

# MOSCOW ARTS COMMISSION



Lauren McCleary  
Chair

~Agenda~

Megan Cherry  
Staff Liaison

<https://www.ci.moscow.id.us/452/Moscow-Arts-Commission>

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**Tuesday  
December 12, 2023**

**5:00 PM**

**Council Chambers  
206 E. 3rd St.**

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## WELCOME AND ATTENDANCE

## REGULAR AGENDA

### 1. Reading of the Mission Statement

The mission of the Moscow Arts Commission is to enrich the community by celebrating and cultivating the expression of all forms of art and culture. Fulfillment of this purpose shall be based upon the following values:

- Recognition and promotion of artists' value by creating opportunities for work to be experienced.
- Facilitation and promotion of the social, educational, and economic value of all forms of art and culture in the community.
- Performance of leadership, collaboration, and outreach in the conversation between all forms of art and culture with partner agencies, city leaders, and the community.

### 2. Approval of the Moscow Arts Commission November 14, 2023 Minutes (ACTION ITEM)

**PROPOSED ACTION:** Approve minutes, amend minutes, or take such other action deemed appropriate.

### 3. Public Comment and Response to Previous Comments (limited to 10 minutes)

Members of the public may speak to the Commission regarding matters NOT on the agenda or currently pending before the Commission. Please state your name and address for the record and limit your remarks to three (3) minutes.

### 4. MAC Subcommittee Organization & Program Assignments (ACTION ITEM)

Recent Arts Department staffing changes and subsequent program adjustments create the opportunity to re-envision the structure for MAC subcommittees. From 2019 through present, the following subcommittees met on a semi-regular basis: Arts & Culture Education (ACE), Events & Programs, Public Art, and Third Street Gallery. The recent discontinuation of Entertainment in the Park leaves the ACE subcommittee with only one standing program, the Moscow Poet Laureate program. The staff recommendation is as follows:

- Discontinue the Arts & Culture Education subcommittee
- Shift the Moscow Poet Laureate program to the Events & Programs subcommittee
- Encourage MAC members interested in arts education to bring that expertise to other programming and subcommittees
- Increase the cap on subcommittee membership from 3 MAC members to 4

**PROPOSED ACTION:** Approve subcommittee structure, amend structure, or take such other action deemed appropriate.

**5. Jackson & A Mural RFQ (ACTION ITEM)**

The mural project at the City of Moscow building at Jackson & A is set to move into the submission phase pending a recommendation of the RFQ by the MAC and approval by City Council. Following a MAC vote to recommend the RFQ, staff will present the document to Council with sample agreements for both the design and artwork commission phases of the project. At present, the project is slated for installation at the end of September, 2024.

**PROPOSED ACTION:** Approve RFQ, amend RFQ, or take such other action deemed appropriate.

**REPORTS**

- 1. Public Art Subcommittee Report (Walker)**
- 2. Volunteer Hour Tally for November 2023 (Cherry)**
- 3. Staff Report (Cherry)**

December Artwalk  
Third Street Gallery & The Box Gallery  
Staff Public Art Process Update

**NOTICE:** Moscow City Council and committee meetings are televised, videotaped and/or recorded. Individuals attending the meeting who require special assistance to accommodate physical, hearing, or other impairments, please contact the City Clerk, at (208) 883-7015 or TDD 883-7019, as soon as possible so that arrangements may be made.

# MOSCOW ARTS COMMISSION



Lauren McCleary  
Chair

~Minutes~

Megan Cherry  
Staff Liaison

<https://www.ci.moscow.id.us/452/Moscow-Arts-Commission>

**Tuesday,  
November 14, 2023**

**5:00 PM**

**Council Chambers  
206 E. 3rd St.**

## WELCOME AND ATTENDANCE

**Clancy called the meeting to order at 5:00 PM**

**PRESENT:** David Wilson, Sonja Foard, Catherine Clancy, Gail Martin, Cindy Barnhart, Erica Wagner, Sandra Stoops, Sue Clark, JacQueline Walker, Aaron Johnson  
**ABSENT:** Lauren McCleary  
**STAFF:** Bill Belknap, Megan Cherry, Cody Riddle, Taylor Riedner  
**OTHERS:** Mayor Art Bettge, Council Member Julia Parker

## REGULAR AGENDA

### 1. Reading of the Mission Statement

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The Mission Statement was read by Foard.

### 2. Approval of Moscow Arts Commission August 8, 2023 Minutes (ACTION ITEM)

Wagner moved to approve the minutes as presented and Wilson seconded. Roll Call Vote: Ayes: 9, Abstentions: Foard. Motion carried.

### 3. Public Comment and Response to Previous Comments (limited to 10 minutes)

Members of the public may speak to the Commission regarding matters NOT on the agenda or currently pending before the Commission. Please state your name and address for the record and limit your remarks to three (3) minutes.

No public comment was offered.

## REPORTS

### 1. Public Art Subcommittee Report (Walker)

Walker shared the mural will reflect the spirit of play, celebration, and transformation adding that artist eligibility will likely include ages 18 and over for safety reasons due to the location of the mural. Additional information can be found in the meeting packet.

Johnson asked who is supplying a scissor lift, street closures, supplies, etc. Clark shared that the finalist will be awarded \$1,000 and the City will be paying no more than \$25,000 for the project.

## **2. Volunteer Hour Tally for August – October, 2023 (Cherry)**

Commission members provided their volunteer hours for the previous months.

## **3. Staff Report (Cherry)**

### **2023-2024 Artwalk Season Update**

The numbers for Artwalk Season Host locations are much higher this season (12) than this time last season (7). October also had double digits in host locations (12) and November had 13. The CDA Arts and Culture Alliance called and asked Cherry how Moscow Artwalk operations work due to the great success.

### **Third Street Gallery & The Box Gallery**

The new show in the box gallery by Tara Oar which was installed on November 13, 2023 and the last day of the exhibition will be January 5, 2024.

Multitudes will be installed on the 3<sup>rd</sup> floor of the Third Street Gallery by UI artists on November 15, 2023. Each will each hang their own artwork and the exhibition will stay up until January 5, 2024. Students get to learn how to install their own work including hanging wire, placing labels, etc.

Honest Portrayal will be installed in January and submission period is open until December 22.

### **2024 Arts Programming Update**

Belknap (Moscow City Supervisor) shared City-wide programming changes due to financial difficulty that came from a case against the City of Lewiston. This funding challenge results in nearly \$2.6 Million deficit per year. Cost reductions include personnel and department expenditures, but the overall goal is to reduce work load and improve operational balancing.

Details for the following Art Program changes are included in the packet. Programs that will continue as planned include Artwalk, Mayor's Arts Awards, Public Art Permanent Collection, Transit Center Sculpture Garden, Palouse Plein Air, 3<sup>rd</sup> Street Galley, and The Box Gallery.

Programs that are being proposed to put on pause for one year include Moscow Poet Laureate, Vinyl Wraps, and Storm Drain Murals.

Programs that are being recommended for discontinuation include Entertainment in the Park and the Moscow Arts Commission (MAC) Band.

Bill Voxman (Moscow) shared his opinion regarding the discontinuation of the MAC Band. He stated the band would continue independently and will try to hold 4-5 concerts in City parks and receive help from the Moscow High School. The director of the band AJ Miller understands the discontinuation due to limitations. The City has expressed support of the band continuing and will honor a waived fee for park use in the future.

Clancy asked if there are any limitations for volunteers to help the department. Cherry stated that helping with gallery tours or attending Artwalk events is helpful.

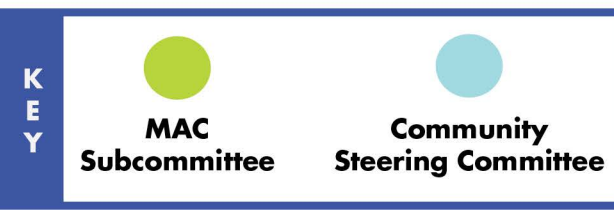
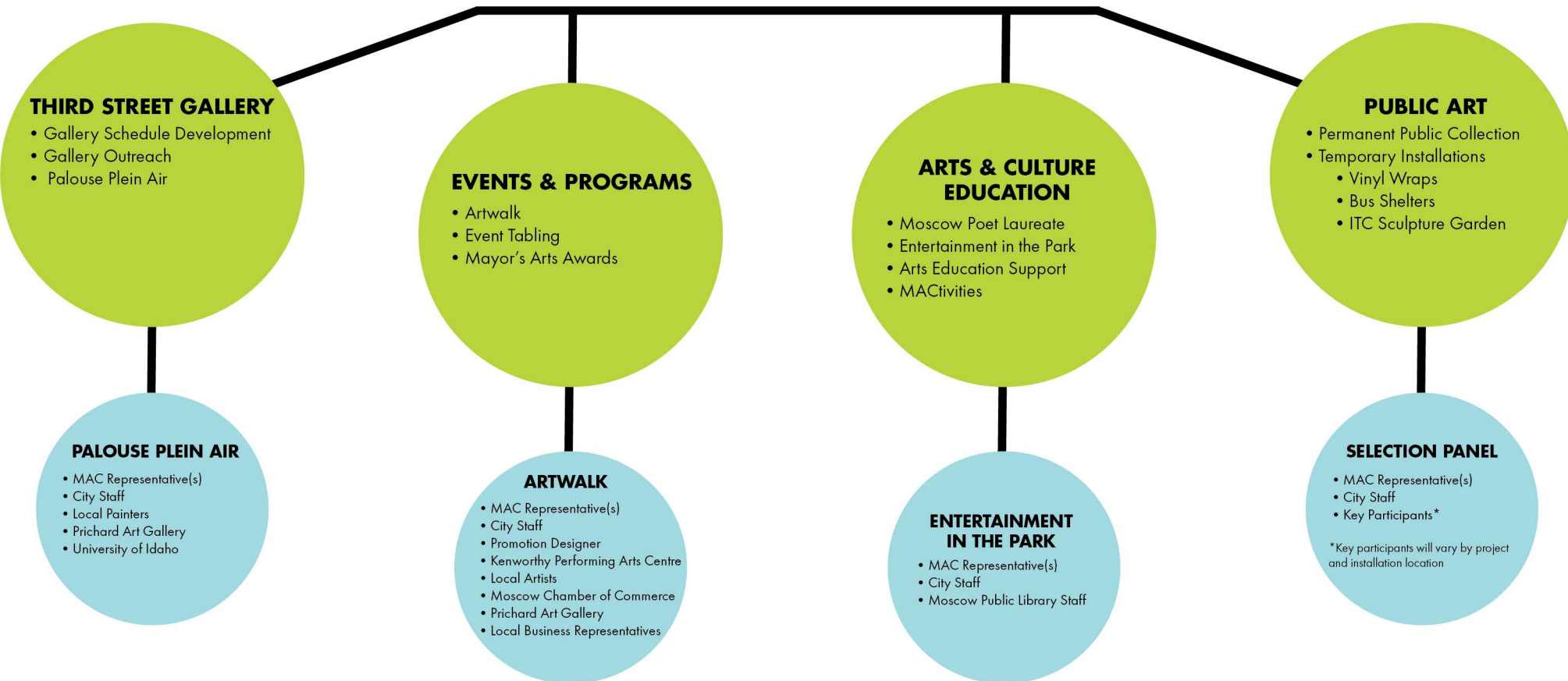
Clark mentioned that program pauses and cuts primarily affected literary and performing arts, noting that most things left are visual art. Johnson said that the Artwalk and 3<sup>rd</sup> Street Gallery still welcomes all forms of art. Foard suggested featuring literary and performing art at the Mayor's Arts Awards.

**ADJOURN**

Sonja motioned to adjourn and JacQueline seconded. The meeting adjourned at 5:56pm.

DRAFT

# MOSCOW ARTS COMMISSION



# MOSCOW ARTS COMMISSION



**Proposed Update for 2024**

## **Subcommittee Structure & Program Assignments**



**Subcommittees meet on an as-needed basis, reporting all discussions to the full MAC during a regular meeting.**



# Mural at Jackson & A

Moscow, ID

## Project Description

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The City of Moscow and the Moscow Arts Commission invite artists and artist teams to submit qualifications for a mural to be installed on the City of Moscow building located at Jackson & A Streets. The community of Moscow rises up from the fertile ground of the Palouse, where water, seeds, and soil create a playful dance of transformation. Joining in this growth are the intertwining stories of students and life-long residents. Rooted in Moscow, these stories are a celebration of potential, of opening and stretching toward the sunlight. The mural at the building at Jackson & A will reflect the spirit of play, celebration, and transformation at the core of the Moscow community.

## Budget

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The artist honorarium for the mural installation is not to exceed \$25,000. Included in this budget are the artist's fee, insurance, travel, fabrication, engineering, materials, installation, documentation, and all other costs accrued by the artist specific to this project. The artist honorarium does not include costs associated with surface preparation, priming, and the application of an anti-graffiti coating after the mural installation. These processes will be completed by the City of Moscow.

## Eligibility

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Artists eighteen (18) years-of-age and older from the United States are eligible for this project. Preference may be given to artists from Idaho or Washington. Artists are eligible regardless of race, color, religion, national origin, gender, marital or familial status, physical or mental disability, sexual orientation, and gender expression or identity. Artist teams are eligible to apply, including teams of artists from multiple disciplines. Selection panelists and their immediate family members are not eligible for participation. No artist sitting on a Selection Panel may submit a proposal for the project for which the Selection Panel was formed.

## Artwork Design Parameters

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The mural area wraps around the northwest corner of the building, including a 14' x 30' section on the north-facing wall and a 15' x 56' section on the west-facing wall. The mural is anticipated to last between 5-8 years, so paint materials used to complete this project must be professional, exterior-grade, water-based coatings designed for exposure to year-round exterior conditions. This site cannot accommodate murals on panels, kinetic or sculptural works, or any artwork that requires power or water. This mural site is near a busy intersection; as such, the site is not compatible with highly-reflective materials.

## Important Dates (subject to change)

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|                       |                                                       |
|-----------------------|-------------------------------------------------------|
| February – March 2024 | RFQ Submission Period                                 |
| May 2024              | Finalists create proposals for Selection Panel review |
| July 2024             | Selected Artist Announcement                          |
| September 30, 2024    | Installation Deadline                                 |



# *Mural at Jackson & A*

Moscow, ID

## **Submission and Selection**

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Round #1 of the selection process welcomes the submission of artist qualifications and examples of past work. These materials will be evaluated by the Selection Panel, which will then recommend three finalists to create site-specific proposals. Each of the finalists will receive a \$1000 honorarium for creating the site-specific design. No site-specific designs will be reviewed or considered in Round #1 of the submission process.

Round #2 will consider the merits of finalist proposals. The Selection Panel will make a recommendation to the Moscow Arts Commission, which will recommend an artist/artist team and design to City Council. Upon approval by City Council, all finalists will be notified of the decision and the selected artist will complete a contract with the City for the completion of the mural.

## **Round #1 Submission Requirements & Selection Criteria**

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### **1. Letter of Interest**

### **2. Resume**

### **3. Work Samples**

Include up to 6 photographs of no fewer than 2 projects of a similar or larger scale.

### **4. Selection Criteria**

#### Artist Qualifications

- a. The artist's letter articulates interest in pursuing this project as well as describing its relevance to their artistic practice.
- b. The artist's letter of interest reveals an understanding of and connection to the public art site and project description.
- c. The artist's resume reveals a record of practice in the art field, including public art commissions.
- d. The applicant submits photographs of at least 2 completed public art projects of similar or larger scale.
- e. The artist's past work reveals aesthetic, conceptual, and technical expertise.



# *Mural at Jackson & A*

Moscow, ID

## **Round #2 Submission Requirements & Selection Criteria**

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### **1. Site-specific Design**

Include up to five renderings of the proposed design, preferably overlaid on photographs of the site and shown at the proposed scale.

### **2. Artist Statement**

Describe connections between the design and the project description, site, and Moscow community as well as contextualizing the project within the artist's larger body of work.

### **3. Professional References**

### **4. Selection Criteria**

#### Artist Qualifications

- a. The artist provides two to three references who confirm the artist's professionalism in communication, previous success in the execution of mural projects, ability to meet deadlines, and ability to stay on budget.

#### Conceptual Quality and Originality

- a. The proposed design is original to the presenting artist.
- b. The design is unique (i.e. edition of one), rather than a mass-produced item or image.
- c. The artist articulates the connections between the proposed design and the project description as well as the project site and the Moscow community.

#### Form

- a. The proposed design reveals mastery of formal craftsmanship.
- b. The scale of the proposed design is appropriate to the site.
- c. The colors used, if any, are chosen with an awareness of local educational institutions as well as their athletic rivals.
- d. The proposal aligns with the project's design parameters and does not present a hazard to public safety.

#### Content and Context

- a. The content of the proposed design aligns with the project description.
- b. The content of the proposed design is relevant to the City of Moscow's values, culture, and people.
- c. The proposed design reflects the architectural, historical, geographical, geological, and/or socio-cultural context of the site.
- d. The proposed design serves to activate or enhance the intended location.
- e. The proposed design has the potential to expand the formal and conceptual range of the Public Art collection.
- f. The artwork's subject matter and content is appropriate for public exhibition and does not contain advertising, religious references, sexual content, negative imagery, or convey political partisanship.



# *Mural at Jackson & A*

Moscow, ID

## **Selection Panel**

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The Arts Manager will coordinate recommendation of selection panelists to the Mayor and Council. MAC will consider the guidelines hereinbelow, requests by individuals, and staff recommendations. Selection Panel members shall serve at the appointment of the Mayor.

Selection Panels will be comprised of at least the following:

1. Voting members:
  - a. Participating department representative or designee (1)
  - b. Moscow Council member or designee (1)
  - c. MAC members (2)
  - d. Community representative, preferably from project impact area (1)
  - e. Artist not involved with the respective Capital Improvement project
2. Non-voting members:
  - a. Arts Manager (Selection Panel facilitator)
  - b. Project architect, landscape architect, interior designer, or engineer
  - c. City staff members acting in a technical advisory capacity

Length of term. Each Selection Panel member serves through the completion of one (1) public art project. No artist sitting on a Selection Panel may submit a proposal for the project for which the Selection Panel was formed. MAC members shall declare a conflict of interest if a project comes before the Selection Panel from which he/she or the household or business could financially benefit. MAC members shall also declare a conflict of interest if a person with whom he/she shares a household or whom he/she professionally represents has a matter to be considered by Selection Panel. Such person shall recuse themselves from any participation in any process for the project the Selection Panel is considering. No member of the project's architect or landscape architect, interior designer, or engineering firm may apply for a public art project being designed by that firm.

## **Selection Panel Procedures and Responsibilities**

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1. Moscow Arts Manager will hold an orientation for the Selection Panel. The orientation may include a presentation of works currently in the public art collection, review of program guidelines, orientation to the specific project; and/or a review of any goals already established by the participating department and the Moscow Arts Manager and MAC.
2. Review all submissions pertaining to the public art project using the published criteria.
3. Approve all recommendations by a majority vote of the full Selection Panel.
4. The Selection Panel will make recommendations on finalists and their work to the Arts Manager. MAC members on the Selection Panel will report the Panel's recommendation to the Commission during a regular meeting, after which the MAC will vote to recommend an action on the project to City Council.
5. The Arts Manager will generate a project report to present to the Mayor and Council for final approval.
6. The City reserves the option of making no recommendation from submitted applications and may require reopening of the competition or may propose other methods of selection, if no proposal is accepted.
7. The Selection Panel must always adhere to the requirements of Moscow City Code Title 5, Chapter 18.



# *Mural at Jackson & A*

Moscow, ID

## **About Moscow, ID**

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Moscow is settled on the rolling hills of the Palouse, a rich landscape long inhabited by the Nimiipuu (Nez Perce) people indigenous to the region. Nez Perce culture remains an important presence on the Palouse, both on tribal lands and in relationship with public and private entities around the region. The Nimiipuu tribe's educational and cultural outreach includes partnerships with the University of Idaho and displays of tribal artifacts at the City of Moscow's Third Street Gallery and the Clearwater River Casino's Cultural Walk.

The City of Moscow was incorporated on July 12, 1887, and its modern history is rooted in agriculture; the surrounding region produces top-quality wheat and pulses. The presence of farming in the community goes far beyond commerce, however, as grain silos and other architectural features announce agricultural endeavor as part of the community's aesthetic identity.

Moscow is home to the University of Idaho, a land grant institution established in 1889. School spirit influences the atmosphere of the city, imbuing it with the balance of gravitas and celebration that characterizes educational experience. University arts programs like the Lionel Hampton Jazz Festival and the Prichard Art Gallery have greatly contributed to Moscow's identity as a cultural center, and the City of Moscow Arts Department is proud to partner with these and other community arts groups to foster artistic excellence.

Moscow is rich not only in visual and performing arts events, but also in recreational and culinary opportunities. Residents and visitors alike enjoy the Palouse landscape at recreational features like Moscow Mountain and the Bill Chipman Palouse Trail, followed by tastes of the region at area restaurants, wineries, and breweries.

A balance of educational, industrial, recreational, and agricultural endeavors defines the region, so the City of Moscow Arts Department works to meet multifaceted needs. The public art program aims to reflect the diversity of Moscow by fostering the relationship between different cultural forces in the community. Whether part of the University, business community, or the agricultural tradition, the City of Moscow Arts Department partners value the arts as a way to drive economic development and civic identity.

The City of Moscow Arts Department's mission is to enrich the community by celebrating and cultivating the expressions of all forms of art and culture. It has fostered artistic excellence and public access to the arts in the city for many years. The program's focus areas are fourfold: curation of community exhibition space at the Third Street Gallery inside City Hall, arts events and programming, arts and culture education, and a comprehensive public art program.

Guided by a Public Art Master Plan adopted in 2015, the public art collection is ever-expanding, with artistic direction crafted in collaboration between city staff and the Moscow Arts Commission, a passionate group of volunteer arts advocates. The collection is comprised of both temporary and permanent features, each of which are pictured on the City of Moscow website. Temporary artworks include vinyl-wrapped utility boxes and bus shelters as well as a sculpture garden featuring artworks on loan to the City. Artworks in the permanent collection range from mosaic murals and sculptures-in-the-round to framed pieces in the Portable Collection. Each new piece in the permanent collection joins others by celebrated regional artists including Harold Balazs, David Govedare, Miles Pepper, Robert Horner, Melissa Cole, J. Casey Doyle, Jennifer Corio and Dave Frei. Moscow is a community rich with diversity of thought, inhabited by minds open to possibility and creative interpretation. As such, the public art program not only celebrates the artist as a professional and valued business partner, but also welcomes a broad range of appearances, media, and art-making processes into its collection.

# *Mural at Jackson & A*

Moscow, ID

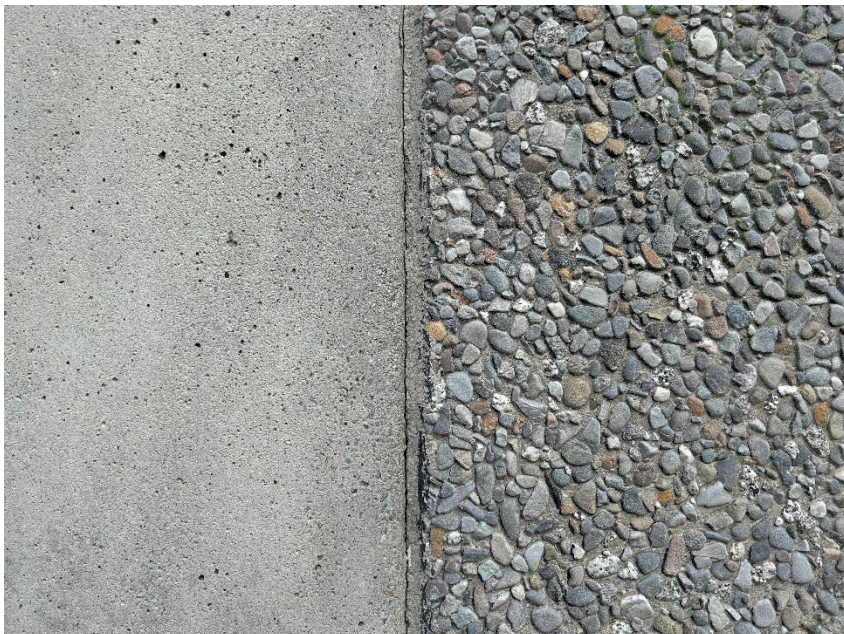
## **Site Details**

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City of Moscow Building at Jackson & A Streets: View from Jackson Street



City of Moscow Building at Jackson & A Streets: Detail of surface texture





# *Mural at Jackson & A*

Moscow, ID

City of Moscow Building at Jackson & A Streets: View of west-facing wall from Jackson Street



# *Mural at Jackson & A*

Moscow, ID

City of Moscow Building at Jackson & A Streets: View of north-facing wall

