



**Kennewick Arts Commission
Agenda**

**Wednesday, February 12, 2020 6:00 pm
Kennewick City Hall Council Chambers**

1. Call To Order

2. Roll Call

3. Approval Of Agenda

4. Approval Of Past Meeting Minutes

5. Visitors

6. Unfinished Business

6.I. Energize The Arts Award Update

6.II. Traffic Utility Box Art Update

Documents:

[BOYER.STACIE.COUGARCANYONREVISED.PDF](#)
[TRAFFIC BOX REVISED.PDF](#)
[TRAFFIC BOXES \(3\).PDF](#)
[TRAFFIC BOXES \(4\).PDF](#)

7. New Business

7.I. Roundabout Call To Artist

Documents:

[CALL FOR ARTISTS ROUNDABOUT 2020.PDF](#)

7.II. Port Of Kennewick Art Update

Documents:

[KAC PPT 2019 PROJECTS.PDF](#)

7.III. Mission And Purpose

Documents:

[RULES OF PROCEDURE BYLAWS 2017 APPROVED.DOC](#)

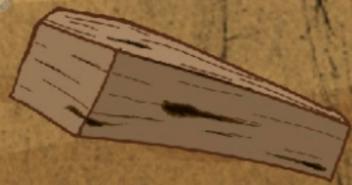
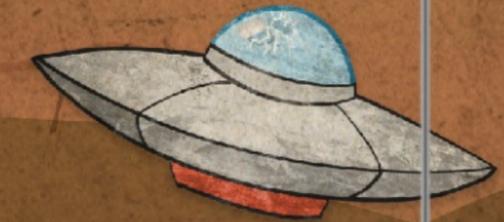
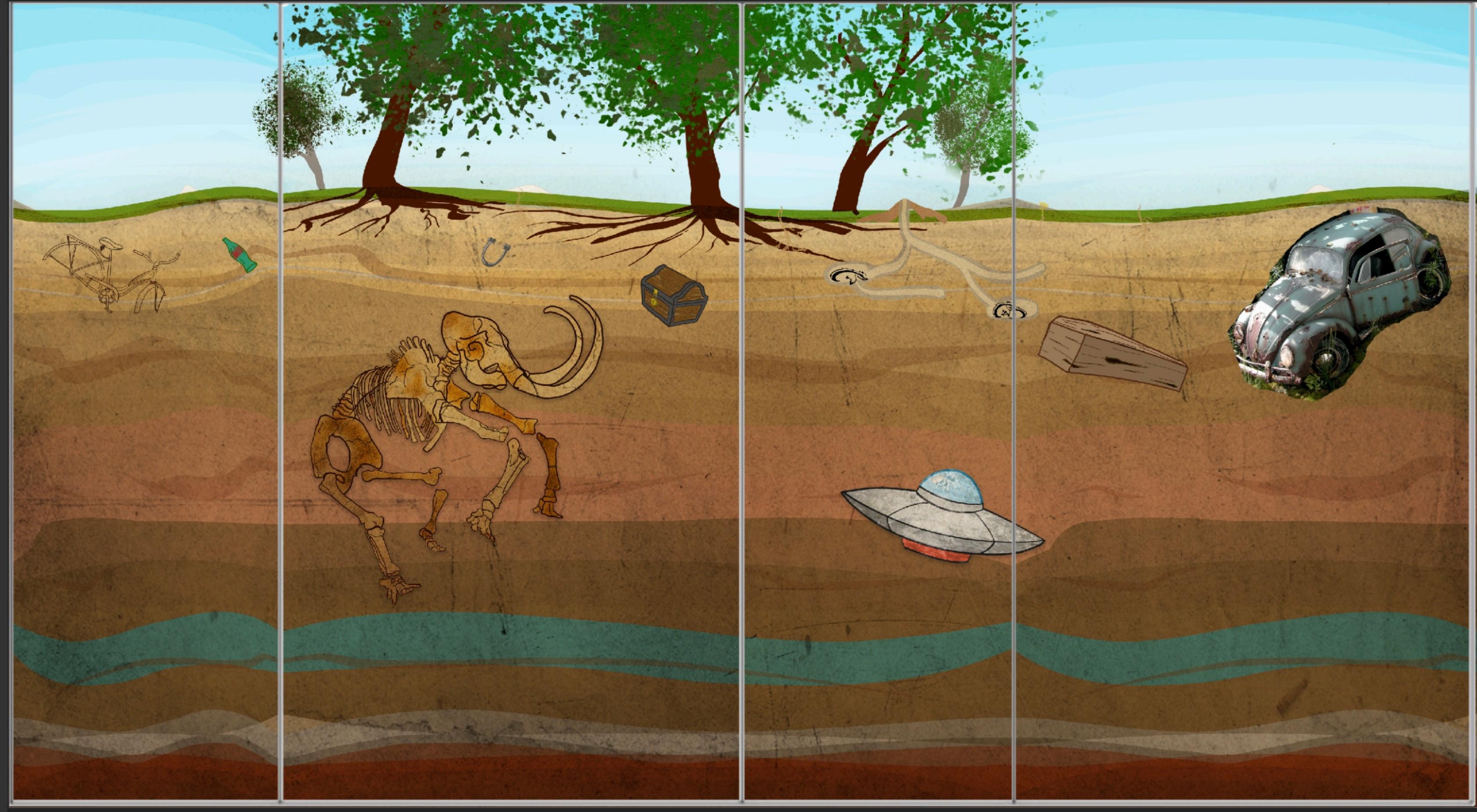
7.IV. Budget Update

8. Comments

9. Adjournment



Steve Boyer





LOST TO HISTORY!
THE WHITE CHALET HOUSE-
Originally at **KENNEWICK AVE & FRUITLAND ST.**



ORIGINAL METHODIST CHURCH
KENNEWICK AVE AND DAYTON ST.



THE COLUMBIA HOTEL
Originally near **COLUMBIA DR. AND DAYTON ST.**



NORTH PUBLIC SCHOOL
NOW FRUITLAND PARK



COMMERCIAL INN HOTEL
Originally at **KENNEWICK AVE & WASHINGTON ST.**



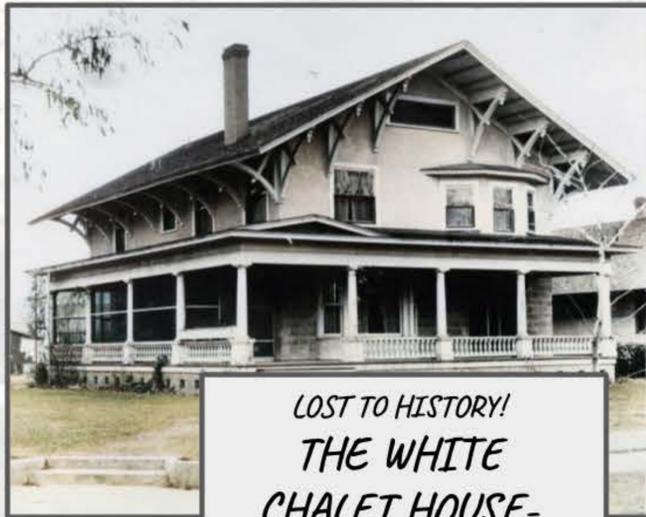
NATIONAL BANK OF COMMERCE
Originally at **KENNEWICK AVE AND AUBURN ST.**



HOTEL KENNEWICK
Originally at **KENNEWICK AVE. AND CASCADE ST.**

LEARN MORE ABOUT THESE LOST BUILDINGS AT

BENTON COUNTY HISTORY MUSEUM & HISTORICAL SOCIETY



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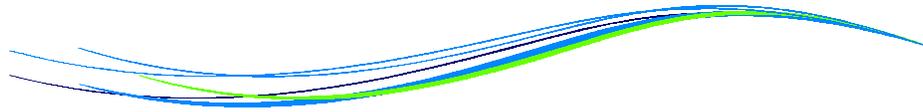
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CALL FOR ARTISTS



February 10, 2020

Public Art Opportunity: *Roundabout Retrofit Art for Kennewick, Washington*

A Program of Kennewick Arts Commission

- W. 4th Ave. & S. Kellogg St.
- 2nd location to be determined

The Kennewick Arts Commission is soliciting proposals to create a public art installation to be placed within the center surface of two (2) current roundabouts located in Kennewick. The objective is to infuse art in an otherwise utilitarian area, decrease water usage and lower maintenance needs in high traffic areas.

ARTWORK: The spirit of the art should reflect the themes associated with Kennewick and listed in the [Art Opportunity Zone Description](#) available on our website at Go2Kennewick.com/Art.

Approved and funded locations:

- W. 4th Ave. & Kellogg St.
- 2nd location to be determined later in 2020

Suggested materials include metal, local stone materials such as granite, basalt and obsidian, or reclaimed and recycled materials from locally significant sources. Kinetic elements, inventive use of lighting and renewable energy or solar are encouraged. The design should be of significant size and weight appropriate for the proposed roundabout design. Especially important is the need to maintain visual clearance for the drivers navigating the structures. The city's goal is to provide artistic, interesting, colorful designs within the inner circle's 60' diameter and eliminate the need for grass or plantings requiring irrigation or maintenance. See attachment A for a survey of the W. 4th Ave & S. Kellogg St. roundabout. Please note, items listed in map legend will need to be designed around. Irrigation items listed in the legend will be removed. All other legend items will remain in place.

BUDGET: An amount of \$15,000 has been established within the project budget for each roundabout and includes design, fabrication, shipping/transportation and installation oversight for the site. Artist may submit up to 5 proposals for the site but must clearly label name and materials to be used.

ELIGIBLE ARTISTS: Professional artists or teams living in the Pacific Northwest may apply. Submitted designs must be original works of the artist and in compliance with all existing copyright laws.

DEADLINE: Submittals must be received no later than **4:30 pm, Friday, March 6, 2020**.

Details of City of Kennewick Arts Commission Call to Artists

Artist Requirements

- The artist must be an individual artist or team residing in the State of Washington, Oregon or Idaho.
- The artist must specify contact information including physical address.
- The artist is ultimately responsible for all phases of work and must include a list of proposed subcontractors such as fabricators and their related experience and agree to oversee their participation in the production.
- If the artist's intent is to design the piece and outsource the construction, he/she must identify the fabricator and include a breakdown of the proposed financial allocation for the artist and the fabricator.
- The artist is asked to submit evidence of work experience and past projects as they relate to this call specifically addressing proof of:
 - Experience relevant to this type of project.
 - Experience working with other design professionals and with other community agencies.
 - Availability/ability to begin work in a timely manner and meet project schedules.

Application Guidelines

Submit **electronic or paper copy** of the following:

- Cover letter (1 page) including a brief statement of your interest in the project, collaborative skills, relevant experience and technical ability and a brief narrative conveying how the art addresses the project criteria.
- No more than 5 different conceptual proposals for each roundabout. Submit Conceptual design drawing for each proposal. Each proposal should be clearly marked including title, proposed materials, installation requirements and budget/bid. Each proposal should be clearly marked including title. The identification list for digital images should be a PDF, and must include the artist/contractor's name, number corresponding to the appropriate photo image and title of work.
- Current resume(s) of the artist and any other team members including residence (2 page max.).
- Up to 6 relevant projects reflecting your past work.

Do not submit original artwork, books, or other materials, as they will not be considered.

No submitted materials will be returned unless the Artist so requests and includes an appropriate postage paid envelope with the proposal. Staff will make every effort to assure the safe handling of your materials; however, the KAC takes no responsibility for loss or damage. **Incomplete or late submissions will not be considered.**

Selection Process

The Kennewick Arts Commission will review the proposals, hold a public hearing to consider the proposals and select proposals from one or more artists for further consideration. The selected artist(s) may be asked to refine their proposal(s) until such time as an acceptable submission is selected. The proposals may be presented to citizens. Prior to recommendation by the Arts Commission to the City Council, the proposal(s) will be reviewed for conformance with safety, design and maintenance criteria. The Kennewick Arts Commission reserves the right to reject all proposals, and the Kennewick City Council has final approval authority.

The selected artist is expected to enter into a formal contract with the City of Kennewick for the final design, fabrication and installation of the art. The selected artist or team will be required to obtain a

Washington state tax identification number, provide proof of insurance and provide documentation relating to maintenance requirements of the artwork(s).

Design and Installation

The selected artist will produce detailed drawings of the final concepts. The contract will include the original proposal, the final design (with engineering and construction documents if appropriate), fabrication schedule, materials to be use, suggested installation methods, progress payment schedule and artwork maintenance information. The artist and city staff will coordinate the production progress and installation of the artwork. Commissioners appointed by the KAC to represent the location will conduct periodic inspections of the artwork to assure compliance with the approved design and report back to the full Commission.

Budget

The art budget is \$15,000 for each site described in this project. This figure does not include installation and lighting. The final budget submitted by the artist for each site must be all inclusive; covering all other costs associated with the project including design, fabrication, travel, delivery and installation oversight. Taxes, insurance and necessary licenses are the responsibility of the artist(s).

Artist Selection Proposed Schedule

The Kennewick Arts Commission will conduct the preliminary review of all artist proposals and selected Artists will be invited to present their proposals on or before May 13, 2020. The final recommendation will be submitted to the City Council by June 2, 2020. The Kennewick Arts Commission reserves the right to reject all proposals.

Contact and Submittal Information

Artists may direct questions or requests by contacting **City of Kennewick staff Rohana Carmichael** Rohana.carmichael@ci.kennewick.wa.us or at 509-585-4532

All submittals are to be delivered no later than 4:30pm, April 3, 2020 to:

**City of Kennewick
Kennewick Arts Commission
Attn: Rohana Carmichael
210 W 6th Ave, Kennewick, WA 99336**



**PORT OF KENNEWICK
PUBLIC ART PROGRAM
2018-2019**

2019 PROJECTS

I am sorry not to be able to present this information in person, but as the Port of Kennewick's liaison to the Kennewick Arts Commission, I want to make you Commissioners aware of the arts activities the Port was able to address in the past year or so. The Port sincerely values your partnership and looks forward to working with you in 2020.

FISH TRAPS

When working with the Confederated Tribes on “The Gathering Place” project, the members expressed interest in adding a replica of the fish baskets used to catch fish in the Columbia River near Clover Island. The Port contracted with Kevin Berry, the Scottsdale artist working on the new Artistic Bus Shelter, to create 4 monolith-like structures to be placed along the shoreline. They were installed late 2018.

Sapáxikas “Willow Fish Traps”

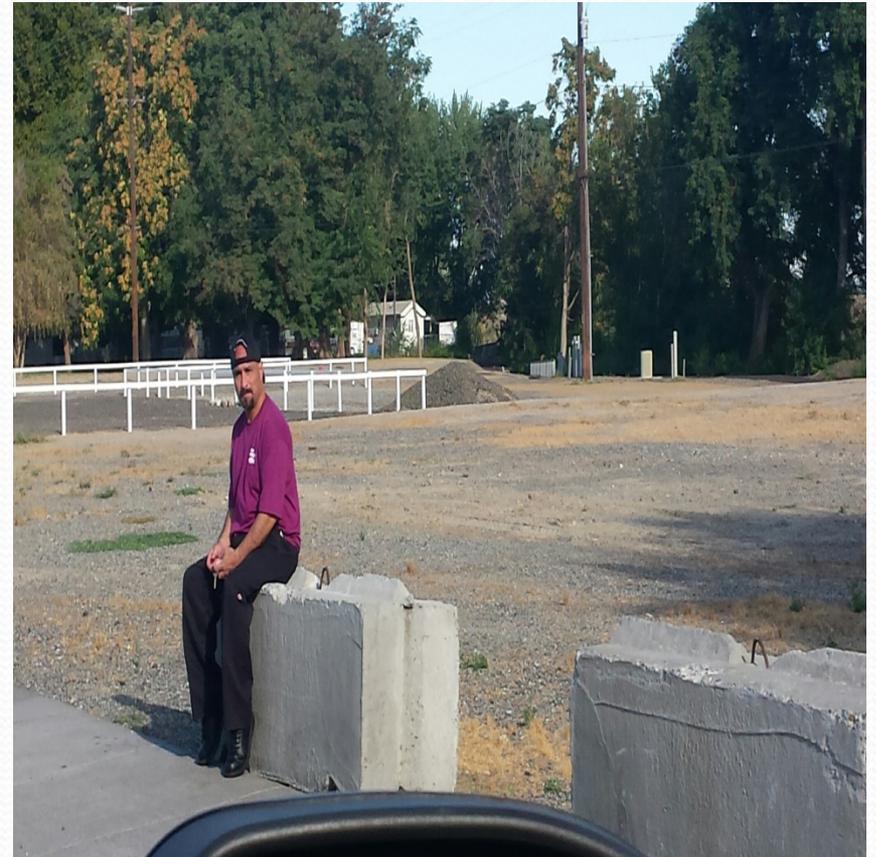
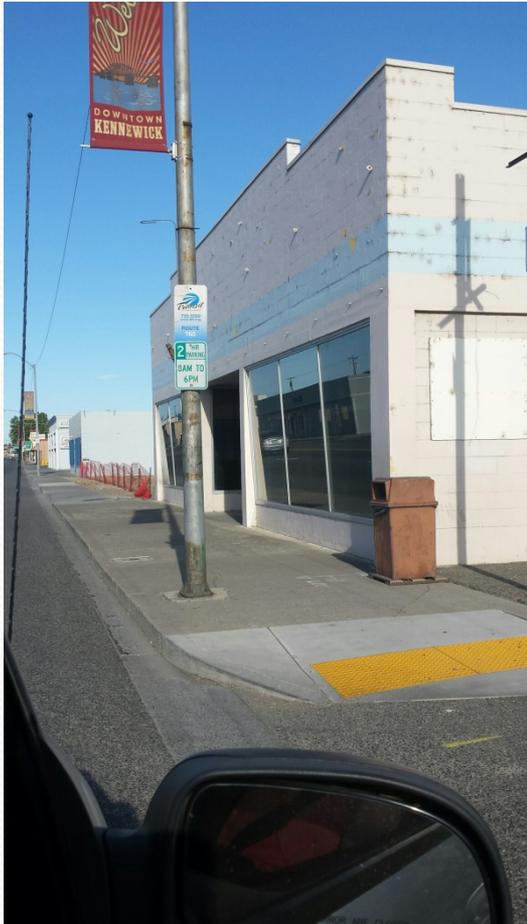
This final element was added to “The Gathering Place”.



ARTISTIC BUS SHELTER

The City of Kennewick, Benton County and the Port partnered to create Columbia Gardens Wine and Artisan Village to re-energize the eastern Columbia Drive area with wine tasting rooms, food trucks, the arts and placemaking improvements. A need that quickly became apparent was a vehicle dropoff to serve visitors, charter buses and the transit. The Port hoped to show local residents the Village project would honor their presence by installing a creative shelter. The KAC, BF Transit, and the CC Rotary stepped up with match funding and the contract was awarded to Kevin Berry.

OLD BUS STOP SITE



“ROLLING MASS”



“ASPIRATIONS”

When the Port saw this piece for sale by Artist Ivan McLean several years ago, they bought it, placed in storage and waited for the “right fit” location to install it.



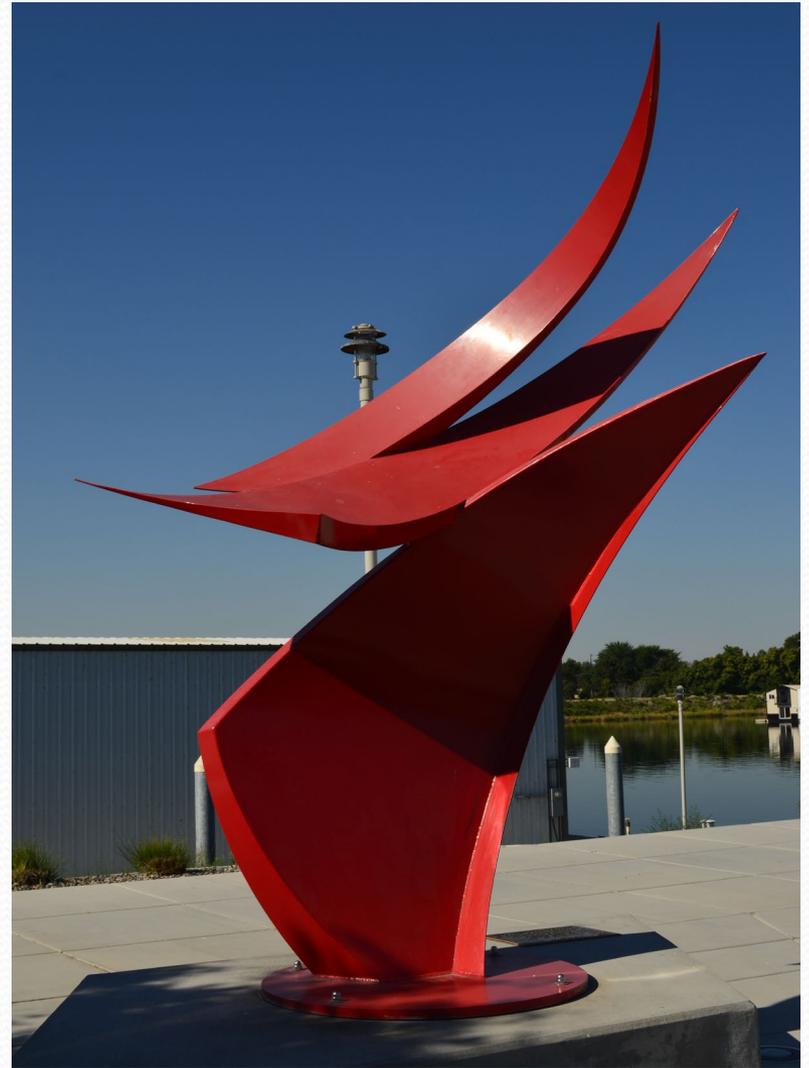
“ASPIRATIONS”

The City and Port partnered to install the streetscape along Columbia Drive fronting the wine village which included 4 sites for future artwork – a perfect spot for “Aspirations”.



ARTWORK MAINTENANCE

The Port set aside funds to acquire and maintain their artwork (1% of property sales). During annual clean, waxing and inspection work, “Catch the Wind”, the Ports first piece of public art, was determined to be faded to the point waxing would not help and the piece was sanded and repainted by Port staff.



FINAL COMMENTS

- The Port of Kennewick values the input provided by the KAC members & is asking for your continued support by providing your comments, ranking and possible suggestions for alterations to artwork acquisitions being considered by the Port in coming years.
- Thank you!

RULES OF PROCEDURE “ARTS COMMISSION”

ARTICLE I

NAME

The official name shall be “Arts Commission.”

ARTICLE II

MEETINGS

All meetings shall be held in Kennewick City Hall 210 West 6th Avenue, unless otherwise directed by the Arts Commission.

Regular meetings shall be held monthly, the second Wednesday of each month at 6:00 p.m. Meetings shall be held at the Kennewick City Hall Clearwater Conference Room, unless otherwise scheduled. Additional special meetings may be scheduled as directed by the Chairperson.

If the date of the meeting is a legal holiday, then that meeting may be canceled or held on a date as determined by the Chairperson.

ARTICLE III

PURPOSE, POWERS AND DUTIES OF COMMISSION

Mission:

The Arts Commission enriches the lives of its community by advocating support of artistic expression.

Purpose:

The purpose of the Arts Commission is to:

- a. Promote and encourage public programs to further the development and public awareness of, and interest in, the arts.
- b. Act in an advisory capacity to the City of Kennewick City Council in connection with the artistic and cultural development of the city.
- c. Review each proposed gift or loan of art for aesthetic quality, site appropriateness, public safety and preservation considerations.

Powers and Duties:

The Commission shall have the following powers and duties to:

- a. Hold regular public meetings and keep a written record of its proceedings, which shall be a public record.
- b. Recommend specific action to Council for approval.

ARTICLE IV

MEMBERSHIP

The Commission shall be composed of seven to nine members appointed by City Council to serve in an advisory role on matters relating to the display of art in public locations. Members shall be art professionals or those with an interest in art.

Length of Term: Terms will be 4 years in length or until such time as their successor is selected.

Members who do not attend two consecutive meetings, unless excused by the Chairperson, shall be asked to submit a letter of resignation to the Mayor.

Vacancies shall be filled for the unexpired term of a Member in the same manner as an original appointment.

Members shall receive no compensation for service on the Commission or from any trust, donation, or legacy to the City of Kennewick for such service.

ARTICLE V

MANAGEMENT

The Commission shall elect a Chairperson, and Vice Chair, by majority vote.

The officers shall serve for a period of two years, provided, however, that any officer may be removed at any time by vote of a majority of the Commission entered on record. No Member shall hold the same office for more than two consecutive terms.

ARTICLE VI

OFFICERS

Chairperson:

The Chairperson shall preside over the meetings and business affairs of the Commission and may exercise all the powers that are required to be performed by the City of Kennewick ordinances, and Washington law, as well as those duties that are properly delegated by the Commission; however, to himself/herself as a member of the Commission, the full right to have his/her own vote recorded in all deliberations of the Commission.

The Chairperson shall have full power to create standing or temporary committees of one or more members, charged with such duties, examinations, investigations and inquiries relative to one or more subjects of interest to the Commission, as it may, by motion or resolution, determine. No standing or temporary committee shall have the power to commit the Commission to the endorsement of any plan or program without its submission to the body of the Commission.

The Chairperson shall act as spokesperson for the Commission and as its representative at the meeting and with other organizations and committees unless such representation shall be otherwise authorized by the Commission. No pronouncement made as a spokesperson or representative shall obligate or commit the Commission, unless authorized by the Commission.

Vice Chair:

During the absence, disability or disqualification of the Chairperson, the Vice Chair shall exercise or perform all the duties and be subject to all the responsibilities of the Chairperson.

The Vice Chair shall succeed the Chairperson if he or she vacates the office before the term is completed and shall serve the unexpired term of office. A new Vice Chair shall be elected at the next regular meeting of the Commission.

Recording Secretary:

The Recording Secretary to the Commission shall be a City staff member as designated. The Recording Secretary shall keep a record of all meetings of the Commission and of its committees when requested to do so, and these records shall remain the property of the Commission and be retained at such office as the Commission may direct.

The Recording Secretary shall be ex officio in nature, and shall have no voting privileges.

ARTICLE VII

QUORUM

A majority of the current membership of the Commission shall constitute a quorum for the transaction of business. Any action taken by a majority of those present, when those members constitute a quorum at any regular meeting of the Commission, shall be deemed and taken as the action of the Commission.

ARTICLE VIII

ABSENCE OF MEMBERS

Any member shall be removed from their appointment if they have two or more unexcused absences in any calendar year. An unexcused absence is defined as a failure to notify the chairperson or the recording secretary of their absence prior to the meeting, unless for a bona fide emergency. (Ord. 3915 Sec. 18, 2000).

ARTICLE IX

APPLICATION AND PETITION

Petitions and applications will be accepted by the Commission only when properly filed with the Commission on those application forms furnished by the Kennewick City Clerk or the City Manager's Office.

ARTICLE X

AGENDA

An agenda shall be prepared for each regular meeting by the Chairperson and sent to the Commission members at least three (3) days in advance of the meeting. Members may request items to be considered on the agenda of any meeting by advance notice to the Chairperson. The agenda shall consist of the following order of business:

1. Call to Order/Roll Call
2. Approval of Agenda
3. Approval of Minutes
4. Visitors
5. Unfinished Business
6. New Business
8. Poll of Commission Members and Staff
9. Adjournment

ARTICLE XI

AMENDMENT PROCEDURE

The Rules of Procedure may be amended at any regular meeting of the Commission by a majority vote of the entire membership; provided, that written notice of any proposed amendment shall be given to each Member not less than ten (10) days prior to such meeting.

ARTICLE XII

MOTIONS

Motions shall be restated by the Chairman before a vote is taken. The name of the members making and seconding a motion shall be recorded in the minutes of the meeting.

ARTICLE XIII

VOTING

Any action by a majority of those present, when those present constitute a quorum, at any regular, recessed or special meeting of the Commission shall be deemed and taken as the action of the Commission. A voting quorum is required for all items. Abstaining or withdrawal is not considered a vote.

ARTICLE XIV

PARLIAMENTARY PROCEDURES

Parliamentary procedures in Commission meetings shall be governed by Roberts Rules of Order, 10th Edition, Newly Revised, unless it is specifically provided otherwise in these Rules, in other Arts Commission Resolutions, in City Ordinances, or in State law.

ARTICLE XV

PROCEDURE FOR PUBLIC MEETINGS

The following procedure shall be utilized for all public meetings, and any other Agenda item, as determined by the Chairman:

1. Staff Report.
2. Questions of staff.
3. Chairman open public meeting and ask for comments from applicant.
4. Close public meeting.
5. Motion for action / Second
6. Discussion and deliberation.
7. Vote.
8. The Commission's recommendation will be forwarded to City Council.

ARTICLE XVI

EXHIBITS SUBMITTED TO THE COMMISSION

All petitions, letters, data, photographs, sketches, drawings, documents, study reports or results, renderings, and any item submitted by any persons, companies, agencies, and City Officials or staff prior to and/or during public meetings in order to qualify for consideration by the Commission, shall become exhibits and shall be numbered, upon receipt, by the Secretary or recorder. All such exhibits and items shall be retained on file, and kept available for public inspection by the Kennewick City Clerk for the appropriate amount of time.

ARTICLE XVII

COMMISSION PROCDEURES

The Commission shall be guided by and use the procedures and checklists as contained in Kennewick Administrative Code 9-11 as currently adopted.

Dated this 12th _____ day of April, 2017

KENNEWICK ARTS COMMISSION

By: _____
Chairperson

Attest:

Recording Secretary

- Amended: October 19, 2005
- Amended: January 2007
- Amended: October 2007
- Amended: April 2017