

Alexandria Commission for the Arts – Special Meeting

Tuesday, January 23, 2024

7:00 pm

Torpedo Factory Art Center, Virtual Meeting

MEETING NOTES

Diane Ruggiero read the following before the meeting started: This Commission for the Arts' Special Meeting is being held electronically pursuant to Virginia Code Section 2.2-3708.2(A)(3) and/or the Continuity of Government ordinance adopted by the City Council on April 18, 2020. All the members of the Commission and staff are participating from remote locations via Zoom. The meeting can be accessed by the public through the meeting information posted on the City's website at <https://apps.alexandriava.gov/Calendar/Detail.aspx?si=32221>. Public comment will be received at the meeting.

- I. Call to Order. Chair Brian Kelley began the meeting at 7:01 pm with a quorum present. See **Attachment 1** for the meeting agenda. Note: Because of inclement weather, the January 16 Regular Meeting was postponed to a Special Meeting held on January 23.
- II. Roll Call. See **Attachment 2** for the Attendance Sign-In Sheet. Note: Arts Commissioner Tiffany Williams resigned since the last meeting.
- III. Public Comment. Meeting guest Trena Raines introduced herself to the Arts Commission.
- IV. Approval of Minutes.
 - a. Tuesday, December 12, Special Meeting. The Arts Commission approved the December minutes without edits.
- V. Chair Report. Brian Kelley gave the Chair Report. See **Attachment 3**.
- VI. Committee, Liaison, and Task Force Updates.
 - a. City Council Committee - Dawn Rogala. No report.
 - b. Waterfront Commission Liaison - Marcee Craighill. No report
 - c. Alexandria Arts Alliance Liaison. Gayle Converse reported on recent Arts Alliance's activities.
- VII. Del Pepper Public Art Task Force. Meika Daus gave an overview of the roles and responsibilities of the Task Force. See **Attachment 4** for the staff's memo.
 - a. Appoint Stakeholders. Paul Painter moved, with a second by Gayle Converse, to appoint Candace Edgerley as a Community Stakeholder, and Wayne Lightfoot and an appointee from the Department of Human Services as Project Stakeholders to the Task Force. The motion carried 12-0-0.
- VIII. Vision Zero Task Force. In a PowerPoint presentation, Meika Daus gave an overview of the City's plan to eliminate fatal and severe injuries on Alexandrian streets by 2028. For more information, go to the City of Alexandria website and search under Vision Zero.

- a. Appoint Commissioners. Robin Jordan moved, with a second by Chris Kurowski, to appoint Commissioners Stacey Becker and Hosai Rasuli to the Vision Zero Task Force. The motion carried 14-0-0.
- IX. Potomac Yard and Performance Art Center.
- a. Discussion and Consideration of Letter Campaign. Brian Kelley led the discussion on the performing arts aspect of the proposed new sports arena complex at Potomac Yard. The City of Alexandria, the Commonwealth of Virginia, and Monumental Sports and Entertainment announced a framework of an agreement for a public-private partnership to create a world-class Entertainment District in Alexandria at Potomac Yard. To better understand how this will affect Alexandria's arts organizations, a Special Meeting with the Alexandria Economic Development Partnership is scheduled for February 13 at 7 pm.
- X. Office of the Arts Staff Updates presented by Diane Ruggiero.
- a. Office of the Arts Division Update. For the Office of the Arts Division Update, see **Attachment 5**.
 - b. Grants. The Office of the Arts proposed an increase of \$75,000 to the City's Arts Program Grant budget. If the budget increase is accepted by City Council, how should the new funds be allocated? For example, does the City of Alexandria increase the overall grant limit of \$10,000 to \$12,500 per organization or does the grant limit remain at \$10,000 allowing more arts organizations to receive program grants? Feedback to Office of the Arts staff is welcome. The City Manager is scheduled to present the FY2025 proposed budget to City Council on February 27.
 - c. Dashing Words. The City of Alexandria and the Alexandria Transit Company have joined forces to host the 10th anniversary of Alexandria's annual poetry contest "*DASHing Words in Motion*." The annual contest celebrates poetry by writers 16 years or older who live, work or study in the City of Alexandria. The online submission deadline is Friday, January 26 at 5 pm.
 - d. Governance Planning and Support for the Torpedo Factory Art Center. At the December 12 City Council meeting, a City appointed task force recommended that the Torpedo Factory Art Center be converted to a "Quasi-public entity." The transition could occur over a two-to-three-year period.
- XI. New Business
- a. St. Patrick Day Parade. Members of the Arts Commission and the Arts Alliance are signed up to participate in the Ballyshanners St. Patrick's Day Parade on Saturday, March 2. Jason Longfellow currently possesses the Arts Commission's parade banner.
- XII. Good of the Order and Announcements.
- XIII. Adjournment. With no further business to conduct, Brian Kelley ended the meeting at 9:16 pm.

Alexandria Commission for the Arts - Meeting

Special Meeting - Tuesday, January 23, 2024

7:00 – 9:30 pm

Virtual Meeting

- I. Call to Order (7:00 pm)
- II. Roll Call ((5', 7:00 – 7:05 pm)
- III. Public Comment (5', 7:05 – 7:10 pm)
- IV. Approval of Minutes (5', 7:10 – 7:15 pm)
 - a. Tuesday, December 12, Special Meeting
- V. Chair Report (10', 7:15 – 7:25 pm)
- VI. Committee, Liaison, and Task Force Updates (15', 7:25 – 7:40 pm)
 - a. City Council Committee – Dawn Rogala (5', 7:25 – 7:30 pm)
 - b. Waterfront Commission Liaison – Marcee Craighill (5', 7:30 – 7:35 pm)
 - c. Alexandria Arts Alliance Liaison – Gayle Converse (5', 7:35 – 7:40 pm)
- VII. Del Pepper Public Art Task Force (15', 7:40 – 7:55 pm)
 - a. Appoint Stakeholders
- VIII. Vision Zero Task Force (15', 7:55 – 8:10 pm)
 - a. Appoint Commissioners
- IX. Potomac Yard and Performance Art Center (15', 8:10 – 8:25 pm)
 - a. Discussion and Consideration of Letter Campaign
- X. Office of the Arts Staff Updates (40', 8:25 – 9:05 pm)
 - a. Office of the Arts Division Update (10', 8:25 – 8:35 pm)
 - b. Grants – Cheryl Anne Coltan and Diane Ruggiero (10', 8:35 – 8:45 pm)
 - c. Dashing Words (10', 8:45 – 8:55 pm)
 - d. Governance Planning and Support for Torpedo Factory Art Center (10', 8:55 – 9:05 pm)
- XI. New Business (5', 9:05 – 9:10 pm)
- XII. Good of the Order and Announcements (20', 9:10 – 9:30 pm)
 - a. Ballyshanners St. Patrick's Day Parade, March 2
- XIII. Adjournment (9:30 pm)

*Times are approximate. Please allow for the possibility that some items or the meeting in general may run longer than announced.

ATTENDANCE SIGN-IN SHEET

ALEXANDRIA COMMISSION FOR THE ARTS
ALEXANDRIA, VIRGINIA

Meeting: Special

Date: Tuesday, January 23, 2024

Meeting Place: Virtual

COMMISSION MEMBERS:	(Please Sign Name)
Brian Kelley, Chair	Present
Paul Painter	Present
Allison Heck, 2 nd Vice Chair	Present
Gayle Converse, Secretary	Present
Christina Calloway Baucom	Present
Stacey Becker	Present
Catherine Dehoney	Present
Marcee Craighill	Present (Left Early)
Robin Jordan	Present (Arrived Late)
Chris Kurowski	Present
Jason Longfellow	Present
David Pritzker	Present (Left Early)
Dawn Rogala	Present (Arrived Late)
Hosai Rasuli	Present
CITY STAFF	
James Spengler, Director, RP&CA	
Diane Ruggiero, Deputy Director, Cultural Arts	Present
Cheryl Anne Colton, Program Director	
Brett Johnson, TFAC Director	
Meika Daus, Public Art Senior Manager	Present
Matthew Harwood, Public Art Manager	Present

Chair Report

January 2024

Introduction

Welcome to 2024, and our first regularly scheduled meeting since October. If I were to say there is a theme for this month, it would be updates. Quite a bit seems to have happened since we met at the Torpedo Factory Art Center in December. We want to make sure the Commission is caught up.

Potomac Yards and Torpedo Factory

We had always expected to have news for the Torpedo Factory for January. Despite my open skepticism of any big plans for Potomac Yards in our last meeting, it looks like this, too, will be big news. We now have the proposed plan for the Torpedo Factory from the City Manager. It advocates for a public-private partnership to manage the TFAC, something similar in structure to Visit Alexandria or the Alexandria Economic Development Partnership (AEDP). The Executive Committee has asked for staff to make a briefing on the proposal. I am also including the [slide presentation of the proposal](#) and link to the [City Council meeting](#) video. Of course, the other big news item is Potomac Yards and the plan to turn it into an entertainment district and sports arena. Notably, there are plans to include a performance art center in this entertainment district, and that this building will be specifically funded through the city. Given the continual calls from local arts organizations for more venues in the city, and the prospect of a new, taxpayer funded venue, I would like to suggest that the Commission lead the way in championing and shaping this venue to greatest benefit of Alexandria and its art and culture. I am including a link to the [proposal for Potomac Yards from AEDP](#) here.

Task Forces and Updates

For task forces, we have stakeholder appointments for the Del Pepper Public Art Task Force and Commissioner appointments for the Vision Zero Task Force. The Vision Zero Task Force is a pilot project that will build a Vision Zero program with a focus on pedestrian safety. This task force may become a standing task force like the Sight See Task Force rather than just a one-off pilot project. Commissioners with an interest in pedestrian safety should consider this task force. We will also have an overview of the grants cycle and an update on Dashing Words.

As always, if you have any questions or comments, please feel free to reach out to me.


Sincerely,

Brian Kelley

Chair, Alexandria Commission for the Arts

City of Alexandria, Virginia

MEMORANDUM

DATE: JANUARY 16, 2023
TO: ALEXANDRIA COMMISSION FOR THE ARTS
FROM: MEIKA DAUS, PUBLIC ART SENIOR MANAGER, OFFICE OF THE ARTS 
RE: DEL PEPPER COMMUNITY RESOURCE CENTER TASK FORCE APPOINTMENT

Background

The City of Alexandria Public Art Program is requesting the appointment of Task Force members in accordance with the Public Art Implementation Plan to assist with the planning and implementation of public art at the new Del Pepper Community Resource Center.

The Redella S. Del Pepper Community Resource Center, located at 4850 Mark Center Drive, is named after the former councilwoman and brings together a range health and human service programs and critical resources for the community. The new city building was opened in April 2023, and houses the Department of Community and Human Services (DCHS), Alexandria Health Department (AHD), Neighborhood Health Clinic, Permit Center, and Finance Department and Clerk of Court services.

The FY2023-2025 Public Art Annual Workplan identifies the Del Pepper Community Resource Center as an important location for public art, given the public-facing nature of the services provided. An important priority for the Department of Community and Human Services is that the project includes community engagement, involving both users of the facility and the community in the area around Mark Center.

Discussion

The Arts Commission has previously appointed two Commissioners to the Task Force (Brian Kelley and Chris Kurowski). As additional members, the Office of the Arts proposes:

Community Stakeholders

Candace Edgerley has been a homeowner in the West End of Alexandria since 1977. Her background as an artist at the Torpedo Factory Art Center over the past 28 years has included membership in the Potomac Fiber Arts Gallery, then as a juried artist at Fiberworks Studio and currently as a Pro Tem Torpedo Factory Artist. She has had the opportunity to work with students with a variety of artistic backgrounds through teaching at the Corcoran College of Art and Design and The Art League in Alexandria.

The Office of the Arts will continue to recruit for additional community stakeholders, and plans to have a robust community engagement plan for this project.

Project Stakeholders

Wayne Lightfoot is a Division Chief with the Department of Code Administration in the Permit Center. Wayne's division was recently relocated to the Del Pepper Community Resource Center.

The Office of the Arts also recommends maintaining a position on the task force for an appointee from the **Department of Community and Human Services (DCHS)**, as determined by their Director. Additionally the task force will include regular updates to the **Department of General Services**. The Department of General Services may have *ex-officio*, or non-voting, membership on the Task Force.

Staff Recommendation

Staff recommends appointment of the above members to the Del Pepper Community Resource Center Task Force.

OFFICE OF THE ARTS DIVISION SUMMARY

This summary is a brief narrative of activities and actions that have been taken since the previous Division Update. The Office of the Arts ACA Update is also shared with other Recreation, Parks & Cultural Activities commissions and staff and becomes part of the monthly minutes for the Arts Commission. If you have any questions or require additional information/clarification, please review the following section(s) of this report or contact the appropriate staff in the Office of the Arts.

Highlights

- The RFQ (Request for Qualifications) for public art at the West End Transitway closed on January 8th. We received 50 eligible applications which have been sent to the task force for review and scoring.
- The RFQ for the mural on the Torpedo Factory Art Center loading dock door is open until January 22nd for artists living and/or working in Virginia, Maryland, or DC. The RFQ can be found [here](#).
- The curator for the next *Time and Place* will be the team from Via Partnership led by Meridith McKinley. Meridith and the Via team curated the first *Time and Place* project and also serves as the project manager for the annual *Site See* series.

Public Art At-A-Glance:

Public Art Project	Status
Wilkes Street Park	Developing the Concept Proposal
Colasanto Spray Park	Fabrication
Site/See 2024	Approving the Final Design
South Circle Park (Block 32)	Developing the Concept Proposal
West End Transitway	Developing the Artist Pool
Torpedo Factory Garage Door Mural	Developing the Artist Pool
Time & Place 275 th and 250 th	Setting Project Goals & Parameters
Del Pepper Community Resource Center	Appoint Commissioners to Task Force

Staff Contact Info:

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Brett Johnson
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PUBLIC ART PROJECTS

Wilkes Street Park

Lead Agency

Office of the Arts

Artist

Eto Otitigbe

Project Scope

Commission permanent public art for the redesigned park

Task Force Members

Chris Kurowski, Marcee Craighill, Ana Vicinanza

Current Status (per project development process)

Developing the Concept Proposal

Next Steps

The park will experience further design development which will require additional community engagement and a redesign of the artwork. Staff will work to identify community members to serve on the Task Force.

Anticipated Completion

TBD



Colasanto Spray Park

Lead Agency

City of Alexandria Park Planning

Artist

Béatrice Coron

Project Scope

Commission a permanent artwork for redesigned park space and gateway

Task Force Members

Beth Znidersic, Amol Deshpande, Bernard Johnson, Gayle Reuter

Current Status (per project development process)

Fabrication

Next Steps

Béatrice has begun fabrication of the stelles. Due to procurement delays, the construction of the park may be later than originally anticipated.

Anticipated Completion

Fall, 2024 (revised)



PUBLIC ART PROJECTS, cont'd

Site/See: New Views in Old Town 2024

Lead Agency

Office of the Arts

Artist

StudioKCA

Project Scope

Commission new, temporary, site-specific public art for Waterfront Park at the foot of King Street for 2024.

Task Force Members

Christina Calloway, Tiffany Williams, Claire Mouledoux, Clint Mansell, Jack Browand, and Nicole McGrew

Current Status (per project development process)

Approving the final design.

Next Steps

Once the final design is approved, fabrication will begin.

Anticipated Completion

March 2024



South Circle Park (Block 32)

Lead Agency

Office of the Arts

Artist

DeWitt Godfrey

Project Scope

Commission an artist to join the park design team and design public art for South Circle Park.

Task Force Members

Tiffany Williams, Dawn Rogala, Tristan Wright, Robert Arzola, Don Hoover, Ana Vicinanza

Current Status (per project development process)

Developing the Concept Proposal

Next Steps

DeWitt is working with the design team.

Anticipated Completion

Early 2024 (design)



PUBLIC ART PROJECTS, cont'd

West End Transit Corridor

Lead Agency

Transportation & Environmental Services (T&ES)

Artist(s)

TBD

Project Scope

Work with T&ES to integrate new public art into the project.

Task Force Members

Allison Heck, Brian Kelley, Gus Ardura, Donna Fossum, Reginald Arno

Current Status (per project development process)

Developing the Artist Pool

Next Steps

The Task Force will review and score the applications and meet in early February to discuss the applications.

Anticipated Completion

Varied

Torpedo Factory Art Center Garage Door Mural

Lead Agency

Office of the Arts

Artist

TBD

Project Scope

Paint a mural on the new garage door on Union Street at Torpedo Factory Art Center.

Task Force Members

Marcee Craighill, Paul Painter, Taylor Chauncey, Saya Behnam, Jacqueline Michel, Lisa Schumaier, Matt Wise

Current Status (per project development process)

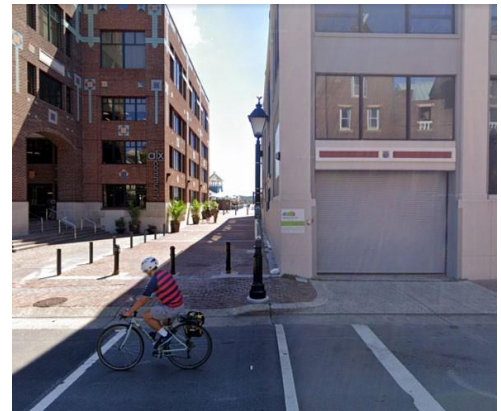
Developing the Artist Pool

Next Steps

The RFQ is posted on Café (callforentry.org) through January 22, 2024.

Anticipated Completion

Late Spring, 2024



PUBLIC ART PROJECTS, cont'd

Time & Place Alexandria's 275th & America's 250th

Lead Agency

Office of the Arts

Artist(s)

TBD

Project Scope

Commission public art projects that foster exploration and dialogue about our region's history and its continued reverberations within our community today specifically tied to Alexandria's 27th anniversary in 2024 and America's 250th anniversary in 2026.

Task Force Members

TBD

Current Status (per project development process)

Setting Project Goals & Parameters

Next Steps

The task force will meet with the curator to develop the project plan and artist selection process.

Anticipated Completion

April – October 2024 and 2026



Del Pepper Community Resource Center

Lead Agency

Office of the Arts

Artist

TBD

Project Scope

Commission an original work of public art for the main lobby and adjoining wings of the Center.

Task Force Members

TBD

Current Status (per project development process)

Setting Project Goals & Parameters

Next Steps

Staff will bring forward a list of Task Force members for consideration by the Arts Commission at the January meeting.

Anticipated Completion

TBD

Public Art Task Force Roster

Public Art Project Task Forces

The Commission for the Arts will form an ad hoc Public Art Project Task Force for each project that the Program undertakes. The ad hoc Task Force will convene on an as needed basis to advise on the development of each project. The Task Force will: Advise Office of the Arts staff on the development of Public Art Project Plans and recommend the Plan to the full Commission; Review artist portfolios and recommend selection of an artist to the full Commission; Report to the Commission on its activities on a monthly basis, and; Review artist concepts and recommend approval of concepts to the full Commission.

Site/See: New Views in Old Town

1. Tiffany Williams*
2. Christina Calloway*
3. Jack Browand (proj. stakeholder)
4. Claire Mouledoux (proj. stakeholder)
5. Clint Mansell (comm. stakeholder)
6. Nicole McGrew (comm. stakeholder)

South Circle Park Task Force

1. Dawn Rogala*
2. Tiffany Williams*
3. Don Hoover (proj. stakeholder)
4. Ana Vicinanza (proj. stakeholder)
5. Tristan Wright (comm. stakeholder)
6. Robert Arzola (comm. stakeholder)

TFAC Garage Door Mural Task Force

1. Marcee Craighill*
2. Paul Painter*
3. Lisa Schumaier (proj. stakeholder)
4. Saya Behnam (proj. stakeholder)
5. Taylor Chauncey (comm. stakeholder)
6. Jaqueline Michel (comm. stakeholder)

Pepper Center Task Force

1. Brian Kelley*
2. Chris Kurowski*
3. TBD (proj. stakeholder)
4. TBD (proj. stakeholder)
5. TBD (comm. stakeholder)
6. TBD (comm. stakeholder)

West End Transit (WET) Corridor

1. Allison Heck*
2. Brian Kelley*
3. Reginald Arno (proj. stakeholder)
4. Christopher Ziemann (proj. stakeholder)
5. Donna Fossum (comm. stakeholder)
6. Gus Ardura (comm. stakeholder)

Wilkes Street Park Task Force

1. Chris Kurowski*
2. Marcee Craighill*
3. Ana Vicinanza (proj. stakeholder)
4. Sydney Strickland (proj. stakeholder)
5. Tanya Quinteros (comm. stakeholder)

Del Ray Gateway Task Force

1. TBD (Arts Commissioner)
2. TBD (Arts Commissioner)
3. Beth Znidersic (proj. stakeholder)
4. Amol Deshpande (LSG) (proj. stakeholder)
5. Gayle Reuter (comm. stakeholder)
6. TBD (comm. stakeholder)

Time & Place Task Force

1. Jason Longfellow*
2. Gayle Converse*
3. Michele Longo (proj. stakeholder)
4. Melanie Gonzalez (proj. stakeholder)
5. Katherine Glennon (comm. stakeholder)
6. Turner Houston (comm. stakeholder)
7. Linda Powell (comm. stakeholder)

*Arts Commissioner

Public Art Planning & Project Development Process

	DESCRIPTION
Identifying the Project in the Annual Plan	<ul style="list-style-type: none"> Projects are identified in the Public Art Workplan, a document developed annually by the Office of the Arts with input from the Workplan Task Force. The Public Art Workplan is approved by the Arts Commission and by City Council.
Setting Project Goals and Parameters	<ul style="list-style-type: none"> Once a project has been initiated, the Arts Commission establishes a Public Art Project Task Force specifically for that project. Office of the Arts staff, with input from the Project Task Force, develops a Public Art Project Plan. This plan includes goals, location, timeline and budget; the artist selection process and community engagement process; and a list of internal and external stakeholders for the project. The Project Plan is approved by the Arts Commission.
Developing the Artist Pool	<ul style="list-style-type: none"> Based upon the approved Project Plan, the Office of the Arts develops a pool of artists and collects qualifications for the Project Task Force to review. The pool of artists can be collected through an open competition, pre-qualified artist list, curatorial process or invitational. Artist qualifications generally include a cover letter from the artist expressing their interest in the project, a resume, and examples from the artist's portfolio with a corresponding description of each project.
Selecting the Finalists	<ul style="list-style-type: none"> The Project Task Force reviews artist qualifications based on criteria outlined in the approved Project Plan. Depending on the process in the approved Project Plan, the Project Task Force can select a single artist based upon qualifications, or a small number of finalists (generally three to five).
Selecting the Artist	<ul style="list-style-type: none"> If finalists are selected, they may be: <ul style="list-style-type: none"> Paid a stipend to develop a concept proposal and present that proposal to the Project Task Force. Interviewed by the Project Task Force. A combination of the above. The Project Task Force recommends selection of an artist to the Arts Commission based upon the Concept Proposal and/or interview.
Approving the Contract	<ul style="list-style-type: none"> The Office of the Arts develops a contract agreement with the artist. The agreement is approved by the City Manager or City Council, depending on the size of the contract.
Approving the Concept Proposal	<ul style="list-style-type: none"> The selected artist develops a Concept Proposal, if that was not a part of the artist selection phase. The Office of the Arts facilitates community engagement conducted by the artist as part of their process of developing a Concept Proposal. The Project Task Force reviews the Concept Proposal and recommends it to the Arts Commission for approval.
Approving Final Design	<ul style="list-style-type: none"> The Office of Arts conducts a review of the final design documentation provided by the artist for both technical considerations and to ensure it is in conformity with the approved concept proposal. The Office of the Arts facilitates technical reviews by other City staff as required. The Office of the Arts signs off on the Final Design.
Fabrication	<ul style="list-style-type: none"> In most cases, the artist is responsible for fabrication. The Office of the Arts monitors fabrication to ensure it is on schedule and in conformity with the approved design. In some cases, the Office of the Arts will play a more direct role in overseeing the fabrication of artwork, with the artist acting in an advisory role.
Installation	<ul style="list-style-type: none"> The Office of the Arts works with the artist, relevant City Departments, and other stakeholders to schedule and facilitate installation.

ARTICLE K - Alexandria Commission for the Arts¹¹

• **Sec. 2-4-90 - Creation, composition and organization.**

- (a) There is hereby established a standing commission known as the Alexandria Commission for the Arts.
- (b) The commission shall consist of 16 members to be appointed by the city council. The composition of the commission shall be as follows:
 - (1) four members shall have expertise in the arts, including, but not limited to, arts educators, professional practitioners of various art disciplines and professional administrators working in the arts;
 - (2) three members shall have specific expertise in visual arts either as professional practitioners of visual art, curators of visual art, or as professional arts administrators currently working in the field;
 - (3) three members shall represent the public at large, as arts consumers or participants;
 - (4) three members shall be professionals in fields relevant to arts and cultural development, including cultural planning, marketing, finance, funding, tourism, promotion, non profit organizational development, and real estate development;
 - (5) two members shall be professionals in the field related to the visual appearance of the cityscape, such as architecture, environmental design, landscape architecture or urban design; and
 - (6) one member shall be a student who resides in the city and attends a high school located in the City of Alexandria.
- (c) Members of the commission shall be appointed in the manner prescribed by article A of this chapter. The members shall serve for a term of three years, except in the case of an appointment to fill the unexpired portion of a term. (Ord. No. 3782, 2/25/95, Sec. 1; Ord. No. 4482, 5/12/07, Sec. 1; Ord. No. 4920, 1/24/15, Sec. 1)

• **Sec. 2-4-91 - Function; powers; duties.**

- (a) The functions of the commission shall be as follows:
 - (1) to advise city council with regard to policies that will strengthen the arts and further public access to the arts and cultural matters identified by the city council;
 - (2) to establish and periodically review criteria and standards for arts grant applications for city funds and accountability for the use of such funds; the allocation from such funds to eligible organizations and activities as may be appropriated by the city council for such purpose;
 - (3) to review the public art annual work plan as developed by the office of the arts and a work plan task force and make recommendations to the city council as part of the budget process;
 - (4) to review and approve public art project plans for specific public art projects, and to review and approve artist selection and concept development;
 - (5) to create committees and task forces, as necessary, to focus on public art project development and artist selection;
 - (6) to review proposals for donations of public art and commemorative art and make recommendations to the city council;

- (7) to collaborate with the office of the art on public art project evaluations; and
 - (8) to support public communication and outreach as related to the arts and;
 - (9) to serve as citizen liaisons to city planning initiatives when public art is involved.
- (b) The commission is empowered to adopt rules and regulations in regard to procedure and other matters so long as the same are not inconsistent with the city code, including, but not limited to, the establishment of committees, through which to carry on its functions and purpose.
- (c) A commission chair, vice-chair and secretary shall be elected annually by the commission members at the organization meeting designated in the commission's bylaws. (Ord. No. 3782, 2/25/95, Sec. 1; Ord. No. 4482, 5/12/07, Sec. 1; Ord. No. 4920, 1/24/15, Sec. 1)