



## Creative District Commission Agenda

September 4, 2019

1 – 3 p.m.

Meeting Room Junior  
Crested Butte Town Hall  
507 Maroon Avenue

**1:00 – Call to Order—Rothman**

**1:02 – Review Minutes and Running Budget—Rothman**

**1:10—Public Art—Woods/Tuck/Woolf**

- Sculptures Installation Update

**1:20—Programming & Partnerships—MacMillan/Taylor**

- Art & Law Workshop update and volunteer confirmation

**1:30—Transition Planning—Yemma/MacMillan**

- Transition Planning continued discussion
  - o Commissioner commitments & appointment process timeline
  - o Review of Public Art Commission draft ordinance
  - o Discussion of short-term priorities and mission for Creative District
  - o Transition Logistics
    - Staff roles
    - Structure on minutes, agenda packets, etc.
    - Branding
    - Website
    - Budget/Fundraising

**2:20—Fall 2019 Projects—Yemma**

- Comprehensive Plan Graphics Project
  - o Discussion and decision on proceeding with this project
    - Budget allocation
    - Review of draft RFQ
    - Set project timeline

**2:50—Future Meetings**

- Establish upcoming transition plan timeline and meeting dates

**2:55—Other Business**

**3:00 – Adjourn**



## Creative District Commission Minutes

August 19, 2019

9 – 11 a.m.

Meeting Room Junior  
Crested Butte Town Hall  
507 Maroon Avenue

### 9:00 – Call to Order—Rothman

Emily called the meeting to order at 9:04 a.m.

Present: Harry Woods, Nancy Woolf, Emily Rothman, Jeff Taylor, Mary Tuck, Brooke MacMillan

Mel Yemma, Michael Yerman, Ed Schmidt (in lieu of Jenny Birnie)

Emily introduced Ed Schmidt, he's the development director at the Center for the Arts (Center) and will soon be the interim Executive Director at the Center as Jenny is moving on in September.

### 9:02 – Review Minutes, Running Budget and Future Commission Meeting Dates—Rothman

- Harry made a motion to approve the minutes, Nancy seconded. All in favor, motion passed.
- Confirm upcoming Commission and subcommittee dates:
  - o Full Commission: September 4, 2019
  - o August/September Subcommittee Meetings:
    - o Public Art: September TBD
    - o Programming & Partnerships: September TBD
    - o Transition Planning: September TBD
- Harry gave an update on Nicholas Reti's donor wall installation. Everything is ready to go, but he hasn't been able to install it yet due to the construction delays.
  - o Emily asked if the Commission funded the donor wall. Harry clarified that we did not but we helped with the RFP. Brooke indicated that the donor wall funding was donated by a private donor to the Center.
- Ed asked about public art for the parking lot wall in the CFTA. The Center has a donor to fund that wall.
  - o The new Public Art Commission will put together the RFP when the time comes. The Public Art Commission will continue discussions with the Center about the best timing and public art medium.
  - o Michael said we probably can't do a mural but can be creative with other ideas. Harry said we need to be able to define what art is without running into problems with BOZAR. Ed clarified it's to be a commissioned piece of art, not necessarily a mural. Michael clarified that BOZAR does not have a say over public art. Brooke thinks traditional murals are getting a bad reputation and we should be more inclusive.
  - o Everyone agrees that it would be more realistic to put out the RFP this winter and install it next year. This will be a great project for the new Public Art Commission.
- 2019 Running Budget: Emily asked where the Town Park destination sign budget was. Mel clarified it was part of the CCI grant budget on the 2<sup>nd</sup> page.
  - o Emily asked some other budget questions regarding the funding we spent on the FAM trip and decals. Mel said the FAM trip is still coming up but the Tourism Association might cover all of the costs.

- Brooke will pass out the remaining decals later this week.
- Mary made a motion to approve the 2019 running budget, Nancy seconded. All in favor, motion passed.

### 9:10—Public Art—Woods/Tuck/Woolf

- Town Park Public Art Project Update
  - Temporary Sculptures Installation Decision
    - Mel explained the current situation with the sculpture garden and explained the decision that needs to be made regarding the temporary sculptures: install them for September/October and then install them again next year, or just wait until next year.
    - The Dragonfly will definitely be installed on August 29<sup>th</sup> and Mel is coordinating with the CBCS film club to get some footage of the installation.
    - Ed mentioned which Roz Cooke sculpture they decided on. Mel asked Ed to send her the information on the sculpture for the plaque.
    - The playground will be definitely open by mid-September, construction fencing will go down September 13<sup>th</sup> or 20<sup>th</sup>.
    - Harry saw the concrete bases, he thinks the sculpture base for the dragonfly is too close to the building. Michael explained the reasoning: it will be more protected from the snow by being under the deck, far enough from the utility line, and in a place where the electrical wiring would work. Mel and Michael have been in touch with Amie on the specs for the base.
    - The Commission reviewed the location and timeline and discussed the pros and cons of delaying or installing them now.
    - Emily clarified on the budget for next year. Michael said this is part of the budget conversation that will occur later on the agenda, staff is recommending to save \$5,000 for the Public Art Commission to host the artists again next year (with \$1500 stipend again for next year + a funding buffer).
    - Emily made a motion to install temporary sculptures as soon as possible in September through October, plus for the summer of 2019 (by allocating \$5,000 to cover this cost), Mary seconded. All in favor, motion passed.
  - Artists Reception Discussion
    - Mel suggested waiting until next year for the artists' reception. Mel suggested this fall be a "soft opening" of the sculpture garden with some press and media and next summer will be more of an official celebration. Everyone on the Commission agreed.
    - Jeff asked about the fate of the Pepsi Horse.
      - It hasn't been decided yet.
- Public Art Catalog Update
  - Mel presented the catalog to the Commission. Everyone was very excited about the public art catalog and how it turned out. Mel will start promoting it through the Creative District channels and with a press release to the paper.
- Safe Routes to School Crosswalks
  - Materials Budget Request
    - Mel explained the background on the crosswalks. The Town didn't have the budget to provide this opportunity again this year but Sooner McKay approached the Town and offered to do it if the Creative District could cover the cost of materials.
    - Emily made a motion to allocate \$1,000 to Sooner to paint the three crosswalks including labor and supplies, Brooke seconded. All in favor, motion passed.
  - Design Review and Selection
    - The commission chose: (1) The Wiener Wagon (adjusted so there is no paint in the white crossbars)
    - Soul Train
    - Mr. Roboto
    - Backup: Sloth Family
  - Mel will coordinate with Sooner and Public Works to get these painted ASAP as school is starting next week.

## 9:50—Programming & Partnerships—MacMillan/Taylor

- Art & Law Workshop Update
  - o Brooke gave an update on the location. The workshop will be at the Depot with a cocktail hour at the Center for the Arts.
  - o Jeff asked Commissioners to spread the word to lawyers to attend. Commissioners should also spread the word to working creatives and artists.
  - o Jeff will reserve 15 registration spots for the student arts league.
  - o Mel explained the cost breakdowns and who is responsible for what. CCI/CBCA is covering most of the costs, the Creative District is covering marketing and the happy hour. The Creative District already allocated \$1,000 for this event.
  - o There will be entertainment at the event: The CB Improv Troupe during lunch and Rachel Van Slyke during the happy hour.
  - o Jeff said the Art History of the Gunnison Valley is moving into the Quigley Gallery is also on September 6<sup>th</sup> (also Gunnison's first Friday). Mel will share the information with our networks.
  - o Brooke will be at the workshop, Mary will help Brooke and stay for the sessions.
  - o Ed asked if we could be flexible and move it back to the Center if it's possible/the building is ready. Everyone agreed to do so.
- Colorado Creative Corridor Partnership Update
  - o Mel, Jeff and Brooke gave an update on the corridor. The Tourism Association committed funding \$5,000 again, Brooke will manage the project going forward next year. The focus on next year is to create video assets and a toolkit for regional marketing partnerships.

## 10:00—Transition Planning—Yemma/Birnie/MacMillan

- ***Creative District Commission & Public Art Commission***
  - o Appointment/Transition Process
    - Mel asked for a feel for who wanted to be involved in which Commission (or both or neither) after the re-structuring.
    - Michael clarified that the Public Art Commission will be more formal, meeting in the Council Chambers, about 4 times per year. Mel said the meetings will be similar to the public art selection meetings that occurred for the sculpture garden and Mallardi theatre.
    - Mel suggested that the Commissioners wanting to stay on the Public Art Commission would form a selection committee along with the Town Council liaison to select the remaining seats (after an application period).
    - Public Art Commission: Brooke, Harry, Jeff, Nancy, Mary
    - Creative District Commission: Brooke, Emily, Jeff, Mary (Harry, Nancy—informal on subcommittees or to help with transition)
    - Everyone will think about their commitments and confirm at the September meeting.
    - Mary asked about recruiting new commissioners. This will happen later this year for the Public Art Commission (and January for the Creative District Commission)
    - Ed wanted to clarify if Brooke's position is part of the Center for the Arts and if other employees or board members are part of the Commission. Brooke clarified that she's an employee of the Center. Ed suggested Brooke as an employee is also the chairperson of the Commission.
  - o Priority Focuses
    - Marketing, Professional Development, Education, Advocacy
    - Brooke will bring some other ideas to the table in September and encouraged everyone to think about this.
    - This is an opportunity to re-think the mission of the Creative District
    - The Commissioners will look into how to partner or incorporate the Arts Alliance into this going forward.
  - o Logistics
    - List logistics to discuss at September meeting:
      - Staff administrative work
      - Structure on minutes, staff reports, etc.
      - Branding

- Website
- Budget/Fundraising
- Brooke's position will start November 1. The Public Art Commission will start November 1.
- The Commission will discuss these topics more during the September meeting.

#### **10:40—Fall 2019 Projects—Yemma**

- 2019 Remaining Projects/Budget Discussion
  - The Commission agreed that \$5,000 will go towards the Public Art Commission for next year. \$1,000 will go towards the safe routes to school crosswalks for 2019.
  - Brooke asked to see funding go towards more youth education for this year.
    - Mel explained the issues with funding the school programs from the Town's budget. Michael agreed that the Town already committed to only funding youth education through the past school year and cannot provide funding for this going forward. He suggested that the new Creative District will really need to brainstorm and work on a fundraising strategy to maintain the art mentorship program and enrichment programs.
    - Harry clarified that the art mentorship program has been a match with the Center for the Arts and they should continue to leverage that funding with donors who are especially interested in youth education. Harry said he's really seen the success with the art mentorship program. Mel added that there are a lot of grant opportunities for youth education where the Center's 50% match could be leveraged.
  - Michael explained his graphics idea for the Town's comprehensive plan and how it could be a fundraising potential for the new Creative District. Michael compared it to the photo contest for the One Valley Prosperity Project, but these would be very unique, one-of-a-kind Crested Butte artistic graphics.
    - Brooke said the Creative District could then market and merchandise the piece as a fundraising tool.
    - Jeff said a typical commission on a piece of art is between 20%-50%
    - We could team up with the Center to do a showing at the gallery to possibly sell the piece next year
      - Mel suggested there could be an element with students involved for this
    - Michael asked for everyone to think about the appropriate budget (he envisioned \$5,000-\$6,000) and if they want to do this.
    - Emily asked about the timeline, Michael said by the end of the year would be great.
    - Michael suggested 3 graphics with different mediums.
    - The Town would be buying the rights to the image (and the Creative District could have the rights too), there will be a contract
    - This should be a Crested Butte artist
    - It could be an already created work
    - Harry suggested tabling the rest of the discussion until the 4<sup>th</sup> to make a decision.
      - Mel will come with a draft RFQ to review and refine at the September meeting if the Commission decides to go forward with this project.

#### **10:55 – Adjourn**

2019 Crested Butte Creative District RUNNING Budget

Updated 8/28/19

APPROVED BUDGET	BUDGETED	ALLOCATED	EXPENDED	DESCRIPTION
<b>TRAINING</b>				
CCI Summit	\$ 1,500	\$ 455		
			\$ 107	CCI Summit Registration
			\$ 400	Woodland Park Motel--3 rooms
			\$ 420	Gas reimbursements + travel costs--
			\$ 118	Commissioners
				travel costs + gas--staff
Retreat	\$ 500			
			\$ 100	Amy-Per Diem
			\$ 188	Amy-Hotel
			\$ 35	Snacks-Clarks
			\$ 158	Lunch-Ryce
<b>TRAINING</b>				
Legal Notices	\$ 300			
			\$ 193	donor wall-gunnison times
			\$ 29	public art catalog--CB news
			\$ 52	public art catalog--Gunnison Times
<b>MARKETING</b>				
Radio	\$ 1,242		\$ 1,242	KBUT underwriting
Video	\$ 1,000	\$ 400	\$ 400	50% payment--CBCS video club
Directory Rebuild	\$ 1,240		\$ 1,240	final payment to Petar Dopchev
Website Maintenance	\$ 20		\$ 20	Website--domain renewal
Creative Corridor FAM Trip	\$ 750	\$ 750		
Arts Festival Program Ad	\$ 250	\$ 28	\$ 72	keitha--ad design
			\$ 150	arts festival ad
Chalk Walk Sponsorship	\$ 500		\$ 500	2019 chalk walk sponsorship
Decals/Stickers	\$ 400	\$ 209	\$ 191	decals and stickers from stickermule
<b>YOUTH EDUCATION</b>				
Katie Gallagher Award	\$ 268		\$ 268	Katie Gallagher--Full grant
Cassie Bunting Award	\$ 963		\$ 963	Cassie Bunting--Full grant
Brynn O'Connell Award	\$ 350		\$ 350	Brynn O'Connell--50% up front
<b>PROFESSIONAL DEVELOPMENT</b>				
Bio and Headshot Program	\$ 850			
			\$ 350	Molly Murphy-bio workshop
			\$ 500	Lydia Stern--photo workshop
Off-Season Prof Dev Series	\$ 500	\$ 200		
			\$ 100	Poster--Ro Sham Bo
			\$ 100	Speaker 1--Holly Harmon
			\$ 100	Speaker 3--Region 10
Art & Law Workshop	\$ 1,000			Cover costs for marketing, venue rental, etc.
			\$ 207	paid advertisements
		\$ 300		happy hour + entertainment
<b>PUBLIC ART</b>				
Sculpture Garden/CCI Matching Grant Funds	\$ 5,000		\$ 5,000	See attached/separate CCI budget
Public Art Catalog	\$ 2,500		\$ 2,500	Karen Janssen--project manager
Public Art Catalog--Photos	\$ 1,000		\$ 1,000	Xavi Fane--photos for catalog
Safe Route to School Crosswalks	\$ 1,000		\$ 1,000	Safe route to school crosswalks--sooner mckay
Public Art Commission/2020 Sculpture Garden	\$ 5,000	\$ 5,000		
<b>EVENTS</b>				
Public Meetings	\$ 1,000			
			\$ 229	public art meeting--pizza
			\$ 45	public art meeting--sustainable CB-plates and silverware
			\$ 17	public art meeting--drinks
			\$ 45	public art meeting--sustainable CB-plates and silverware
			\$ 11	transition meeting--drinks
			\$ 190	transition meeting--pizza
			\$ 22	snacks--sculptures selection meeting
<b>SUBTOTAL</b>	<b>\$27,133</b>	<b>\$ 6,887.00</b>	<b>\$ 18,611.89</b>	
General Funds Remaining		\$ 1,634.11		
Budget - Expenses		\$ 8,521.11		
Budget - Allocations - Expenses		\$ 1,634.11		

REMAINING 2019 BUDGET	BUDGETED	ALLOCATED	EXPENDED	DESCRIPTION
<b>OTHER PROPOSED PROJECTS</b>				
Events				Chamber business after hours in October (there is still \$463 leftover from public meetings (above))
Commissioned Graphics for Comprehensive Plan				\$5,000 or \$6,000?
<b>SUBTOTAL</b>	<b>\$6,547</b>	<b>\$ -</b>	<b>\$ -</b>	
Funds Remaining		\$ 6,547.00		
Budget - Expenses		\$ 6,547.00		
Budget - Allocations - Expenses		\$ 6,547.00		

## 2019 CCI Grant--Town Park Project Budget

Updated 8/28/19

GENERAL	BUDGETED	ALLOCATED	EXPENDED	DESCRIPTION
<b>SCULPTURE GARDEN</b>				
Sculpture Base Engineering	\$ 1,000.00			
Sculptures Bases Concrete and Installation	\$ 3,000.00			
Permanent Sculpture	\$ 10,000.00	\$4,500.00	\$4,500.00	Amie Jacobsen
Temporary Sculpture 1	\$ 1,500.00	\$750.00	\$750	Neil Windsor
Temporary Sculpture 2	\$ 1,500.00	\$ 750.00	\$750	Kate Davis
<b>DESTINATION SIGN</b>				
Town Park Destination Sign	\$ 1,500.00		\$1,462	Sarah Schmidt
<b>MARKETING</b>				
CAFÉ Call for Entry	\$ 525.00		525	CAFÉ call for entry--4/5/19
Professional Photos	\$ 250.00			
Opening Reception	\$ 250.00			
Sculpture Plaques	\$ 250.00		\$99.00	Sculpture Plaues
Other contingency costs	\$ 225.00			
<b>SUBTOTAL</b>	<b>\$ 20,000.00</b>	<b>\$ -</b>	<b>\$ 8,086.00</b>	

General Funds Remaining	\$ 11,914.00
Budget - Expenses	\$ 11,914.00
Budget - Allocations - Expenses	\$ 11,914.00



## Staff Report

August 19, 2019

**To:** Crested Butte Creative District Commission

**From:** Mel Yemma, Open Space/Creative District Coordinator

**Subject:** **Staff Updates/Subcommittee Reports—August 2019**

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The following staff report contains supporting information for each agenda item listed for the September 4, 2019 Creative District Commission meeting.

### **Public Art:**

**Sculpture Garden:** The dragonfly sculpture installation occurred on August 29<sup>th</sup>. I will have more specific details on the installation dates of the two temporary sculptures by the time of the Commission meeting, but the goal is to have them installed prior to the grand opening of the Mary Yelenick Playground, which is on Friday, September 20<sup>th</sup> at 4pm.



**Other Updates: *Safe Routes to School Crosswalks:*** Sooner McKay completed all of the three crosswalks on the Safe Route to School, feel free to go check them out!

***Public Art Catalog:*** The public art catalog was featured on the front page of the CB News, check out the article here: <http://crestedbuttenews.com/2019/08/cb-creative-district-launches-online-public-art-catalog/>

### **Programming and Partnerships:**

**Art & Law Workshop update:** Art & Law is coming up next Friday, September 6<sup>th</sup> at the Depot. Please continue to help spread the word and please let us know at the meeting if you would like to volunteer for a portion of this event (set up, breakdown, etc.).

*Event Information Link:* <http://www.cbcreativedistrict.org/art-law-crested-butte/>

### **Transition Planning:**

At the August Commission meeting, the Commission began delving more into transition planning for the Creative District restructuring and below are the outstanding items that will be discussed at the September meeting:

**Commissioner future commitments and appointment process timeline:** At the September meeting, each Commissioner will need to confirm whether or not they will continue to be on the Public Art Commission, Creative District Commission, both, or neither going forward.

Based on the number of remaining seats on each Commission, the Commission can then set a timeline for the appointment processes, which will include an application and interview period. Based on the current timeline, the Public Arts Commission will start November 1<sup>st</sup>, which is also when Brooke's new position at the Center for the Arts will begin. It is suggested that the appointment process for the Public Art Commission occurs in October.

**Review of Public Art Commission draft ordinance:** The ordinance that will establish a new Public Art Commission and dissolve the current Creative District Commission will be on the September 16<sup>th</sup> Town Council agenda for its first reading. It will then have a public hearing (and official approval) at the October 7<sup>th</sup> Town Council meeting. **Attached** is the draft of the ordinance, which was written based on the Public Art Commission guidelines that the Commission established and approved earlier this summer. During the September Commission meeting, the Commission will have an opportunity to review and provide feedback on the draft ordinance.

**Discussion of short-term priorities and mission for Creative District:** At the August Commission meeting, the Commission started brainstorming priority projects for the Creative District Commission, as well as who should or could be involved with the Creative District. This agenda item will be a continuation of that discussion to help plan ahead for the Creative District and how this will play a factor the Center for the Arts' budgeting process and fundraising/grant opportunity needs.

**Transition Logistics:** The Commission listed out the following logistical items to discuss in further detail at the September meeting: staff roles, structure on minutes/agenda packets, branding, website, budget/fundraising. While many of these items will take time to work through during this transition, the purpose of this agenda item is to discuss ideas and a path forward for the transition. The Commission will also need to establish a timeline, which could encompass subcommittee meetings or focus groups for particular logistics.

### **Fall 2019 Projects:**

**Comprehensive Plan Graphics:** At the August Commission meeting, the Commission discussed allocating \$5,000-\$6,000 to provide an opportunity for local artists to create unique graphics for the Town's new comprehensive plan, which will be created in 2020. The graphics could also then be a fundraising tool for the new Creative District, as the Creative District could retain a commission on the sale of the graphics.

During the September Commission meeting, the Commission will need to decide whether or not to proceed with the project. If you chose to proceed, the Commission will need to:

- (1) Discuss and make a decision on the Budget allocation
- (2) Review and provide feedback and edits to the Draft Request for Qualifications (RFQ) **(attached)**
- (3) Set a timeline for this project (which will also be included in the RFQ)

**ORDINANCE NO. \_\_\_\_**

**SERIES 2019**

**AN ORDINANCE OF THE CRESTED BUTTE TOWN COUNCIL REPEALING AND REPLACING CHAPTER 2, ARTICLE 8 OF THE CRESTED BUTTE MUNICIPAL CODE TO ESTABLISH A PUBLIC ART COMMISSION IN REPLACEMENT OF THE CREATIVE DISTRICT COMMISSION AND THE REQUIREMENTS RELATED THERETO**

WHEREAS, the Town of Crested Butte, Colorado (the "**Town**") is a home rule municipality duly and regularly organized and validly existing as a body corporate and politic under and by virtue of the Constitution and laws of the State of Colorado; and

WHEREAS, the Creative District Commission, in partnership with various arts organizations in Crested Butte and the surrounding communities, has carried out much of the strategic plan of the original Creative District; and

WHEREAS, the Creative District is recommending to the Town Council restructuring of the current Creative District into a partnership between the Town of Crested Butte and Center for the Arts, whereby the Town will administer a Public Art Commission in replacement of the Creative District Commission; and

WHEREAS, the Town Council, after receiving multiple presentations from Town Staff and the Creative District Commission, has determined that dissolving the Creative District Commission and creating a new Public Art Commission will result in an operational structure that leads to long-term sustainability of the Creative District by setting it up for success in better achieving its mission and supporting the Crested Butte creative community; and

WHEREAS, the Town Council adopted Resolution 38, Series 2019, an Arts in Public Places Policy with the understanding that a Public Art Commission will be necessary to maintain, implement, and make recommendations on this policy; and

WHEREAS, the Town Council has determined that a Public Art Commission, in addition to providing appropriate guidelines for the placement of works of art within Crested Butte, will foster the development of public arts and culture in town that will mutually benefit the business and cultural environment of Crested Butte and the surrounding communities;

WHEREAS, The Town Council finds a Public Arts Commission is in the best interest of the health, safety and general welfare of the residents and visitors of Crested Butte, thus necessitating the adoption of this ordinance to establish a Public Art Commission.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF CRESTED BUTTE, COLORADO, THAT,

**Section 1. Repealing and Replacing Article 8 to Chapter 2 of the Code.** Article 8 in Chapter 2 of the Crested Butte Municipal Code, shall be repealed and replaced to read as follows:

## "ARTICLE 8

### Public Art Commission

#### **Sec. 2-8-10. Creation.**

There is hereby established pursuant to C.R.S. §24-48.5-314, a Crested Butte Creative District (CBCD) and corresponding CBCD creative district commission, known as the “CBCD Commission.” The “CBCD Commission” is hereby dissolved and restructured as the Public Art Commission for the Town. The Public Art Commission shall make recommendations to the Town Council on the administration of the Town of Crested Butte’s Arts in Public Places Policy as adopted by Resolution 38, Series 2017.

#### **Sec. 2-8-20. Public Art Commission**

The Public Art Commission members shall be appointed by the Town Council.

#### **Sec. 2-8-30. Purpose.**

The Public Art Commission is shall undertake the following tasks and responsibilities:

- (1) To maintain, implement and update the Arts in Public Places Policy (AIPP) for the Town of Crested Butte;
- (2) To recommend Public Art projects of two percent (2%) of the total project cost of capital improvement projects located within the Creative District Boundary or Town Parks to the Town Council;
- (3) To recommend placement and approval of public art donations to the Town of Crested Butte;
- (4) To recommend implementation of public art maintenance or de-commissioning of public art;
- (5) To recommend new, permanent, or temporary public art proposals located on Town Property to the Town Council; and
- (6) To solicit ideas and feedback from the community on public art and/or creative placemaking.

#### **Sec. 2-8-40. Members and terms.**

- (1) The Town Council shall appoint the members of the Public Art Commission. The Public Art Commission shall be comprised of seven (7) members and one Town Council member.
- (2) A Town Council member shall serve as an ex officio member and shall be the Town's liaison to the Public Art Commission. The Public Art Commission shall also be comprised of at least one (1) member representing the Creative District, as part of the Center for the Arts. Six (6) members shall represent the community at large, but shall have an active interest in public art, preserving the sense of place of Crested Butte's public spaces, and in the mission of the Creative District. Past experience with art jurying is beneficial for the Commissioners responsibilities. The Commission shall strive to represent a diversity of community interests including citizens representing the business community. The final member shall be the Town Manager or their designee and shall not have voting power. The Town Council member shall only vote in the event of a tie.
- (3) Members shall serve without compensation, except for those expenses incurred in connection with the work of the Public Art Commission as approved by the Town Manager or their designee.
- (4) Terms of the members shall be two (2) years and shall be staggered so that that the initial terms of three (3) members shall expire on January 1, 2021 and the initial terms of four (4) members shall expire on January 1, 2022, provided that the initial appointment occurs in 2020 (1<sup>st</sup> year of operation). In the event of death, resignation or removal of any member, his or her successor shall be appointed for the duration of the unexpired term.

**Sec. 2-12-50. Officers.**

- (1) Chairperson - The Public Art Commission shall select one of its members to serve as chairperson each year. The chairperson shall preside at meetings of the Commission, arrange for production and presentation of an annual report to the Town Council and meet with the Staff liaison concerning the implementation of the Arts in Public Places.
- (2) Vice Chairperson - The Commission shall select one of its members as vice-chairperson who shall assume the duties of the chairperson in his or her absence.
- (3) Secretary - The Town staff liaison shall serve as secretary who shall keep the minutes of Commission meetings and make the same available for public inspection at Town Hall.

**Sec. 2-8-60. Meetings and voting.**

- (1) The Public Art Commission shall meet at least four (4) times per year and may meet more often upon request of the chairperson or a majority of the members

or as provided in the Commission's rules of procedure.

- (2) Notice of each meeting of the Public Art Commission shall be given no less than five (5) days prior to the date of the meeting to each member, either personally, by mail or E- mail. The Town Clerk shall post notice of all meetings in a similar manner as posting Town Council meetings.
- (3) Meetings shall be held at Town Hall, unless the subject of the meeting demands a different venue, in which case notice of the meeting shall contain such alternate location.
- (4) A majority of the members of record shall constitute a quorum. In the absence of a quorum at any meeting, the members may adjourn the meeting to a date certain up to thirty (30) days without further notice. The members present at a duly constituted meeting may continue to transact business until adjournment, notwithstanding the withdrawal of enough members yielding less than a quorum.
- (5) Each member shall be entitled to vote, except for the Town Staff liaison or Council member unless voting in the event of a tie. When a quorum is present at any meeting, the affirmative vote of a majority of those present shall decide any question brought before such the members.
- (6) The Public Art Commission shall adopt its own rules of procedure not inconsistent with the provisions of this Article.
- (7) Meetings and records of the CBCD Commission are governed by the Colorado Open Records Act and the Colorado Open Meetings Act.

**Sec. 2-8-70. Committees.**

The Public Art Commission is authorized to establish and appoint members to committees, including task forces and special projects, as deemed necessary or appropriate, and shall prescribe the duties, functions and duration of each.

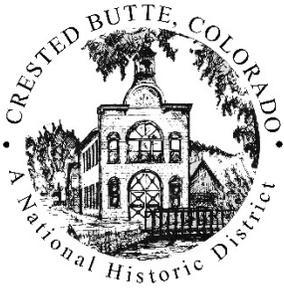
**Sec. 2-8-80. Record of proceedings.**

Public Art Commission meetings shall have action minutes taken on all voting decisions of the members that shall be available for public inspection at the Town Clerk's office. All recommendations to the Town Council shall be in writing and shall be placed on the next available Town Council meeting agenda for the Town Council's consideration. All necessary agreements, leases, reports or other documentation needed to carry out a recommendation by the Public Art Commission for action by the Town Council shall be prepared by the Town Staff liaison and reviewed and approved by the Town Attorney prior to being placed on a Town Council meeting agenda.

**Section 2.** **Severability.** If any section, sentence, clause, phrase, word or other provision of this ordinance is for any reason held to be unconstitutional or otherwise invalid, such holding shall not affect the validity of the remaining sections, sentences, clauses, phrases, words or other provisions of this ordinance, or the validity of this ordinance as an entirety, it being the legislative intent that this ordinance shall stand notwithstanding the invalidity of any section, sentence, clause, phrase, word or other provision.

**Section 3.** **Savings Clause.** Except as amended hereby, the Crested Butte Municipal Code, as amended, shall remain valid and in full force and effect. Any provision thereof that is in conflict with this ordinance is hereby repealed as of the enforcement date hereof.

DRAFT



# Town of Crested Butte

P.O. Box 39 • Crested Butte, Colorado 81224 • (970)  
349-5338

*-A National Historic District-*

[www.townofcrestedbutte.com](http://www.townofcrestedbutte.com)



## Request for Qualifications (RFQ) Artistic Graphics for Crested Butte Community Compass (Comprehensive Plan)

**RFP Sent: September 6, 2019**

**Proposals Due: 5 PM MDT, October 18, 2019**

### Project Overview

The Town of Crested Butte (Town), in partnership with the Crested Butte Creative District (Creative District), is issuing a request for qualifications (RFQ) for artists or graphic designers to create unique, one-of-a-kind graphics in a variety of mediums for the Crested Butte Community Compass, which will be the Town's new Comprehensive Plan, to be created in 2020. This Community Compass will be a guiding document for the Town's Policies over the next 10-20 years and the featured artists work will live on to serve as visual reminder to the Town's residents on our values and goals for the future.

The Community Compass will be a guiding document for the Town that will provide the community with a set of clearly re-focused public aspirations and expectations for the future of Crested Butte. These public guideposts will form the foundation upon which responsible, enduring decisions can be made in correlation to establishing a "level of acceptable change" whereby the natural environment does not deteriorate, the resident community is not adversely affected and the quality of the visitor experience does not decline. The Community Compass will be created through a publicly-driven process and the document itself will be a concise document that will be readable and referenced into the future on goals and strategies covering many topics including:

- Natural Environment
- Historic District/Built Environment
- Infrastructure/Utilities
- Resident Housing
- Arts & Culture
- Social/Special Events
- Regional Considerations
- Land Use/Zoning
- Transportation/Parking
- Recreation/Parks/Open Space
- Economic Development/Tourism
- Public Health and Safety



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The Town and Creative District are seeking qualified local artists to create unique, artistic graphics in a variety of mediums to be featured in the plan that are representative of the community of Crested Butte. The Town is especially interested in featuring four different mediums of art that each represent a different season (Fall, Winter, Spring, Summer). Each selected artist will receive a \$1,250 stipend to create the image. The Town and Creative District will retain the rights to use the image within the Compass and for other Town or Creative District projects. The artist will retain the physical medium and the rights to sell the artwork or graphic. However, a 25% commission in the event of sale of the artwork will go to the Creative District and will support programming or future projects including but not limited to their youth arts education fund or local arts education programs.

## Project Requirements

1. The Town is seeking four different graphics in four different mediums. Each artist may only apply to create one graphic representing either Fall, Winter, Spring, Summer. The Town and Creative District are seeking local, Gunnison Valley artist candidates to create a one-of-a-kind graphic that is inspired by Crested Butte.
2. Selected artists will be notified by November 4, 2019. The artists will then be required to complete the graphic by January 31, 2020.
3. The final graphic shall be submitted to the Town as a digital, high resolution image and PDF.
4. Selected artists will be responsible for attending a minimum of one Community Compass meetings to present their work. The artist will also need to provide a brief narrative to explain how their imagine represents the Community and any additional special meanings of the work Town staff will coordinate with the artists on their attendance at the required meeting. Additional participation in the Community Compass Plan creation is highly encouraged but no additional compensation will be granted.
5. The artwork must be available for up to a one month gallery showing at the Center for the Arts in 2020. This will also serve as an opportunity for the artists to sell their work if desired.

## **Budget**

Each selected artist will receive a \$1,250 stipend to create the graphic, and the Town and Creative District will retain the rights to use the image. The artist will retain the ability to sell the artwork or graphic, and in the event of a sale, the Creative District will retain a 25% commission on the artwork.

## **Timeline**

September 6, 2019	Request for Qualifications Posted
October 18, 2019	Submission Deadline to the Town of Crested Butte
October 21-31, 2019	Application Review by pre-selection committee
October 31, 2019	Finalists Notified
November 6, 2019	Finalists interviewed by Public Art Commission, Selection Occurs
November 18, 2019	Project Begins
December 15, 2019	Draft Concept submitted to the Town and Creative District
January 31, 2019	Final Graphic submitted to the Town and Creative District

*\* Dates subject to change at the request of the Town and/or Creative District*

## **Proposals**

Interested individuals should submit a proposal with the following information:

1. Cover letter. Cover letter should include: which season(s) you would like to create a graphic for, which medium you propose to utilize, background information on your past artistic experience and personal connection to Crested Butte, and an overview on a proposed concept and where you will draw your inspiration from for this graphic.
2. A portfolio of 3-5 relevant pieces of artwork that will relate to this project.
3. Additional information may be provided to expand on relevance of the artwork to the Town of Crested Butte.
4. Statement from the artist on the ability to create the artwork on schedule, within the budget and explanation on how the work will be digitalized for use by the Town and Creative District.

## **Selection**

Proposals will be evaluated and selected by the Town/Creative District Public Art Commission. Selection date is tentative but will occur by November 6, 2019. The selected applicants will need

to supply their W-9 tax information to the Town of Crested Butte and enter into a contract with the Town.

Proposals will be evaluated on the following criteria:

1. Project feasibility: Does the project have a high likelihood of being completed as proposed?
2. Applicant's concept and inspiration idea
3. Applicant's experience with Crested Butte and inspiration for the graphic
4. Applicant's past experience

### **Submission**

All proposals must be received no later than 5 pm on October 18, 2019. Proposals may be submitted via mail, email, or in-person to:

#### **Mel Yemma**

Open Space/Creative District Coordinator

Town of Crested Butte

PO Box 39 (mail)

507 Maroon Avenue (in-person)

Crested Butte, CO 81224

(970) 349-5338

[melyemma@crestedbutte-co.gov](mailto:melyemma@crestedbutte-co.gov)