

Commission Members:

Chair - Jan Allan Zarr

Vice Chair - Ana Paz

Secretary - Catherine Seamons

Sharon Fisher

Kody Newton

Teri Woods

Cory Tanner

DebAnn Rippy

Patrick Bochnak

Vacant

Vacant

City Staff:

Chris Engels

Jessica Reid



CITY OF KUNA

Kuna City Hall - Conference Room, 751 W 4th Street, Kuna, Idaho 83634

Kuna Arts Commission Meeting

AGENDA

Thursday November 8, 2018

5:45 pm-6:45 pm

1. Consideration to Approve Minutes:
 - a) Kuna Arts Commission Executive Board Meeting Minutes September 27, 2018
 - b) Kuna Arts Commission Executive Board Meeting Minutes October 25, 2018
2. Introduction of new City staff member – Chris Engels, City Clerk
3. Consideration to recommend Allison Phythian as a new Commission Member – Chris Engels, City Clerk
4. Q & A for Kuna Arts Commission Mission Statement & Bylaws (approved 12.14.2017)
5. City Staff report – Chris Engels, City Clerk
 - a) Review Kuna Arts Commission Agenda parameters
 - b) Budget Review
 - c) Review downtown Art areas map
 - d) Review schedule of events for 2018/2019
 - e) Review Holiday Artist and Crafter Show
 - f) Commission Member volunteer opportunities
 - (a) Holiday Artist & Crafter Show
 - (b) Kids Holiday Cookie Decorating
6. Create Focus Groups for projects, events and goals
 - a) Strategic Plan
 - b) Set parameters for Commission Members bringing forth Art Project ideas to meeting(s)
 - c) Create list of upcoming Art Projects and how to share projects with local High Schools, Colleges, Kuna Chamber and Artists
7. Vote on Kuna Works! Kuna Life! Kuna Lives! Art Submissions for Ave D and Main Street
8. Request to bring forth Nominations for new Kuna Arts Commission Chair Person and set date for vote of new Chair. Chair Jan Zarr will step down in January.
9. Adjourn:

NOTICE: Copies of all agenda materials are available for public review in the Office of the City Clerk. Persons who have questions concerning any agenda item may call the City Clerk's Office at 922-5546. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at 922-5546 at least forty-eight (48) hours prior to the meeting to allow the City to make reasonable arrangements to ensure accessibility to this meeting.



Commission Members:

- Chair - Jan Allan Zarr
- Vice Chair - Ana Paz
- Secretary - Catherine Seamons
- Sharon Fisher
- Kody Newton
- Teri Woods
- Cory Tanner
- DebAnn Rippey
- Patrick Bochnak
- Vacant
- Vacant

CITY OF KUNA

Kuna Arts Commission, 751 W 4th Street, Kuna, Idaho 83634

**Kuna Arts Commission Executive Board Meeting
MINUTES**

Thursday September 27, 2018

12:00 pm-1:00 pm

Enrique’s Mexican Restaurant, 345 N Ave E, Kuna, ID 83634

Open to the public – *no host lunch*

In Attendance:

Commissioners – Jan Zarr, Ana Paz, Catherine Seamons, Sharon Fisher, Cory Tanner, DebAnn Rippey, and Patrick Bochnak

City Staff – Chris Engels, and Fabiola Giddings

Visitors – Allison Phythian

1. Consideration to Approve Minutes:

- a. Arts Commission Meeting Minutes September 13, 2018

Secretary Seamons moved to approve September 13, 2018 minutes. Seconded by Commissioner Fisher. Motion carried 6-0.

2. Commission Board Member Changes, City Clerk Engels

- a. Consideration to Vote Patrick Bochnak for Commission Board Member

Secretary Seamons moved to approve Patrick Bochnak for Commission Board Member. Seconded by Commissioner Fisher. Motion carried 6-0.

- b. Resignation of Commission Board Member

3. Kuna Community Art Survey Results, Deputy Clerk Giddings

Deputy Clerk Giddings informed the commission that a total of forty-six participants responded to the public art survey and went through each of the following nine slides to report the results.

Slide One: Title page

Slide Two: Displays what favorite work of public art in Kuna are. Deputy Clerk Giddings stated that the following pieces were mentioned among the public’s favorite pieces:

- Bronze pieces by Latte Da and Freedom Fitness
- Hometown Interactive Kuna sign

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- Art displays at city hall
- New lights on the greenbelt

Slide Three: Displays the community relationship to art. Deputy Giddings explained that 65% of the participants like art, 13% are neutral about art, 7% don't understand it, 4% make it, and 11% choose other. Those that choose other had the opportunity to add their own comments. The following comments were posted.

- I enjoy good public art and have participated in producing it
- I like it. It fits in the area
- I like it, its beautifying something already there
- I studied graphic design

Slide Four: Displays responses on what public art the community enjoys. The following responses were given:

- 21.70%: Functional art
- 17.40%: Earthworks
- 15.20%: 3-Dimensional
- 10.90%: Murals
- 9%: Acting/Performance/Theater
- 8.70%: Interactive
- 7%: 2-Dimensional
- 4.30%: Street Art
- 4.30%: Design

Slide Five: Displays what specific public art the community enjoys. The following responses were given:

- Beautiful Buildings
- Public Theatre and Music
- Murals
- Walk Art and Earthworks
- Historical Art
- Stage Display/Music
- Street Art
- Sculptures
- Fountain

Slide Six: Displays where the community wants to see public art. The following responses were given:

- 26.1% Other
 - All around
 - Along road- entering into Kuna and entering into downtown
 - High traffic areas
 - Performance centers
 - Roundabouts
- 23.90% Parks

- 19.60% Roadside
- 13.00% Greenbelt
- 10.90% Businesses
- 2.20% Vacant lots
- 2.20% Library

Slide Seven: What kind of art would the community would like to see downtown, greenbelt, or near the library. The following responses were given:

- Greenbelt expansion, to have Indian Creek run through the opposite end of Kuna that will lead the way to Ridley's
- Art that reflects Native American heritage or Birds of Prey
- Good Art with varied styles
- All Types
- Earthworks, natural rock and grasses with sculptures
- Paintable benches
- Art that speaks to the roots of the city morphed into what it's becoming

Slide Eight: What should the KAC priorities be when we think about public art and where it should be located. The following responses were given:

- Accessible
- Low maintenance
- That it blends well
- Does it speak to the area?
- Enhancement of area (visibility and access)
- Spend on necessary things first
- Buy car wash and make a parking structure
- Build a stage
- Add art to high visibility areas
- Public access, especially for disabled

Slide Nine: The slide depicts how well the KAC is doing on public art on a scale from 1-5, 1 being poor and 5 being great.

- 1: 17.4%
- 2: 28.3%
- 3: 30.4%
- 4: 17.4%
- 5: 2.2%

The Commission wishes to thank everyone who took the time to take the survey. The information gathered will be reflected in developing a plan and a public release of the community feedback will be published. All Commissioners agreed that art warms and shows the diversity of a community.

City Clerk Engels informed the commission that there are eight areas for art placement. Four areas on Main street and four more in the future.

Commissioner Bochnak presented the City with a box of material for utilization to assist with functional art pieces.

Deputy Clerk Giddings will repost Art Call with new guidelines and more details for artists. Commissioner Bochnak suggested that the art piece could possibly extend above the wall. City Clerk Engels stated that the art piece needs to stay within the wall and not be extended. City Clerk Engels stated she would confirm with the facilities department on the restriction. Visitor Phythian volunteered to advertise the art call at her new art studio on 4th street.

All commissioner discussed planning for murals on walls of local businesses and/or the community hall. More details and city regulations can be discussed at the next meeting.

4. Adjourn: 12:57 PM

Jan A Zarr, Chair

ATTEST:

Catherine Seamons, Secretary

Minutes prepared by Fabiola Giddings, Deputy City Clerk
Date Approved: 10.10.2018



- Commission Members:
Chair – Jan Allan Zarr
Vice Chair – Ana Paz
Secretary – Catherine Seamons
 Sharon Fischer
 Kody newton
 Teri Woods
 Cory Tanner
 DebAnn Rippy
 Patrick Bochnak
 Vacant
 Vacant
City Staff:
 Chris Engels
 Jessica Reid

CITY OF KUNA

Kuna Arts Commission, 751 W 4th Street, Kuna, Idaho 83634

**Kuna Arts Commission Executive Board Meeting
MINUTES**

Thursday October 25, 2018

12:00 pm-1:00 pm

Coffee Cup Café, 271 N Ave B, Kuna, ID 83634

Open to the public – no host lunch

In Attendance:

Commissioners – Jan Zarr, Catherine Seamons, DebAnn Rippey, and Patrick Bochnak
City Staff – None in Attendance
Visitors – None in Attendance

1. Need for Arts Commission to have a solid plan with exact functions to work on, setting forth a clear direction with obtainable goals
2. Executive Meeting open to all, but meeting agendas need to be formulated with a clear direction
3. Need for update on the budget
4. Commission Members request copy of Kuna Arts Commission Mission Statement
5. Need for focus groups to tackle each project
6. Main Street wall going no where
 - a. Is it required to be an art project?
 - b. What are the costs and what is available in the budget
 - c. Can project be an art wall with classes writing essays and the winner being able to paint the wall?
7. Arts Commission Members should be brining art project ideas to meetings
8. Need a clear vision on the downtown art areas
 - a. Where are they and what size

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9. Getting projects out to the High Schools, Colleges, Kuna Chamber, Local and Regional Artists, Newspaper

10. Art Survey was nice but need more community involvement

a. Newspaper, flyers in businesses, other clubs in the City

11. Adjourn: 01:15 PM

Jan A Zarr, Chair

ATTEST:

Catherine Seamons, Secretary

Minutes prepared by Jessica Reid, Customer Service Specialist

Date Approved: 11.05.2018

October 1, 2018

I'd like to send in this letter to the Arts Commission for the city of Kuna to express my interest in joining the Board as a Commissioner.

I am a new business owner in Kuna. It is an Art Studio - The Makerspace, Art Education and Events - and it is located at 346 W. 4th Street. I have already started to become involved as a local business owner, attending meetings for Downtown Businesses and I am very excited to bring something new to the ever-growing community here in Kuna.

For the last 8 years I have been a Stay-at-home parent to four children. My husband was a Nuclear Engineer in the United States Navy, serving on the east coast for 6 years, and after two deployments and 9 moves in 10 years of marriage, we have now settled as civilians here in Idaho where he works at Micron. I have handled most of our business - including purchasing and selling a home in Virginia, carrying our family through multiple hurricanes, floods and major life events.

Now that we are here in Idaho (where we are originally from) and our family is complete, I am looking forward to taking a step out from serving my family to also serving our community and making Kuna our Hometown. I am happy to be here, excited to raise my kids here and I am really thankful for the opportunity to run a business here!!

I feel like adding an Art Studio offering classes, lessons and creative events to the community will be a GREAT THING for the Arts Commission and I hope to bring both a voice as a business owner and artist to the board.

Thank you for your time and consideration and I'm looking forward to serving with you all.

-Allison Phythian

The Makerspace

allison.phythian@gmail.com

The City of Kuna Arts Commission is formed to promote the City's cultural image, a foundation establishing and maintaining a culturally diverse community artistry experience, enhance the art culture for our community, and to acknowledge the importance of arts while benefiting the quality community life and to the local economy. Whereas, the City desires to promote, sustain and cultivate public art through the display for art pieces throughout the city at selected public locations.

**BYLAWS OF THE
KUNA ARTS COMMISSION
CITY OF KUNA, IDAHO**

**ARTICLE I.
INTRODUCTION**

Section 1. The Kuna Arts Commission is established pursuant to Kuna City Resolution No. R89-2016, and the board shall be known as the “Kuna Arts Commission”, hereinafter referred to as “Commission”.

Section 2. These bylaws have been adopted by the Kuna Arts Commission.

Section 3. The purpose of these bylaws is to establish rules and procedures necessary to carry out the purpose and duties of this Commission, as set forth in City of Kuna, Idaho Resolution No. R89-2016.

**ARTICLE II.
PURPOSE**

Section 1. The Commission is established to serve in an advisory capacity and to make recommendations to the Kuna City Council on the following matters:

- A. The primary purposes of the Kuna Arts Commission shall be to promote, sustain, and cultivate public art through the display of art pieces throughout the City at selected public locations.
- B. The Commission shall promote art in many forms including but, not limited to; painting, photography, sculpture, dance, and music.
- C. The Commission shall review the conceptual design and placement of artwork; solicit public comment; and provide recommendations to the Kuna City Council on the design and location of artwork.
- D. The Commission shall make available all minutes and agendas.
- E. The Commission shall also perform other duties as may be requested from time to time by the City Council.
- F. The Commission shall work collaboratively with other committees and groups to promote, sustain, and cultivate public art.

ARTICLE III.
MEMBERSHIP

Section 1. Membership. The Commission shall be comprised of three (3) voting Commissioners (Executive Board) with an additional eight (8) Commissioners (Commissioners) as follows:

- A. Prospective Commissioners shall file an application in the office of the City Clerk.
- B. All Commissioners shall be appointed by the City Council with recommendations from the sitting Kuna Arts Commissioners.
- C. All members shall serve without compensation. Expenses associated with a Commissioner's official duties may be reimbursed, if approved beforehand by the City Council.
- D. Commissions shall serve two (2) year terms. The initial terms shall stagger with one half (1/2) of the commission members being appointed for one (1) year and one half (1/2) of the commission members being appointed for two (2) years.
- E. Commissioners agree to act in their official capacity without conflict of interest, and they shall comply with Idaho Code §18-1361A
- F. The Executive Board shall consist of the Chair, Vice Chair and Secretary.
- G. A quorum shall be present when two (2) or more Executive Board Commissioners are present. If a quorum is not present, the meeting shall be adjourned to the next regular meeting.
- H. The Executive Board shall consider with equal weight, all input of the Commission.
- I. The Chair shall conduct the meeting and determine the format for discussion and testimony, including the length permitted to speak by a presenter.

Section 2. Resignation.

- A. Voluntary: Voluntary resignations of the Commission shall be made in writing to the City Clerk who shall forward such resignation to the Commission Members. The resignation of Commission shall be effective immediately upon receipt and verification by the City Clerk's office.
- B. Involuntary: A Commissioner may be removed by a two-thirds (2/3) vote of the Commission at a regular meeting, or a special meeting called for that purpose.

Section 3. Vacancies. Vacancies on the Commission shall be filled by appointment by a majority of the City Council with recommendation from the sitting Commission members. Appointments which replace a vacancy for an incomplete term shall complete the remainder of said term.

Section 4. City Staff Liaison. A non-voting Staff Liaison provides the following support and assistance to the Commission. Additional duties are subject to approval by the department head based on budget and available resources.

- A. Ensure that the agenda is prepared and distributed on schedule.
- B. Post notice of meetings in the official posting places, City Hall, the City Website, and in any additional places designated by the Commission.
- C. Ensures that minutes are taken, posted, and submitted to the City Clerk for the City's permanent archives.
- D. Ensure that actions and activities of the Commission are consistent with policies and procedures of the City.
- E. Offer insights about City organization, policies, and efforts.
- F. Notify the Commission of events, meetings, or circumstances when the Staff Liaison is asked to speak on behalf of the Commission.
- G. Update the Commissions presence on the City Website.
- H. Act as point person for contact with other City liaisons, departments, or boards, unless otherwise delegated.
- I. Facilitate communication among members.
- J. Assist the Chair during the meeting, if necessary.

Section 5. Removal of a Member.

- A. If a member has two (2) or more consecutive absences from Commission meetings within a period of one (1) year, it shall constitute cause for the Executive Board to determine if the member will be removed from the Commission and a request will be made to the absent Commissioner for resignation.
 - a. Absences will be identified as "with notification" and "without notification". An absence is considered "with notification" if the member notifies the city clerks' office prior to the meeting (prefer 24 hours). If there has been no prior notification, the absence is considered "without notification". It is important to notify staff or any absence for the purposes of determining a quorum.
- B. The Mayor or the Commission, with the consent of the Mayor and Commission, may remove a commissioner for inefficiency, neglect of duty, or misconduct but only after the commissioner has been made aware of the charges made by the Mayor against

him and has had an opportunity to be heard in person or by counsel before the Commission. A recommendation will be made to City Council for approval of the action.

ARTICLE IV. **OFFICERS**

Section 1. Officer Terms and Duties. The officers of the Commission shall be a Chair, Vice-Chair and Secretary. Officers shall serve one (1) year terms and may serve a maximum of two (2) consecutive terms in a single office. In addition, for an Executive Board which includes the Chair, Vice-Chair and Secretary to meet Mid-Month. All Commissioners need to attend a minimum of 8 meetings a year. There are no meetings the month of August.

- A. The Chair shall preside over all regular and special meetings of the Commission, and shall, subject to these Bylaws and rules of procedure, decide all points of procedure, unless otherwise directed by a majority of the members present at a particular meeting. The Chair shall serve as primary contact between the Commission and the City Staff Liaison.
- B. The Vice-Chair shall assume the duties and responsibilities of the Chair in the event the Chair is absent or unable to perform his/her duties.
- C. When both the Chair and Vice-Chair are absent, the members present shall select a member to preside over the meeting by consensus or by a majority vote.

Section 2. Elections. Officers shall be elected by a majority vote of the Commission at the first meeting of the calendar year. Nominations for an officer position require a second. A voice vote shall be taken to elect all officers. Officers shall be elected by a majority of members present.

Section 3. Vacancies of Officers. A vacancy in an officer position shall be filled by election at the next regular or special meeting of the Commission from the Commission members. Until such election, the Vice-Chair shall serve as acting Chair, if the Chair position is vacant. All officers elected to fill a vacant officer position shall serve until the next officer election.

ARTICLE V. **MEETINGS**

Section 1. Schedule. Meetings shall occur at least quarterly as determined by the Commission. Such determination includes the dates, time, and place of such meetings.

Section 2. Notice of Meetings. Meeting agendas shall be posted as notice of a meeting and in accordance with Kuna Municipal Code and Idaho law at designated posting places, City Hall, and the City's website. Notice of any regular or special meeting shall be posted in the designated posting places no less than 48 hours prior to the holding of such meeting, unless an emergency requires posting within 24 hours of the meeting time.

ARTICLE VI.
COMMISSION SUBCOMMITTEES

Section 1. Special Committees. Special committees may be authorized and formed for special, limited purposes and to work on specific issues or projects as needed. A special committee shall serve only until the completion of its special, limited purpose. Recommendations of a special committee must be approved by the Commission before being officially adopted.

Section 2. Standing Committee. There shall be no standing committee of the Commission unless authorized by the Kuna City Council.

Section 3. Communications Outside of the Commission. Individuals shall not speak for the Commission without the City's and Commission's authorization and shall not make commitments on behalf of the City and Commission unless the Commission has formally approved such a commitment.

ARTICLE VII.
PUBLIC COMMITMENT

Section 1. Commitment to the Public. Commissioners commit to the public to adhere to these bylaws and conduct themselves in a manner that is beneficial and productive and that does not reflect adversely on the City or community of Kuna.

ARTICLE VIII.
AMENDMENTS TO BYLAWS

Section 1. Amendments. These bylaws shall be reviewed as needed and proposed amendments shall be approved by an affirmative vote of no less than a majority of the total current members of the Commission. Copies of proposed amendments shall be provided to each member of the Commission at least 48 hours prior to the date of any regular or special meeting at which the bylaws amendment is on the agenda for consideration.

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Approved this _____ day of _____.

Kuna Arts Commission Chair

Kuna Arts Commission Vice Chair

Kuna Arts Commission Secretary

Attested: Kuna City Clerk

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SHEET NUMBER: L-201

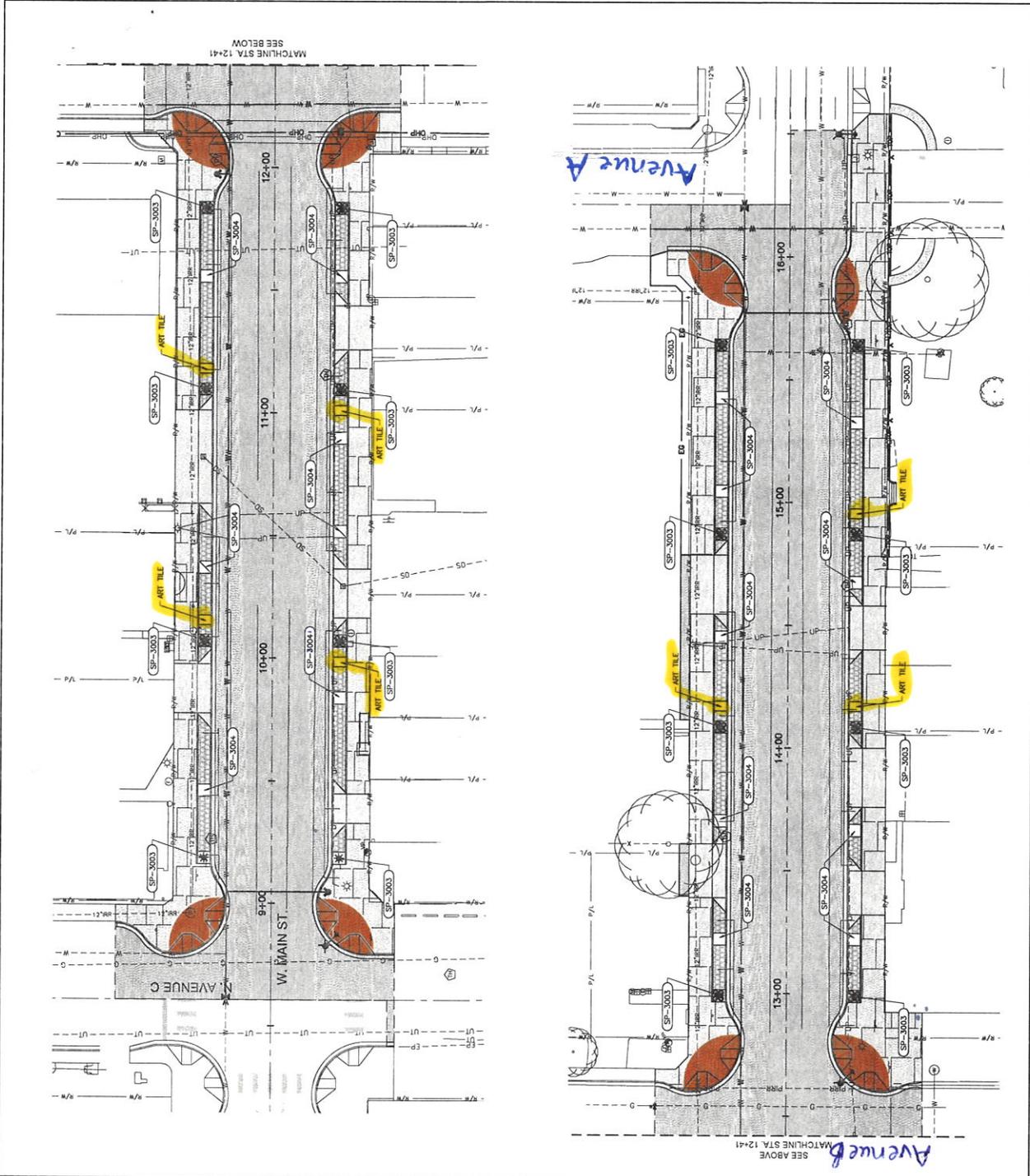
KNOWLEDGE'S BROTHER, Call before you dig.

811

SCALE IN FEET: 0, 20, 40

NOTES:
 1. ASP ART TILES SHALL BE BROOMED CONCRETE FINISH FOR FUTURE ART DIGEST INSTALLATION.

LEGEND:
 SP-3003 DECORATIVE STREET LIGHT
 SP-3004 TREE GRATE



PREPARED BY: [Name] DATE: [Date]
 CHECKED BY: [Name] DATE: [Date]
 DRAWN BY: [Name] DATE: [Date]

December 8, 2018	Artist & Crafter Show	Partner with Downtown Revitalization
December 8, 2018	Kids Holiday Cookie Decorating	KAC
June 9, 2019	Summer Concert Series - Second Saturday	Partner with Parks Dept
June 29, 2019	Music on the Greenbelt w/Cornhole Tournament	Partner with Parks Dept
July 13, 2019	Summer Concert Series - Second Saturday	Partner with Parks Dept
August 3, 2019	Street Dance on the Greenbelt - Concert	Partner with Parks Dept
August 10, 2019	Summer Concert Series - Second Saturday	Partner with Parks Dept
September 14, 2019	Mayors Table - Music from KAC	Partner with Clerk's Office
<i>October, 2019</i>	<i>Possible Monster Mash</i>	Partner with Parks Dept

KUNA WORKS! KUNA LIFE! KUNA LIVES!

HOME, FARM, AND NATURE



FINISH: ANTIQUE COPPER



USE CONCRETE SCREW ANCHORS WITH OR WITHOUT SLEEVES TO INSTALL (DIA. 1/4" X 2.5" L SCREW)



77"



18"