



**CITY OF LYNNWOOD ARTS COMMISSION**

**AGENDA  
October 20, 2015 6:30PM  
LYNNWOOD SENIOR CENTER**

10. CALL TO ORDER

20. ROLL CALL

Elizabeth Lunsford, Secretary	Chris Boyer, Council Liaison
Marissa Heringer	Sarah Olson, Staff Liaison
Craig van den Bosch, Vice Chair	
Kathleen Moore	
Paul Richards	
Vacant	
Adam Segalla, Chair	

30. APPROVAL OF MINUTES – September 15, 2015

40. COMMISSIONER & AD HOC REPORTS

50. COUNCIL LIAISON REPORT

60. STAFF REPORT

70. CITIZEN COMMENTS

80. BUSINESS ITEMS

80.1 CityCenter Apartments Finalist Selection 20 min

80.2 Artist Jury - 2016 Gallery Exhibits 45 min

80.3 Cultural Arts Plan Discussion 20 min

90. FUTURE BUSINESS

100. ADJOURNMENT

**Upcoming Meetings:**  
Saturday, November 14<sup>th</sup> @ Schack Art Center  
November 17 @ Senior Center

The public is invited to attend. Parking and meeting rooms are accessible for persons with disabilities. Contact the City at 670-5503 with 24-hours advance notice for special accommodations.



**Lynnwood Arts Commission**  
 Future Business Items Calendar  
 Revised 10/16/15

MEETING DATE	LOCATION	ITEM	ACTION
November 14	Schack Art Center	Retreat – tentative start 11am	Retreat
November 17	Senior Center	CityCenter Apartments Public Art Cultural Arts Plan Healthy Communities Action Plan	Artist Presentations Discussion Presentation
December 15	Senior Center	CityCenter Apartments Public Art Cultural Arts Plan Public Art Program	Artist Selection Discussion Presentation
January 19	Senior Center	Cultural Arts Plan Lynnwood Link By-Law Update	Discussion Presentation Discussion
January TBD	Council Chambers	Joint Board & Commission Meeting • Draft PARC Plan	Presentation
February 16	Senior Center		
March 15	Senior Center		
April 19	Senior Center		
May TBD	Council Chambers	All Board & Commission Joint Meeting • Major Projects • Budget	
May 17	Senior Center		
June 21	Senior Center		
July 19	Senior Center		
August 16	Senior Center		
September 20	Senior Center		
October 18	Senior Center		
TBD	TBD	Retreat	
November 15	Senior Center		
December 20	Senior Center		

Future Business Items:

- Creative Advantage
- PUD Power Box Screens



**CITY OF LYNNWOOD ARTS COMMISSION**

**MINUTES**

**September 15, 2015 6:30PM  
LYNNWOOD SENIOR CENTER**

10. CALL TO ORDER - Called to order at 6:35pm.

20. ROLL CALL

X	Elizabeth Lunsford, Secretary	X	Chris Boyer, Council Liaison
X	Marissa Heringer	X	Sarah Olson, Staff Liaison
X	Craig van den Bosch, Vice Chair		
	TBD		
X	Paul Richards		
X	Katheen Moore		
X	Adam Segalla, Chair		

30. APPROVAL OF MINUTES – August 18, 2016 minutes were approved as distributed.

40. COMMISSIONER & AD HOC REPORTS

- Com. Lunsford reported that the program committee has hosted the button maker booth at all four open houses at Heritage Park. She reported that volunteer Jessica Pal hosted the button maker booth at the last open house. Jessica is interested in joining the program committee and is qualified to host the button maker booth without supervision.
- Com. Lunsford mentioned that Alderwood mall has a new children’s art gallery and workshop.
- Com. Lunsford gave an update that she is continuing to attend the Healthily Community Comprehensive Plan Meetings.
- Com. van den Bosch Intimacy Impression at SAM starting in the Fall.
- Com. van den Bosch mentioned a possible option for the next project proposal would be to create and implement little libraries around city.
- Com Richards complimented Deputy Olson for passing along several arts articles to the commission.
- Com. Moore announced that Gage would be having an activity at SAM on Oct 10<sup>th</sup>, 2015.
- Com. van den Bosch mentioned the gallery and exhibit committee is investigating new gallery track systems for the library gallery.

50. COUNCIL LIAISON REPORT

CM Boyer announced that the council is back from recess and that they are continuing to discuss the possibility regional fire service and preparing for the biannual budget review.

60. STAFF REPORT

- Kay Wood sent a thank you card to the commission.
- Lynnwood Convention Center 10 year anniversary open house and artist reception announced.

The public is invited to attend. Parking and meeting rooms are accessible for persons with disabilities. Contact the City at 670-5503 with 24-hours advance notice for special accommodations.

- Extended the CityCenter Apartments Call for Artists until September 30<sup>th</sup> and there are 4 submissions.
- Call for Artist for the library will close on September 30 and there are currently 3 submissions.
- City Council approved the consultant for the Parks, Art, Recreation & Conservation Comprehension plan.
- Working on setting a date for the retreat in November.
- Reappointment of Commissions, Lunsford and Heringer partial terms are expiring this year. They would need to submit interest in another term by Oct 1<sup>st</sup>.
- City Center interurban trailhead improvement plan may have an opportunity for art or interpretive signage.
- CityCenter Apartments will have an above ground utility power box. Planning to have a possible screen surrounding the utility box that can have an decorative element connected to the 196 ST SW widening project.
- Park Plan consultant scope of work includes a full inventory and appraisal of the public art collection.

#### 70. CITIZEN COMMENTS

- Kathy Bulm, community members, mentioned it was disappointing that there is not a designated area for graffiti since it is urban art.
- Sonya Nino de Guzman, commission candidate, was in attendance to learn more about the Latino art programs.

#### 80. BUSINESS ITEMS

##### 80.1 Latino Art Club

Deputy Olson has been working on finding and scheduling space for the WA-GRO Latino Art Club. WA-GRO has submitted a budget for supplies and a document of art projects the club would create. Com. van den Bosch requested to review art supplies to avoid purchasing problematic supplies such as glitter and puffy paint that could having a negative effect on the work space and other exhibiting art. Deputy Olson submitted a proposal to the major for a thousand dollars to implement and support the Latino Art Club. The goal is to start the club near Dia de los Muertos (Day of the Dead).

##### 80.2 Youth Art Project

Com. Heringer announced the program committee met to discuss a “Wrap it” theme for the Youth Art Project. Wraps would cost about 6 dollars a square foot and there would be an installation fee. The next steps include talking to the Principle of Cedar Valley to talk about the logistics of the program and to talk to City traffic supervisor about wrapping utility boxes.

Deputy Director Olson recommended wrapping signal control boxes in the city since they are under the control of the city rather than wrapping utility boxes that are under the control of PUD. Deputy Director Olson will reach out the public works to see if there are interested in wrapping the signal boxes and get information about the size and locations of the boxes. In addition to contacting public works, she will give the committee the contact information for the CJ Grey, the principal of Cedar Valley School.

### 80.3 Committee Structure, Roles & Responsibilities

Each committee should discuss and submit committee structure, roles & responsibilities of their committee before the October art commission meeting and begin a By-Law update.

### 80.4 Cultural Arts Plan Discussion

The commissioners reviewed all the goals for the Cultural Art Plan, added any missing priority objectives and made suggestions for the action plan steps. The Ad Hoc Committee will begin scrubbing and refining the plan.

## 90. FUTURE BUSINESS

100. ADJOURNMENT Meeting adjourned at 8:43pm

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# Memorandum

**DATE:** October 16

**TO:** Arts Commission

**FROM:** Deputy Parks, Recreation & Cultural Arts Director Olson

**RE:** Staff Report

## **Program & Project Updates**

### Upcoming Events & Programs

- Spook & Slash Halloween Event: Saturday, October 24<sup>th</sup> at the Recreation Center
- Latino Art Club: 1<sup>st</sup> club day will be from 10-11am on Saturday, October 31<sup>st</sup> at the Lynnwood Library. Club will regularly meet on Saturdays at the Senior Center.
- Retreat: Saturday, November 14<sup>th</sup>, times and activities to be confirmed.
- Cookies with Santa: 1 – 4pm Sunday, December 6<sup>th</sup> at Heritage Park.

### Library Gallery

- Current exhibit, painter Charlette Haugen, on display through November 12<sup>th</sup>.
- Next gallery install: Saturday, November 14<sup>th</sup>.

### Email Accounts & OneDrive Access

- New signatory forms (non-employee version) will be available at the meeting if you want to update your form on file.
- Standing Committees have OneDrive collaboration folders. In order to access these folders, you will need to use a Microsoft (MSN, Hotmail, or Outlook) email address to log-in.
- The Arts Program has a newly established City email account with the address: [arts@ci.lynnwood.wa.us](mailto:arts@ci.lynnwood.wa.us). This will be the primary contact address for future calls and programs.

### Commissioner Training

- The City now requires Board & Commission Member Training. This training will be part of appointment and on-boarding process for future advisory board members but is also required, one-time, of all existing members. The training is available online at: <http://www.ci.lynnwood.wa.us/City-Services/Community-Outreach/Volunteer/Board-and-Commission-Volunteers/Board-and-Commission-Member-Training.htm>

Acknowledgement forms will be passed out at the meeting. Please sign and return once you've completed the training.

### Latino Art Club

The City and Commission are co-sponsoring local non-profit, WA-GRO Foundation, to host a weekly art club on Saturdays from 10am – 11am. This art club will feature arts education of traditional Latino art forms such as piñata, Huichol yarn painting, Ojos de Dios, paper mache, and maracas. The first day will be Saturday, October 31<sup>st</sup> from 10 – 11am at the Lynnwood Library. The first week's project will be in honor of Dia de los Muertos (Day of the Dead) with a display created at City Hall. Future weeks of the art club will be held at the Lynnwood Senior Center. The City's support to WA-GRO equals \$1000 to cover program supplies. Additionally, the City will cover \$500 in labor costs (part-time clerk facility host). The dates of the program include:

- 2015: October 31, November 7, 14, 21, December 5, 12, 19
- 2016: January 9, 23, 30, February 6, 20, 27, March 5, 12, 19, April 9, 16, 23, 30, May 7, 14, 21, June 4, 11, 18

### Commissioner Recruitment

- Candidate Sonia Nino de Guzman has been recommended to fill the remaining term of Position #6 (previously filled by Com. Wood). Ms. Guzman's interview with City Council will be on November 2<sup>nd</sup> with anticipated appointment on November 9<sup>th</sup>.
- Com. Lunsford is being recommended for reappointment to a new, 3-year term in Position #1. This reappointment request will be reviewed by Council in December.
- We are actively recruiting for a new arts commissioner to fill Position #2 (currently held by Com. Heringer). Please encourage your friends and neighbors to consider [applying](#).

### City Center Updates

- The Commission will be selecting three (3) finalists for the public art commission at the CityCenter Apartments development. Included in your packet is a corner sketch where the installation is slated to be installed. Here is some additional information about the site:

One foot (1') of clearance is needed around the building for the footings. The PUD easement to the north takes a bite out of the area – PUD is undergrounding their power lines for the full length of the property on 196<sup>th</sup>, and the easement is for the underground infrastructure as well as clearance for maintenance. The only other utility under the plaza is a storm line, about 2' deep – it shouldn't be a problem to install a sculpture and foundation over the line, we will just need to coordinate that the civil engineer and contractor.

- PUD Power Stations: All along 196<sup>th</sup> St SW, as the street is redeveloped to accommodate taller, denser development, PUD will be placing aboveground power stations. These stations have an approximate footprint of 13' x 6'. The City is discussing with PUD what opportunities there may be to screen or wrap these stations. Once the City works out an agreement with the PUD for this project, the Art Commission will be provided a presentation and opportunity to discuss possible artistic elements.

## Mission Statement

*adopted 2/17/15*

The Lynnwood Arts Commission supports universal access to diverse arts to enrich our community's quality of life and economic vitality by:

- Advocating for lifelong arts education
- Promoting artists and arts opportunities
- Encouraging openness and inclusion
- Building community and a sense of place

## GOAL: Advocating for lifelong arts education

### Policies for Subgoal HR-8: Support and promote lifelong arts education

**Policy CC-XX.XX** Encourage artists to engage with the community through lecture series, receptions and residency programs.

**Policy CC-XX.XX** Provide opportunities for citizens of all ages to participate in a variety of creative and artistic endeavors such as afterschool program, recreational classes, pop-up drawing jams and senior programs.

**Policy CC-XX.XX** Create family orientated art project, performances and exhibits.

**Policy CC-XX.XX** Increase access and exposure to a variety of cultural arts by activating used spaces and encouraging businesses to host art program.

**Policy CC-XX.XX** Advocate for a healthier community through use of art such as creative and information displays and dance activities.

## GOAL: Promoting Artists & Arts Opportunities

### Policies for Subgoal HR-7: Promote art and artist opportunities

#### **Policy CC- 19.11**

Original – Encourage City planning that provides sufficient opportunities and facilities to support local artists in developing and presenting their work.

Updated – Encourage city investments in arts and provide incentive to business to fund and collaborate on art projects and programs.

#### **Policy CC- 19.13**

Original – Maintain and expand the public arts purchasing program, including increasing the number of art pieces displayed throughout Lynnwood.

Updated – Maintain and expand the public arts purchasing and maintenance program, including increasing the number of art pieces displayed throughout Lynnwood.

**Policy CC-XX.XX** Strengthen partnership with the school district to encourage and provide art opportunities.

**Policy CC-XX.XX** Create partnership and platform similar to the creative advantage model.

## GOAL: Encouraging Openness & Inclusion

**Policies for Subgoal HR-6: Encourage community openness and inclusion of people.**

Do we need to include these since there are policies that cover these in Subgoal HR-7?

- Encourage schools to partner with arts orgs
- Afterschool programs that involve families

**Policy CC-XX.XX** Ensure all city publications about arts program are available in a variety of languages to encourage accessibility.

**Policy CC-XX.XX** Prioritize amenities and programs that are multi-cultural in nature as well as available, affordable and accessible.

**Policy CC-XX.XX** Actively look for opportunities to collaborate with the diversity commission and private organizations to ensure that City's arts program is meeting the needs of all Lynnwood residents.

**Policy CC-XX.XX** Expand the public art collection to include pieces and programs that represents the cultural diversity of Lynnwood.

## GOAL: Building Community & Sense of Place

**Policies for Subgoal HR-5: Create and enrich a strong sense of community identity through cultural arts.**

**Policy CC-XX.XX** Provide accessible and affordable art activities and events for all ages.

**Policy CC-XX.XX** Create, maintain and promote galleries spaces throughout the city.

**Policy CC-XX.XX** Encourage and provide resources for neighborhood to identify their boundaries and develop a neighbor community.

