

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

AGENDA

**5:30 p.m.
Thursday, May 27, 2021**

**City Hall Council Chambers
4200 Mills Civic Parkway**

- 1. Call to Order / Approval of Agenda**
- 2. Citizen Forum**
- 3. Approval of Minutes of April 22, 2021 Meeting**
- 4. Old Business**
 - A. Discussion – Public Art Master Plan Update
- 5. New Business**
 - A. Motion – Approval of Appointments
 1. Standing Committees
 2. Project Work Groups
 3. DART Art Shelter Jury
 - B. Presentation – Public Art Program Diversity, Equity and Inclusion
- 6. Committee Reports**
 - A. Events Committee
 - B. Communications Committee
 - C. Exhibition Committee
- 7. Project Work Group Reports**
 - A. Amphitheater Public Art
 - B. Light Valley Junction Public Art
- 8. Staff Reports**
 - A. Arts, Culture & Enrichment Supervisor
 - B. Director of Parks and Recreation
- 9. Other Matters**
- 10. Receive, File and/or Refer**
 - A. Minutes – Events Committee Meeting – April 12 & April 21, 2021

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.

This meeting was held electronically because of the State Public Health Emergency Declaration regarding Covid-19 and was conducted pursuant to Iowa Code 21.8 and the Proclamation of Governor Kim Reynolds dated March 19, 2020.

The regular meeting of the West Des Moines Public Arts Advisory Commission was called to order on Thursday, April 22, 2021, at 5:30 p.m. by Chair Phillips.

Commission	Jeff Phillips <i>Chair</i>	Brenda Sedlacek <i>Secretary</i>	Amenda Tate	Ryan Crane	Rita Luther <i>Vice Chair</i>
Present	X	X	X arrived late	X	X arrived late
Commission	Diane Boyd	Josh Duden			
Present	X left early	X			

Staff	Sally Ortgies <i>Director of Parks & Recreation</i>	Allison Ullestad <i>Arts, Culture, and Enrichment Supervisor</i>	Hannah Guck <i>Secretary of Parks & Recreation</i>	Marnie Strate <i>Arts, Culture, and Enrichment Coord.</i>	Matt McKinney <i>Council Liaison</i>
Present	X	X			

On Item 1. Approval of Agenda

Sedlacek moved to approve the agenda as presented. Crane seconded. Motion carried, 5 ayes.

On Item 2. Introduction of New Commission Members – Josh Duden & Amenda Tate

Phillips welcomed Tate and Duden to the Public Arts Advisory Commission.

On Item 3. Citizen Forum

No report

On Item 4. Approval of Minutes of March 25, 2021, Meeting

Boyd moved to approve the March 25, 2021 minutes. Sedlacek seconded. Motion carried, 6 ayes.

On Item 5. Election of Commission Officers.

- A. **Chair** – Boyd moved to nominate Jeff Phillips as Chair. Sedlacek seconded. Motion carried, 6 ayes
- B. **Vice Chair** – Sedlacek moved to nominate Rita Luther as Vice Chair. Boyd seconded. Motion carried, 6 ayes.
- C. **Secretary** – Boyd moved to nominate Brenda Sedlacek as Secretary. Duden seconded. Motion carried, 6 ayes.

Old Business -

On Item 6A. Discussion – Public Art Master Plan Update

Phillips updated the Commission stating the Executive Committee has yet to find an available timeframe to meet. The overall goal is to present the Public Art Master Plan to City Council for review and approval in July of 2021.

New Business

On Item 7A. Motion – Approval of Artists and Artwork Location – 2021 WDMurals

Ullestad updated the Commission on the WDMurals. Proposals from six of the seven artists were chosen, and the artist contracts will be approved by City Council on Monday, May 3. Mural installation will begin after May 3 and through the end of the month. Boyd moved to approve the Artists and Artwork Location – 2021 WDMurals. Duden seconded. Motion carried. 7 ayes.

Committee Reports

On Item 8A. Events Committee

Ullestad updated the Commission regarding Events Committee activity. Crane stated that a band has been selected and a call for vendors has gone out for a Makers Market. The outline of the program is coming along nicely and will provide a variety of activities for everyone to enjoy.

On Item 8B. Communications Committee

No report.

On Item 8C. Exhibition Committee

No report.

Project Work Group Reports

On Item 9A. Amphitheater Public Art

Ullestad updated the Commission on the Amphitheater Public Art. Artist Douwe Blumberg has been in communication with Ullestad and Ortgies. Blumberg is currently finding a sustainable solution for installation of the five spheres in the water. Blumberg plans to be in West Des Moines to meet with the concrete contractor and discuss footing work for each sphere. Ortgies stated the possibility of experiencing supply chain issues with materials and anticipating that might be the situation moving forward. Some adjustments might be necessary if this was to occur.

On Item 9B. Light Valley Junction Public Art

Ullestad updated the Commission regarding the artwork for Light Valley Junction. The installation date is scheduled for November but can be completed prior to the contract date. Ortgies stated a level of approval will be needed by City Council due the location of the artwork.

Staff Reports

On Item 10A. Arts, Culture & Enrichment Supervisor

Aqua Strata is 98% complete. The sculpture is at the Nature Lodge with a plaque. The extra watercolors will be scanned and displayed at the 10 Year Anniversary.

Ten out of the twelve Art on the Campus sculptures are installed. The two new pads on school district property are waiting to be poured after City Council approval of the easement on Monday.

On Item 10B. Director of Parks and Recreation

Ortgies will be out of the office from May 3 – 14.

On Item 11. Other Matters - Discussion – Return to In-Person Meetings

The Commission discussed the pros and cons to meeting in person vs teams. The Commission agreed to meet in person for the May 27 Public Art Advisory Commission Meeting.

On Item 12. Receive, File and/or Refer

None

Luther moved to adjourn the meeting. Crane seconded. Motion carried, 6 ayes. The meeting adjourned at 6:48p.m.

Respectfully submitted,

Hannah Guck
Secretary

ATTEST:

Brenda Sedlacek
Public Arts Advisory Commission Secretary

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

DATE: May 27, 2021

ITEM: Motion – Approval of Appointments

1. Standing Committees
2. Project Work Groups
3. DART Bus Shelter Jury

FINANCIAL IMPACT: None.

SYNOPSIS: This item is to appoint the members to various committees and groups for 2021-2022. The following appointments are being proposed by PAAC Chair, Jeff Phillips:

Standing Committees

Communications	Diane Boyd (Chair) / Amenda Tate
Events	Brenda Sedlacek (Chair) / Ryan Crane
Exhibition	Rita Luther (Chair) / Josh Duden

Project Work Groups


Art on the Campus	Rita Luther / Josh Duden
Amphitheater	Jeff Phillips / Ryan Crane
LIGHT Valley Junction	Brenda Sedlacek
WDM Murals	Diane Boyd / Amenda Tate

DART Art Shelter Jury Ryan Crane


A draft roster showing the proposed appointments is attached. Also attached are descriptions of each Standing Committee.

OUTSTANDING ISSUES (if any): None

RECOMMENDATION: Staff and Chair Jeff Phillips recommend that the Commission approve the appointments as presented.

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	

2021 – Public Arts Advisory Commission Roster - DRAFT

Name	Address	Phone	Appointed	Term Expires	Standing Committees	Work Group Appointments	E-Mail
Josh Duden	2309 Park Lane WDM, IA 50265	913-961-4194 (c)	4/1/21 (1)	3/31/25	Exhibition	Art on the Campus Selection Committee	josh.duden@outlook.com
Amenda Tate	923 17 th Street WDM, IA 50265	303-887-7484 (c)	4/1/21 (1)	3/31/25	Communications	WDM Murals	amendata@hotmai.com
Diane Boyd	234 57 th Ct. WDM, IA 50266	669-1882 (c) 267-8142 (h)	4/1/11 (3)	3/31/23	Communications	WDM Murals	boyd3diane@gmail.com
Ryan Crane	1400 S. 52 nd St. #62 WDM, IA 50265	515-414-9860 (c)	4/1/15 (1)	3/31/23	Events	Amphitheater Art	ryancrane83@gmail.com
Brenda Sedlacek (Secretary)	1512 S. 42 nd St. WDM, IA 50265	225-0517 (h) 240-9234 (c)	4/1/11 (3)	3/31/23	Events	LIGHT Valley Junction	brendasedlacek@icloud.com
Jeff Phillips (Chair)	4439 Wistful Vista WDM, IA 50265	249-7554 (c)	4/1/18 (1)	3/31/22	<i>All, As Needed</i>	Amphitheater Art	Jphillips0177@outlook.com
Rita Luther (Vice Chair)	509 18 th St. WDM, IA 50265	360-4747 (c) 222-2902 (h)	4/1/11 (2)	3/31/22	Exhibition	Art on the Campus Selection Committee	yhw17@icloud.com

Key Staff/ City Council Liaison

Name	Title	Phone	E-mail
Sally Ortgies	Director of Parks & Recreation	222-3447 (w) 864-8773 (c)	sally.ortgies@wdm.iowa.gov
Ryan Penning	Superintendent of Recreation	222-3448(w) 208-4139 (c)	ryan.penning@wdm.iowa.gov
Allison Ullestad	Arts, Culture & Enrichment Supervisor	222-3455 (w) 333-7169 (c)	allison.ullestad@wdm.iowa.gov
Marnie Strate	Arts, Culture & Enrichment Coordinator	440-4748 (w) 681-3345 (c)	marnie.strate@wdm.iowa.gov
Hannah Guck	Parks & Recreation Secretary	222-3445 (w)	hannah.guck@wdm.iowa.gov
Matt McKinney	City Council Liaison	208-0033 (c)	matthew.mckinney@wdm.iowa.gov

West Des Moines Public Arts Advisory Commission

Standing Committee Descriptions

Note: Any action taken by a Standing Committee is a recommendation to the full Commission and is not a final decision.

Communications Committee

Purpose: Promotion of the Public Art Program through activities and materials that increase the visibility and viability of the Commission and the Commission's projects and programs.

- Assist in the development of posters, brochures, social media campaigns, presentations, and activities at events such as the Valley Junction Farmer's Market.
- Research and recommend grants and other outside funding opportunities.
- Review "Supplies/Programs" area of annual budget and recommend annual budget request.
- Encourage and promote diversity, equity, and inclusion as it relates to the Public Art Program

Exhibition Committee

Purpose: Consider public art projects, both those that are planned and those that present themselves as opportunities, and make recommendations to the Commission.

- Determine scope and budget for commissioned works of art.
- Review requests presented to the Commission by outside groups for funding for public art projects via the Public Art Fund.
- Recommend purchase of artwork from the Art on the Campus temporary exhibit and locations for purchased artwork.
- Review Public Art Maintenance Plan and Public Art Ascensioning Program.
- Review "Maintenance/Repairs" and "Equipment (Works of Art)" areas of annual budget and recommend annual budget request.

Events Committee

Purpose: Guide the planning and implementation of community events where the event is the work of art or where the event is launching or celebrating a work of art.

- Determine scope and budget for events and develop annual calendar of events.
- Assist staff with event preparation, setup, and hosting.
- Review guest lists.
- Review "Supplies/Programs" area of annual budget and recommend annual budget request.

**PUBLIC ARTS ADVISORY COMMISSION
EVENTS COMMITTEE MEETING PROCEEDINGS
Monday, April 12, 2021 at 5:15 p.m.**

Commission	Jeff Phillips Chair	Brenda Sedlacek	Ryan Crane
Present		X	X

Staff	Sally Ortgies Director of Parks & Recreation	Allison Ullestad Arts, Culture, and Enrichment Supervisor	Marnie Strate Arts, Culture, and Enrichment Coord.	Hannah Guck Secretary of Parks & Recreation
Present	X	X	X	X

Meeting began at 5:15 p.m.

1. 10th Anniversary Event

Strate updated the Committee regarding the 10yr Anniversary Event – Strate informed the Committee she spoke with Matt Hauge, Valley Junction Foundation he invited the Public Arts Advisory Commission to the June 13 event in Valley Junction. Strate suggested the Commission could promote the 10th Anniversary with a booth. Ortgies explained the Art Festival is a market-based event filled with vendors.

Ullestad suggested finding artist who would be willing to creating their art on location – Strate mentioned having vendors at the event depending on the amount of applications received. State will be reaching out to an artist to create an outline of a temporary mural that will be part of the community participation. Gateway Dance Theater is still an option which will add multicultural diversity. Bands are TBD regarding the budget. Ullestad updated the Committee regarding the 3-D chalk artist whose fees increased. Due to the budget the Committee agreed to pass on this opportunity.

Ullestad presented the email invite regarding details for the event. There is an option for the invite to be animated and presented via email, Facebook or Instagram.

The Committee reviewed other options presented from staff.

2. Other Matters

Events Committee will meet April 26, 2021 at 5:15pm

Meeting adjourned at 6:02p.m.

**PUBLIC ARTS ADVISORY COMMISSION
EVENTS COMMITTEE MEETING PROCEEDINGS
Wednesday, April 21, 2021 at 5:15 p.m.**

Commission	Jeff Phillips <i>Chair</i>	Brenda Sedlacek	Ryan Crane
Present		X	X

Staff	Sally Ortgies <i>Director of Parks & Recreation</i>	Allison Ullestad <i>Arts, Culture, and Enrichment Supervisor</i>	Marnie Strate <i>Arts, Culture, and Enrichment Coord.</i>	Hannah Guck <i>Secretary of Parks & Recreation</i>
Present		X	X	X

Meeting began at 5:15 p.m.

1. **10th Anniversary Event**
Strate updated the Committee regarding the 10yr Anniversary Event – Brazilian Twins responded quickly. Strate is currently waiting to receive a quote but once Strate hears back from the Brazilian Twins, the Committee will decide if they plan to have the Mural Artwork Project incorporated into the 10yr Anniversary Event depending upon their proposal. The Committee also discussed T-Shirt, Give-Aways, Dance Theater, Light Art Picture, Audio Tech costs.

The Committee reviewed other options presented from staff and decided to forego the Opening Band and focus on other opportunities presented.

2. **Other Matters**
Committee agreed to communicate via email prior to the May 27, 2021 Public Arts Advisory Commission meeting.

Meeting adjourned at 5:52p.m.