



ARTS COUNCIL

REGULAR VIDEO MEETING

Wednesday, January 18, 2023 | 5:30pm

BOARD MEMBERS:

Chair: Elizabeth Mitchell
Vice Chair: Suzanne Skone
Board Members: Daniel Becker, Rachel Blum,
Jonathan Harrington, Rosemary Moore, Lalo Bruhl

LOCATION & CONTACT

Zoom Meeting

We strive to create an inclusive and accessible experience. Those requiring accommodation for meetings should notify the Staff Liaison's Office 3 days prior to the meeting at 206.275.7884 or by emailing Eleanor.knight@mercerisland.gov.

Virtual Meeting Notice

The virtual meeting will be broadcast live on Zoom and recorded and saved on the City's [YouTube Channel](#).

Registering to Speak: Individuals wishing to speak live during Appearances must register their request with the staff liaison at **206.275.7884** or [email](#) before 4 PM on the day of the Arts Council meeting. Please reference "Appearances" on your correspondence. Each speaker will be allowed three (3) minutes to speak.

Join by Telephone at 5:30 PM: To listen to the meeting via telephone, please call **253.215.8782** and enter Webinar ID **891 2336 1265** Password **076260** when prompted.

Join by Internet at 5:30 PM: To watch the meeting over the internet via your computer, follow these steps:

- 1) Click [this link](#).
- 2) If the Zoom app is not installed on your computer, you will be prompted to download it.
- 3) If prompted for Webinar ID, enter **891 2336 1265**; Enter Password **076260**

Join in person at Mercer Island Community & Event Center at 5:30 PM: Mercer Island Community & Event Center
8236 SE 24th Street.

CALL TO ORDER & ROLL CALL - 5:30 PM

PUBLIC APPEARANCES

DEPARTMENT REPORT

1. Department Report

REGULAR BUSINESS

2. Approve the minutes of the October 19, 2022 Regular Meeting
Recommended Action: Approve minutes.
3. Approve of Luther Burbank Waterfront Improvements (LBWI) Art in Public Places Request for Proposals (RFP)
Recommended Action: Approve the request for proposals for the Luther Burbank Park Waterfront Improvements (LBWI) Art in Public Places project.
4. Arts Council Events Update
Recommended Action: Receive the staff report and, if desired, give direction to the Event Committee.
5. 2023-2024 City Arts and Culture Workplan Update

Recommended Action: Receive the 2023/2024 City Arts and Culture Workplan, and move to endorse.

OTHER BUSINESS

6. 2023 Arts Council Planning Schedule Update

ADJOURNMENT

Mercer Island Arts Council

Item 1.



Department Report
January 18, 2023

Transforming the Community Center





THE CITY OF MERCER ISLAND Illuminate MI Events



These events are in addition to the Holiday lights that illuminate the Town Center, Mercerdale Park & The Greta Hackett Outdoor Sculpture Gallery!

Tree Lighting & Firehouse Munch

Mercerdale Park * Station 91, 6 - 8pm



Dec. 2

Lights Up at the J

Stroom Jewish Community Center, 4pm daily

Dec. 1 - Jan. 1

Friends of MI Library Book Sale

Dickens Carolers (Dec. 12, 2pm)

Mercer Island Library

Dec. 8 - 12

Dec. 12

Girl Scouts Toy Drive

Mercerdale Park, 9am - 4pm

Dec. 10

Argosy Ship

Luther Burbank Beach, 8:40pm

Dec. 18

Chabad MI Menorah Lighting

Mercerdale Park, 6pm

Dec. 19



Hands on Hanukkah

Stroom Jewish Community Center, 4-6pm

Dec. 20



Title Sponsor:



Sponsored By:



Thank You Sponsors!

- The Mercer Apartments (Title Sponsor)
- The MI Community Fund
- Stroom Jewish Community Center (JCC)
- ArtsWA & NEA

Thank You Partners!

- Mercer Island Firefighters IAFF Local 1762
- John L. Scott
- Friends of the MI Library
- Mercer Island Girl Scouts
- Chabad Mercer Island
- Mercer Island Visual Arts League (MIVAL)
- Mercer Island Preschool Association (MIPA)





Donation of *Raven*

- Palladium print by Ron Reeder, long-time Island resident, scientist, and artist
- Presented to the City by MIVAL in 2019, Approved by the Arts Council in 2021
- On January 3, the Mercer Island City Council voted unanimously to accept the donation of *Raven* into the City's public art collection.

Item 1.



MIVAL at MICEC



- The Evergreen Association of Fine Arts Members Juried Show Hosted by the City of Mercer Island and the Mercer Island Visual Arts League took place last week at the Mercer Island Community and Event Center.
- This was a fantastic event with 45 artists that were part of this exhibit, with patrons who came to support the show.
- Come by and see the winning artwork and all the beautiful submissions, now through March 2nd.

Lectures at MICEC

- The Mercer Island Sister City Association will be holding *French Art Lectures* on February 21 and April 27 at the Mercer Island Community & Event Center at 7pm. More information will be coming soon to www.mercerislandsistercity.org
- OSHER is back at MICEC! First offering is a 4-Week Course: The Federalist Papers with speaker James Rigali.
 - Thursdays, January 26, February 2, 9, 16 from 1:00 PM - 3:00 PM.
 - To register email OLLI@uw.edu or call 206.685.6549
 - Learn more about the program at <https://www.osher.uw.edu/programs>.



Island Lanterns

Free lanterns will be available at the **Mercer Island Community Center on Saturday, January 28, from 9am-5pm.**

Pick up a lantern to create at home, or we'll also have art supplies available to craft your creation that day.

Once your lantern is complete, drop it off at the Outdoor Sculpture Gallery on Saturday, February 28, during our community install day!

Thank you to ArtsWA and the National Endowment for the Arts for supporting this project.

Questions? Contact Sarah Bluvas, CIP Project Manager, at sarah.bluvas@mercerisland.gov.

www.mercerisland.gov/islandlanterns

Community members of all ages are invited to use their talents and help us create imaginative outdoor, illuminated art displays for the Greta Hackett Outdoor Sculpture Gallery. We'll provide the lanterns; you provide your creativity!



Thank You!





ARTS COUNCIL MINUTES

SPECIAL VIDEO MEETING

Wednesday, October 19, 2022

CALL TO ORDER

Chair Elizabeth Mitchell called the meeting to order at 5:32 pm via Zoom Online meeting.

ROLL CALL

Chair Mitchell, Vice Chair Suzanne Skone, Daniel Becker, Rachel Blum, Jonathan Harrington, Rosemary Moore, and Lalo Bruhl were present for the Arts Council.

Mayor Salim Nice was present.

Staff present were Ryan Daly, Sarah Bluvus, Katy Herzog, Eleanor Knight, and Raven Gillis.

PUBLIC APPEARANCES

No public appearances.

DEPARTMENT REPORT

Eleanor Knight, Recreation Coordinator, reported on the following:

- Celebrating Art this October
- Rocktober Event for MI Seniors
- Hallo-Weekend Events
- MIVAL Holiday Show 2022
- Illuminate MI

REGULAR BUSINESS

1. Approval of Minutes

Minutes from the July 20, 2022 Regular Meeting were presented.

It was moved by Becker; seconded by Skone to:

Approve the minutes from the July 20, 2022 meeting

Passed: 7 – 0

2. Approval of Minutes

Minutes from the September 14, 2022 Special Meeting were presented.

It was moved by Becker; seconded by Skone to:

Approve the minutes from the September 14, 2022 meeting

Passed: 7 – 0

3. Special Events Committee Update

Katie Herzog, Recreation Coordinator, presented and provided an update.

4. Public Art Committee Update

Sarah Bluvas, CIP Project Manager, provided an updated, and introduced Arts Council Member Becker to provide an additional update on the committee's discussion on the Luther Burbank docks project.

5. Policy Committee Update

Eleanor Knight presented, and introduced committee members to provide additional updates. The Arts Council Members provided input, engaged in discussion, and provided consensus on the priorities.

It was moved by Bruhl; seconded by Blum to:

Endorse the discussed 2023-2024 City Arts and Culture Priorities.

Passed: 7 – 0

6. Arts Council Planning Schedule and Committee Update

Eleanor Knight, Recreation Coordinator, provided the update to the Arts Council. Arts Council members received update.

Ryan Daly, Recreation Division Manager, also provided a brief update.

OTHER BUSINESS

The next Arts Council Regular Meeting will take place Wednesday, January 18, at 5:30pm via Zoom.

Bluvas provided an update on the status of the previously damaged sculpture, *Fire Flower* by Gisel Berman.

Daly provided an update on the updating of the Donation and Gift Acceptance policy being discussed at the Parks and Recreation Commission.

ADJOURNMENT

The Regular Video Meeting adjourned at 6:29pm.



ARTS COUNCIL STAFF REPORT

Item 3
January 18, 2023
Regular Business

AGENDA ITEM INFORMATION

TITLE:	Approve of Luther Burbank Waterfront Improvements (LBWI) Art in Public Places Request for Proposals (RFP)	<input type="checkbox"/> Discussion Only
RECOMMENDED ACTION:	Approve the request for proposals for the Luther Burbank Park Waterfront Improvements Art in Public Places project.	<input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

STAFF:	Sarah Bluvas, CIP Project Manager	
COUNCIL LIAISON:	Ted Weinberg	
EXHIBITS:	<ol style="list-style-type: none"> 1. RFP for Luther Burbank Park Waterfront Improvements – DRAFT 2. MICC 4.40.200 1% for Art in Public Places Fund 	

SUMMARY

On September 14, the Arts Council established a Public Art Committee to work with staff on public art project and policy needs throughout 2023. The Arts Council Chair appointed Daniel Becker and Suzanne Skone to the committee, which is supported by Sarah Bluvas, CIP Project Manager. The committee’s first major project has been to coordinate the request for proposals (RFP) process to identify an artist or artist team for the Luther Burbank Park Waterfront Improvement (LBWI) capital project. At the January Arts Council meeting, the Public Art Committee will present and seek approval of the draft RFP.

PROCESS TO DEVELOP RFP

The Public Art Committee, Bluvas, and Paul West, CIP Project Manager, met three times from October to January to develop and refine the draft RFP (Exhibit 1). They started with parameters prepared by Noelle Higgins, a member of the LBWI design team from Anchor QEA who is experienced in engaging artists in capital projects. In between meetings, staff continued to edit the RFP and solicit input from the Public Art Committee throughout the drafting process.

Committee members guided key components of the RFP, including:

- Preference for a regional call for artists (Pacific Northwest focus);
- Interest in a cohesive arts integration to pull the site together; and
- Interest in providing a project budget range that may necessitate recommending additional funds beyond the project estimated 1% contribution be appropriated from the existing 1% fund.

To release the RFP, the Committee seeks approval from the full Arts Council on the draft RFP. Arts Council members should review the draft RFP and send questions and feedback to Bluvas directly by Tuesday, January 17, at noon, to allow time to review and incorporate changes before the board meets on January 18.

ARTIST SELECTION PANEL RECOMMENDATIONS

In addition to reviewing the RFP, the Committee also invited Arts Council members to suggest community members to serve on the Artist Selection Panel. The guidelines for acquisition for the Art in Public Places (AIPP) program outline the following positions for the Artist Selection Panel:

- An artist generally recognized for producing quality work
- A Mercer Island citizen with special interest in the proposed site
- A Mercer Island Arts Council member (will serve as Chair of the ASP)
- A Mercer Island Design Commission member
- A lay citizen of Mercer Island
- A Mercer Island City Council member
- A City staff advisor (non-voting member)

On January 9, staff e-mailed the Arts Council to request suggestions to fill three positions: an artist, a citizen with special interest in the site, and a lay citizen. Staff and the Committee also asked if any other Arts Council members would be interested in serving on the panel.

On Wednesday, the Committee will report the status of the Artist Selection Panel; if ready, the Committee will request Arts Council approval of a proposed panel at the same time.

PROJECT BUDGET & 1% FUNDING

Per MICC 4.40.200 (Exhibit 2), the 1% for Art in Public Places Fund (1%) pools contributions from qualifying capital improvement program (CIP) projects to support AIPP projects on Mercer Island. Staff estimate a 1% contribution of \$60,000-\$70,000 from the LBWI and associated Luther Burbank docks/waterfront capital projects. The RFP lists a project budget range of \$50,000-\$120,000 for all design, fabrication, artist fee, site delivery, installation, and other associated elements of the project.

Staff has considered how to use the estimated 1% contribution for functional art elements that integrate into the LBWI design. An artist needs to be engaged in the upcoming 90% design work this spring and summer. However, the capital project's 1% funding will not accrue until *after* the project is completed through construction (estimated 2025). Staff recommend appropriating funds from the existing 1% revenue to pay for the artist's fee and other costs associated with developing the final artwork concept. Staff and the Public Art Committee will return to the Arts Council at a future meeting to request that appropriation. If approved by the Arts Council, the appropriation will be included in the request for project approval that will be transmitted to the City Council in the second quarter of 2023 (meeting date TBC). The current 1% fund balance is \$167,116.00.

NEXT STEPS

If the RFP is approved by the Arts Council, staff will release it by the beginning of February. Distribution channels will include the City website, on 4Culture's Call for Artists website, directly with individual artists and arts groups, and other mechanisms. If Arts Council members have ideas for where to post the RFP, they can send them directly to staff.

RECOMMENDED ACTION

Approve the request for proposals for the Luther Burbank Park Waterfront Improvements Art in Public Places project.

Request for Proposals – DRAFT
Integrated Art Elements for Luther Burbank Park Waterfront Improvements Project
Mercer Island, WA

The City of Mercer Island (“City”) seeks proposals for integrated public art and placemaking elements for the Luther Burbank Park Waterfront Improvements project. This project provides an exciting opportunity to revitalize the fifty year-old facility and create more access at the only light rail-accessible waterfront on Lake Washington. The selected Artist or Artist Team will collaborate with the design team and the community to develop an art element or elements that create a sense of place and highlight the rich history of the site for visitors of all ages.

Project Budget: \$50,000-\$120,000 for all design, fabrication, artist fee, site delivery, installation, etc. *(The City will prepare the site for the artist for the purpose of supporting and facilitating art project implementation. Installation may be handled by City staff depending on the artwork.)*

Deadline: February 28, 2023

Location: Luther Burbank Park Waterfront, 2040 84th Ave SE, Mercer Island, WA 98040

Eligibility: This call is open to all artists living and working in the Pacific Northwest region, including Washington, Oregon, Idaho, and Alaska States.

Please read the application requirements carefully. Artists are asked to submit a biographical statement as well as images of their previous work.

BACKGROUND

The City of Mercer Island is located on an island of the same name in Lake Washington and consists of high-quality residential areas, conserved open space, parks, and miles of shoreline. Mercer Island, which was formerly part of East Seattle, was incorporated in 1960 and has a population of just over 25,000. Most of Mercer Island’s 6.2 square miles of land area (five miles long and two miles wide) is developed with single family homes. The Town Center and two other commercial areas serve the Island and provide a range of business and service opportunities for the community.

Mercer Island has a historic tradition of public support for the arts, and its public art collection is an important avenue for engaging the community with arts, culture, and creativity. The collection features more than 60 two-dimensional and three-dimensional works found in City parks and buildings across the Island. City staff collaborate with the Mercer Island Arts Council, artists, and the public to create high-quality works that will enrich the lives of Islanders and preserve notable creative expression. Many works in the collection have been acquired through Mercer Island’s 1% for Art in Public Places (AIPP) program as well as through donations. Learn more and view the collection at mercerisland.gov/publicart.

ABOUT THE LUTHER BURBANK PARK WATERFRONT IMPROVEMENTS PROJECT

The Luther Burbank Park waterfront was developed as a public boating facility in 1974. Its anticipated renovation in 2024 has created an opportunity to provide shoreline access that better serves the wide range of visitors it attracts. Stabilization of the 1928 steam plant will be a first phase of a small craft boating center to better serve popular sailing and paddling programs. New site features include a low-freeboard floating dock for paddlecraft, a viewing deck, a platform with water-level contact, and an expanded beach with ramp access. The project has been designed to inspire both active users and casual observers to stay and enjoy the busy waterfront setting.

WHY SUBMIT A PROPOSAL?

Luther Burbank Park draws users from around the region and, when the East Link opens, will be the only Lake Washington waterfront accessible by light rail. The selected Artist or Artist Team will gain significant exposure beyond Mercer Island residents. Moreover, this project presents an exciting opportunity to connect waterfront users with Luther Burbank Park's natural and cultural history in ways that are meaningful, unique, and long-lasting. Don't miss this opportunity to contribute to a transformative capital project!

SCOPE OF WORK

The City seeks an Artist or Artist team to propose an art element or elements for the Luther Burbank Park Waterfront Improvements project. A presentation outlining opportunities and preferred themes is included as Attachment 1. Additionally, we encourage those interested in submitting to watch previous Arts Council discussions of this project as well as to attend the site visit with City staff on **February 6, 2023**.

Project Goals:

The City aims to accomplish the following primary goals with this project:

- Showcase Luther Burbank Park and the community's unique character.
- Be interactive for all ages and abilities.
- Be site-specific and original.
- Be inviting and aesthetically pleasing.

Artwork Themes and Medium(s):

Artists or Artist Teams should interpret one or more of the following themes for integrated art elements at the site:

- Local indigenous peoples' history
- Human powered boat construction as an artform
- Nautical themes relevant to the site context

Additionally, the Artist or Artist Team may be interested in incorporating themes of local/regional geography, local natural history, and Mercer Island heritage/history as secondary or complementary to the preferred themes listed above.

The City is interested in emphasizing integrated art elements, such as:

- Sculptural elements that define entrances, views, or important aspects of the site;
- Interpretive elements that can be integrated into paving with embedded materials and text;
- Functional elements such as handrails, benches, lean rails, kiosks, or guardrails; and/or
- An artistic plaque display that contains a QR code linking the referenced feature to the City's STQRY public art engagement platform.

Artists are welcome to submit proposals that conceptualize artwork in an array of sizes, types, and mediums. Medium(s) should:

- Be weatherproof and appropriate for permanent outdoor display;
- Encourage public interaction and be accessible for all;
- Not pose any hazard to the public or the environment; and
- Be appropriate to display within a public park.

The site redesign will develop more universal access to the water, and the City asks the Artist or Artist Team to describe their personal and artistic approach to promoting Diversity, Equity, and Inclusion.

Collaboration with Design Team + Proposed Schedule:

The Artist or Artist Team will be integrated into the design team led by the environmental firm Anchor QEA. The Artist or Artist Team must be willing to collaborate with the design team and will also be required to meet with the community, the Mercer Island Arts Council, and other project stakeholders to gather input on the final product. The waterfront plaza design has been developed to 60% design, and the goal is to complete art integration during the 90% design in Summer 2023. The City and Anchor QEA propose the following timeline for this project:

- RFP Released: January 20, 2023
- Site Visit: February 6, 2023
- Proposals Due: February 28, 2023, by 2 pm
- Evaluation Process: March 2023
- Selected Artist Notified + Contracting: April 2023
- Project Development/Integration: May-August 2023
- Final Design Approval: September 2023

Community Engagement Needs:

The Mercer Island community is highly active in and passionate about its park system. Artists or Artist Teams should be prepared to engage the Mercer Island community, including site users, park neighbors, elected officials, volunteer boards, and other project stakeholders, to develop the final design. Methods of engagement could include interviews, on-site community meetings, online modules via Let's Talk (the City's public engagement platform), or other methods. The City encourages creative and interactive methods for soliciting community feedback in the design process.

SUBMITTAL DETAILS

The Artist or Artist Team must have the ability to satisfactorily perform the required work by reasons of: (a) experience in performing work of a similar nature; (b) demonstrated competence in the services to be provided; (c) strength and stability of the Artist or Artist Team; (d) workload capability; and (e) supportive references.

To be considered for this opportunity, please submit the following:

- A. Artwork concept design(s): Provide concept designs, including potential site locations, for the proposed artwork(s). Include up to five (5) images, including sketches, plans, models, renderings, precedents, and concept.
- B. Narrative of artwork intent: The narrative should articulate the Artist's or Artist Team's interest in this project, including how their work, process, and experience relate to this project. The narrative should explain how the proposed artwork(s) will meet the stated goals of this project. (Word limit: 500 words)
- C. Artist's vision and approach: Describe the vision for this project, including the Artist's or Artist Team's specific approach to the site, the themes, and the Mercer Island community in general. (Word limit: 750 words)
- D. Artist's biographical statement: Provide a brief bio that may be used in future communications and promotions about the project. (Word limit: 500 words)
- E. Resume: Submit a current, professional resume. Artist Teams should submit resumes for each team member compiled into one document. (Page limit: 2 pages per Artist)

- F. References: Submit three (3) current references. Please include the reference's name, phone, alternate phone, email, and title as well as a brief (no more than one sentence) description describing the reference's professional association. (Make sure to confirm that the reference's current contact information has been provided.)
- G. Images of previous work: Provide up to five (5) images of previous work by the Artist or Artist Team that demonstrates the ability to complete this project. (JPEG format, 1920 pixels maximum on the longest size, 72 dpi, with compression settings resulting in the best image quality where the file size remains under 2MB)
- H. Cost estimates: Provide cost estimates for each art piece, including best estimate of 2023 material, artist time, and installation costs.
- I. Ability to work within city government structure: Describe the Artist's or Artist Team's ability to successfully execute a public art project, including previous work with local governments or other experience working with City staff, elected officials, volunteer boards, etc., to complete projects. (Word limit: 500 words)
- J. Community engagement approach: Summarize how you intend to engage the community in the creative process. (Word limit: 750 words)

Conditions of Submittal:

All costs for developing submittals in response to this RFP are the obligation of the Artist or Artist and are not chargeable to the City. All submittals will become property of the City and will not be returned. Submittals may be withdrawn at any time prior to the published close date, provided notification is received in writing to the Project Manager listed on this RFP. Submittals cannot be withdrawn after the published close date.

Agreement Form: The agreement form to be used will be the City's standard professional services agreement (PSA), which is provided as Attachment 2. City staff will negotiate the terms of an agreement with the artist directly for all proposed artwork that is approved. This project budget is all-inclusive and must cover all expenses associated with the design, fabrication, artist fee, site delivery, and installation, etc. The Artist or Artist Team will be responsible for securing all equipment necessary to install the artwork unless otherwise agreed upon with the City.

Additionally, the selected Artist or Artist Team must provide the following during contracting:

- Current W9
- Current Mercer Island Business License
- Certificate of Insurance naming the City as additional insured

Artists or Artist Teams who do not currently hold the required insurance limits are encouraged to submit a proposal.

Americans with Disabilities Act (ADA) Information: This material can be made available in an alternate format by calling 206-275-7833.

Non-Discrimination: The City of Mercer Island, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement,

disadvantaged business enterprises as defined at 49 CFR Part 23 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

SELECTION PROCESS

The City will select the most advantageous artwork submission(s) based on the review process outlined. However, cost is important to the City. The City will make the award that is in the best interest of the City based on cost and other considerations.

An Artist Selection Panel (ASP) consisting of local artists, City Council and City board members, City staff, and others will review each submittal using the selection panel checklist. A sample checklist is provided as Attachment 3. After evaluating all submittals, the ASP may choose to invite an artist or artists to present their proposed artwork and qualifications prior to selecting a finalist. Interviews may include the ASP, the Mercer Island Arts Council, the Mercer Island City Council, and City staff or other interested parties. (Submitters will not be compensated for interview related expenses.)

Following the evaluation process, the preferred submittal will be sent to the Mercer Island Arts Council to make a recommendation to the City Council. The City Council is responsible for approving the final project scope and authorizing the City Manager to contract with the selected Artist or Artist Team.

Additional Details:

- All responses to this request will be screened for eligibility. As time permits, a selection panel will review responses, according to the criteria listed above, and may conduct reference checks as part of the process. If there is insufficient information, the City reserves the right to request additional information and to interview Artists or Artist Teams to discuss their qualifications.
- This solicitation does not obligate the City to award a contract to any respondent. The final selection is the sole decision of the City, and the respondents to this formal request have no guaranteed appeal rights or procedures. At its option, the City reserves the right to waive as informality any irregularities in proposals and/or to reject any or all proposals. The City also may select only portions of a particular submission for further consideration and negotiation (although the Artist or Artist Team may specify portions of their submission they consider “bundled”).
- It is anticipated that an Artist or Artist Team will be selected from this process and a contract or contracts will be negotiated. If the City selects an Artist or Artist Team for this project, the successful submitter shall be issued a written Notice of Selection.

ATTACHMENTS

- Presentation of Luther Burbank Waterfront Improvements Art Integration Opportunities – Presented to the Mercer Island Arts Council on September 14, 2022
- Standard Professional Services Agreement
- Sample Artist Selection Panel Checklist

Attachment 3: Sample Artist Selection Panel Checklist

Artist Name:

Reviewer Name:

Indicate your evaluation of the artist’s credentials based on information included in the artist’s submittal.

- 1. The artist is generally recognized by critics and peers as a professional who routinely creates high-quality work. **YES or NO**
- 2. The artist provides evidence that they have contracted with public, private, and/or corporate entities to create public artwork. **YES or NO**
- 3. The artist demonstrates that prior commissioned work was completed on schedule and within budget. **YES or NO**
- 4. The artist demonstrates that they have produced artwork that is sensitive and responsive to a broad range of the public.

(Low =1, High =6)

1	2	3	4	5	6
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- 5. The submittal shows a sensitivity to the public benefit concept as described in the Program for Acquisition of Art in Public Places.

(Low =1, High =6)

1	2	3	4	5	6
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- 6. The submittal demonstrates compatibility with the scale of the site and/or the scale of the artwork’s intended use and does not interfere with traffic patterns.

(Low =1, High =6)

1	2	3	4	5	6
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- 7. The submittal demonstrates understanding and mitigation of theft, vandalism, weather impacts, excessive maintenance costs, and/or other potential issues that may arise as a result installation.

(Low =1, High =6)

1	2	3	4	5	6
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- 8. The artist demonstrates experience in (score higher) or knowledge of (score lower) the medium(s) chosen for their concept.

(Low =1, High =6)

1	2	3	4	5	6
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- 9. The submittal, including written concepts, sketches, and past work examples, express a cohesive vision.

(Low =1, High =6)

1	2	3	4	5	6
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10. The submittal meets the requirements of the request for proposals (RFP).
(Low =1, High =6)

1	2	3	4	5	6
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TOTAL:

4.40.200 1% for art in public places fund.

- A. There is established in the city treasury a special fund to be known and designated as the "1% for art in public places fund" for the purpose of providing funds for 1%-for-the-arts projects.
- B. As used in connection with the 1% for art in public places funds and 1%-for-the-arts projects, the following terms have the meanings set forth below:
1. *Acquisition of real property* means the purchase of parcels of land or existing buildings and structures, including associated costs such as appraisals or negotiations.
 2. *Art in public places* means any expression by an artist of visual works of art available to the public in an open city-owned facility in areas designated as public areas, or on non-city-owned property if the work of art is installed or financed, either in whole or in part, by the city.
 3. *Arts council* means the Mercer Island arts council.
 4. *Demolition costs* means the cost of removing buildings or other structures from the property.
 5. *Equipment* means equipment or furnishings that are portable.
 6. *Qualifying capital improvement project* means projects funded wholly or in part by the city to construct or remodel any public project including buildings, decorative or commemorative structures, parks or any portion thereof; and projects involving the construction, renovation or repair of public streets, sidewalks, and parking facilities.
- C. All authorizations and/or appropriations for qualifying capital improvement projects shall include an amount of not less than one percent of the total project cost to be set aside for transfer to the 1% for art in public places fund.
- D. For qualifying capital improvement projects, the minimum amount to be appropriated for art in public places shall be as follows:
1. When the total estimated cost of a project exceeds \$100,000.00 the amount shall be based on the total amount of the awarded contract as originally approved by the city council or as subsequently amended multiplied by one percent.
 2. When the estimated cost of the project is \$100,000.00 or less the amount shall be based on the estimated cost of the project multiplied by one percent.
- Provided, however, that any city-funded amount for the acquisition of real property or equipment or for demolition shall be excluded for the purposes of this calculation.
- E. In the case of a city project which involves the use of general obligation bond proceeds, funds appropriated shall be used for projects and for capital purposes consistent with the authorizing resolution or ordinance approved by the city council and the voters.
- F. The appropriations from qualifying capital improvement projects shall be pooled into the 1% for art in public places fund. The city council, upon advice and recommendation from the arts council, shall approve, from time to time, the amount to be authorized for 1%-for-the-arts projects. These funds shall be used for:
1. Selection, acquisition and installation or display of original works of visual art which may be an integral part of the project, or be placed in, on or about the project or in another public facility; and
 2. Repairs and maintenance of public art acquired with 1%-for-the-arts funds; and
 3. Other project-specific expenses of selection and acquisition; provided, that no part of the funds shall be used to pay administrative staffing expenses of the program.

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- G. Any unexpended 1%-for-the-arts funds which remain in the 1% for art in public places fund at the end of any budget year shall not be transferred to the general fund or otherwise lapse, but said unexpended funds shall be carried forward from year to year until expended for the purposes set forth in this section, unless otherwise directed by the city council.
- H. Annually, the arts council shall make recommendations to the city council that will reflect short and long range planning for art works and sites regarding the appropriation of 1%-for-the-arts funds. The recommendations will relate to but will not be limited by the following:
1. Art projects will be responsive to the developing public art needs of the community;
 2. Art projects will reflect the scope, scale and character of the site; and
 3. Art projects will be part of new parks and building developments. The arts council shall carry out all necessary tasks and procedures consistent with established arts policies for the selection, placement and conservation of art works.
- I. All works of art purchased and commissioned from the 1% for art in public places fund shall be the property of the city and shall become part of the city art collection. The city art collection shall be developed, administered and operated by the Mercer Island Arts Council.

(Ord. 13C-10 § 1; Ord. A-108 § 1, 1993. Formerly 4.40.970—4.40.977)



ARTS COUNCIL STAFF REPORT

Item (4)
January 18, 2023
Regular Business

AGENDA ITEM INFORMATION

TITLE:	Arts Council Events Update	<input checked="" type="checkbox"/> Discussion Only <input type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Receive the staff report and, if desired, give direction to the Events Committee	
STAFF:	Katie Herzog	
COUNCIL LIAISON:	Ted Weinberg	
EXHIBITS:		

SUMMARY

At the October 19, 2022 Arts Council meeting, the Events Committee recommended objectives to be included in the 2023 – 2024 Arts and Culture Work plan, pertaining to city-coordinated annual events, and key priorities and objectives to guide staff on ways to enhance future events.

2023 events include:

- Leap For Green Sustainability Fair, April 22
- Juneteenth Celebration, June 19
- Summer Celebration, July 15
- Mostly Music in the Park, July 20 – August 17 (Thursday evenings)
- Shakespeare in the Park, July/August
- Pumpkin Walk, TBD
- Illuminate MI: Tree Lighting and Firehouse Munch, December 1

The key objectives that were discussed and endorsed by the Arts Council to move forward to the Policy Committee were:

- Develop communication tools to easily share arts and culture events with the Mercer Island community.
- Gain partnerships to expand activities for people of all ages within existing community events through arts and culture.
- Work with event partners to engage in environmentally friendly efforts (event giveaways, promotional items).
- Create presence and exposure at events for the Arts Council to engage with the community.

Discussion tonight will highlight ideas on how the key objectives can be implemented into 2023 city-coordinated events. If supported, the direction will be given to the Events Committee to carry forward.

- Gain consensus on whether the Arts Council is inclined to have organized attendance and participation at city-coordinated events.
- Gain consensus from the Arts Council to work as a “referral group” to city staff for arts and culture connections, sponsorship opportunities, and enhancements to event elements.

Additionally, staff would like to solicit feedback from the Arts Council tonight to recruit artists to provide design proposals for a 2023 Summer Celebration t-shirt. With a consensus, staff will work with the Events Committee for assistance to develop criteria for an “artist call-out.” Staff would bring all submissions back the Events Committee, who would select no more than 5 submissions to bring to the full Arts Council to select a design to move forward with.

RECOMMENDED ACTION

Receive the staff report and, if desired, give direction to the Event Committee.



Events Update

Arts Council

January 18, 2023

Background

- At the October 19, 2022 Arts Council meeting, the Events Committee recommend the following objectives to be included in the 2023 – 2024 Arts and Culture workplan, pertaining to city-coordinated events:
 - Develop communication tools to easily share arts and culture events with the Mercer Island community.
 - Gain partnerships to expand activities for people of all ages within existing community events through arts and culture.
 - Work with event partners to engage in environmentally friendly efforts (event giveaways, promotional items).
 - Create presence and exposure at events for the Arts Council to engage with the community.



Discussion Tonight:

Gain consensus on whether the Arts Council is inclined to have organized attendance and participation at city-coordinated events.

2023 Events:

- Leap for Green Sustainability Fair, April 22
- Juneteenth Celebration, June 19
- Summer Celebration, July 15
- Mostly Music in the Park, July 20 – August 17 (Thursdays)
- Shakespeare in the Park, July/August TBD
- Pumpkin Walk, October TBD
- Illuminate MI: Tree Lighting & Firehouse Munch, December 1





Discussion Tonight:

Gain consensus from the Arts Council to work as a “referral group” to city staff for arts and culture connections, sponsorship opportunities, and enhancement to event elements.





Questions?



Call for Artists

Staff would like to solicit feedback from the Arts Council on a “call for Artists” to solicit design proposals for the 2023 Summer Celebration t-shirt!

- ❖ T-shirts would be sold as a Summer Celebration revenue source
- ❖ T-shirts would be the official staff/volunteer shirt for the event



Call for Artists

Staff recommendation:

The Events Committee assists in setting the criteria for the artist call-out with the following timeline:

- First week of February: Events Committee meets with staff to develop criteria to put forth a Call for Artists for design work
- Artist applications accepted February 15 – April 15
- Events Committee meets to review submissions late April
- If desired, the Events Committee would bring up to 5 submissions to the full Arts Council to select a design to move forward with. (*Special meeting in May would be scheduled)
- OR, if desired, the Arts Council turns the final design selection decision with the Events Committee



Questions?

Next Steps:

- Staff will set an Events Committee meeting for early
February





ARTS COUNCIL STAFF REPORT

Item 4
January 18, 2023
Regular Business

AGENDA ITEM INFORMATION

TITLE:	2023/2024 City Arts and Culture Workplan	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Endorse the 2023/2024 City Arts and Culture Workplan	

STAFF:	Eleanor Knight
COUNCIL LIAISON:	Councilmember Ted Weinberg
EXHIBITS:	1. 2023/2024 City Arts and Culture Workplan

SUMMARY

Background

At [the October 19, 2022 Regular Arts Council meeting](#), the 2023/2024 City Arts and Culture Workplan was discussed, with input from the Policy Subcommittee and Special Events Subcommittee. The priorities brought forward from these groups were synthesized during the meeting to establish the priorities for the Workplan and were endorsed in the October meeting. Following the next steps from the October meeting, staff developed objectives to meet the priorities for the 2023/2024 City Arts and Culture workplan.

Discussion

The proposed objective items are presented in Exhibit 1. Objectives were developed by staff based on upcoming projects, staff time, meeting priority goals, statement flexibility, and meeting the needs of the community. The objectives are written to be actionable and achievable for staff during 2023/2024.

An example of the endorsed priority with the staff objective would be as follows, with the item 1.1 statement being the objective statement:

Priority 1: Strengthen community awareness of and support for Mercer Island’s arts & culture ecosystem.

1.1 Develop communication tools to easily share arts and culture events with the Mercer Island community.

Tonight, staff is requesting that the Arts Council review the suggested objectives. The Council has the opportunity to provide feedback prior to the meeting, which will be presented by staff during the discussion so adjustments may be made. A motion then can be made by the Council to endorse the 2023/2024 City Arts and Culture Workplan after the discussion.

Next Steps

1. Staff will work to meet objectives through projects, events, and programs in 2023 and 2024.

RECOMMENDED ACTION

Receive the 2023/2024 City Arts and Culture Workplan, and move to endorse.

2023-2024 City Arts and Culture Workplan

Priority 1: Strengthen community awareness of and support for Mercer Island's arts & culture ecosystem.

- 1.1 Develop communication tools to easily share arts and culture events with the Mercer Island community.
- 1.2 Create presence and exposure at events for the Arts Council to engage with the community.
- 1.3 Maintain long term perspectives on sustainability for arts and culture events and programming.

Priority 2: Invite new dialogues and partnerships to support emerging arts and culture themes in the community.

- 2.1 Engage in partnerships to expand activities for people of all ages within existing community arts and culture events.
- 2.2 Work with event partners to engage in environmentally friendly efforts.
- 2.3 Foster communication between arts and culture providers to enrich the community.

Priority 3: Complete two major City arts and culture policy projects:

1. **Update the Comprehensive Arts & Culture Plan (appendix to the Citywide Comprehensive Plan)**
2. **Develop a Six-Year Spending Plan for the 1% for the Art in Public Places Fund**

Priority 4: Deliver high-quality arts and culture programming to the Mercer Island community.

- 4.1 Work with partners to bring ongoing, diverse programming to the community, including a wide range of cultural and artistic themes.

Arts Council

2023 Planning Schedule

Quarterly Meetings: 1/18; 4/19; 7/19 10/18



Updated: October 14, 2022

Meeting Date	Meeting Type	Agenda Item
18-Jan	Regular	2023/2024 City Arts & Culture Workplan Update
		2023 Events and Opportunities for AC Engagement
		Luther Burbank Docks Update
19-Apr	Regular	Update on Policy Development
		Update on Public Art Maintenance + Restoration
		6 Year Spending Plan for 1% Fund
June	Joint mtg w/ PRC	Aubrey Davis Trail Improvements
		2021 Year-End Review / 2022 Mid-Year Update
19-Jul	Regular	Potential Public Art/Project Donation
		Bylaws Review
		Planning Schedule and Subcommittee Update
September (TBD)	Special	Aubrey Davis Trail Safety Improvements 30% Design- Art Elements
		30% Design Luther Docks- update
		Establish Public Art Committee
18-Oct	Regular	2024 Planning schedule