

**CITY OF WEST DES MOINES
PUBLIC ARTS ADVISORY COMMISSION**

AGENDA

5:30 p.m.

**Thursday, October 24, 2019
City Hall – City Council Chambers
4200 Mills Civic Parkway**

- 1. Call to Order / Approval of Agenda**
- 2. Citizen Forum**
- 3. Approval of Minutes of August 22, 2019 Meeting**
- 4. Old Business**
- 5. New Business**
 - A. Motion – Approval of Recommendation to City Council – FY20-21 Budget Request
 - B. Motion – Establish Date of November/December Commission Meetings – November 14, 2019
- 6. Committee Reports**
 - A. Events Committee
 - B. Communications Committee
 - C. Exhibition Committee
- 7. Project Work Group Reports**
 - A. Water Quality Community Service Art Project/Event
 - B. Amphitheater Public Art
- 8. Staff Reports**
 - A. Recreation Program/Facility Supervisor
 - B. Director of Parks and Recreation
- 9. Other Matters**
- 10. Receive, File and/or Refer**
 - A. City Council Communications

The City of West Des Moines is pleased to provide accommodations to disabled individuals or groups and encourages their participation in city government. Should special accommodations be required please contact the City Clerk's office at least 48 hours in advance, at 222-3600 to have accommodations provided.

WEST DES MOINES PUBLIC ARTS ADVISORY COMMISSION PROCEEDINGS
Thursday, August 22, 2019

The regular meeting of the West Des Moines Public Arts Advisory Commission was called to order on Thursday, August 22, 2019, at 5:34 p.m. by Chair Crane.

Commission	Jeff Phillip <i>Vice Chair</i>	Brenda Sedlacek <i>Secretary</i>	Tamara Kenworthy	Ryan Crane <i>Chair</i>	Rita Luther
Present	X	X	X	X	X
Commission	Diane Boyd	Jed Gammell			
Present	X				

Staff	Sally Ortgies <i>Director of Parks & Recreation</i>	Ryan Penning <i>Superintendent of Recreation</i>	Allison Ullestad <i>Arts, Culture, and Enrichment Supervisor</i>	Miranda Kurtt <i>Secretary</i>	John Mickelson <i>Council Liaison</i>
Present			X	X	

On Item 1. Approval of Agenda

Luther moved to approve the agenda as presented. Phillips seconded. Motion carried, 6 yes.

On Item 2. Citizen Forum

None.

On Item 3. Approval of Minutes of July 25, 2019, Meeting

Kenworthy moved to approve the minutes as presented. Boyd seconded. Motion carried, 6 yes.

On Item 4. Old Business

No report.

New Business

On Item 5A. Motion – Approval of 2020 Art on the Campus Selection Committee

Phillips moved to approve the 2020 Art on the Campus Selection Committee. Sedlacek seconded. Motion carried, 6 yes.

Crane stated that the Committee has three new citizens. Kenworthy questioned if these people approached the Commission or if recruiting was needed. Ullestad stated Vince Valdez reached out to Sedlacek and Liz Stephenson reached out to Phillips.

Committee Reports

On Item 6A. Events Committee

No report.

On Item 6B. Communications Committee

No report.

On Item 6C. Exhibition Committee

Luther stated that they will not provide funding to the LIGHT Valley Junction project this year. The Committee will meet at a later date to discuss the funding in the next fiscal year. Kenworthy questioned if Valley Junction Foundation will be going forward with the project without funding from the Commission. Phillips stated that they will do the building lighting and one courtyard. Ullestad clarified that the funding requested from the Commission would go towards the ice castle sculpture for next

Christmas. Luther stated that the Commission will not be purchasing anything from this year's Art on the Campus exhibit. Ullestad stated that funds not spent on a piece could potentially be used for the Light Valley Junction project or vinyl wrapping of traffic signal boxes that was submitted to MWA for grant monies. Phillips stated that the Commission has never been approached for funding, therefore, there isn't a procedure to approve/not approve a request. Parks and Recreation is looking for possible locations for "Aqua Strata". Ullestad stated that the Nature Lodge is one possible location but it will be under renovation when the piece is ready for installation. Crane stated that all of "Aqua Strata" should be displayed together. Crane questioned if they could be stored until the Nature Lodge renovations were complete. Phillips stated that a maintenance plan of the City's public art pieces should be created as well as funds designated for maintenance. Anderson Goncalves did research on companies that provide maintenance for art pieces, but unfortunately, none are located in Iowa. Ullestad stated if we contracted with a company to come to the metro for a week, we could work with surrounding cities to share the cost. The cost starts at approximately \$6,000.

Project Work Group Reports

On Item 7A. Water Quality Community Service Public Art Project

Ullestad stated the next meeting is Thursday, August 29.

On Item 7B. Amphitheater Public Art

Ullestad stated the new official name is the Jamie Hurd Amphitheater. Kenworthy questioned what the in-kind donor will be contributing. Ullestad stated he would be providing the site work along with concrete paving. The construction will start after September 23 to avoid Illumifest. Phillips questioned when the group will meet. Ullestad stated she will schedule a meeting after the bid is awarded.

Staff Reports

On Item 8A. Public Art Intern

Ullestad and Ortgies attended the Bravo Closing Ceremony for Anderson Goncalves. Goncalves did a presentation on "What is Public Art?"

On Item 8B. Recreation Program/Facility Supervisor

Ullestad stated the cement pad is poured for the "Even Waters" sculpture pieces. She has not heard from Garten regarding when he will be back for the dedication event. The artwork has to be installed by September 30, which means he has 30 days after that. A letter from the City Attorney was sent to Garten stating he will not receive the \$1,000 for the temporary piece proposal due to a breach of contract for not staying within budget. The Metro Waste Authority Environmental Enrichment Grant application was submitted but notification of acceptance has not been received yet. Ortgies is still looking for a Strategic Plan facilitator. Sedlacek mentioned a possibility and will send the name to Ortgies and Ullestad. Boyd questioned if Gary Scott would have any suggestions.

On Item 8C. Director of Parks and Recreation

Ullestad reported that for Thursday, September 26, parking will be an issue due the Valley High School Homecoming Parade. Kurtt will include a reminder with next month's packet notification.

On Item 9. Other Matters

Phillips questioned submitting the Folded Flags Sculptures for possible awards. Ullestad stated Shive Hattery would like to wait until next year when the grass has had a chance to fill in.

Receive, File and/or Refer

August 5: Resolution – Order Construction and Notice of Public Hearing on Plans, Specification, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – City Campus Amphitheater

Luther moved to adjourn the meeting. Phillips seconded. Motion carried, 6 yes. The meeting adjourned at 6:09 p.m.

Respectfully submitted,

Miranda Kurtt
Parks & Recreation Secretary

ATTEST:

Brenda Sedlacek
Advisory Commission Secretary

**CITY OF WEST DES MOINES
PUBLIC ARTS ADVISORY COMMISSION**

DATE: October 24, 2019

ITEM: Motion – Approval of Recommendation to City Council - FY 20/21 Budget Request

FINANCIAL IMPACT: Total expenses of \$286,000 from the Public Arts Fund.

SYNOPSIS: The Commission is asked to review and approve a budget request for FY 20/21. This request will be included in the Parks and Recreation Department’s overall operating budget. A recommended budget is attached.

Several items of note include:

1. An amount of \$10,000 has been included for maintenance and repairs. This is an increase of from previous fiscal year. The Public Art Master Plan suggests allocating 10-15% of the budget for care and maintenance of the permanent collection. The recommended budget is only 5% of the total budget, but is anticipated to be adequate at this time.
2. Art on the Campus artist fees will increase in FY 20/21 due to the completed construction of the amphitheater. The three cement pads that have not been used in FY 18/19 and 19/20 will be replaced to allow for a total of 13 sculptures shown in the exhibit.
3. Staff is recommending that \$30,000 be included in the funding for the Amphitheater Art Project. The additional funds would be used for community engagement purposes during the design phase of the project. This will allow the selected artist to use the full budgeted \$150,000 on the fabricated artwork.
4. Staff is recommending that \$200,000 be budgeted for a fourth commissioned work of permanent art. The Commission previously agreed that the public art fund be allowed to “build up” again to allow for the commissioning of a large permanent work of art in FY 20/21.

BACKGROUND:

OUTSTANDING ISSUES (if any): None

RECOMMENDATION: That the Commission approve the recommendation to City Council to approve the FY 20/21 budget request.

Lead Staff Member: Sally Ortgies, Director of Parks and Recreation

STAFF REVIEWS

Department Director	Sally Ortgies, Director of Parks and Recreation
Appropriations/Finance	
Legal	
Agenda Acceptance	

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	
Date Reviewed	
Recommendation	

**Public Arts Advisory Commission Budget
Staff Recommendation**

10/24/2019

	Balance (6/30/19)	FY 19-20 (Budgeted)	Spent To Date	Remaining	FY 20-21 (Proposed)	FY 21-22 (Possible)	FY 22-23 (Possible)
Expenses							
Maintenance/Repairs		\$ 5,000.00	\$ -	\$ 5,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Training/Travel		\$ 3,000.00	\$ -	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
Supplies/Programs							
Art on the Campus Artist Fees		\$ 20,500.00	\$ -	\$ 20,500.00	\$ 26,500.00	\$ 26,500.00	\$ 26,500.00
Art on the Campus Opening / 10 Year Anniversary Celebration		\$ 2,000.00	\$ -	\$ 2,000.00	\$ 7,000.00	\$ 2,000.00	\$ 2,000.00
Promotions/Outreach		\$ 2,000.00	\$ -	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Art on the Campus Audio Tour		\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00
Public Art Collection Audio Tour		\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
		\$ 26,500.00	\$ -	\$ 26,500.00	\$ 38,000.00	\$ 33,000.00	\$ 33,000.00
Equipment (Works of Art)							
Art on the Campus Purchase		\$ -	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Water Quality Community Art Project - Consulting		\$ 9,400.00	\$ 375.00	\$ 9,025.00	\$ -	\$ -	\$ -
Water Quality Community Art Project - Blossoms on the Water		\$ 31,000.00	\$ 14,000.00	\$ 17,000.00	\$ -	\$ -	\$ -
Water Quality Community Art Project - Even Water		\$ 94,000.00	\$ 75,200.00	\$ 18,800.00	\$ -	\$ -	\$ -
Water Quality Community Art Project - Even Water Site Work		\$ 25,000.00	\$ 26,820.50	\$ (1,820.50)	\$ -	\$ -	\$ -
Water Quality Community Art Project - Aqua Strata		\$ 38,000.00	\$ 19,040.00	\$ 18,960.00	\$ -	\$ -	\$ -
Amphitheater Art Project		\$ 150,000.00	\$ -	\$ 150,000.00	\$ -	\$ -	\$ -
Amphitheater Art Project - Additional Funding		\$ 30,000.00	\$ -	\$ 30,000.00	\$ -	\$ -	\$ -
Commissioned Work of Art #4 - Consulting		\$ 15,000.00	\$ -	\$ 15,000.00	\$ -	\$ -	\$ -
Commissioned Work of Art #4 - Permanent		\$ -	\$ -	\$ -	\$ 200,000.00	\$ -	\$ -
Commissioned Work of Art #5 - Consulting		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Commissioned Work of Art #5 - Permanent		\$ -	\$ -	\$ -	\$ -	\$ 20,000.00	\$ 20,000.00
Illumifest Temporary Art Project		\$ 15,000.00	\$ -	\$ 15,000.00	\$ -	\$ -	\$ 150,000.00
MWA Traffic Signal Box Art Project		\$ 13,000.00	\$ -	\$ 13,000.00	\$ -	\$ -	\$ -
Light Valley Junction Art Project		\$ 25,000.00	\$ -	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -
		\$ 445,400.00	\$ 135,435.50	\$ 309,964.50	\$ 235,000.00	\$ 30,000.00	\$ 180,000.00
Total Expenses		\$ (479,900.00)			\$ (286,000.00)	\$ (76,000.00)	\$ (226,000.00)
Revenue							
Hotel/Motel Tax		\$ 120,000.00			\$ 120,000.00	\$ 120,000.00	\$ 120,000.00
Bravo Capital Grant - Folded Flags Sculpture							
Bravo Public Art Grant - Amphitheater Art		\$ 50,000.00					
MWA Grant - Traffic Signal Box Art		\$ 10,000.00					
		\$ 180,000.00			\$ 120,000.00	\$ 120,000.00	\$ 120,000.00
Total Revenue		\$ 180,000.00			\$ 120,000.00	\$ 120,000.00	\$ 120,000.00
Public Art Fund Balance (at end of FY)		\$ 550,410.38			\$ 84,510.38	\$ 128,510.38	\$ 22,510.38

**CITY OF WEST DES MOINES
PUBLIC ARTS ADVISORY COMMISSION**

5B

DATE: October 24, 2019

ITEM: Motion – Establish Dates of November and December Commission Meetings

FINANCIAL IMPACT: None.

SYNOPSIS: Since the November Commission meeting falls on Thanksgiving, and the December meeting falls on December 26 which is close to the holidays, staff recommends that one meeting be held on Thursday, November 14, 2019.

BACKGROUND:

OUTSTANDING ISSUES (if any): None

RECOMMENDATION: That the Commission move the November meeting to Thursday, November 14 and cancel the December meeting.

Lead Staff Member: Sally Ortgies, Director of Parks & Recreation

STAFF REVIEWS

Department Director	Sally Ortgies, Director of Parks & Recreation
Appropriations/Finance	
Legal	
Agenda Acceptance	

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	
Date Reviewed	
Recommendation	

**CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION**

DATE: August 5, 2019

ITEM: Resolution - Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – City Campus Amphitheater

FINANCIAL IMPACT: None at this time. The preliminary estimated construction cost of the overall project is \$2,195,091. The total project cost including \$238,240 in design and engineering is \$2,433,331. Of this total cost, nearly 71% of it is being privately funded. Private funding includes an in-kind donation with an estimated value of \$853,625 and a cash donation of \$868,000 from Microsoft. The remaining \$711,706 will be covered by the City. GO bond funds in the amount of \$550,000 are already budgeted in FY 19-20. The shortfall is proposed to be covered with LOSST funds and will be included in the first FY19-20 budget amendment. Expenses will be paid from G/L account 500.000.000.5250.490 (Project No. 0510 096 2017).

BACKGROUND: A Bid Letting should be scheduled for 2:00 p.m. on Wednesday, August 28, 2019, and a Public Hearing on the project scheduled for 5:35 p.m. on Tuesday, September 3, 2019. The contract would be awarded on Tuesday, September 3, 2019, and work would begin shortly thereafter. This project is scheduled to be completed by August 15, 2020.

This resolution is for the construction of an amphitheater on the City Campus located southeast of City Hall on the campus pond. The project will be broken down into three divisions as follows:

- Division 1 – All site grading, utilities, sidewalks, and concrete site walls (not associated with stage). The entire scope of this division will be constructed as an in-kind donation by a local developer, but will be closely coordinated with the other divisions. This work is expected to begin the week of September 23, 2019.
- Division 2 – All work associated with the Amphitheater stage and structure including stage concrete walks, concrete floor, steel structures, metal roofing, stage electrical, and all site lighting. This division is being publicly bid and constructed by a contractor hired by the City.
- Division 3 – All work associated with landscaping and irrigation. This division is being publicly bid and constructed by a contractor hired by the City. Divisions 2 and 3 are being combined into one bid package and contract.

OUTSTANDING ISSUES: None.

RECOMMENDATION: That the Council approve the Resolution.

Lead Staff Member: Sally Orgies, Director of Parks and Recreation

STAFF REVIEWS

Department Director	Sally Orgies, Director of Parks and Recreation
Appropriations/Finance	Tim Stiles, Finance Director
Legal	Richard Scieszinski, City Attorney
Agenda Acceptance	

PUBLICATION(S) (if applicable)

Published In	N/A
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	N/A		
Date Reviewed			
Recommendation	Yes	No	Split