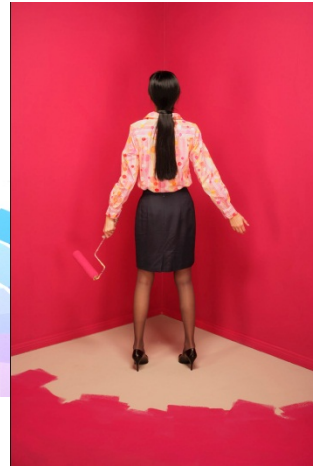
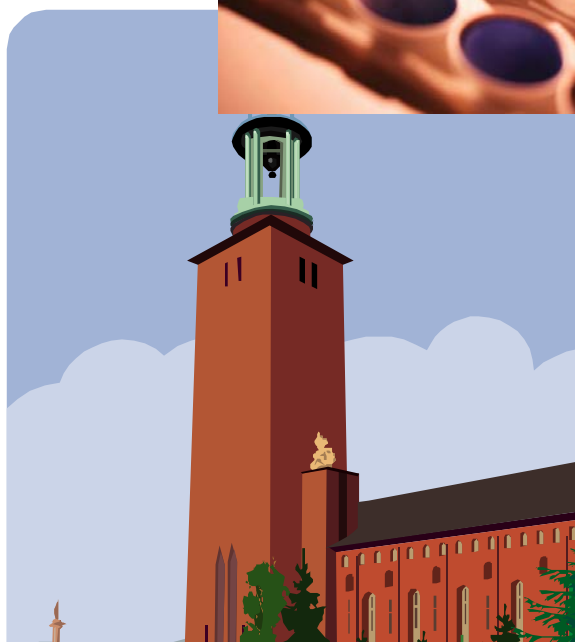


Public Restrooms Project 1% for the Arts Selection Committee



December 27, 2012
Thursday
Regular Meeting
5:00 P.M.



Cowles Council Chambers
City Hall
491 E. Pioneer Avenue
Homer, Alaska



**NOTICE OF MEETING
REGULAR MEETING AGENDA**

- 1. CALL TO ORDER**
- 2. APPROVAL OF THE AGENDA**
- 3. PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA**
- 4. RECONSIDERATION**
- 5. APPROVAL OF THE MINUTES** *(Minutes are approved during Regular Meetings only)*
 - A. Meeting Minutes for December 13, 2012
- 6. VISITORS**
- 7. STAFF & COUNCIL/COMMITTEE REPORTS/ AND BOROUGH REPORTS**
- 8. PUBLIC HEARING**
- 9. PENDING BUSINESS**
 - A. Request for Executive Session Re: Review, Evaluation and Recommendation of Submitted Proposals
- 10. NEW BUSINESS**
- 11. INFORMATIONAL MATERIAL**
- 12. COMMENTS OF THE AUDIENCE**
- 13. COMMENTS OF THE CITY STAFF**
- 14. COMMENTS OF THE COUNCILMEMBER** *(If one is assigned)*
- 15. COMMENTS OF THE CHAIR**
- 16. COMMENTS OF THE BOARD**
- 17. ADJOURNMENT/NEXT REGULAR MEETING IS SCHEDULED FOR,** at 1:00 P.M. in the Council Chambers at City Hall located at 491 E. Pioneer Avenue, Homer, Alaska.

Session 12-02 A Regular Meeting of the Art Selection Committee for Public Restrooms was called to order at 1:15 pm on December 13, 2012 by Chair Michele Miller at City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: MICHELE MILLER, PUBLIC ARTS COMMITTEE; ANGIE OTTESON, PARKS MAINTENANCE COORDINATOR; DEB LOWNEY AND TRICIA LILLIBRIDGE PARKS & RECREATION ADVISORY COMMISSIONERS

ABSENT: CAREY MEYER, PUBLIC WORKS DIRECTOR
RACHEL TUSSEY, PORT & HARBOR REPRESENTATIVE
DIANE MCBRIDE, LOCAL ARTIST

STAFF: RENEE KRAUSE, CMC, DEPUTY CITY CLERK I

APPROVAL OF THE AGENDA

The agenda was approved by consensus of the committee.

PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA *(3 Minute Time Limit)*

There were no public comments.

RECONSIDERATION

There were no items for reconsideration.

APPROVAL OF MINUTES *(Minutes are not approved during worksessions)*

A. Minutes for the September 13, 2012 Regular Meeting

The minutes were approved by consensus of the committee.

VISITORS

There were no visitors scheduled.

STAFF & COUNCIL REPORT/COMMITTEE REPORTS/BOROUGH REPORTS

(Chair set time limit not to exceed 5 minutes)

There was no staff reports included for this meeting.

PUBLIC HEARING *(3 minute time limit)*

There were no items for public hearing scheduled.

PENDING BUSINESS

There were no pending business items.

NEW BUSINESS

A. Election of Chair and Vice Chair

Acting Chair Michele Miller opened the floor for nominations of Chair after determining how the committee preferred to vote by a show of hands. Ms. Otteson nominated Ms. Miller, with Ms. Lowney seconding the nomination. Ms. Miller nominated Ms. Lowney who declined the nomination.

There were no further nomination and Ms. Miller was elected Chair by unanimous consensus. Chair Miller opened the floor for Vice Chair nominations. The Clerk confirmed that members who were not present could be nominated for the position. Ms. Lillibridge nominated Rachel Tussey for Vice Chair. Ms. Otteson seconded the motion. There were no further nominations. Ms. Tussey was elected Vice Chair by consensus of the committee.

There were no further comments.

B. Requirements of the 1% for the Arts Program, Review and Discussion

1. Public Arts Committee Administrative Guidelines excerpt 1% for the Arts Program
2. State of Alaska Statute 35.27.010 Art Works in Public Buildings and Facilities
3. Homer City Code, Chapter 18.07 Funds for Works of Art in Public Places
4. Ordinance 02-25(A), Requiring Funding for Works of Art in projects for Construction, Remodeling and Renovation of Certain Public Facilities.

Ms. Krause briefly explained the local bidders preference established by the City of Homer Procurement Manual. The City does not preclude submittals from out of state on any Request for Proposals. This would include the Art Committees even if that is what other communities in the State are doing.

There were no further discussions or questions on the materials provided.

C. Guidelines and Forms for Evaluating the Proposals

1. Request for Proposals Incorporating Art into Four Public Restroom Facilities Downtown Homer and on the Homer Spit
2. Proposal Evaluation Form 1% for the Arts Public Restrooms Project
3. Combined Evaluations Form for the Selection Committee

There was no discussion or questions on the materials provided.

D. Recommendation to Adjourn to Executive Session to Review Submitted Proposals

Chair Miller requested a motion to adjourn to Executive Session.

OTTESON/LILLIBRIDGE – MOVED TO ADJOURN TO EXECUTIVE SESSION.

There was no discussion.

VOTE. YES. UNANIMOUS CONSENT.

Motion carried.

Chair Miller adjourned the meeting at 1:26 p.m. The meeting was reconvened at 1:55 p.m.

The committee agreed on scheduling another meeting to further review the proposals submitted since a few members did not get their recommendations completed and did not feel they had adequate time to properly review each submittal.

OTTESON/LILLIBRIDGE – MOVED TO SCHEDULE A MEETING ON DECEMBER 27, 2012 AT 5:00 P.M.

A brief discussion on submitting evaluations to Staff no later than 5:00 p.m. on December 26, 2012

VOTE. YES. NON-OBJECTIONS. UNANIMOUS CONSENT.

Motion carried.

INFORMATIONAL MATERIALS

A. Memorandum to Mayor and City Council Re: Recommendation to Re-advertise the Request for Proposals.

There was no discussion or comments on the informational material.

COMMENTS OF THE AUDIENCE

There were no audience members present.

COMMENTS OF THE CITY STAFF

There were no staff comments.

COMMENTS OF THE CHAIR

Chair Miller thanked everyone for serving and it will be fun to give a second pass.

COMMENTS OF THE COMMITTEE

Ms. Lowney and Ms. Otteson had no comments.

Ms. Lillibridge thanked everyone for agreeing to the 5:00 p.m. meeting time instead of 1:00 p.m. as she wanted to be a part of this deliberative process very much.

ADJOURN

There being no further business before the Art Selection Committee Chair Miller adjourned the meeting at 1:56 p.m. **THE NEXT REGULAR MEETING WILL BE SCHEDULED ON DECEMBER 27, 2012 AT 5:00 P.M.** at City Hall, Cowles Council Chambers, 491 E. Pioneer Avenue, Homer, Alaska.

Renee Krause, CMC, Deputy City Clerk I

Approved: _____

Office of the City Clerk

Jo Johnson, CMC, City Clerk
Melissa Jacobsen, CMC, Deputy City Clerk II
Renee Krause, CMC, Deputy City Clerk I



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MEMORANDUM

TO: 1% FOR THE ARTS SELECTION COMMITTEE FOR PUBLIC RESTROOMS PROJECT

FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK I

DATE: DECEMBER 19, 2012

SUBJECT: REQUEST FOR EXECUTIVE SESSION PURSUANT TO AS §44.62.310(C)(2&3), SUBJECTS THAT TEND TO PREJUDICE THE REPUTATION AND CHARACTER OF ANY PERSON, PROVIDED THE PERSON MAY REQUEST A PUBLIC DISCUSSION AND MATTERS, WHICH BY LAW, MUNICIPAL CHARTER, OR ORDINANCES ARE REQUIRED TO BE CONFIDENTIAL. (REVIEW AND EVALUATION OF SUBMITTED PROPOSALS)

Pursuant to the City of Homer Procurement Policy and Procedures Manual and City of Homer Code Title 3.16 Procurements Section 3.16.110 Competitive Sealed Proposals – Negotiated Procurement, Paragraph D. Proposals, tabulations and evaluations thereof shall be open to public inspection only after the contract award.

RECOMMENDATION:

Make a Motion to Adjourn to Executive Session.
Approve the request for Executive Session and conduct immediately in the Council Chambers.

Office of the City Clerk

Jo Johnson, CMC, City Clerk

Melissa Jacobsen, CMC, Deputy City Clerk II
Renee Krause, CMC, Deputy City Clerk I



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MEMORANDUM

TO: ART SELECTION COMMITTEE
FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK I
DATE: DECEMBER 19, 2012
RE: **EVALUATING THE SUBMITTED PROPOSALS**

Please remember that all information and discussion is to be kept confidential until awarded by City Council. Please do not mark on the proposals use a separate sheet of paper for any notes you wish to make for yourself regarding each proposal.

Using the form provided please review each submitted proposal and award the appropriate point value you feel each proposal warrants. Twenty points is the maximum. These are guidelines were established and used by prior selection committees and are in accordance with the Administrative Guidelines of the Public Arts Committee, Homer City Code, State of Alaska Statutes and Standard Review Procedures applied by other entities throughout the United States in regards to Public Art.

Not all criteria will apply to every project. The criteria and evaluation is subjective to the evaluator. Please do your best to evaluate each proposal according to the criteria and Request for Proposal requirements.

Recommendation

Reviewing the proposals according to the criteria as listed on the Evaluation Form submit your comments and evaluations as appropriate.

Using the Combined Evaluation Scoring Sheet narrow the submittals down to the top three or four; selection is completed by top point values, and overall committee preference.

Make a Motion to Recommend City Council Award the Following:

(List Artist, Name or Description of Artwork Selected and Restroom Location)