



Agenda

DATE 5/31/17 TIME 8:43-
SERVED BY Debra Garcia
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ART IN PUBLIC PLACES

Friday, June 9, 2017
Community Gallery
Santa Fe Community Convention Center
201 W. Marcy St.
505-955-6707
8:30 AM

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes
 - a) April 27, 2017
5. Report of the Chair
 - a) Committee Meeting of July 27, 2017
 - b) Nominating Committee
6. Action Items
 - a) Art on Loan Program
 - i. Request for Approval of Recommendation to Discontinue Art on Loan Program as an Art in Public Places Function
 - ii. Request for Approval of a Recommendation for the Community Gallery Advisory Group to Consider Creation of an Outdoor Exhibition Program in lieu of the Art on Loan Program
 - b) Request for Approval of Revised Artist Walk of Fame Criteria
7. Discussion Items
 - a) Fiscal Year 2017-18 Funding
 - b) Ignite Program—Future Direction
 - c) Purchase Program—Future Direction
 - d) Possible Roadway Project
8. Reports and Project Updates
 - a) Ignite Program
 - i. Youthworks mural with Richard Mobbs
 - ii. Freewall sculpture by Thomas Osgood
9. Adjourn

Persons with disabilities in need of accommodations, contact the City Clerk's office at
955-6520 five (5) working days prior to meeting date

ART IN PUBLIC PLACES COMMITTEE MEETING – INDEX – April 27, 2017

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Call to Order	Brian Vallo, Chair at approximately 5:30 pm in the Community Gallery, Santa Fe Convention Center, Santa Fe, New Mexico, called a regular meeting of the City of Santa Fe Art in Public Places Committee to order on this date. A quorum was established at 5:45 pm and reflected in roll call.	Page 1
Approval of Agenda	Add Prado discussion and Ann Weisman announcement. <i>Ms. Weisman moved to approve the agenda as amended, second by Ms. Peer, motion carried by unanimous voice vote.</i>	Page 1
Approval of Minutes	Correction: Christ Christy Hengst <i>Mr. Chase-Daniel moved to approve minutes of January 5, 2017 as corrected, second by Ms. Peer, motion carried by unanimous voice vote.</i>	Page 1
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Discussion Items Art on Loan	Informational	Page 3-6
Committee Member and Staff Comments Ann Weisman Prado Exhibit Ignite Purchase Program	Informational	Page 6-7
Adjourn	There being no further business to come before the Art and Public Places Committee, the Chair called for adjournment at 6:30 pm	Page 7
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City of Santa Fe

ART IN PUBLIC PLACES

April 27, 2017

DRAFT UNTIL APPROVED

Fran Lucero, Stenographer
4/27/2017

**ART IN PUBLIC PLACES
MINUTES**

April 27, 2017

5:30 pm – 6:30 pm

1. Call to Order

Brian Vallo, Chair at approximately 5:30 pm in the Community Gallery, Santa Fe Convention Center, Santa Fe, New Mexico, called a regular meeting of the City of Santa Fe Art in Public Places Committee to order on this date. A quorum was established at 5:45 pm and reflected in roll call.

2. Roll Call

Present:

Brian Vallo, Chair
Matthew Chase-Daniel
Ann Weisman
Katelynn Peer

Not Present:

Sandra Deitch
Henry Muchmore
Drew Lenihan

Others Present:

Debra Garcia y Griego, Director, Arts Commission
Jackie Camborde, Arts Commission Staff
Fran Lucero, Stenographer

3. Approval of Agenda

Add Prado discussion and Ann Weisman announcement.

Ms. Weisman moved to approve the agenda as amended, second by Ms. Peer, motion carried by unanimous voice vote.

4. Approval of Minutes

a. January 5, 2017

Correction: ~~Christ~~ Christy Hengst

Mr. Chase-Daniel moved to approve minutes of January 5, 2017 as corrected, second by Ms. Peer, motion carried by unanimous voice vote.

5. Reports and Project Updates

The Chair welcomed back Ms. Garcia y Griego and happy that she is well and also welcomed back Ms. Ann Weisman. Ms. Garcia y Griego also thanked Jackie Camborde for her hard work.

a. Ignite Program – Jackie Camborde

i. Same Boat by Anne Russell and Christy Hengst

This is the next installation, Ms. Camborde and Ms. Garcia y Griego went to the studio to see the piece and it is beautiful. The piece is a large cement boat, smooth in the inside and the outside will be covered with blue and white tiles made by kids in 7 different schools. May 11th is installation date at Monica Lucero Park. Mayor's daughter Candace participated in this program, hopes are to have the Mayor read the proclamation on day of dedication, May 13th.

Ms. Garcia y Griego complimented Kearney School for their participation, every tile that the children made will be on the boat and they will be identifiable. They used an Intern from the University of Art and Design who has spent approximately 160 hours on this project. They have gone over and above to complete this project and were able to secure community funding through their efforts.

Youthworks Mural with Richard Mobbs

This is a 4 Seasons Mural from Earth Care. They will be installing on the eastern external wall of the Zona del Sol building no later than June 30th.

Ms. Garcia y Griego explained that they have been taking the panels off site, as recalled this project would be in panel pieces that will go on the wall. They have been taking the mural around so that the children can participate in the sessions. If Committee members have interest in looking at these pieces, please advise Ms. Camborde and she will make arrangements.

ii. Freewall Sculpture by Thomas Osgood

There is discussion of this being a mobile piece (picture was re-visited at this meeting). The Parks Department is very excited and Ms. Garcia y Griego said one of the reasons for considering it to be a mobile piece is so that they could gauge which location is successful. Both Mr. Osgood and Parks Department have been very cooperative in this idea.

b. Purchase Program - Jackie Camborde

i. Untitled by Andrew Davis

There have been a lot of meetings and logistics to coordinate to make this installation of works. Mr. Davis piece will be at Water Street and Alameda. Ms. Camborde described the tiles, which are 12x12 and have letters on them, which are all in place.

c. Repairs and Re-Installation of Seven Archangels – Jose Lucero

The archangels have been re-installed on E. Alameda.

The archangels were carved on trees that were dying, a couple of them had deteriorated and some had to be reset. They were carved from trees that were actually dying; they were carved on the original root system so the wood continued to do what it naturally does. One of the City Staff Architects helped designed a good footing that is concrete, has a gap so the water doesn't sit. They are all natural material, they are wood, there is a process that has started in that wood that will continue, despite our best efforts. If it ever reaches that level again, those pieces will have reached their natural life. Hopefully there will be a press release that goes out and explains that. People love them and feel they are great, we are hoping for at least 10 more years of life. The Artist understands that they will live out their life and appreciates that the people love them so much.

The Chair asked what happens to them if they reach a point of severe deterioration. Do they become part of a collection, do they go back to him. Ms. Garcia y Griego answered that under current procurement policy they would have to be destroyed or auctioned off as material. They cannot go back to the Artist. Ms. Garcia y Griego said she could see Mr. Lucero be in favor of mulching them and put around trees at that park, that could be an option too. Mr. Chase-Daniel said we should keep Mr. Lucero apprised if that ever happens.

A quorum was established at 5:45 pm with Ms. Peer attendance.

- d. Art on Loan
 - i. Barn Dog Installation by Don Kennell
Barn Dog is a large steel dog with a porch swing behind the Convention Center. People love it and you see people sitting on the swing. Mr. Randall is also having staff install some spotlights. News Release was also sent out to inform the public. (Exhibit A – News Release)

6. Discussion Items

a. Art on Loan

The Chair and Ms. Garcia y Griego had a conversation regarding the historical process on the upkeep of the Art on Loan Program. Ms. Camborde has also done research through other cities and staff will provide an estimate of how much time it takes to maintain this program and research of the concept of transferring in to the Gallery Program.

The concept of the Art on Loan Program goes all the way back to the 90's under Larry Ogan from the Santa Fe Council for the Arts. It had been a concept that he had been working on since the late 80's or 90's. When Ms. Garcia y Griego came to the Arts Commission in 2000 she was tasked to make this an actual program and the Council approved in 2003. This was important information as the concept that Larry perceived on the Art on Loan program and how it would function was very different on how gallery's were performing and what the capacity of gallery's were. There were galleries and there were artist who could not afford to have large scale inventory sitting around and who could afford to put it on public property. There was probably more of chance that someone would come around and want to buy a \$250,000 piece out of a part. It was a very different time in the gallery community. At the time that the program was conceived, that was the operating framework, and as we all know the tide was changing and galleries were operating in a different fashion. It was conceived of knowing the constraints of insurance and it was also conceived knowing the constraints of knowing that there wasn't an appropriate use of the CIP funds because again the CIP funds which fund Art in Public Places program and staff time have to go to the acquisition of permanent artwork owned by the City. Very soon thereafter they engaged some interns through Princeton and they were fortunate to have one Princeton Intern for 8-10 weeks whose sole job was to solicit loans and bring them through the approval process. Therefore, they did try to have a staff person for this project to solicit. Moving forward there were challenges that staff experienced.

Ms. Camborde stated that the Arts Commission has created a spreadsheet describing the pieces, which reflects the pieces back to 2011. There are 46 pieces that have been installed to date through the Art on Loan Program. It also shows 23 refused pieces; this goes back to 2011 so there could be more. Ms. Garcia y Griego added that files for pieces

that were rejected were sent to Archives and at this time have probably been destroyed based per the retention policy. (Exhibit A)

Many of the pieces are still at their same locations. When researching a reason why they were not renewed, most of them were close to the end of their term and people did not want to renew for whatever reason. After working on a few pieces that were outstanding she is finding that insurance is becoming the issue, as they do not want to personally insure pieces and insurance companies do not want to insure pieces on city property. There have been installation and de-installation concerns related to the piece at the airport.

Ms. Garcia y Griego referenced the list that goes back to 2006 (Exhibit B) and stated that an observation is that the Artist tend to fall in to two distinct categories; those that own and operate their own Galleries or have significant gallery representation or very small artists who are willing to take the financial hit and risk as studio artist. In terms of those that were refused, because this list doesn't contain the reason; generally the reason loans were refused is they weren't appropriate for the program or suitable for public display. In some cases they were aesthetically appropriate or they didn't fit at the selected site. This history only reflects the last year that the Arts Commission had an intern and there was more refused prior to that.

The Chair asked how many of these pieces actually sold.
The list shows 3-5, and others faced bankruptcy issues.

Thank you to Ms. Camborde for doing the research.

Art on Loan Work Flow (Exhibit C)

Ms. Garcia y Griego narrated the bullet points included in Exhibit C.

It takes just as much effort to install an art on loan piece and it involves staff time from not only the Arts Commission from other departments. Once it is approved, staff draws up an agreement, it then goes to Legal, City Manager and Finance for further processing. The Artist has to come in and sign it; there is now an entire process that has to happen around the fee/insurance waiver. It then goes to the city clerk to get sealed, once it comes back staff can move forward. She estimates about 4-5 hours staff time and about 1-3 weeks for processing. The process continues when it comes to installation involving logistics and permits. You are hearing references to other departments who are also putting time in the process. After the loan is coming up for renewal there are communications with the Artist regarding the loan and the site with other departments and it goes back to the process of amending the contract.

Mr. Chase-Daniel asked if there is a standard term of loan in the initial phase?

Ms. Garcia y Griego said that they started with annual terms but they have moved in 2-year term for placement pieces.

Ms. Camborde added that the cities that have Art on Loan programs are: Scottsdale, AZ, - Longmont, CO who is close to the size of Santa Fe, Colorado Springs does not have Art of Loan, they do straight out purchase. City of Boulder explains a great deal of information on their website but nothing related to art on loan. Ms. Camborde will continue to research information.

The Railyard Park will only accept pieces that are temporary and insured. Mr. Chase-Daniel is the representative from the Railyard Park and talked about the difficulty to insure some pieces. There is an effort through the Railyard Stewarts to put money in the budget to support the Railyard Art Project. A very small honorarium (\$200-\$500) is provided to Artist to install their pieces. There will be a dance performance there with a range of interactive temporary, related to ecology conservation, diversity in choices.

The Chair asked when is the call for art?

Mr. Chase-Daniel stated at this point the call for art has been open, on going, rolling submissions. There is a link to a website with an application process. They are in the process of setting four deadlines per year. In order to get the word out more, they feel with distinct deadlines the word will get out.

Ms. Garcia y Griego said that the SFCC through their art on campus program is interested in receiving art on loan and have accepted one piece that came through the city. There are some pieces that are going to SFCC from the Railyard as they also have the means to provide insurance.

The Chair expressed his thanks for this updated information.

Mr. Chase-Daniel said there is an attraction in doing short-term art placement.

The Gallery and how it was conceived in 2008 when it opened and how it functions now are different from your local gallery. Rod Lambert has done a great job in driving programming for community needs in working with the Gallery Committee and the Arts Commission. We have gotten away from doing regional sale of jewelry, core programming is still themed exhibits, juried, 30 artist open call. We have had an incredible demand for pop up exhibits, and we have a process for them. These are short exhibits where maximum time frame is 2 weeks.

Rod Lambert would like to grow the mission of the Gallery which is about showing the work of only New Mexico Artists in a semi-professional setting and providing opportunities to not only to show their work but to sell their work. He has been interested in moving outside the walls of the gallery. Part of the solution and rectifying the lack of benefit to the artist would be to move it to the gallery in to an outdoor exhibit of the gallery, which provides a funding source that isn't tied to the acquisition of permanent art. It also brings it in to a more focused application deadline, jurying process. It would allow the artist to consign the work; it would be offered for sale through our existing consignment arrangements, which gives the gallery revenue. If an artist does not have gallery representation, the split is 40-60%. If there is gallery representation it goes down to 30%. It was learned yesterday that the City could insure the pieces through the policy they now have within the Gallery space. The policy for this space is not confined to these walls it is the footprint of this building including the outdoor spaces. This means the work could be insured, they could be offered for sale and the installation would then be confined to this area. Relatively recently during budget discussions, there was general consensus by the members of the city council that they want to see more art at the Convention Center, they want it to be a showcase. There is a nice alignment that could be leveraged in terms of turning this program over to the Gallery and the Gallery Committee. Ms. Garcia y Griego offered that as an additional Gallery program.

Mr. Chase-Daniels clarified that the restrictions on that would be that art on loan would now be only in the convention center not in any park of the city, that is the disadvantage.

Ms. Garcia y Griego confirmed, yes. It is a disadvantage, but what it would also do is take that staff time that is currently going to a program that does it temporarily and refocus it to towards whatever the future is for Ignite and for purchase.

It was asked if other walls in the Convention Center could be utilized. Ms. Garcia y Griego said that could be a possibility. She feels that Mr. Lambert has a good eye for placement and art and he could go with Convention Center staff and be working amongst their own staff. She did say that there should be focus on the exterior at this time; it has been casually floated to the Gallery Committee and has not been to the Arts Commission at this point in time. In terms of the process she believes that Rod would recommend to his committee the same process he uses for jurying which is a mix of Gallery advisory group and appropriate professionals in the field in the community.

The Chair wanted to know who would make this approval and how much input would the Gallery Committee have. Ms. Garcia y Griego said that Gallery Committee is an advisory group but we would want their buy-in as they are charged with that programming. Ultimately it would be the Arts Commission who would approve that.

Ms. Garcia y Griego said that during the past three months, Ms. Camborde is making calls that we cannot do waivers and in the same note telling them of the insurance requirement. There are pieces that have been on loan for a very long time so we would like to ask the Artist if they would contribute the pieces to the city.

The Chair asked if there is any staff funding to administer this program. Ms. Garcia y Griego said no, there is not.

The Chair asked next steps. Ms. Garcia y Griego said if the general consensus from the committee, as this is not an action item, more of a formal direction for staff to pursue moving forward she will speak to the Gallery Committee, more information would be brought back to the next meeting, and it would be a recommendation to the Arts Commission that the function be re-envisioned and moved.

Ms. Garcia y Griego said that at next meeting they would provide an update on the pieces that are on loan and whether a donation or removal decision has been reached. The Chair on behalf of the Art in Public Places confirmed that there is a consensus and supports staff moving forward. Ms. Garcia y Griego will bring this to the next meeting as an Action Item.

- b. Ann Weisman – Ms. Weisman informed the Chair and the members that this would be her last meeting as she is moving out of state. She was thankful and said it has been an honor to serve on the committee. A formal letter of resignation will be submitted; it has been great working with everyone. Ms. Garcia y Griego and the committee members echoed that it has been nice working with Ms. Weisman.
- c. Prado Exhibit, Cathedral Park, Debra Garcia y Griego

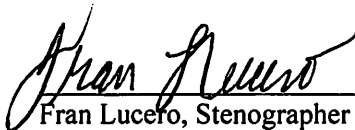
Coming later next month to Cathedral Park is an outdoor exhibit with master works from the Prado in Spain. It is a project of the Museum of Spanish Colonial Arts, which

Tourism Santa Fe has been incredibly involved. It was brought forth to the Arts Commission as a project asking for funding and endorsement, however the commission felt that since it was reproductions, because it was an exhibit, it wasn't a local exhibit, it wasn't within their purview. Arts Commission office has not been involved in the process. Because it is Art and it is in the public, Ms. Garcia y Griego wanted to provide this information as a courtesy to the committee. Additional information can be sought by calling the Museum of Spanish Colonial Art.

- d. Mr. Chase-Daniel asked that the future of the Ignite/Purchase Program be on next month's agenda.
- 7. There being no further business to come before the Art in Public Places Committee, the Art in Public Places meeting was adjourned at 6:30 pm.

Signature Page:

Brian Vallo, Chair



Fran Lucero, Stenographer

Art in Public Places Guidelines

I. Background

In 1985 the City of Santa Fe passed the Art in Public Places Ordinance 1985-42, whereby up to one percent of the construction cost of each city capital construction project, whether new construction or renovation, is set aside for the acquisition of art. Implementation of the ordinance is the responsibility of the Santa Fe Arts Commission (SFAC). All purchased or commissioned work becomes a part of the SFAC permanent public art collection.

The purpose of the 1% for Art in Public Places is to create sites of community significance in public places, to encourage private and public awareness and interest in the visual arts, to increase employment opportunities in the arts, and to encourage the integration of art as an integral part of the architecture of municipal structures or other public property. It is a high priority of the Santa Fe Arts Commission that there be cultural diversity in all aspects of the Art in Public Places program.

In that area of this unique City that is designated the historic district, the art commissioned under these guidelines that is to be permanently located in the public walkways, as differentiated from those enclosed in buildings and court yards, shall comply with the provisions of the ordinances establishing the historic district.

All meetings in the process described hereafter are open to the public pursuant to the Open Meetings Act.

The Art in Public Places Program complies with program and facility accessibility requirements of the Americans with Disabilities Act of 1990, and in general does not discriminate against persons with disabilities.

II. Definitions

A. Allowable Expenses

1. plaques and labels, i.e. identification;
2. frames, mats, mountings, anchorages, containments, pedestals, or materials necessary for installation, location or security of works of art;
3. photographs of completed work;
4. extraordinary maintenance or repairs;
5. expenses for special advisors or consultants;
6. maquettes and final renderings presented for final competition;
7. publicity, dedication, promotional materials; and
8. utility expenses to projects.

B. **Ad hoc committees:** May be appointed as needed. An example would be a site planning team.

C. **Architect:** The person or firm designing the project.

D. **Art in Public Places (AIPP) Committee:** A standing committee appointed by the SFAC. It ideally should consist (if possible) of at least one Commissioner (the chair) with additional members which include (1) community representative(s), (2) art historian, (3) visual artist, (4) sculptor, (5) arts professional such as curator, critic, appraiser, (6) area historian and (7) architect, landscape architect, or urban planner. Seven members total. Preference shall be given to qualified persons who

demonstrate understanding of the unique characteristics of Santa Fe.

E. **Artist:** The person or persons selected by the SFAC and contracted by the City of Santa Fe to execute an art work. The artist must not be a member of the project architectural firm.

F. **Community Advisory Committee:** Appointed by the AIPP Committee when appropriate. This committee is to be a liaison between the project and the community. Composition of this committee may include area historians, the Historic Design Review Board or persons with pertinent knowledge of a particular project. This committee shall also be a resource to the artist.

G. **A Conflict of Interest** exists between a juror and an applicant artist in the following cases:

- a family relationship exists;
- joint financial interests exist,
- employer/employee relationship exists; and/or
- any other situation in which the juror could benefit from the selection of an artist

H. Exclusions

Works of art do not include:

1. reproductions of original works of art;
2. decorative, ornamental, or functional elements designed by an architect;
3. elements of a landscape design that are not integral to the project as designed by the artist;
4. art objects which are mass-produced of standard design, such as playground sculptures, fountains, rocks, pools, screens, benches and other types of street furniture;
5. directional or other functional elements, such as super graphics, signs, color coding, maps etc.;
6. architects' fees;
7. structural building modifications; and
8. art exhibitions or curricular education activities.

I. **Jury:** A jury or selection panel is appointed for each specific project by the AIPP Committee and approved by the SFAC. It ideally should consist (if possible) of at least (1) community representative(s), (2) Arts Commissioner (3) artist, based on medium of project, (4) area or art historian, (5) arts professional, and (6) AIPP Committee member. It may also be composed of the AIPP Committee itself. Generally the jury may consist of five voting members, one alternate and one chairperson. Preference shall be given to qualified persons who demonstrate understanding of the unique characteristics of Santa Fe.

Prior to meeting, the individual jurors shall review the list of artists applying in order to reveal any possible conflicts of interest. Jurors sign a conflict of interest statement confirming no conflicts at the first jury meeting. If a conflict arises, that juror is excused and an alternate is selected by the SFAC executive director from a list of potential and previous jurors who have been approved by the AIPP Committee and the SFAC.

J. **Project:** The creation of a work of art by an artist which is subject to ordinance 1985-42.

Artist Walk of Fame

Background/History

The Artist Walk of Fame consists of several dozen bronze plaques installed in the sidewalks outside the New Mexico Museum of Art. The Walk was commissioned by the City in 1985. It is unclear based on available records if it was commissioned by the Arts Board (precursor to the Arts Commission) during the first year of the Percent for Public Art program, or if it was handled otherwise. Since the original phase of installation, three additional plaques have been subsequently installed.

The Art in Public Places Committee adopted the current guidelines in 1998. Since then, the Committee has asked staff to draft more complete guidelines for possible adoption.

Current Criteria

Artists Walk of Fame Criteria

1. Deceased
2. Made notable and publicly recognized contributions to the visual, literary or performing arts.
3. Have a recognized prominence in the field of activity.
4. Spent considerable time in New Mexico and is clearly identified with New Mexico.
5. If a historical figure, the name must figure in the authoritative books chronicling his/her time.
6. If a contemporary figure, their passing must have been recorded in the national press.

Proposed Revisions to Criteria

Criteria for Inclusion

1. Artist must be deceased for a period of five years or more from date of nomination.
2. During his/her lifetime, artist must have made notable and publicly recognized contributions to the visual, literary or performing arts. Evidence of notoriety is measured through major media coverage, receipt of awards and accolades from their peers and a general sense of name recognition by the public at large.

Literary Arts: Authors, playwrights, screen writers. Persons who penned literary works of considerable distinction and have achieved national/international recognition are eligible.

Performing Arts: Show business persons who have distinguished themselves as actors, producers, directors, playwrights, cinematographers, musicians, either on Stage, Radio, Film, and/or Television, as well as persons who have otherwise become prominent in the field of entertainment, and have greatly contributed to the worldwide prominence of Santa Fe.

Visual Arts: Artists excelling in the medium of painting, drawing, sculpture, photography, mixed media, printmaking, video and/or performance art. Artist considered a pioneer or visionary in his/her medium and recognized by his/her work internationally.

3. Artist is considered a prominent figure in his/her field by qualified academics, noteworthy critics, references in published authoritative books.
4. Artist spent at least 15 years in New Mexico and is clearly associated with New Mexico.

Timelines for Inclusion

1. Based on historic precedent, consideration of additional plaques will occur on 25 year anniversary dates of the founding of Santa Fe. This will be based on the 1610 founding date.
2. A minimum of two plaques must be approved in order for artists to be added during that period.

Ignite Program—Future Direction

Background

Ignite was conceived as a community-focused, artist-driven one year public art pilot program. It was designed to support innovative permanent public art installations within the City. By equipping artists and organizations with resources (funding, facilitating internal City approvals, etc.) *Ignite* funded four small-scale public art projects totaling \$39,870.

Funding was available to artists, organizations, and community groups for art projects that engage at least one professional artist and were accessible to the general public through the design and implementation of permanent artwork in a City-owned space. Partnerships and collaboration with other artists, organizations, businesses, and/or neighborhood groups were greatly encouraged. Successful projects addressed one of the following Arts Commission Policy Planks:

- Creative Spaces by activating a public space through creativity and the arts.
- Engagement by facilitating collaborations that encourage participation in the arts by everyone in the community, or by enhancing infrastructure and outreach that boosts participation in arts and cultural activities.
- Youth Arts by presenting an in-school or after school arts program; providing mentorship, internship, or apprenticeship opportunities in the creative sector; and/or partnering with youth organizations or agencies.

The *Ignite* pilot project was warmly received by artists and nonprofits. The projects completed have proven to be incredibly meaningful both for participants as well as the public. City departments receiving *Ignite* projects have been open, receptive and grateful for the work.

Future Direction

It is the assessment of staff that the *Ignite* program was very successful in providing opportunities for small-scale public art projects. These types of projects are vital for artists in early phases of careers. They also provide a tremendous return on investment in terms of engaging participants.

Ignite was originally launched on a quick turnaround timeline. This was due both to the expiration of bond funds as well as the fact that the smaller nature of the projects allowed for shorter timeline. If continued, staff would continue to encourage this shorter timeline, allowing 18 months from RFP issuance to completed project.

The original *Ignite* call for proposals did not specify any specific theme, area or approach to the work. Moving forward, it could be interesting to consider a broad framework into which *Ignite* projects could be fitted. Potential frameworks could include themes drawn from Culture Connects or other civic policy agendas.

One such opportunity would address the City's larger sustainability agenda. Using surplus/discarded materials from the City's yard on Siler Road, artists would be commissioned to create original artworks for installation on City property.

Purchase Program—Future Direction

Background

In 2016, a one year pilot Purchase Program was initiated as part of a larger initiative to broaden the scope of the public art program, increasing its economic impact on artists, and expanding the geographic reach of the program. Through The Public Art Purchase Program, the City purchased five works of art, totaling \$205,316, for placement in City parks. The focus was specifically on smaller neighborhood and pocket parks.

The project has been an overwhelming success. Response from artists and galleries was tremendous both in terms of positive feedback as well as in submissions. The Parks Division has been thrilled to receive the works and incredibly helpful in identifying parks, working with constituents, and facilitating installation. Most importantly, the public's response to the artworks when placed has been 100% positive, with individuals calling both the Arts Commission and their elected officials to thank them for the placement.

From a staffing perspective, the program has been very efficient to manage. Though there were some transitions in staffing during the final phases of installing the works, all pieces were installed within 12 months. Critically, the program provided a flash point for creating a site of community significance. Previously overlooked or underutilized spaces have become places of pride for neighborhoods.

Future Direction

Given the positive response from all partners and the efficiency with which the program is managed, staff strongly recommends continuing the program for at least another year. Staff believes one of the keys to the success of the pilot program was the specific focus on outdoor works for smaller parks. This allowed artists and galleries to submit appropriate work, selection committees to easily review the appropriateness of the piece to the location, and required coordination with a single City agency. Moving forward, staff would recommend consider focusing the program on smaller scale two-dimensional works for the Santa Fe Airport. Informal conversations with airport management indicate a strong interest in featuring local art in the airport. In addition, such a program would fit well with TOURISM Santa Fe's leadership of the #IFlySantaFe initiative to encourage more regional use of the airport.

Possible Roadway Project



The City of Santa Fe Arts Commission is pleased to announce another new public art initiative that will increase partnerships with local artists and galleries. Through ***The Public Art Purchase Program***, the City will buy one or more pieces of public art for placement in City parks. The goal of the program is to enhance and activate public spaces, provide economic benefit to local artists and galleries, and engage the public through thoughtful, high-quality artworks. Up to \$50,000 per piece is available for purchase, plaques and transportation, installation and other costs. The deadline for receipt of application is 5 PM MST on March 4, 2016.

“This is an opportunity for the City to engage local artists and gallery in projects that build community and promote involvement in the arts,” said John Tennyson, Program Planner for the Arts Commission.

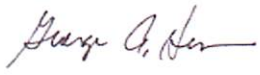
Proposals are being accepted through Friday, March 4, 2016. All pieces must be installed by June 30, 2016. Purchased pieces will be placed at smaller neighborhood and pocket parks throughout the City. Funds may be used to pay for artist fees, materials and supplies, and the cost of installation. The City may award multiple contracts. Some requirements include:

- Must be an artist living in Santa Fe County. Local galleries may submit on behalf of local artists.
- The artwork must be appropriate for permanent outdoor installation
- Up to five pieces of existing artwork available for purchase may be submitted per artists.
- Costs for all necessary insurance, transportation and installation for each artwork must be included in the purchase price.

May 12, 2017

DRAFT

To: Mr. James A. Martinez Jr., P.E.
City of Santa Fe Traffic Engineer

From: George A. Herrera, P.E. 
Souder, Miller and Associates, Senior Design Manager

RE: Agua Fria Cottonwood Intersection Improvements, NMDOT Project & Control No. S100370 & City of Santa Fe CIP No. 853B – 30% Plans Review

The 30% Plans Review for subject project was held on May 10, 2017 at the City of Santa Fe Public Works office. The following were in attendance:

John Romero	-	City of SF Engineering Department Head
David Quintana	-	City of SF Engineering Department
James Martinez	-	City of SF Traffic Engineer/PM
Keith Wilson	-	City of SF MPO/Transit
Chris Ortiz	-	City of SF Parks Department
Brad Fisher	-	NMDOT North Design Region Local Govt. Coordinator
Annette Duran	-	NMDOT ROW Bureau
Alex Palomino	-	Souder Miller & Associates
George Herrera	-	Souder, Miller & Associates Project



The following summarizes the Design Team meeting items discussed and agreed upon:

Project Overview/Scope of Work

A brief overview of the project was provided. The project intent is to provide for safety improvements at the intersection of Agua Fria Street and Cottonwood Drive in Santa Fe, as this intersection has experienced a significantly higher annual crash rate than expected for this type of intersection. The goal of this project is to provide for enhanced traffic operations and improved safety by controlling vehicular movements at the intersection. The City of Santa Fe is the lead agency on this project.

Alignment Study/Environmental Investigations/Documentation and Public Involvement

An Alignment Study, following the NMDOT Location Study Procedures (LSP) was previously completed for this project. Based on the recommendations of the study, Alternative 2 – Traffic Roundabout connecting the intersections of Cottonwood Drive and Fairway Drive, was the recommended alternative.

As a part of the Alignment Study, Environmental investigations were conducted and documentation was prepared. A Public Meeting was also held. A Categorical Exclusion (CE) was prepared for the project, and was approved on 3/30/17. A copy of the CE will be provided to Annette Duran.

Schedule

This project is currently scheduled to go to bid by the Spring/Early Summer of 2018.

The major project milestones are as follows:

- 30% Review 5/10/17
- Right-of-Way Mapping 7/31/17
- 60% Plans 8/15/17
- 90% Plans 12/30/17
- PS&E Review 3/30/18
- Final Plans 4/15/18

As discussed at the meeting, Design activities will be accelerated, and an updated schedule will be provided.

Cost Estimate and Budget

The current budget for this project is \$1 Million, which includes Construction and Right-of-way (ROW) acquisition costs. The current Construction estimate is \$999,000, including NMGR and 3% Contingencies. The current funding available for the project will not cover all the project costs, considering the costs of the ROW acquisition. The City of Santa Fe will coordinate with the NMDOT to see if additional funding can be made available for the project.

Drainage Analysis



SMA has prepared a Preliminary Drainage Technical Memo for the project. The memo has been submitted to the City of Santa Fe for review. The Memo has also been submitted to Brad Fisher for NMDOT review as required.

Drainage flows are typically southwesterly and generally flow towards the Santa Fe River where rundowns on the east and west side drain flows into the Santa Fe River. The proposed improvements will result in a slight increase in the drainage flows. However, based on the drainage analysis, the existing rundowns can handle the increase in flows.

As described in the Drainage Technical Memo, as an alternative to utilizing the rundowns, flows could be captured in curb inlets and piped to the Santa Fe River. However, it was the Design Team's recommendation to utilize the existing rundowns as a cost-savings measure.

Right-of-Way Requirements

ROW requirements for this project will include:

- Acquisition of private property on the north side of the roundabout (primary take). This property is currently broken up into 3 separate tracts, and 2 of the tracts will be impacted. Cottonwood Drive is currently on an Easement from the owner of this property; a portion of this easement will need acquired to just south of the Santa Fe River. The existing Cottonwood Drive at the Agua Fria intersection will be closed to through traffic, but will still be available for mobile home transport. The entrance will need to be gated and/or bollards may be required to keep vehicular traffic from trying to gain access. The City of SF will have to go into an agreement with the Cottonwood Mobile Home Park to allow mobile home transport as required.
- TCP on the west side of existing Cottonwood Drive
- TCP for improvements on Fairway Drive

NMDOT procedures for ROW Mapping, Title work, Appraisals, and Acquisition will need to be followed, and will require DOT review and approval.

ROW activities for Title work and Appraisals will need to be timed so as to not require updating of title reports and appraisals. It is anticipated that if ROW mapping will be completed by August, 2017, and that funds for ROW appraisals/acquisition can be available by approximately 10/1/17.

Utilities

Utility impacts are anticipated to be minor. A 30% complete Utility Coordination meeting was held on 5/10/17 after the 30% Plans Review. Minutes for that meeting will be distributed separately.

Transit Improvements

The project will include the addition of bus pull-out lanes on both sides of Agua Fria Street, with concrete pads for proposed bus loading/bench/shelter areas. A final determination needs to be made as to whether or not bus shelter/benches will be included in the bid package.

Landscaping/Art Improvements



As this is a Safety funded project, there is not any current budget available for any major landscaping or art improvements. However, coordination will take place with the City Art Commission for the potential future incorporation of art features in the roundabout area (as long as they do not introduce any safety concerns). This work would be outside the project scope.

The excess ROW area that will be created west of the roundabout could potentially provide for a future landscaped area or bio-swale area. The Design Team recommended not disturbing the area for now and to just leave existing vegetation in place.

Roadway Lighting

Roadway lighting is currently not in the scope of work, however SMA will coordinate with the City of SF on lighting needs and roundabout lighting requirements.

Miscellaneous

1. It was recommended that provisions for independent QA, including testing be provided for as part of the Construction phase of the project.

Plan Comments

1. Add Vicinity Map

2. General Notes

- a. Remove notes already covered by the Standard Specifications, in compliance with current NMDOT guidance.
- b. Will keep project specific notes 2, 3, 4, and 10.
- c. Add note for contractor coordination with Transit/bus schedule.
- d. Add note for existing Transit stop salvageable items; salvage to Transit yard.
- e. Any incidentals need to be tied into a pay item.
- f. Delete Utility Contact List

3. Summary of Quantities

- a. Item for roundabout concrete paving should be paid for under Item 450080, Concrete Pavement 8".
- b. Change Hot Thermoplastic items to Retro-reflectorized Plastic items
- c. Include all applicable Surfacing items
- d. Add applicable erosion control items
- e. Add applicable item for temporary pedestrian and bicyclist management
- f. Add item for gates/bollards at the existing Cottonwood Drive intersection
- g. Eliminate the following Construction Engineering items: Vibration Monitoring, Video Taping, Vibration Risk Survey, and Public Awareness
- h. Eliminate item for Cleaning of Culverts
- i. Eliminate Drop Inlet and 24" Culvert Pipe items; will utilize existing rundowns.
- j. It is possible that sidewalk improvements will be funded through City of SF sidewalk improvement funds.



4. Environmental Commitments

- a. Add applicable Environmental commitments

5. Typical Sections

- a. Change HMA type to SP-IV
- b. Show sidewalk slope at 1.5% and 2% maximum
- c. In order to accommodate bus pull-out pads, avoid existing utilities, and keep improvements within the ROW, will re-assess bus pull-out width requirements.

6. Curb Ramp Sheets

- a. Include for 60% submittal

7. Roundabout Layout

- a. Eliminate portion of sidewalk on S-curve (south side only)
- b. Include new sidewalk along Cottonwood Drive to provide continuous minimum width section to transit stop.
- c. SMA will investigate roundabout guidelines for need of sidewalk buffer area.
- d. Adjust location and size of concrete pads for the bus stops as required.
- e. SMA will reassess cross-walk alignments
- f. Verify existing ROW limits at Fairway Drive
- g. Correct text overlaps

8. Roundabout Grading Plan

- a. Will provide separate sheet to include contours

9. Surfacing Schedule

- a. Update as required
- b. Take out references to WMA

10. Earthwork Summary

- a. Take out Shrink column, per new Section 203 specs

11. Miscellaneous Schedules

- a. Add for any new items

12. Erosion Control and Re-vegetation

- a. Add TESCM sheets
- b. Revegetation sheets not required; covered under new NMDOT Special Provisions

13. Plan and Profile Sheets

- a. Update Utility Contacts list.
- b. Verify that all available utility data is shown
- c. SMA will assess any potential utility impacts with minor grade (Cut) adjustment on the east



side of the roundabout.

14. Sequence of Construction

- a. Need to make provisions for temporary pedestrian detour plan for Cottonwood Drive
- b. Will need more detailed phasing plans for 60% submittal.

15. Permanent Signing and Markings

- a. Include signage for dead end and road closed ahead for SB traffic on Cottonwood Drive
- b. Include do not enter signage to Cottonwood Drive on Agua Fria Street
- c. Add a cross-walk and appropriate signing at Cottonwood crossing at realignment location

Please contact me if you have any questions or require clarification on any of the above items.

cc: All Attendees

Lawrence Lopez, NMDOT North Design Region Bureau Chief
Stephen Lopez, NMDOT District 5 Technical Support
Brian Salazar, NMDOT North Design Region Local Govt. Asst. Coord.
Ron Noedel, NMDOT ROW Bureau Chief
Brian Cribbin, NMDOT Environmental Bureau
David Barboza, NMDOT Traffic Technical Support
Christine Griego, NMDOT Utilities Section
John Murphy, NMDOT ROW Bureau
Ricky Mok, NMDOT ROW Bureau
Ana Silva, NMDOT ROW Bureau
David Salazar, NMDOT ROW Bureau
Eunice Cazares, NMDOT Local Government CLE
Susie Rogers, Tierra ROW
Angela Valdez, SMA
James Combs, SMA