

Cultural Advisory Board

Agenda

Wednesday, April 17, 2024
Louisville City Hall Spruce Conference Room
749 Main Street
6:30 PM

Members of the public are welcome to attend and give comments remotely; however, the in-person meeting may continue even if technology issues prevent remote participation.

- *You can call in to (719) 359-4580
Webinar ID #863 6724 7949*
- *You can log in via your computer. Please visit the City's website here to link to the meeting: www.LouisvilleCO.gov/cab.*

Anyone needing sign language interpretation, translation services, or assisted listening systems for a meeting should contact the City Clerk's Office (303) 335-4536 or (303) 335-4574 or email ClerksOffice@LouisvilleCO.gov. A 48-hour notice is requested.

1. Call to Order
2. Roll Call
3. Public Comments
4. Action Item – Approval of April 2024 agenda
5. Action Item – Approval of March 2024 minutes
6. Leah Franks – Host Non-Profit organizations at July 11 Summer Concert – Discussion Item
7. Justin Deister – Public Sculpture Donation – Discussion (Should we proceed with moving to Public Approval Process?)
8. Staff Report (Iris)

Persons planning to attend the meeting who need sign language interpretation, translation services, assisted listening systems, Braille, taped material, or special transportation, should contact the City Clerk's Office at 303 335-4536 or MeredythM@LouisvilleCO.gov. A forty-eight-hour notice is requested.

Si requiere una copia en español de esta publicación o necesita un intérprete durante la reunión, por favor llame a la Ciudad al 303.335.4536 o 303.335.4574.

- a. Upcoming Events April – June – Discussion Item
 - i. Volunteers for upcoming events + Summer Concerts
 - b. Budget Update
 - c. Update on Art Grants
 - i. 4/5 have submitted paperwork
 - ii. Acting Out Theater will perform at Center for the Arts in June
 - d. Informational Item – New Board member to replace Shelli.
9. Chair Report (JR)
10. Discussion/Action Item – Steinbaugh Mural
- a. Review Proposal/Call for Entries
 - b. Vote to approve and move to next step in process
11. Discussion/Action Item – Pollinator Mural
- a. Review Proposal/Call for Entries
 - b. Vote to approve and move to next step in process
12. Summer Concerts in the Park (Kenny/JR/Beth)
- a. Informational – Card Catalog will be the 7/18 band
 - b. Informational – Openers
 - c. Informational – Food Trucks (Beth)
 - d. Volunteers – List of Tasks
 - i. Greet Bands/Sound
 - ii. Water for Bands
 - iii. Parking Signs
 - iv. Tent/Table
 - v. Food Trucks
13. Future Event Planning – Discussion
14. Convert Existing Empty Downtown Spaces to Temporary Art Space (Kenny) – Discussion Item
15. CAB Retreat
- a. Discussion/Action Item – Should we have a retreat in May?
16. Discussion Items for May, 2024 Meeting
17. Adjourn

Mar 20, 2024 | [Arts and Culture Advisory Board Meeting Minutes](#)

Attendees: [JR Ketelsen](#) [MG Sharon Nemechek](#)

Notes

- Call to Order
- Roll Call
 - Kenny
 - Reina
 - Iris
 - Sara
 - JR
 - Mohamed
 - Sharon
 - Beth

- Public Comments
- Action Item – Approval of the March 2024 agenda
- Action Item – Approval of February 2024 minutes
- Introduction/Welcome: Iris Belensky - CAB Liaison
- Staff Report (Iris)
 - Action Item – Review Pet Memorial comments and refer to Council for final approval
 - Public Comments for Pet Memorial in the Arboritum. Received 2 positive comments. Greenery will be obscuring the statue. There will be an event that will be available to the public.
 - Everyone is in favor of the motion.
 - Action Item – Review the **Street pollinator** mural proposal again and vote on whether to approve.
 - We will not vote for this one. \$2500- \$8000 to this project. Perhaps change the location and bring back a proposal with some other thoughts. If it was permanent we need the best quality and make it the best quality.
 - Discussion Item – Revised public art process
 - Sharon says we don't have anything yet. Sharon will have something next time.
 - Discussion Item – Budget requests for 2025-2026 operational (due 6/12) and 2025-2031 capital (due 3/29) budgets
 - Operational Budget (more money for summer concerts, art grants or other special events) and Capital Budget (improve the band stands at community park or reorienting the steinbach pavilion). JR said we should plan the events to use up the budget. Reina would like to have a volunteer crew. As an advisory board we advise. We need to have

volunteers to staff the events. Volunteers would need to have a background check, possibility references. Some schools have a community service requirement and would potentially be a consideration. Let's get some events on the calendar. Center of Arts has dates available in April.

- Will we need more money for summer concerts? We can find a good quality band to play. \$15000 for summer concerts is not enough for the next 2 years. We may need to increase the budget for summer concerts. We have not increased the budget for a long time. 20% budget increase was suggested.
- Capital budget. Sound project for the community park, shade for the bands, or a mobile/portable stage. Iris will be provide us a budget for the month and what that looks like.
- Discussion Item - Board replacement for Shelli
 - Opening has been advertised by Merrideth. Application is up on the City Website.
- Chair Report (JR)
 - Presented the work plan and they suggested that we are ambitious. Will need to be more realistic with the plan. No other questions.
- 2024 Art Grants (JR)
 - Discussion Item – Scoring Results
 - JR took the total of each proposal and added the overall scores to get the top 5 votes. Beth did not vote for the legion because she is on the flash board.
 - Action Item – Vote to approve Grant Awardees
 - Scores will be made public
 - Top Votes:
 - a. **Bingo's birthday**
 - b. Louisville Firestation concert*
 - c. **Silhoutte project**
 - d. **Transformative stories**
 - e. **Bowery Trio**
 - f. **Color Wheels Project**
 - Board voted to approve these art grants above. Applicants will be notified via email on 3/21/24.
 - Shifting Cultural Caravan to special events since it may need more money allocated for the events. Firestation show is super important to the city.
 - *Allocated to special events budget
 - May need to change the process of the scoring in the future especially with the budgets.
- Summer Concerts in the Park

- Discussion/Action Item – July 18 Band is still open
- Discussion Item – Openers (Kenny). Kenny has a list of bands but \$1500. little light, most of the bands will ask for \$3000. Kenny has openers lined up for the summer concert series.
- Action Item – Vote to approve Sound 3rd Harmonic
 - i. 3rd Harmonic - \$7680
 - ii. Rockfan - \$3815/show (\$19075)

Voted for 3rd Harmonic for sound. All in favor.

11. Event Planning

1. Discussion Item – March 13, 2024, special meeting results
 - i. April 12, April 26th, are open.
 - ii. Six Events in April
 - iii. JR was approached by a trans artist (Sal) who can perform for free in May.
2. Action Item – March 22nd Jacob Larson Trio vote to approve
 - i. No need to vote
3. Discussion Item – March 22nd logistics/staffing/marketing

12. Discussion Items for April, 2024 Meeting

13. Adjourn

Hi Sharon, Mayor Maloney and City Council,

Sandy Price with the Louisville Art Association suggested that I contact you.

I was wondering if the City might like to have “Say Cheese” as a marker and promotional signage. I’d love to see it here permanently where my kids grew up and went to school, and to help promote the numerous restaurants we are known for.

I am a 35 year resident and have enjoyed living here and eating out going back to Sr T’s and Blue Parrot, and others down the alley.

“Say Cheese” brings a knowing smile to one’s face having tried this as kids.

“Say Cheese” has exhibited in Greeley, Longmont, Colorado Springs, Manitou Springs, Lafayette, Evergreen, Parker, Salina KS, Springfield MO and Napa CA. It is currently in St Joe, MO and will be available in May.

I’m offering to donate it to a Louisville location we can discuss. Attached are computer sketches for three possible locations.

Thanks for your consideration. Let’s talk soon.
Thanks,
Justin Deister



CALL FOR ENTRIES

STEINBAUGH MURAL

SUBMISSION DEADLINE: 5pm, Thursday, June 20, 2024

The City of Louisville, Colorado seeks to commission an original mural for the stage of the City's beloved Steinbaugh Pavilion. Steinbaugh is a small outdoor venue in the heart of historic downtown Louisville, used to host a multitude of events from small private parties to ice skating to Library programs to the Street Faire summer concert series. Street Faire is a summer tradition that brings thousands of visitors into downtown Louisville all summer long.

Vision: This mural is intended to serve as an artistic backdrop to the many events that take place at the Steinbaugh Pavilion and a draw for visitors who will see it as an iconic background for their Louisville photos. It should celebrate the beauty and unique character of Louisville, CO, and activate the space where it is installed.

The mural will be almost entirely in the shade of the pavilion, so color choices and saturation may be impacted. Including a lighting element in the installation would be acceptable.

The back wall of the Pavilion is approximately 30' W x 12' H. Proposal submissions must be proportional, and demonstrate how the entire wall will be covered.

Eligibility: Proposals are open to emerging and established artists living and working along the Colorado Front Range, especially the Denver/Boulder metro region.

Proposals should include:

- Resume/CV
- Mural title and description
- Photos or renderings of the proposed artwork
- Images and descriptions of previous public art murals
- Itemized budget and list of materials
- Project timeline

Artist Scope of Work and Timeline:

The mural must cover the entire back wall of the Steinbaugh Pavilion.

Installation of the mural will be completed by September , 2024. (LATER?)

The budget for this commission is \$12,000 which will be allocated to the selected artist/team. This contract amount is inclusive of all costs associated with the project including, but not limited to, the artist's design fee, other consultation fees, insurance, tools, materials, transportation, installation, travel to and from the site, per diem expenses, project documentation, and any other costs.

Artists are responsible for carrying their own liability insurance, providing a Certificate of Insurance to the City, and adding the City as an additional insured.

Artists are responsible for the entire mural execution including preparation of the wall for installation of the new artwork, and the hiring and paying for assistants and equipment..

Qualification Review:

- Application: Did the artist submit a completed application?
- Artistic excellence: Is the proposed artwork unique, of high quality, and appropriate to its location and purpose?
- Goal: Does the proposed design align with the vision of the project?
- Capabilities: Does the artist have sufficient experience to carry out their proposal with excellence, within the timeframe?
- Durability: Is the artwork fabricated using highly durable, low-maintenance, easily repairable materials?

Selection Process:

Proposals will be reviewed by a panel including representatives from the City of Louisville, the Cultural Advisory Board, the Downtown Business Association, the Chamber of Commerce, and the local arts community. Once the jury has selected the winning submission the artwork will go out for public comment and then final approval by City Council. City staff will finalize the agreement.

Incomplete submissions will not be reviewed.

Submit proposals via e-mail to Sharon Nemechek, Director of Cultural Services, City of Louisville, at SNemechek@LouisvilleCO.gov no later than 5 pm, Thursday, June 20, 2024.

Questions: Any questions should be submitted via email to Sharon Nemechek at SNemechek@LouisvilleCO.gov.



CALL FOR ENTRIES

STREET MURAL – CELEBRATE POLLINATORS!

The City of Louisville, CO is seeking an artist or team of artists to design and install a street mural in the downtown intersection of Main and Spruce streets.

Vision: This street mural is intended to celebrate the City of Louisville’s designation as a Bee City, and the community’s commitment to pollinator health and native plantings. The artwork should be vibrant, joyful and playful. The mural is expected to be temporary due to the nature of the materials used and the traffic along the roadway.

Eligibility: Proposals are open to emerging and established artists living and working along the Colorado Front Range, especially the Denver/Boulder metro region.

Proposals should include:

- Schematic for proposed mural in the intersection
- An itemized budget for the project
- Project timeline
- CV/resume with current contact information
- At least three and no more than five sample images of previous artwork

Artist Scope of Work and Timeline:

The mural must celebrate pollinators and cover the entire intersection excluding crosswalks and gutters.

The selected design will be finalized and subject to review by City Traffic Engineer by June 10, 2024.

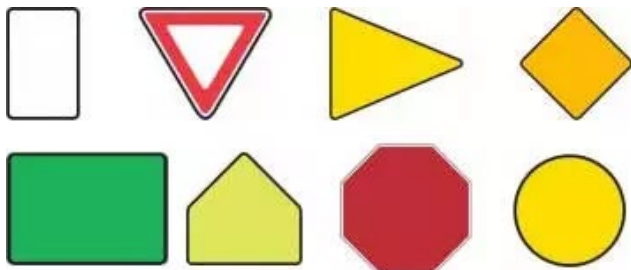
Painting of the intersection mural will be completed by July 27, 2024.

Painting must be complete within two consecutive days.

The budget for this commission is \$3,000 which will be allocated to the selected artist/team. This contract amount is inclusive of all costs associated with the project including, but not limited to, the artist's design fee, other consultation fees, insurance, tools, materials, transportation, installation, travel to and from the site, per diem expenses, project documentation, and any other costs.

IMPORTANT INFORMATION

The following shapes cannot be used in a street mural:



Artists are responsible for carrying their own liability insurance and providing a Certificate of Insurance to the City.

Artists are responsible for the entire mural execution including the hiring and paying of assistants, if the artist so chooses.

Qualification Review:

- Artistic excellence: Is the proposed artwork unique, of high quality, and appropriate to its location as street art?
- Goal: Does the proposed design align with the vision of the project?
- Capabilities: Does the artist have sufficient experience to carry out their proposal with excellence, within the timeframe?
- Public Safety: Does the mural create inordinate safety problems or liability for the general public or the City of Louisville?

Selection Process:

Proposals will be selected by representatives from the City of Louisville and the Cultural Advisory Board.

Submissions must be complete or will not be reviewed.

Submit proposals via e-mail to Iris Belensky, Arts and Events Program Manager, City of Louisville, at IBelensky@LouisvilleCO.gov no later than 5 pm, Tuesday, May 21, 2024.

Questions: Any questions should be submitted via email to Iris Belensky at IBelensky@LouisvilleCO.gov.