Traverse City Arts Commission

3:30 PM
Wednesday, July 20, 2016
Located in: The Second Floor Conference Room
Governmental Center
Traverse City, MI 49684
Posted: Friday, July 15, 2016

If you are planning to attend the meeting and you have a disability requiring any special assistance at the meeting, please notify the City Clerk, immediately.

The City of Traverse City does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. Penny Hill, Assistant City Manager, 400 Boardman Avenue, Traverse City, Michigan, 49684, 922-4440, TDD 922-4412, has been designated to coordinate compliance with the non-discrimination requirements contained in Section 35.107 of the Department of Justice Regulations. Information concerning the provisions of the Americans with Disabilities Act, and the rights provided thereunder, are available from the ADA Coordinator.

Traverse City Arts Commission:
c/o Katie Zeits, Deputy City Clerk
(231) 922-4480
Email: tcclerk@traversecitymi.gov
Web: www.traversecitymi.gov
400 Boardman Avenue
Traverse City, MI 49684

AGENDA

1. Call to order, attendance, announcements
2. Consideration of approving minutes from the Regular Meeting of June 15, 2016.
3. Administration
    a. Public Art Trust Fund (financial activity/balance)
    b. Official approval of Public Art Guidelines (per ordinance)
    c. Annual selection of a Chairperson and Vice Chairperson
    d. City Commission amendment to Public Arts Ordinance
4. Projects Updates:
    a. Bryan Crough Memorial
    b. Coast Guard City
    c. Other updates, as needed
5. Subcommittee reports
    a. Planning
        i. Arts Commission planning discussion – August meeting
    b. Outreach, as needed
    c. Fundraising
        i. MCACA Minigrant deadline 8/3
    d. Education, as needed
6. Other Business
7. Public Comment

CITY OF TRAVERSE CITY

Minutes

Traverse City Arts Commission

June 15, 2016

A Regular Meeting for the Traverse City Arts Commission was called to order in the Second Floor Committee Room, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan, at 3:35 p.m.

The following were present, constituting a quorum: Mary Gillett, Christie Minervini, Jackie Shinners, Amy Shamroe, Brooke DiGiacomo and Jason Dake

Also present: Katy McBenge

The following were absent: Rick Korndorfer, Deb Lake and Jan Warren

Various announcements were given.

1. First item being, "Consideration of approving minutes from the Regular Meeting of May 18, 2016."

   It was moved by Shamroe, seconded by DiGiacomo to approve the minutes from the Regular Meeting of May 18, 2016.

   AIF/MC (Korndorfer, Lake and Warren absent)

2. Next item being "Administration."

   Ms. Gillett indicated that there was no change to the funds available in the Public Art Trust Fund, and that an in depth look at the fund would take place at the next meeting.

3. Next item being "Project Updates."

   a. Bryan Crough Memorial Update:

   The RFQ will close on Friday 6/17/16, and more will be discussed at the July Meeting based on the Art Selection Panel's recommendations.

   b. Coast Guard City Update:

   Ms. Gillett has been in contact with the Coast Guard City Committee to offer names of professional artists for guidance, and suggested that they focus on Scale, Design and

Originality.

c. Great Art Change Out Update:

Ms. Minervini gave an update that this project was not under the Commission's purview given that the location, but that the Commission could still support the project.

d. Other Updates:

None.

4. Next item being, "Planning."

a. Planning subcommittee report – Process, Input, Priorities:

General discussion took place.

5. Next item being, "Outreach

a. Civic Square Pop-Up Park:

Ms. Minervini and Ms. Shamroe gave updates that the Pop-Up Park projects came in under budget, and that it was a success.

b. Consideration of setting a date for a pitch night and/or input session:

General discussion took place. By consensus, a pitch night and/or input session is necessary, however no date was determined and no motion was taken.

6. Next item being, "Other Business."

General discussion took place.

7. Next item being, "Public Comment."

a. General.

Patty Pelizarri

There being no objection, Chair Mary Gillett declared the meeting adjourned at 4:52 p.m.

_____

Katelynne McBenge, Designated Secretary

Revenue		
Monetary Contributions		**23,700**
City Contribution	10,000	
DDA Contribution	13,700	
Corporate Gifts	0	
In-Kind Contributions		**0**
Grants		**0**
Total Revenue		**23,700**

Expenses		
Supplies & Materials		**2,500**
Supplies	500	
Printing	2,000	
Contractual Services		
Professional Fees\Contractual Services	5,000	**7,500**
Plan Development & Consultation	1,000	
Facilities Rental (Events)	500	
Advertising	500	
Postage	500	
Total Expenses		**10,000**

Total Revenue	23,700
Total Expenses	10,000
Surplus / (Deficit)	13,700

Running Total Revenue	**$ 23,700.00**
Running Total Expenses	**$ 2,625.44**
Running Surplus/ (Deficit)	**$ 21,074.56**

Revenue	Projected Totals	Running Total	Difference
Monetary Contributions			
City Contribution	$ 25,000.00	$ 10,000.00	$ (15,000.00)
DDA Contribution	$ 25,000.00	$ 13,700.00	$ (11,300.00)
Corporate Gifts	$ -	$ -	$ -
In-Kind Contributions	$ -	$ -	$ -
Grants	$ -	$ -	$ -
Total Revenue	**$ 50,000.00**	**$ 23,700.00**	**$ (26,300.00)**

Expenses	Budgeted Totals	Running Total	Expenses Remaining
Supplies & Materials			
Supplies	$ 500.00	**$ 65.94**	$ 434.06
Printing	$ 2,000.00	**$ 534.50**	$ 1,465.50
Contractual Services			
Professional Fees\Contractual Services	$ 5,000.00	**$ 2,025.00**	$ 2,975.00
Plan Development & Consultation	$ 1,000.00	**$ -**	$ 1,000.00
Facilities Rental (Events)	$ 500.00	**$ -**	$ 500.00
Advertising	$ 500.00	**$ -**	$ 500.00
Postage	$ 500.00	**$ -**	$ 500.00
Total Expenses	**$ 10,000.00**	**$ 2,625.44**	**$ 6,940.50**

Adopted:
Effective:

Traverse City Arts Commission
Public Art Guidelines

Introduction
In 2014, the City of Traverse City embarked on a public art program, and joins cities around the country that have enlivened their appearance and their appeal through the placement of art where the community gathers such as parks, buildings, plazas, pedestrian and vehicular access paths.

Funding
The Public Art Ordinance provides the City Commission shall annually appropriate an amount not to exceed $45,000 from the general fund to the Public Arts Trust starting in fiscal year 2015/16 to be used in accordance with this Chapter. The Downtown Development Authority shall annually appropriate an amount not to exceed $25,000 to the Public Arts Trust starting in fiscal year 2015/16 to be used for in accordance with this Chapter within the Downtown District Funds collected in the Public Arts Trust will be expended consistent with Chapter 299 of the City of Traverse City's Codified Ordinances.

Statement of Purpose
The City Commission of Traverse City finds that the presence of public art advances the interests of the City, increases its desirability, aids in the enhancement of property values, promotes economic growth, and contributes to the general welfare of the City's citizens. The City Commission believes that public art should be encouraged and, therefore, establishes the following regulations to direct the inclusion of the works of art in the public spaces of the City.

The public art program enhances life in Traverse City. Art in public places provides opportunity for visual delight; it can stimulate community dialogue by challenging familiar experience. Public art enriches lives as it creates a more cultural urban environment.

Goals of the Public Art Program
The goals of the City of Traverse City's Public Art Program are to:

- promote the visual arts in Traverse City.
- include works of art representing a broad variety of media, styles and community interests.
- provide opportunities for artists of all racial, ethnic and cultural backgrounds, disabilities and other diverse groups.
- enhance the urban environment and public spaces throughout the City.
- pursue opportunities to inform the public regarding public art including public participation in all phases of the public art process.

- document, maintain and conserve works of art in the public art collection.

Traverse City Arts Commission
The Traverse City Arts Commission will develop a Public Art Master Plan and recommend its adoption to the City of Traverse City Planning Commission and then City Commission. The Arts Commission shall regularly assess its consistency with the City Master Plan and Parks and Recreation five-year plan.

The Traverse City Arts Commission is responsible for the administration and overall management of the City of Traverse City's Public Art Program, implementation of the Public Art Master Plan, including budget supervision, securing a site location; releasing a call for proposals or call for artists, identifying and contracting with the artist, supervising fabrication and placement, creating signage, coordinating public art dedication and carrying out an educational program.

Art Selection Panel
The Art Selection Panel (ASP), a five-member panel appointed by the Traverse City Arts Commission, will review proposals and make a recommendation to the Traverse City Arts Commission.

The Art Selection Panel members must:
- be art professionals familiar with the special characteristics of Traverse City;
- have a strong background in the visual arts and have been involved in a public art selection process previously;
- be free of conflict of interest or the potential for financial gain from either the project or the purchase of that specific work of art by the City;
- be willing to sign a conflict of interest statement.

The ASP will have a strong working knowledge of public art, including aesthetic concerns, community involvement, compatibility issues, funding and contracts, documentation, placement, landscaping, cost for maintenance and site concerns. The members may consult with landscape architects or other project design professionals as needed.

The ASP is composed of arts professionals to assure objective judgment based on the critical success and professional accomplishments of the artists under consideration and to find the best possible match between the site, the community and artist.

The Traverse City Arts Commission will solicit proposals for specified projects and the ASP will evaluate the proposals based on the goals of the public art program and make a recommendation to the Traverse City Arts Commission.

In cases where there are multiple stakeholders, the Arts Commission may choose to appoint additional non-voting members representing stakeholders to the ASP.

Donations

Groups or individuals may request that the Traverse City Arts Commission consider the placement of a donated work of art or funds to initiate a new public art project.

The following parameters apply:

Artwork Donations

A potential donor of artwork will submit a written proposal, including an example of the proposed artwork, for initial review to the Traverse City Arts Commission. The donor will present the actual artwork or an image of the artwork for approval.

Following the initial Arts Commission review, the artwork will be reviewed by the ASP, which will evaluate the proposal based on the goals of the public art program and the Public Art Master Plan. The Arts Commission does reserve the right to reject artwork donations.

After evaluating the proposal, the ASP will make its recommendation to the Traverse City Arts Commission.

Gift proposals should include:

1. A site plan that locates the artwork if a specific location is proposed
2. Description of materials included in the artwork
3. Installation details
4. Recommended maintenance plan
5. Source of funding, if any, for installation and maintenance

Monetary Donations

A financial donor may contribute monetary gifts to the Public Arts Trust for use in a future public art project.

If the donor proposes a specific project or commission, a written proposal must be submitted to the Traverse City Arts Commission for review and approval.

Following Traverse City Arts Commission approval, the commission will solicit proposals for the specified project and the ASP will evaluate the proposals based on the goals of the public art program and the Public Art Master Plan and make a recommendation to the Traverse City Arts Commission.

In cases where there are multiple stakeholders, the Arts Commission may choose to appoint additional non-voting members representing stakeholders to the Art Selection Panel.

Public Arts Commission Process

The phases below outline the process for carrying out a commissioned public art project. The Arts Commission will engage the public at various stages of the process.

Phase 1: Assess the Project

At the earliest stage, the Traverse City Arts Commission discusses the feasibility of a proposed public art project. These discussions include, but are not limited to, the following questions:

1. How would the public art project serve the goals of the public art program and Public Art Master Plan and the needs of the community?
    - What art is currently included in the City's program?
    - What themes, materials and style will add to the diversity of public art in Traverse City?
    - Is there an expressed interest of style preference for this site or project?
    - What site would work for this placement?
2. What site is currently available for placement and is a feasible, visible location for public art?
3. Will the community have sufficient access to the art once it is placed and will its placement enhance the public art program as a whole?
4. If a site is first chosen, what medium would be best suited for this space?
5. Is the budget sufficient to pay for this placement or will additional funds be required from another source? If other funds are to be sought, will these funds come from a grant, contribution or by collaboration with a private sector entity such as a developer?
6. What difficulties or resistance are likely to be met?
7. What time lines and other site factors that may affect placement need to be considered?
8. What are the maintenance considerations?
9. Who besides the Traverse City Arts Commission will be actively involved in this project? Will there be architects, landscape architects, engineers, residents, affected property owners (commercial or resident), other City staff or donors involved?
10. What is the proposed budget for the project, including the cost of the public art, installation costs, signage and all other associated costs?
11. What is the timeline for the project?

Once the Traverse City Arts Commission has considered the above, it may choose to formally pursue the project by a majority vote of the commission. If the commission is unable to achieve a majority vote of its members for a project, it may continue with the discussion to resolve issues of concern.

Phase Two: Call for Proposals or Artists

Prior to sending out a Request for Proposal (RFP) or Request for Qualifications (RFQ), the Traverse City Arts Commission will seek authorization from the City Commission for expending funds and for the Arts Commission to enter into an agreement with recommended artists. The Arts Commission will then assess the project, establish selection criteria and meet with stakeholders, if any, to be involved in the vision. The Arts Commission will seek approval of a site plan form the appropriate staff. It is suggested that selection criteria be included in the RFP or RFQ.

The selection criteria could include originality of artwork, credentials of artist(s), relevance of artwork's theme, sustainability and maintenance. Criteria can be changed or modified depending on the needs in the RFP. The creation of selection criteria will set up an agreed upon expectation as to what basis the RFP or RFQ should be judged upon.

Upon agreement, the Traverse City Arts Commission will prepare and send out the RFP or RFQ. This call includes project specifics regarding the location, style or nature of the placement, type and theme of project, maintenance considerations and a budget. It is distributed to artists locally, throughout Michigan and nationally, so that the best possible pool of candidates can be assembled.

Applicants may be asked to provide examples of work (2D or 3D), a resume, a statement of interest in the project, an artist's statement and a budget. Artists are free to include other materials as they wish.

The Traverse City Arts Commission staff liaison catalogs all the artists and/or proposals.

Phase Three: Artist Selection
The ASP is called upon by the Traverse City Arts Commission to review the proposals. The ASP will review the proposals and other artist materials. It may choose to interview artists to gather additional information on the proposals, including revisions to artwork.

After deliberating on the proposals, the ASP will make a recommendation to the Traverse City Arts Commission. The ASP may choose to recommend one artist and/or proposal or a set of finalists. The Arts Commission may recommend that the finalists be displayed to the public for community feedback.

Phase Four: The Artist and the Work of Art
Once the ASP has made its recommendation to the Traverse City Arts Commission, the commission then reviews the recommendation and votes to accept or reject the recommendation. Once the recommendation has been approved by the Traverse City Arts Commission, the artist will be notified that he/she is a finalist in the competition.

The Traverse City Arts Commission may also arrange a site visit for the artist(s) so that she/he may learn about the project in more detail, its location and specific features, budget and any architectural/engineering information that is pertinent. In addition, the Traverse City Arts Commission may choose to have the artist meet with community members, stakeholders and City staff involved in the project.

Phase Five: Public Education/Information

A public art program can only be as successful as its community support. This requires an ongoing educational program that provides ample opportunities for community discussion, analysis and debate about the significant topics involved with public art. It must also provide for the informational needs of the community as a particular project is developed. The educational program is a part of the responsibilities of the commission and should be an ongoing part of the commission's annual activities.

Phase Six: Contracts and Budget

Once an artist is selected and a final budget agreed upon, the Traverse City Arts Commission will enter into a contract with the artist. The dollar amount of the contract is subject to the funds approved by City Commission and allocated to the project and the artists' fees and fabrication costs, as well as other expenses as allowed under the terms of the public art ordinance.

The contract itself is completed under the supervision of the City Manager and the City Attorney. It is a standard contract for services and transfers ownership of the art to the City at the time of installation. The contract should ensure that the art becomes the full property of the City, with no rights remaining with the artist, and should also provide for the removal of the art at such time that this is deemed necessary. The contract may also protect the City from the artists duplicating the exact work for sale to others.

The Traverse City Arts Commission and its staff liaison work together with the artist to bring the project to completion. Commissioners may enhance their understanding of the work as it is fabricated by visiting the artist's studio, exchanging photographs or inviting the artist to a meeting for an update. Other City staff, community members and professionals related to the project also collaborate to complete the project. This process may take a number of months, depending on the complexity of the art, the extent of fabrication, and the time needed to install the art.

Once the art is installed, the City may hold a dedication ceremony to formally introduce the art and the artist to the community. City Commission members, the City Manager and the commission will work together to assure this event is appropriate to the art and the location and that the dedication event will be open to the public. The art and artist will be identified with an appropriate plaque on the site.

Phase Seven: Documentation/Evaluation

The Traverse City Arts Commission will periodically review the Public Art Guidelines and Public Art Master Plan to determine how they can be improved to better meet the community's needs and interests, and the goals of the public art program, especially immediately following a selection.

The Traverse City Arts Commission will be responsible for documenting the City of Traverse City's public art. This will include art placed through the public art program and other art that is either donated to the City for public display or is otherwise owned by the City. This documentation will include a file on each work with basic information including date, acquisition process, artist and photographs. It may also include a public art brochure, video tapes and other records of the City's art works.

The City of Traverse City

Communication to the City Commission

FOR THE CITY COMMISSION MEETING OF JULY 20, 2016

DATE: JULY 14, 2016

MAC

FROM: MARTY COLBURN, CITY MANAGER

SUBJECT: TRAVERSE CITY ARTS COMMISSION – ORDINANCE AMENDMENTS

Attached is a memo from City Clerk Benjamin Marentette regarding proposed changes to the public arts ordinance as discussed most recently at the June 27 Study Session.

I recommend the following motion:

that an amendment to the Traverse City Code of Ordinances, *Review of Public Art in City Parks and Review of Public Arts Master Plan,* Section 299.09, which would provide that the Parks and Recreation Commission review conceptual public art projects to be located in a City park and to provide that the Arts Commission will review and update the Public Arts Master Plan every five years and that it be re-adopted every five years by the Parks and Recreation Commission, Planning Commission and City Commission, be introduced and scheduled for possible enactment on August 1, 2016.

MC/bcm
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copy: Mary Bevans-Gillett, Traverse City Arts Commission Chairwoman
Katie Zeits, Deputy City Clerk

Memorandum

The City of Traverse City

TO: Marty Colburn, City Manager

COPY: Katie Zeits, Deputy City Clerk

FROM: Benjamin Marentette, City Clerk

DATE: Wednesday, July 13, 2016

SUBJECT: PUBLIC ARTS ORDINANCE – HOUSEKEEPING CHANGES

As discussed at the June 27 Study Session, attached are proposed amendments to the Public Art ordinance which would provide for the following:

- That the Arts Commission conduct a formal review and update of the Public Art Master Plan every five years to ensure its consistency with the City Master Plan and Parks and Recreation five-year plan. (The ordinance currently provides that the Arts Commission regularly assess Public Art Master Plan to ensure its consistency with these plans; however, this builds in a focused, thorough review every five years.)

- That the Parks and Recreation Commission, Planning Commission and City Commission re-adopt the Public Arts Master Plan every five years. This helps to ensure harmony between the visions and efforts of these boards as it relates to public art.

- When a conceptual public art project is slated for a public park, that the Parks and Recreation Commission review it and provide input to the City Commission prior to the City Commission's consideration of the conceptual project. The Parks and Recreation Commission's input would focus on factors such as planned improvements to the park and the conceptual project's impact; consistency with the five-year Parks and Recreation Plan; and the character of the park. Certainly, other factors could be considered – this would just provide some focus.

As Arts Commission Chairwoman Mary Bevans-Gillett has indicated, beyond the specifics of the ordinance, the Arts Commission will regularly engage stakeholders on public arts endeavors. As always, please feel free to contact me with any questions.

TRAVERSE CITY CODE OF ORDINANCES

ORDINANCE AMENDMENT NO. _____
Effective date: _____

TITLE: REVIEW OF PUBLIC ART IN CITY PARKS AND REVIEW OF PUBLIC ARTS MASTER PLAN

THE CITY OF TRAVERSE CITY ORDAINS:

That Section 299.09, of the Traverse City Code of Ordinances, be enacted/amended to read in its entirety as follows:

299.01 PURPOSE AND INTENT

The City Commission of Traverse City finds that the presence of public art advances the interests of the City, increases its desirability, aids in the enhancement of property values, promotes economic growth, and contributes to the general welfare of the City's citizens. The City Commission believes that public art should be encouraged and, therefore, establishes the following regulations to direct the inclusion of the works of art in the public spaces of the City. (Ord. 1014. Passed 2-17-15)

299.02 DEFINITIONS

(a) "Arts Commission" shall mean the Traverse City Arts Commission established pursuant to Section 30 of the City Charter.
(b) "Art Selection Panel" shall mean a five-member panel appointed by the Traverse City Arts Commission, who reviews proposals made under this ordinance and make recommendations to the Arts Commission.
(c) "Eligible Fund" shall mean a source fund for construction projects from which art is not precluded as an object of expenditure. Eligible Funds shall exclude those funds expended for construction of utilities.
(d) "Public Arts Trust" shall mean a fund established by the City Treasurer to be used consistent with its duties as outlined in this Chapter.
(e) "Public Art" shall mean Works of Art located in highly visible public areas or private property areas that are highly visible from public areas. These are:
    (1) Outdoor areas on public property or outdoor areas on private property that are highly visible from public areas.
    (2) Interior areas that are highly traveled public areas in public or private buildings. Specifically excluded are interior areas not accessible to the general public (offices, work stations, cafeterias).
    (3) Interior and exterior wall surfaces on or in public or private buildings when the work of art is attached to the wall surface, such as a mosaic or mural and the wall surface is visible from an area that is highly traveled by the public.

(4) Notwithstanding anything to the contrary contained in this Chapter, unless funding from the Public Arts Trust is provided for the Public Art, this Chapter shall not apply to Public Art to be located on real property not otherwise subject to City authority.

(f) "Works of Art" shall mean all forms of original creations of visual art, including, but not limited to:

(1) Sculpture: In the round, bas relief, high relief, mobile, fountain, kinetic, electronic, etc., in any material or combination of materials.

(2) Painting: All media, including portable and permanently affixed works, such as murals and frescoes.

(3) Architectural Design Features: Visual interest that may be freestanding or placed on roadway structural features such as noise walls, retaining walls, sidewalks, bridges, bike paths or approved engineered structures.

(4) Mosaics.

(5) Mixed media: Any combination of forms or media including collage.

(6) Digital art: An artistic work or practice that uses digital technology as an essential part of the creative or presentation process.

(7) Photography.

(Ord. 1014. Passed 2-17-15)

299.03 ESTABLISHMENT

There is hereby established an Arts Commission pursuant to Section 30 of the City Charter and upon recommendation of the City Manager.
(Ord. 1014. Passed 2-17-15)

299.04 ESTABLISHMENT OF PUBLIC ARTS TRUST

There is hereby established a "Pubic Arts Trust" fund into which will be deposited the funds appropriated pursuant to this Chapter and from which expenditures may be made for the acquisition, commission, exhibition, and maintenance of works of art consistent with this Chapter.

(a) Funding For Public Art: The City Commission shall annually appropriate funds from the general fund to the Public Arts Trust following adoption of the Public Arts Master Plan by the City Commission to be used in accordance with this Chapter. The Downtown Development Authority shall annually appropriate funds to the Public Arts Trust following adoption of the Public Arts Master Plan by the City Commission to be used in accordance with this Chapter within the Downtown District.

(b) Private Funding of Public Art: All funds placed into the Public Art Fund through private donations or donations creating an exemption shall be expended for Public Art as hereafter provided.

(Ord. 1014. Passed 2-17-2015)

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299.05 INCLUSIONS AND EXCLUSIONS RELATIVE TO EXPENDITURES FOR PUBLIC ART

(a) Inclusions. The portion of the Public Arts Trust reserved for Works of Art may be expended for the following:
   (1) The cost of the Public Art and its installation.
   (2) Identification plaques and labels.
   (3) Waterworks, electrical and mechanical devices and equipment which are an integral part of the Public Art.
   (4) Frames, mats, and simple pedestals necessary for the proper presentation of the Public Art.
   (5) Maintenance and repair of the surface of the Public Art.
   (6) Fees to artists for the execution of final proposals for the arts commission to select from.
   (7) Exhibitions, marketing and educational programs.
   (8) For the support of artistic special events at a cost not to exceed five percent of the appropriation reserved for the Public Art.
   (9) Administrative expenses at a cost not to exceed fifteen percent of the appropriation reserved for the Work of Art.

(b) Exclusions. The portion of the Public Arts Trust reserved for Works of Art may not be expended for the following:
   (1) Reproductions by mechanical or other means of original Works of Art, however, limited editions controlled by the artist may be included.
   (2) Art objects which are mass produced or of standard designs, such as playground sculpture or fountains.

(Ord. 1014. Passed 2-17-15)

299.06 TRAVERSE CITY ARTS COMMISSION; COMPOSITION; TERMS OF OFFICE; COMPENSATION; EXPENSES

The Traverse City Arts Commission will consist of nine members who will be registered electors of the City or members of the Downtown Development Authority Board of Directors and will have evidenced interest in the advancement of Public Art in the City of Traverse City. The City Commission will appoint four members from the following public bodies of the City: one from the Parks and Recreation Commission, one from the Downtown Development Authority Board of Directors, one from the Planning Commission, and one from the City Commission. The City Commission will appoint the remaining four members of the Traverse City Arts Commission from the registered electors of the City. The City Manager, or the designee of the City Manager, shall be a member of such an advisory committee with full authority of vote.

All members of the Traverse City Arts Commission, excluding those appointed from the Parks and Recreation Commission, Downtown Development Authority Board of Directors, Planning Commission, and City Commission, will be appointed to terms of three years. All members of

the Traverse City Arts Commission appointed from the Parks and Recreation Commission, Downtown Development Authority Board of Directors, Planning Commission, and City Commission will be appointed to terms of three years or for the length of their terms on their respective public bodies, whichever is shorter. Members will be eligible for reappointment. Members will serve without compensation, but may be reimbursed for actual expenses incurred in Commission activities consistent with this Chapter.

The Art Selection Panel, a five-member panel appointed by the Traverse City Arts Commission, will review proposals and make a recommendation to the Traverse City Arts Commission. The Art Selection Panel shall be comprised of one representative from the Arts Commission and four arts professionals, who have knowledge of the visual arts and/or design (public art administrators, artists, architects, landscape architects, art historians, museum and exhibition curators, art critics, educators) and who understand the challenges of Public Art, actively participate in the selection process of artists and/or artists teams. Members of the Art Selection Panel will be appointed to terms of three years.

In cases where there are one or more stakeholders, the Arts Commission may choose to appoint additional non-voting members representing stakeholders to the Art Selection Panel.
(Ord. 1014. Passed 2-17-15)

299.07 VACANCIES

In the event of a vacancy on the Arts Commission that cannot otherwise be filled consistent with this section, the City Commission will appoint a replacement to serve the remainder of the unexpired term.
(Ord. 1014. Passed 2-17-15)

299.08 ORGANIZATION

(a) The Arts Commission will schedule regular meetings to be held at least once each month and at other times as necessary. All meetings shall comply with the Open Meetings Act.
(b) At the first regularly scheduled meeting, the Arts Commission will develop by-laws governing the operations of such Commission.
(c) At the first regularly scheduled meeting, a Chairperson and a Vice-Chairperson will be elected to a term of one year. Administrative staff may act as the Recording Secretary and Administrative Manager of the Arts Commission. Officers thereafter will be elected to one-year terms upon the expiration of the terms of the previously elected officers.
(d) Five members will be considered a quorum for the transaction of business of the Arts Commission.

(Ord. 1014. Passed 2-17-15)

299.09 DUTIES

(a) The Arts Commission will develop a Public Art Master Plan and recommend its adoption to the City of Traverse City Planning Commission, Parks & Recreation Commission and City Commission. The Arts Commission shall regularly assess its consistency with City Master Plan and Parks and Recreation five-year plan. The Arts Commission shall conduct a formal review and update of its Master Plan every five years and ensure its consistency with the City Master Plan and the Parks and Recreation five-year plan. Upon recommendation by the Arts Commission, the Public Art Master Plan shall be re-adopted by the City Planning Commission, Parks and Recreation Commission and City Commission every five years.

(b) It will be the duty of the Arts Commission to study and recommend a policy and guidelines to carry out the City's public art program and Public Art Master Plan, and any amendment thereto, which will include, but will not be limited to, a method or methods for the selection of artists or works of art and for the placement of Public Art in the City.

(c) Recommend the purchase of works of Public Art or commission the design, creation, execution, and/or placement of works of Public Art and the payment therefore from the Public Arts Trust pursuant to the following procedure:

(1) Prior to sending out a Request for Proposal (RFP) or Request for Qualifications (RFQ), the Arts Commission shall present a conceptual project to the City Commission and seek authorization from the City Commission for an authorized budget of funds from the Public Arts Trust and for authorization for the appropriate signatories to enter into an agreement on behalf of the City with an artist to be selected and recommended by the Arts Commission for the specific project under consideration. If the City approves the conceptual project the City Commission shall authorize the necessary individuals to execute documents necessary to carry out the project subject to recommendation of the artist by the Arts Commission. If the proposed location for the conceptual project is within a City park, prior to seeking City Commission approval, the Arts Commission shall seek the input of the Parks and Recreation Commission as to the location of the conceptual project, the input shall be provided to the City Commission for its consideration. The Parks and Recreation Commission should consider factors such as planned improvements to the park and the conceptual project's impact, if any on such improvements; consistency with the five-year Parks and Recreation Plan as appropriate; and the character of the park.

(2) The Arts Commission will then assess the project, establish selection criteria and meet with stakeholders, if any, to be involved in the vision.

(3) The Arts Commission will seek approval of a site plan from the appropriate staff.

(4) The Arts Commission will prepare and send out the RFP or RFQ.

(5) The Arts Commission shall evaluate the proposals submitted in response to the RFP/RFQ and select an artist for the project.

(6) Once an artist is selected and a final budget agreed upon, the City will enter into a contract with the artist. The dollar amount of the contract is subject to the funds approved by City Commission and allocated to the project and the artists' fees and fabrication costs, as well as other expenses as allowed under the terms of this Chapter.

(d) The Arts Commission shall be responsible for promoting arts in the community, to include, but not be limited to, dissemination of knowledge with regard to arts, recognizing local artists and their work when appropriate, and cooperation with metropolitan agencies also dealing in the arts.
(e) The Arts Commission shall be responsible for reviewing Public Art proposed to be donated to be in compliance with the public art program and Public Art Master Plan. If the Arts Commission determines the proposed Public Art is not in compliance, it shall advise and provide steps to have the proposed donated Public Art comply with the applicable requirements and standards.
(f) Recommend that site plans be approved by appropriate department heads.
(g) Recommend that any proposed Public Art will be reviewed by the department head responsible for operation or maintenance.
(h) Study and recommend rules and regulations consistent with this Chapter to facilitate the implementation of its duties and responsibilities under this Chapter.
(i) Advise the City Commission on matters pertaining to the arts programs within the city including review of requests for support, monetary or otherwise, submitted to the City; advise on the priority of such requests for or donations and placement of Public Art.
(j) The Arts Commission will have such other duties as designated by the City Commission from time to time.
(Ord. 1014. Passed 2-17-15)

The effective date of this Ordinance is the _____day of_____, 2016.

I hereby certify the above ordinance amendment was introduced on_____, at a regular meeting of the City Commission and was enacted on_____, at a regular meeting of the City Commission by a vote of Yes: ____ No: ___ at the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan.

_____
Jim Carruthers, Mayor

_____
Benjamin C. Marentette, City Clerk

I hereby certify that a notice of adoption of the above

BMarentette
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ordinance was published in the Traverse City Record Eagle, a daily newspaper published in Traverse City, Michigan, on _____.

_____

Benjamin C. Marentette, City Clerk

BMarentette
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Call ID: 902892 Artist ID: 39915
Status: Received

DeWitt Godfrey

Contact

Partner	
Contact via	Cell Phone
Email	dgodfrey@colgate.edu
Phone	315 691 2946
Cell	315 292 3853
Web Site	http://www.dewittgodfrey.com
Mailing Address	7439 Willey Road Earlville NY 13332

Custom Answers

Upload your current resume, detailing past or current commissions and public installations of work, and including artist name, gallery representation (if any), address, phone, and email. If a team application, resume should include information on all team members.

Project statement 5_28_16.pdf

List of three professional references with knowledge of the artist’s work and working methods. This list must include complete addresses and phone numbers for the reference.

Public Art References 01_03_2016.doc

Artists may submit up to three items of support materials (i.e. reviews, articles about their work etc.).

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Art Detail

Category	
Statement	I am an accomplished public artist having completed large-scale commissions for clients, museums and universities with commensurate budgets. I am available in the timeframe set out in the RFQ. I am interested in my work and in my teaching in the role arts can play in community and how innovative public art with unusual form in expected and unexpected locations can help us re-experience the familiar and reevaluate our place in the urban environment. My projects are inextricably site specific/dependent: the installations emphasize the relational existence of form within contexts of material, process, public space and collaboration. The sculptures cylindrical elements form a community of similar yet distinct, dependent individuals - an aesthetic, structural and material ecosystem. My sculptures are acts of interpretation not declaration, a result of an intimate dialogue with site, client and community. The scale and form of my work would be a fitting memorial.

Call ID: 902892 Artist ID: 39915
Status: Received

DeWitt Godfrey (Continued)

Layman
Corten Steel and Bolts
84" x 330" x 80"
$40000.00
2012

Pamplona (Cambridge, detail)
Cor-ten steel and bolts
290" x 150" x 90"
$45000.00
2006

Pamplona (New Haven)
Cor-ten steel and bolts
290" x 180" x 90"
$45000.00
2006

Buttress
Corten Steel
18' x 62' x 10'
$75000.00
2012

Buttress
Corten Steel
18' x 62' x 10'
$75000.00
2012

Quake
Weathering Steel
17' x 36' x 8'
$45000.00
2015

Quake
Weathering Steel
17' x 36' x 8'
$45000.00
2015

Odin
Corten Steel
16' x 42' x 45'
$150000.00
2014

Odin
Corten Steel and Bolts
15' x 40' x 40'
$185000.00
2014

Sawyer
Corten Steel and Bolts
16' x 12' x 7'
$30000.00
2015

Concordia
Corten Steel and Bolts
28' x 18' x 9'
$75000.00
2012

Capital
Weathering Steel
18' x 16' x 8"
$74000.00
2015

Capital
Weathering Steel
18' x 16' x 8'
$74000.00
2015

Call ID: 907708 Artist ID: 206
Status: Received

Howard Kalish

Contact

Partner	
Contact via	Home Phone
Email	hskalish@gmail.com
Phone	718 389-1258
Cell	646 206-6359
Web Site	www.howardkalish.com
Mailing Address	221 Banker Street Brooklyn NY 11222

Custom Answers

Upload your current resume, detailing past or current commissions and public installations of work, and including artist name, gallery representation (if any), address, phone, and email. If a team application, resume should include information on all team members.

Kalish_3 page resume 2016.doc

List of three professional references with knowledge of the artist’s work and working methods. This list must include complete addresses and phone numbers for the reference.

2015, 3 w. description.doc

Artists may submit up to three items of support materials (i.e. reviews, articles about their work etc.).

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Artists may submit up to three items of support materials (i.e. reviews, articles about their work etc.).

Art Detail

Category

Statement

I have worked with architects, public officials and members of the community to create public artworks which were enthusiastically received, such as those recently completed for the state capitol in Baton Rouge, LA, Florida Int. University, Palm Desert, CA, Rockville, MD, Florida Atlantic University, El Paso, TX, Indiana State University, Terre Haute, IN., Vacaville, CA, Hartford, CT and Rome, NY.

The esthetic basis of my work is growth and structure. My sculptures are open: the juxtaposition of the forms and colors against each other and the background changes as one walks around them, making my work interact with architecture and landscaping in novel and visually memorable ways.

I have developed techniques which allow a great deal of freedom within a very solid structure. The sculptures are made of bronze, powder-coated steel, stainless steel, glass, or various plastics. The color is an integral part of the sculpture. They are permanent and virtually maintenance-free.

Call ID: 907708 Artist ID: 206
Status: Received

Howard Kalish (Continued)

PERSEPHONE
Steel, powder coated
20' x 10.5' x 10.5'
$59000.00
2014

A Song of Books
Stainless Steel
120" x 240" x 36"
$45000.00
2012

Botanical
Aluminum, painted
120" x 102" x 60"
$75000.00
2012

OCOTILLO
Corten steel and tinted urethane
168" x 144" x 144"
$90000.00
2011

A Chorus of Trumpets
Stainless steel, aluminum and tinted urethane
120" x 120" x 120"
$46000.00
2011

Clio
Bronze
108" x 240" x 36"
$30000.00
2008

JUPITER'S SPIRAL
Bronze
144" x 144" x 120"
$93000.00
2009

Aspiration
Bronze, powder coated
120" x 36" x 20"
$35000.00

Plexus
Bronze
11' x 11' x 8'
$73000.00

One Plant Many Flowers
steel
18' x 8' x 8'
$40000.00

Urchin
Bronze
97" x 106" x 98"
$50000.00

The Apple of Eve's Eye
Pigmented cement over welded s
168" x 97" x 97"
$40000.00

Survivor
Welded steel
216" x 96" x 72"
$30000.00

10,000 Prayers
pigmented cement over welded s
102" x 102" x 68"
$30000.00

Call ID: 895911 Artist ID: 9593
Status: Received

Susan Wink

Contact

Partner	Susan Wink
Contact via	Home Phone
Email	susanwinkdesign@gmail.com
Phone	575 627-7206
Cell	575 317-3671
Web Site	www.susanwinkdesign.com
Mailing Address	309 N. Missouri Ave Roswell NM USA 88201

Custom Answers

Upload your current resume, detailing past or current commissions and public installations of work, and including artist name, gallery representation (if any), address, phone, and email. If a team application, resume should include information on all team members.

Wink Resume 2016.pdf

List of three professional references with knowledge of the artist’s work and working methods. This list must include complete addresses and phone numbers for the reference.

References for Susan Wink - Bryan Crough Memorial.docx

Artists may submit up to three items of support materials (i.e. reviews, articles about their work etc.).

Albuquerque Journal article.jpg

Artists may submit up to three items of support materials (i.e. reviews, articles about their work etc.).

tree brochure jpeg 1.jpg

Artists may submit up to three items of support materials (i.e. reviews, articles about their work etc.).

tree brochure jpeg 2.jpg

Art Detail

Category	
Statement	My interest in the Bryan Crough Memorial is due to my experience designing unique commemorative public art commissions. Images are included for review. My design for the Crough Memorial would be informed by research of Bryan. I would interview family, friends and members of the Traverse City community that he loved to find the inspiration to display his spirit. I want to design a piece that reflects and projects light. I would use durable materials - steel, stone, tempered glass, LED lighting. For twenty years I have designed and built permanent site-specific public art. Many of my commissions have been community-based. I enjoy integrating sculptural materials into a site as a means of storytelling on both a visual and experiential level. Inspiration comes from the natural surroundings of a site and historic and cultural phenomenon unique to each area. I am returning to live in Michigan this fall close to Traverse City- the proximity would enable the successful completion of memorial.

Call ID: 895911 Artist ID: 9593
Status: Received

Susan Wink (Continued)

Flight of Time
steel
13' x 9' x 20'
$80000.00
2013

Flight of Time
steel
13' x 9' x 20'
$80000.00
2013

Flight of Time
steel
13' x 9' x 20'
$80000.00
2013

Flight of Time
steel
13' x 9' x 20'
$80000.00
2013

Tree of Knowledge
Steel, concrete, custom handmade tile
17.5' x 10.5' x 10.5'
$90000.00
2008

Tree of Knowledge
Steel, concrete, custom ceramic tile
17.5' x 10.5' x 10.5'
$90000.00
2008

Tree of Knowledge
Steel, concrete, custom ceramic tile
17.5' x 10.5' x 10.5'
$90000.00
2008

Infinitus
steel, custom ceramic tile
44" x 36" x 50"
$15000.00
2012

Infinitus
steel, custom ceramic tile
44" x 36" x 50"
$15000.00
2012

Infinitus
steel, custom ceramic mosaic, digital canvas print
44" x 36" x 50"
$15000.00
2012

Infinitus
steel, custom ceramic tile mosaic, digital canvas print
44" x 36" x 50"
$15000.00
2012

Remembering Roswell - community-based project
concrete, steel, brick, custom tile, paint
20' x 45' x 41'
$235000.00
2016

Remembering Roswell - community-based project
concrete, steel, brick, custom ceramic tile, painted mural
20' x 45' x 41'
$235000.00
2016

Remembering Roswell - community-based project
custom ceramic tile
5.25" x 8" x .8"
$235000.00
2016

Community Quilt
cast cement,block, custom handmade tile
46" x 12" x 20"
$55000.00
2004

Call ID: 895911 Artist ID: 9593
Status: Received

Susan Wink (Continued)

Community Quilt
cast cement, block,
custom handmade tile
46" x 12" x 20"
$55000.00
2004

Sanctuary
Stone, oak tree, soil
5' x 30' x 30'
$75000.00
1994

Sanctuary-detail
Stone, oak tree, soil
5' x 30' x 30'
$75000.00
1994