or CAAC brochures or other promotional pieces that may be developed; and/or allow our name to be used as a “tag line” in advertising, newspaper articles and/or event materials IF the following items are met:

- A written application for CAAC support is submitted and approved
- Event is being organized / presented by a recognized non profit entity, group, organization
- Event is being organized by an individual or business as a non profit event to benefit the community
- Any Fees charged are to recover costs and to support the event only
- Event is not a for profit event (ie concert promoter)
- Event is open to the entire community (participants or audience)
- Event is taking place within the established metropolitan area of Sequim (school district boundaries)
- Event meets a prudent or reasonable test of appropriateness for our community (ie no wet tee shirt type competitions)
- Note: Possible Tag Line: Sponsored by the CAAC \* Part of the CAAC Event Calendar

At this time, no financial support would be provided any applicant. Assistance with promotion of the event would be the primary advantage. At a later time, it is possible that some organizational guidance or support might be available to groups. The CAAC should identify a “liaison” to the event organizer to allow the CAAC to monitor any “sponsored” events for feedback to the CAAC for future activities.

## **PROPOSED CONCEPT FOR CHALK PROJECT**

Submitted for consideration by Deborah Norman, The Broker Group, Sequim

I received the following concept from Deb Norman and am providing basic info below for discussion.

Title: Chalk Walk  
Location: Parking lot behind The Broker Group (on Washington St, Sequim)  
Back parking lot is concrete  
Timing: Saturday – 6am to afternoon time: Work on chalk picture  
Saturday evening: Start of show/voting  
Sunday – All day: Voting continues/Jury input; Prizes awarded at end of event  
Process: Create 2'x2' and/or 3'x3' blocks of space for artists work  
Registration fee, estimated at \$6 for small block; \$10-15 for large block  
Reg. Fee to include: Space, Small chalk set, 3 bottles of water, and tent or umbrella for shade if needed  
Chalk set would be mainly for children or novice artists who don't have their own  
Voting: Public voting for best in each age and/or division category (ie under 10, professional)  
Jury judging also, to be combined with voting to allow for “popularity” vs talent issues  
Prizes: For each age or division category – donation of gifts solicited from community

In talking to Deb, the thought is to provide space for student up to professional artists at minimal cost. The Registration fee would barely cover the cost of the chalk kits. Other amenities would be provided by sponsors (The Broker Group and others potentially).

This is something that, if jumped on, could possibly be put in place later this summer as a special downtown art event for all ages.

If well received, it does have the potential to grow into a weekend chalk walk through downtown during the summer – as with the sand sculptures – only more short lived. If accomplished and/or professional chalk artists became interested, the sidewalks of downtown could be used for the professionals and the parking lot could be the focus point for younger artists (students) during the same time.

Having something like this downtown on the sidewalks could effectively bring folks downtown during the weekend to shop and visit local stores. Support from the Chamber should be solicited and expected.

For this event to happen, it is anticipated that organizational and promotional assistance would be the main tasks asked of the CAAC. No direct monetary support.

This proposal brings the discussion as to how can the CAAC support separate projects back on the table. What can we do to “endorse”, “promote” and encourage others to come to the CAAC for various forms of assistance. To that end, see attached thoughts for CAAC support.