
AGENDA

Public Arts Advisory Board Regular Meeting

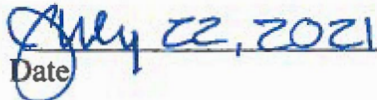
5:00 PM; Wednesday, July 28, 2021

Taylor City Hall Conference Room

- I. CALL TO ORDER AND DECLARE A QUORUM
- II. PUBLIC COMMENT
- III. REVIEW / DISCUSS AND CONSIDER ACTION ON THE FOLLOWING:
 - A. Approve the Minutes from the Public Arts Advisory Board for June 23, 2021
 - B. Financial Report
 - C. Continuing Business:
 1. Report on Dr. Dickey mural (Melanie):
 - a. Report from Mural Committee concerning potential locations
 - b. Potential grant funding
 2. Potter's Alley:
 - a. Update from the committee (Melanie)
 - b. Consider and approve commission on Potter's Alley mural (Richard)
 3. Portal project update (Melanie)
 4. Music on Main Concert Series update (Janetta)
 5. Cultural / Entertainment District update (Lois)
 - D. New Business:
 1. Discuss possible flash mob chalk art event (Richard)
 2. Discuss items for upcoming agendas.
- IV. ADJOURN

The Board or Commission may vote and/or act upon each of the items listed in this Agenda. The Board or Commission reserves the right to retire into executive session concerning any of the items listed on this Agenda, whenever it is considered necessary and legally justified under the Open Meetings Act, I certify that the notice of meeting was posted in the Taylor City Hall Lobby before 5:00 pm on July 23, 2021 and remained posted for at least 72 continuous hours before the scheduled time of said meeting. I further certify that the following news media was notified of this meeting: Taylor Press.


Jan Harris, Main Street Manager


Date

Public Arts Advisory Board

July 28, 2021

Agenda Item III-A

Approve the minutes for the June 23, 2021 meeting

PUBLIC ARTS ADVISORY BOARD
June 23, 2021

MINUTES

Meeting was called to order at 5:05pm and a quorum was declared.

Present- Lois Duncan, Richard Stone, Brent Humphreys, Bryan Richie, Melanie Shaw, Janetta McCoy, Nathan Gray

Staff-Jan Harris-Main Street Manager

Absent-

PUBLIC COMMENT:

None at this time.

CONSENT AGENDA:

- A. Approve the Minutes from previous meeting of the Public Arts Advisory Board and June Budget Meeting.
- B. Budget report-\$5,885 remains in the budget with money being directed to the Music on Main event.

MOTION- Motion to approve amended minutes from previous board meeting. Minutes should omit Jim Bob's name and amend wording to reflect verbiage "Fiscal Agency Agreement."
 McCoy/Duncan/Passed

MOTION- Approve financial report as presented.
 Duncan/Gray/Pass

REGULAR AGENDA-REVIEW/DISCUSS AND CONSIDER ACTION:

A. CONTINUING BUSINESS

1. BUDGET DISCUSSIONS

a. Finalize FY 21 Budget

A dedicated Mural Fund was discussed and established with sub-categories dedicated to Potter's Alley, The Dr. Dickey Mural, and the 50/50 Art Wall at Pierce Park, but not limited to these projects.

\$3,000-Dedicated to Potter's Alley

\$2,885-Remaining with \$1,100 being contributed by the Main Street Advisory Board for Music on Main. Music on Main is the target for these funds. 3 shows being discussed. Approximately \$1,350 needed to secure musical acts and equipment. Additional private funding will be needed to cover the remaining cost of the shows. Some members of the community have already offered to donate funds to cover the cost.

MOTION-Approve FY 21 Budget with emphasis on Music on Main funding
Shaw/Duncan/Passed

b. REVIEW BUDGET PRIORITIES FOR FY 22

A total budget of \$20k was proposed and will need city and public grants to meet this need as the PAAB budget set by the city is only \$10k. Removing the Dr. Dickey mural from the FY 22 budget was suggested and will most likely have to wait until FY 23. Without 503C status and a Fiscal Agency this project cannot move forward.

2. MUSIC ON MAIN

This project has been funded and will be moving forward beginning in July and continuing monthly until August. Immediate action is needed for promotion of this project. Marketing was emphasized with a heavy focus on digital media and video production. Brent was asked to put together a marketing proposal. Additionally, a work plan to help focus projects has been proposed with at least 3 or more major plans annually. The Main Street Board is seeking an itemized budget. Further discussions have been tabled

MOTION-ACCEPT PROJECT WITH BUDGET

Duncan/Shaw/Passed

3. UPDATE ON DR. DICKEY MURAL

The WMCO grain silo is the target and is supported by the building owners. Artwork is being finalized and will be presented at the next meeting.

4. UPDATES ON POTTER'S ALLEY

A. Potter's Alley Committee Reports

Artist has been approved, project is funded and is moving forward

B. MEETING WITH ST. MARY'S PARISH COUNCIL

Richard has spoken with the church. Questions were raised about content of art going on church owned buildings. There was a question raised about creating artwork that promotes Catholic values. As of right now the focus of the board is bring in abstract mural artists to create beautiful art that is not controversial.

5. PORTAL PROJECT

A. COMMITTEE REORT

One has already been completed and calls have been put out for more artists. Inclusion of the PAAB logo was also discussed and a formal application is currently in the works. At this time Melanie Shaw is the person to contact if a portal is desired.

B. DEVELOPMENT OF AN APPLICATION TO ADOPT AND PAINT A PORTAL

This application is still under construction.

6. COMMITTEE REPORT ON PROPOSED CULTURAL DISTRICT

Meetings have been taking place with various artists. The goal is to unite the community through art and celebration of local culture. Artists and Cultural figures are being connected. The deadline for proposals is August 31.

B. NEW BUSINESS

MOTION- WAS MADE TO ADJOURN

Duncan/Passed

There being no further business, the meeting adjourned at 6:35 pm.

Respectfully Submitted,
Nathan Gray
Secretary, City of Taylor Public Arts Advisory Board

TAYLOR PUBLIC ARTS ADVISORY BOARD																			2021'
MEMBER NAME				1/27/2021	3/2/2021	3/24/2021	4/28/2021	5/26/2021	6/9/2021 (BUDGET WKSHP)	8/23/2021	7/28/2021	8/25/2021	9/22/2021	10/27/2021	11/24/2021	12/22/2021	TOTAL MTGS CALLED	TOTAL MEETINGS ABSENT	Met Attendance Requirement per handbook
Richard Stone, Chairman				P	P	P	P	P	P	P									
Lois Duncan				P	P	P	P	P	P	P									
Janetta McCoy				P	A	A	P	P	P	P									
Brent Humphreys				P	P	A	A	A	P	P									
Bryan Richie				P	P	P	P	A	P	P									
Nathan Gray				P	P	P	P	P	P	P									
Melanie Shaw				A	A	P	P	P	P	P									
EA = Excused Absence, per Chairman				A = Absent, not excused								P = Present							
Attendance Requirement: Per City Council policy via B&C handbook, if a member is absent from more than twenty-five (25%) percent of the duly called meetings in any period of twelve (12) consecutive months or absent from more than two duly called meetings in any period of twelve consecutive months, whichever is greater, for any reason, other than a reason acceptable to the Chairman of that Board, which prevents the public officials' attendance, the member shall be disqualified and automatically removed from serving as a board member.																			

Public Arts Advisory Board

July 28, 2021

Agenda Item III-B

Receive the July Financial Report

PAAB FY 20-21					
Expenditures Pending Expenditures/Encumbrances					
	DATE:	AMOUNT	DESCRIPTION	BALANCE REMAINING	SUPPORTING INFO
EXPENDITURES:					
	10/1/2020	\$10,000	FY 20-21 Budget	\$10,000	
	11/25/2020	(\$2,500)	T Kerr 50-50 Mural Project	\$7,500	
	2/5/2021	(\$275)	50/50 wall prep	\$6,888	
	5/4/2021	(\$340)	Portal Project supplies	\$6,520	
	7/12/2021	(\$365)	7/15 MoM-sound svcs	\$6,268	
	7/13/2021	(\$252)	7/15 MoM-TPD		
Pending Expenditures/Encumbrances					
	5/26/2021	(\$1,000)	Portal Project	\$5,268	Motion - 6/9/2021
					5/26/21 - \$4000 cost of project noted with \$1K provided by R Zuniga
					6/23 - Minutes state \$3000 dedicated to Potters Alley. Motion read, "MOTION-Approve FY 21 Budget with emphasis on Music on Main
	6/23/2021	(\$3,000)	Potters Alley Mural	\$2,268	funding Shaw/Duncan/Passed
	6/9/2021	\$1,000	Music on Main		6/9 Minutes state under item B (Use of funds on FY 21 budget) that \$1000 has been allocated to MoM project but THERE WAS NO VOTE.
					6/23 Minutes state that \$2885 remains in budget and that MoM is the target for these funds. MOTION-Approve FY 21 Budget with emphasis on Music on Main funding
	6/23/2021	(\$2,268)	Music on Main	\$0	Shaw/Duncan/Passed

Public Arts Advisory Board

July 28, 2021

Agenda Item III-C-1

Continuing Business:

Report on Dr. Dickey Mural
Potential Grant Funding



Taylor Public Arts Advisory Board Mural Task Force-Subcommittee

Agenda

Meeting Minutes

Meeting: July 14, 2021 via Zoom and/or in person (At Art Off Center), 5:30pm

Present: Melanie Shaw, Nathan Gray

Next Meeting: August 11, 2021 via Zoom and/or in person (At Art Off Center), 5:30pm

AGENDA

CALL TO ORDER

CONSENT AGENDA

1. Approve minutes from prior Mural Task Force meeting, 5.17.21

(The Consent Agenda includes non-controversial and routine items that the Commission or Board may act on with a single vote. The Chairman or a Board Member may pull any item from the Consent Agenda in order to discuss and act upon it individually as part of the Regular Agenda)

REVIEW/DISCUSS & CONSIDER ACTION

2. Update data sets needed for shared location spreadsheet, add locations and data needed in order to set short and long term budgets
3. Discuss Dr. Dickey mural, grain silo location on southwest corner of Fannie Mae Robinson Park
4. Review artwork for Potter's Alley mural, 211 North Main Street location, South Wall, supplied by Avery Orendorf, TBD. 1/3 of wall to be painted by this artist, will discuss additional artists for remaining wall spaces.
5. Discuss mural 2022 project for Taylor High School students and location in Murphy Park
6. Set prioritization schedule for easement contracts



7. Discuss and begin list for pre-approved mural artists,

ADJORN

Melanie Shaw, Member-Taylor Arts Advisory Board

Prior Meeting Minutes

Announcements

Meeting Notes, 7.14.21

- I. Meeting Notes from 5.17.21 approved (no meeting in June due to budget discussions for TA)
- II. Shared Spreadsheet-Need to add sets/rows to a particular wall to split up the length for multiple artists, like Potter's Alley location and potentially St. Vincent's wall location
- III. New potential location for Dr. Dickey Mural on Grain Silo on Frank Street, that faces the lower southwest end of Fannie Mae Robison. The costs would be more expensive because of the ridges on the silo construction (not smooth surface). Another option could be the public restroom wall on the Park restrooms also on the end of Frank Street. Additional monies could be raised via brick sponsorship on the hill in front of the Grain Silo fence on the side of the road easement.
- IV. Awaiting mockup from Avery O., in the midst of setting up the appropriate contract for her piece in Potter's Alley. No discussion of additional artists for Potter's Alley, awaiting new year's fiscal budget in order to add that back to the project list.
- V. Nathan and Casey (Anderson) are applying for the "Game Changer Grant" from the Taylor TEE Foundation. Nathan and Casey to reexamine City owned properties in Murphy Park as the proposed Taylor High School student mural could be proposed on a larger space within the park. The sidewall on the Murphy Park public restrooms will remain on the shared spreadsheet as a placeholder as this funding and project get worked out.
- VI. St. Vincent's mural easement contract talks in progress. St. Vincent's project may need a church member on the jury panel in order to accommodate their vision.
- VII. Meeting adjourned at ~6:00p.



Meeting Notes, 5.17.21

- I. Meeting Notes from 4.14.21 approved
- II. Data sets expanded to include more information about property size, proposed wall length/height, if we need to add sets to a particular wall to split up the length for multiple artists, artist call deadline, art review, artist/art approval deadline, work deadline, expiration of contract (if needed)
- III. New locations discussed, silos next to Fannie Mae Robison park for Adam Davenport/Dr. Dickey mural, added on 209 N. Main Street St. Vincent's for Potter's Alley murals (missed location in prior meeting), Elephant Building on Main Street added, Old Taylor High School library wall (existing outdoor sculpture there now), reexamine City owned properties as potential site for Nathan Gray and Taylor High School artists to complete a project mural, potentially in Murphy Park, outside of public bathroom
- IV. Potter's Alley, 211 N. Main Street location needs wall dimensions in order to propose budget for Avery Orendorf, Nathan Gray to measure, add data to shared spreadsheet, then Melanie and Nathan to work on budget proposal for Taylor Arts main meeting.
- V. Prioritization for easements reconfigured as 407B site will not be appropriate for Dr. Dickey mural. #1-St. Vincent's, 209 N. Main Street moved up to priority
- VI. Art Calls discussed via PublicArts.org, or via local artist calls. To be discussed again in future meetings. Lauren presented information from Austin's AIPP and Brenham, Texas's mural program. Frank Wick from AIPP sent over info and their pre-approved mural artist list for Taylor Arts Mural Task Force to review and/or contact artists from their list.
- VII. Meeting adjourned at ~6:45p.

Public Arts Advisory Board

July 28, 2021

Agenda Item III-C-2

Continuing Business:

Potters Alley Update
(report also included in Action Item III-C-1)

Vote to Consider and Approve the Commission on the Potters Alley Mural



AGREEMENT FOR MURAL ARTWORK WITH THE CITY OF TAYLOR, TX

This Agreement for the Loan of Artwork (“Agreement”) is made between the **CITY OF TAYLOR**, a municipal corporation located within Williamson County, Texas, acting by and through its duly authorized Taylor Arts Board President, or his designee (“**TAAB**”) and Avery Orendorf located at 211 N. Main Street, South Wall, Taylor, TX 76574 (“**Artist**”) (collectively, “**Parties**”).

RECITALS

1. The Taylor Arts Advisory Board (TAAB) has the exclusive authority to contract for public artwork sited within the corporate limits of the City.
2. The TAAB has approved the placement of _____, (“Artwork,”) (*see Exhibit “A”*) by selected artists (“Artist”) on designated property and is desirous of contracting said artist to produce the artwork on the site designated herein.
3. The City has approved the location of the Artwork located at 211 North Main Street, South Wall, On Potter’s Alley, Taylor, TX 76574 (*see Exhibit “B”*). Artist will cover approximately 31’ x 13’ feet of space as notated in Exhibit B (*see Exhibit “B”*).
4. The following City departments will work with the Artist during the site inspection in order to ensure that the Artwork is installed in a manner that will protect the safety of the Artwork, the public, as well as City-owned property: Public Works Department
5. The mural placement is approved for a period of up to three (3) years. The term of the mural placement shall begin at the date of acceptance by the City of Taylor Arts and Advisory Board.
6. This Agreement shall be effective on the last date of full signature by both Parties
 - a. (“Effective Date”).
7. The Taylor Arts Advisory Board agrees to the following payment for production of work:

\$___3000.00 (\$ Three Thousand Dollars and no cents) from TAAB, City of Taylor funds.

\$___1000.00 (\$ One Thousand Dollars and no cents) private funding from Ricardo Zuniga, 211 North Main Street, Building owner. To be billed directly to Mr. Zuniga.

NOW THEREFORE, the Parties agree as follows:

ARTICLE 1.
PURPOSE OF THE AGREEMENT

The purpose of this Agreement is to memorialize the agreement of the Parties relating to the public mural entitled _____, by Avery Orendorf is more fully described in the Artwork Proposal attached as **Exhibit A**.

ARTICLE 2.
RESPONSIBILITIES OF THE ARTIST

2.01 Installation. Artist to produce and complete public mural artwork in 2021 at 211 North Main Street, South Wall, On Potter's Alley, Taylor, TX 76574. The completion date in 2021 is to be attached as **Exhibit B**.

2.02 Maintenance and Repair. The Artist shall provide on-site inspections every 10 months. City shall also provide on-site inspection of Artwork and notify Artist within 48-hours of discovery in the case of any emergencies and/or damage to the Artwork. The Artwork may not be altered or repaired without the written permission of Artist, except in an emergency when the safety of the public is at risk. Any repairs needed to the Artwork will be the responsibility of the Artist. Artist and/or the TAAB shall remedy all instances of graffiti or vandalism within 48 hours of notification.

2.03 Display. The Artwork will be displayed in a manner consistent with this type of work, with appropriate safety measures to insure public safety while interacting with Artwork.

2.04 Insurance. The City will not provide insurance coverage while the work is installed at the facility, and the Artist would be responsible if any claim were to be filed. Artist shall ensure that the installer and any staff or third-party contractors who work on assigned property to provide maintenance or repairs to the Artwork shall carry insurance in the types and amounts and for the period as indicated in **Exhibit C**. Commercial General Liability Insurance must commence immediately prior to and during installation. Approval of insurance by the City shall not relieve or decrease the liability of the Artist hereunder.

2.05 Public Safety. Both Parties may terminate this Agreement without prior notice if there is an immediate threat to public health, safety and welfare and for which or the effects from which there is no cure. If there is an immediate threat to public health, safety and welfare, and the TAAB cannot, after reasonable attempts, contact the Artist to remove or protect the Artwork, the City shall contract with an appropriate, qualified vendor to remove the Artwork.

2.06 Term. Unless otherwise terminated as provided for in this Agreement, the term of this Agreement shall be for up to three years beginning on the TAAB Acceptance date of _____, 2021.

2.07 Renewal Term. The term of this Agreement may be modified upon mutual agreement of the Parties after submitting a Mural Renewal application to the Taylor Arts Advisory Board Mural Task Force Subcommittee member.

2.08 Site Restoration. The Artist is responsible for site restoration and any damage caused by Artist, their contractors, agents, employees or third parties in the action of installation, removal, or inspection and/or repair.

ARTICLE 3. COPYRIGHTS

Photography of Artwork by both Parties will be permitted for non-commercial documentary, educational, and publicity purposes only. Photography of Artwork by the public may be taken for private and personal use only. Artists retain copyright ownership over the Artwork. The TAAB acknowledges that only the rights expressly described herein are granted by this Agreement. All other rights are reserved by the Artists.

ARTICLE 4. INDEMNIFICATION

4.01 Indemnification. Artist agrees to indemnify, defend and hold harmless the TAAB and its officers, appointed or elected officials, employees, volunteers, successors, and assigns from and against any and all liability, claims, suits, demands, damages, judgments, costs, interest and expenses to which it may be subject, or which it may suffer, by reason of any claim or for violations of copyrights, trademarks, and/or unfair trade laws, or any other matter arising from or in connection with any act or failure to act by the Artist, or any of the Artist's agents, contractors, employees, licensees, or invitees (a) which arise in connection with the Artist's services hereunder, including any site preparation and the installation and maintenance of the Artwork; (b) arising from the display of the Artwork at the Site due to or resulting from any act or omission of the Artist or any of the Artist's agents, contractors, employees, licensees, or invitees, including claims for intellectual property and/or copyright infringement by a third party; or (c) the Artist's not being in compliance with applicable law.

4.02 Force Majeure. Neither Artist nor the TAAB shall be responsible or liable for damages caused by a delay or failure in the performance of this Agreement or any provision hereof, or by delay or failure which causes cancellation of this Agreement, if such delay or failure is due to a cause beyond its control, such as, but not limited to, fires; strikes; scarcity of materials or fuel; war or acts of war; acts of mob, rioters, terrorists or public authorities; delay or defaults caused by public carriers; or earthquakes, storms, floods, or other acts of God.

ARTICLE 5.
GENERAL PROVISIONS

5.01 Entire Agreement. This Agreement constitutes the entire agreement between the parties. Any previous agreement, assertion, statement, understanding, or other commitment before the date of this contract, whether written or oral, shall have no force or effect. No agreement, assertion, statement, understanding, or other commitment during the term of this Agreement, or after the term of this Agreement, shall have any legal force or effect unless such agreement is reduced to writing and executed by both parties.

5.02 Venue. This Agreement is made, and shall be construed and interpreted under the laws of the State of Texas. Venue for any dispute concerning this Agreement shall lie in the City of Taylor, Williamson County, Texas

5.03 Notices. All notices requiring urgent communication regarding the Artwork in the case of emergency should be made to the following representatives of each Party:

Taylor Public Arts Advisory Board
Melanie Shaw
Taylor Arts Advisory Board
Mural Task Force Subcommittee
c/o Taylor Main Street Program
City of Taylor
400 Porter Street
Taylor, TX 76574

Melanie Shaw
917.520.1727
info@artoffcenter.com

TAAB Board President
Richard Stone
512.760.5748 |
Richard@rtsconnect.org

Artist:

Avery Orendorf

707 W. Live Oak St.
Austin, TX 78704

Email: averyodesign@gmail.com

Phone: 512-944-5140

ARTICLE 5.

All official communications and notices required to be made under this Agreement shall be deemed made at the addresses listed below and shall be deemed to have been duly given upon the delivery or receipt thereof, as the case may be, if delivered personally or sent by registered or certified mail, return receipt requested, postage prepaid, as follows:

City of Taylor

Attn: Taylor Public Arts Advisory Board

Jan Harris

400 Porter Street

Taylor, TX 76574

IN WITNESS WHEREOF, the parties have executed this Agreement as of the last date listed below.

**TAYLOR PUBLIC ARTS ADVISORY BOARD,
PRESIDENT CITY OF TAYLOR :**

Richard Stone
TAAB Board President

Date: _____

Witnessed By:

ARTIST:

Avery Orendorf

Address: 707 W. Live Oak St.
Austin, TX 78704

Email: averyodesign@gmail.com

Phone: 512-944-5140

Date: _____

Witnessed By:

Exhibit A— Artwork Proposal

To be submitted prior to signing of contract

The above image represents only the first page of the lender's application, TBD.

Exhibit B— Installation Location



Artist to apply mural, past “Alley Angel” wings (small artwork) close to head of alley (closest to Main Street) and cover approximately 31’ x 13’ feet of space, close to 1/3 of available wall space. Artist will cover existing graffiti with new artwork

Exhibit C - Insurance Requirements

For City of Taylor Contracts

Contractor/Artist shall carry insurance in the types and amounts indicated below for the duration of the Contract. Commercial General Liability Insurance and Auto Liability must commence 30 days after the signing of the contract with the City of Taylor. Any Architect or Engineer affixing their seal to an Artist's design drawings must provide evidence of A&E Professional Liability Insurance in effect on the date their seal is affixed.

A. Commercial General Liability Insurance with a minimum bodily injury and property damage per occurrence limit of \$500,000 for coverage's A & B. The policy shall include Products/Completed Operations coverage with a minimum of \$500,000. The policy shall contain the following provisions:

1. Blanket contractual liability coverage for liability assumed under this contract and all contracts relative to this project.
2. Independent Contractors coverage.
3. City of Taylor listed as an additional insured.
4. Thirty (30) day notice of cancellation in favor of the City of Taylor.
5. Waiver of Transfer Right of Recovery Against Others in favor of the City of Taylor.

B. Business Automobile Liability Insurance (as needed, site dependent) for all owned, non-owned and hired vehicles with a minimum combined single limit of \$500,000 per occurrence for bodily injury and property damage. Alternate acceptable limits are \$250,000 bodily injury per person, \$500,000 bodily injury per occurrence and at least \$100,000 property damage liability per accident. The policy shall contain the following endorsements in favor of the City of Taylor:

1. Waiver of Subrogation endorsement
2. Thirty (30) day Notice of Cancellation endorsement
3. Additional Insured endorsement

C. A&E Professional Liability Insurance is required of all design professionals (i.e., architects and engineers) affixing their seal to an artist's design drawings, with a minimum limit of liability of \$1,000,000 per claim / occurrence. Professional Liability Insurance to pay on behalf of the assured all sums which the assured shall become legally obligated to pay as damages by reason of any negligent act, error, or omission committed or alleged to have been committed with respect to plans, maps, drawings, analyses, reports, surveys, change orders, designs or specifications prepared or alleged to have been prepared by the assured. The policy shall provide for 30 day notice of cancellation in favor of the OWNER.

General Requirements

Contractor/Artist must complete and forward a written quote for the required insurance coverages to the City before the Contract is executed. The Contractor/Artist shall not commence fabrication until he/she has obtained the required insurance and has forwarded a certificate of insurance for the required insurance coverages and until such insurance has been reviewed by the City. Approval of insurance by the City shall not relieve or decrease the liability of the Contractor/Artist hereunder.

Contractor's/Artist's insurance coverage is to be written by companies licensed to do business in the State of Texas at the time the policies are issued and shall be written by companies with A.M. Best ratings of B+VII or better. The City will accept workers' compensation coverage written by the Texas Workers' Compensation Insurance Fund.

Contractor/Artist must submit certificates of insurance for all Subcontractors to the City prior to them commencing work on the project. Subcontractors auto liability insurance shall be written by companies licensed to do business in the State of Texas and with A.M. Best ratings of B+VII or better.

All endorsements naming the City of Taylor such as additional insured, waivers, and notices of cancellation endorsements as well as the certificate of insurance shall indicate: ***City of Taylor, Attn: Taylor Public Arts Advisory Board, Attn: Jan Harris, 400 Porter Street, Taylor, TX 76574***

If coverage is written on a claims made basis, the retroactive date shall be prior to or coincident with the date of the Agreement and the certificate of insurance shall state that the coverage is claims made and indicate the retroactive date. This coverage shall be continuous and will be provided for 24 months following the completion of services under this agreement.

The "other" insurance clause shall not apply to the City where the City of Taylor is an additional insured shown on any policy. It is intended that policies required in the Contract, covering both the City and the Contractor/Artist shall be considered primary coverage as applicable.

If insurance policies are not written for amounts specified above, Contractor/Artist shall carry Umbrella or Excess Liability Insurance for any differences in amounts specified. If Excess Liability Insurance is provided, it shall follow the form of the primary coverage.

The TAAB shall be entitled, upon request and without expense, to receive certified copies of policies and endorsements thereto and may make any reasonable requests for deletion or revision or modification of particular policy terms, conditions, limitations, or exclusions except where policy provisions are established by law or regulations binding upon either of the parties hereto or the underwriter on any such policies.

The TAAB reserves the right to review the insurance requirements set forth during the effective period of this Agreement and to make reasonable adjustments to insurance coverage, limits, and exclusions when deemed necessary and prudent by the City based upon changes in statutory law, court decisions, the claims history of the industry or financial condition of the insurance company as well as the Contractor/Artist.

The Contractor/Artist shall not cause any insurance to be canceled nor permit any insurance to lapse during the term of the Contract or as required in the Contract.

The Contractor/Artist shall be responsible for premiums, deductibles and self-insured retention's, if any, stated in policies. All deductibles or self-insured retention's shall be disclosed on the certificate of insurance attached.

The Contractor/Artist shall provide the City thirty (30) days written notice of erosion of the aggregate limits below occurrence limits for all applicable coverage's indicated within the Contract.

The insurance coverage's required under this contract are required minimums and are not intended to limit the responsibility or liability of the Contractor/Artist.

Public Arts Advisory Board

July 28, 2021

Agenda Item III-C-3

Continuing Business:

Portal Project Update



Taylor Public Arts Advisory Board Portal Project-Subcommittee

Agenda

Meeting Minutes

Meeting: July 21, 2021 via Zoom, 5:30pm or in person at Art Off Center, On Potter's Alley

Present: Lisa Drummond, Dawna Fisher, Melanie Shaw, Kayla Cardiff

Next Meeting: August 18, 2021 via Zoom, 5:30pm or in person at Art Off Center, On Potter's Alley

AGENDA

CALL TO ORDER

CONSENT AGENDA

1. Approve minutes from 5.23.21

(The Consent Agenda includes non-controversial and routine items that the Commission or Board may act on with a single vote. The Chairman or a Board Member may pull any item from the Consent Agenda in order to discuss and act upon it individually as part of the Regular Agenda)

REVIEW/DISCUSS & CONSIDER ACTION

2. Set prioritization schedule for locations as notated on updated map by Dawna/Lisa
3. Review and set procedures for artist open call and location assignment, subcommittee volunteer. Place open call on social media to utilize this year's budget
4. Discuss second artist for Burkett Street (#5) location
5. Set budget and locations based on approved 2021 budget
6. Review quick contract edits and submit to Taylor City Lawyers



ADJORN

Melanie Shaw, Member-Taylor Arts Advisory Board

Prior Meeting Minutes

Announcements

Meeting Notes, 7.21.21

- I. Approved meeting notes from 5.23.21 by all members (no meeting in June due to TA budget meetings)
- II. Prioritization scheduled for most of the manholes closest to Burkett St. Lisa requested #1 manhole, closest to Washburn and 11 to be added to the current request. Short meeting on July 24th, to receive updated map/quick contract from Dawna.
- III. Open call text discussed, Mel/Kayla will work up the call and email to the group. Will make a template from Casey Anderson's submission for potential artists to fill in with their artwork and color palette. Lisa/Dawna to arrange with community groups to potentially use remainder paints to decorate the smaller manholes (labeled alphabetically on updated map, general size less than 1' each). Each subcommittee member will reach out to various artists to fill the slots for the current budget use. Mel to add a page to AOC website (as a private page) for artists to pull down document and instructions for Open Call use. Artists can contact subcommittee via: info@artoffcenter.com for more information about artist calls. Will make flyers with QR code to distribute amongst committee members to display around the community.
- IV. Casey Anderson selected by unanimous vote by subcommittee members to decorate Portal #6 (already primed and ready for artist), closest to 713 Burkett St residence. Mel will contact and arrange paint selection and confirm date for decoration.
- V. Budget approval from Taylor Arts Board \$1000 budget for the remainder of the 2021 allocated budget. Subcommittee plans to engage 4-5 artists to use the remaining budget. MS already ordered six of the Burkett St overpass area manholes to be cleaned by public works.
- VI. Dawna emailed shortened/updated quick contract during this meeting to MS. MS to review and submit to City of Taylor lawyers. When an artist is engaged they must apply with a sketch that



will be approved by this subcommittee following the creative guidelines set in the Portal Project Contract. The contract will have timelines set for each artist, artist information, etc.

Meeting Adjourned at 6:19pm, 7.21.21

Meeting Notes, 5.23.21

- I. Approved meeting notes from April 21, 2021 by all members.
- II. Lisa and Dawna to meet May 30th on the hike and bike trail to reorient the map and mark the actual manhole covers with a painted numbering system. Prioritization schedule to be determined in next meeting.
- III. Procedures for artist call will be discussed in June meeting. Awaiting budget approvals in order to do open call for artists. Awaiting proposals from a couple local artists in order to discuss the review process for artist selection. Artists can contact subcommittee via: info@artoffcenter.com for more information about artist calls. Subcommittee members will volunteer for each contracted painting. When an artist is engaged they must apply with a sketch that will be approved by this subcommittee following the creative guidelines set in the Mural Contract (to be updated for the Portal Project), The city uses this finish at this point: ready-to-use siloxane coating, but after discussion with department, they do not recommend this finish. Further research will be needed in order to determine an anti-graffiti coating.
- IV. Awaiting proposals from selected artists in order to move forward on Portal #5 (already primed and ready for artist), closest to 713 Burkett St residence.
- V. Awaiting budget approval from Taylor Arts Board, proposed \$1000 budget for the remainder of the 2021 allocated budget
- VI. Dawna to prep a shortened version of the mural project contract to use as a “quick contract” for the Portal Project. The contract will have timelines set for each artist, artist information, etc.

Meeting Adjourned at 6:00pm, 5.23.21

OLD Richard Stone map designations, will update map after receipt for August meeting.



Public Arts Advisory Board

July 28, 2021

Agenda Item III-C-4

Continuing Business:

Music on Main Concert Series

Music on Main

Review of July 15 event with Marshall Hood Band

Approximately 250 people attended the performance of the Marshall Hood Band. Two security guards were employed and there were no incidents. PAAB t-shirts and glasses were offered for sale. Bottled water was available at no charge.

The following are comments from PAAB members who were in attendance.

Venue – Heritage Square

Finally putting the stage to good use for the community
Need to encourage crowd to move closer to stage
Can we find a way to produce shade during the summer hot season
Pop up tent with logo
Should we start later during the summer hot season?

Emcee – Richard Stone

Is there a community member we should recruit to participate
Richard needed a better microphone
He worked cheap!
An MC would be a great idea.

Band – Marshall Hood Band

“was a killer”
They needed lights!
Sound system worked well
Could we have an advance artist or 2 who might stroll through the crowd before the band, or during their intermission? Musician, troubadour, clown, comedian, juggler??
The first band was fabulous. That's perfect music for this crowd.

Food – attendees had been encouraged to bring their own; TBC provided canned beer upon request
Food trucks should be contacted and invited

Merchandise Sales

Bands should be encouraged to offer their own cds and tshirts
The table needs more visibility

Advertising and Marketing – posters were distributed, KBSR played ads and Marshall Hood music, ads were placed in Taylor Press; press releases were made to Taylor press and the American Statesman
Need a funding, volunteer plan
Signage around town is needed. Both on the berm in Heritage park, along with signage

Other -- This was a great event and the community is definitely willing to get behind it. This could easily continue beyond August. I would even support doing this weekly or even bi-monthly.
Should we develop a MOM committee of community members.

INCOME

PAAB Budget	\$2,268.00
MS Budget	\$2,600.00
J Downs-ReMax	\$1,050.00
RTS	\$250.00 (pledged)
TOTAL INCOME:	\$6,168.00

JULY 15TH					AUGUST 19TH				SEPTEMBER 16TH			
EXPENSES	Item	Cost	W-9 Rec'd	Paid-Y/N	Item	Cost	W-9 Rec'd	Paid-Y/N	Item	Cost	W-9 Rec'd	Paid-Y/N
	Band-Marshall Hood	(\$500.00)		YES	Band - Cactus Lee	(\$500.00)			Band - Spooky Juke	(\$200.00)	EST	
									Band - Chubby Knuckle Choir	(\$500.00)		
	Sound Svcs-Boss Radio	(\$365.00)	Yes	YES	Sound Svcs - Boss Radio	(\$365.00)	Yes		Sound Svcs - Boss Radio	(\$365.00)	Yes	
	FOH Operator	\$0.00			FOH Operator	(\$100.00)	EST.		FOH Operator	(\$100.00)	EST	
	TPD Security	(\$252.00)	N/A	YES	TPD Security	(\$252.00)	N/A		TPD Security	(\$336.00)	N/A	
	Hospitality - Lucky Duck				Hospitality - Advertising				Hospitality - Advertising			
	Taylor Press	(\$260.00)	Yes	NO	Taylor Press	(\$130.00)			Taylor Press	(\$130.00)		
	KBSR	n/c			KBSR				KBSR			
	KUT	n/c			KUT				KUT			
	Chamber	n/c			Chamber				Chamber			
	Banner				Banner				Banner			
TOTAL EXPENSES:					TOTAL EXPENSES:				TOTAL EXPENSES:			
		(\$1,377.00)					(\$1,347.00)	EST.			(\$1,631.00)	
BUDGET REMAINING:					BUDGET REMAINING:				BUDGET REMAINING:			
		\$4,791.00					\$3,444.00				\$1,813	

	A	B	C	D	E	F	G	H	I	J	K	L
1	INCOME											
2		PAAB Budget	\$3,115.00									
3		MS Budget	\$1,100.00									
4		J Downs-ReMax	\$1,050.00									
5		RTS	\$200.00									
6												
7		TOTAL INCOME:	\$5,465.00									
8												
9		JULY 15TH				AUGUST 19TH				SEPTEMBER 16TH		
10												
11	EXPENSES	Item	Cost	W-9 Rec'd		Item	Cost	W-9 Rec'd		Item	Cost	W-9 Rec'd
12		Band-Marshall Hood	\$500.00			Band - Cactus Lee	\$500.00			Band - Spooky Juke	\$100.00	
13										Band - Chubby Knuckle Choir	\$500.00	
14		Sound Svcs-Boss Radio	\$365.00	Yes		Sound Svcs - Boss Radio	\$365.00	Yes		Sound Svcs - Boss Radio	\$365.00	Yes
15		FOH Operator	\$0.00			FOH Operator	\$100.00			FOH Operator	\$100.00	
16		TPD Security	\$252.00	N/A		TPD Security	\$252.00	N/A		TPD Security	\$336.00**	N/A
17		Hospitality - Lucky Duck	\$125.00*			Hospitality -	\$125.00*			Hospitality -	\$250.00*	
18		Advertising				Advertising				Advertising		
19		Taylor Press	\$260.00	Yes		Taylor Press	\$260.00			Taylor Press	\$260.00	
20		KBSR	n/c			KBSR				KBSR		
21		KUT	n/c			KUT				KUT		
22		Chamber	n/c			Chamber				Chamber		
23		Banner	\$100.00	?		Banner	\$100.00			Banner	\$100.00	
24												
25		TOTAL EXPENSES:	\$1,602.00			TOTAL EXPENSES:	\$1,577.00			TOTAL EXPENSES:	\$2,011.00	
26												
27		BUDGET REMAINING:	\$3,863.00			BUDGET REMAINING:	\$2286.00			BUDGET REMAINING:	\$275	
28		*Amt may vary for hospitality										
29		** TPD will work 4 hours - 1/2 hr before and after the 3 hour concert.										
30												

Public Arts Advisory Board

July 28, 2021

Agenda Item III-C-5

Continuing Business:

Cultural / entertainment District Update

Public Arts Advisory Board

Sub- Committee on Entertainment District Development

Organizing Plan – Update: 7/28/2021

1. Public Arts Advisory Board, approves motion to *gather information and data to form panel on Cultural (Entertainment) District development: Approved 3/24/21*

PAAB Board members: Lois Duncan, Chair; Janetta McCoy, Co-Chair;
Richard Stone, Chair of the Taylor Public Arts Advisory Board.

Administrative group develops activities, draft definitions & initial structures:
Duncan: Facilitator: *in progress*:

2. Expanded panel named: *Approved 05/26/2021*

Persons agreeing to participate in start-up activities:

Mitch Drummond, community representative,
Clay Karch, musician & business owner,
Joe Burgess, Moody Museum,

- a. Identify areas of interest and expertise: *artists, presenters, venue owners, stakeholders; resource experts:*

b. Contact and invite prospects to informational meetings. *in progress*
organizations contacted to date: Update: F. Sorrow, TCHS;
S. Komandosy, Moody Museum; Joe Burgess, Friends of the Moody;
Judy Blundell, TAG123 Art;

- c. Professional Resources: Texas Commission on the Arts;
Ann Graham, Texans for the Arts

3. Assign work groups based on task areas

- a. Current Taylor ordinances and other information: Burgess, Drummond, staff, legal
- b. Establish fiscal sponsorship, Jan Harris assisting
- c. Collect examples of successful towns of similar size; examples in fast growing cities
- d. Issue notice to general public seeking participants: *dates TBA*
Participants for surveys and public panels, facilitated town hall: *dates to be determined*
- e. Set informational meeting dates and round tables.
- f. Invite Texas Commission on the Arts to give presentation.

4. Timelines for completion of above tasks: September 30, 2021

5. Define needs of Taylor to build an arts/cultural/entertainment district

6. Draft Letter of Intent to Texas Commission on the Arts: January 31, 2022

7. Final Application Deadline: June 15, 2022.
Initial Grant Application, (if any): June 15, 2022

PAAB*updates:**4/28/2021**5/26/2021**6/16/2021**7/28/2021***Sub-Committee on Entertainment District Development****Organizing Plan****Steps for applying for Cultural District Designation:** (Steps leading to approval)

- Inventory current community artistic assets;
- Create community profiles;
- Assess needed processes for defining organizational structure requirements, locales and areas to be included, community commitments, approval by appropriate entities, etc;
- Evaluate the above data.
- Create planning process drawing from models from arts organizations, including involvement of public, private and citizens at decision making points;
- Using needs analysis information, set long and short term goals;
- Follow-up with decision makers;
- Seek resolution of City Council

Cultural Districts Program

As authorized by H.B. 2208 of the 79th Legislature, the Texas Commission on the Arts (TCA) can designate cultural districts in cities across Texas. Cultural districts are special zones that harness the power of cultural resources to stimulate economic development and community revitalization. These districts can become focal points for generating businesses, attracting tourists, stimulating cultural development and fostering civic pride.

Goals of cultural districts

TCA recognizes that a thriving creative sector is a powerful economic development asset. Cultural district development is one strategy that helps a community boost their economies while realizing other cultural and civic benefits. The outcomes of cultural districts extend beyond the arts and benefit all members of a community. Goals may include:

Attracting artists and cultural enterprises to the community. Artists, cultural institutions and creative enterprises all contribute to a community's economic potential. Not only do they generate direct economic activity, but artists and creative entrepreneurs infuse communities with energy and innovation.

Encouraging business and job development. Cultural districts can create a hub of economic activity that contributes to the community being an appealing place to live, visit and conduct business. A thriving cultural scene helps an area to prosper when consumers drawn to cultural attractions patronize other nearby businesses. This can result in the creation of new economic opportunities and jobs.

Addressing specific needs of a community. Cultural districts are a highly adaptable economic development approach that allows a community to make use of unique conditions, assets and opportunities.

Establishing tourism destinations. Cultural districts are marketable tourism assets that highlight the distinct identity of a community and encourage in-state, out of state, and international visitors.

Preserving and reusing historic buildings. Some cultural districts are very involved in historic preservation. Adaptive reuse and rehabilitation of older buildings through preservation tax credits can result in structural and façade improvements. These rehabilitated buildings provide opportunities for affordable artist live/work space and new homes for cultural organizations.

Enhancing property values. Successful districts combine improvements to public spaces (such as parks, waterfronts and pedestrian corridors) along with property development. The redevelopment of abandoned properties, historic sites, and recruiting businesses to occupy vacant spaces can contribute to reduced vacancy rates and enhanced property values.

Fostering local cultural development. The establishment of a cultural district provides a focal point for celebrating and strengthening a community's cultural identity. Cultural districts highlight existing cultural amenities and work to recruit and establish new artists, cultural industries and organizations.

Success factors for cultural districts

The ideas below have been identified as common success factors among cultural districts, and may serve as indicators for potential success:

- A **unique and authentic identity** that highlights what is special about the district and the community is in place.
- **Community support** of the district is in place to ensure continued success.
- **Strategic partnerships** have been brokered that result in a variety of resources.
- Inclusive **cultural and strategic planning** has been completed that articulates a vision for the cultural district and the broader community.
- A district has sustainable **artist live/work spaces** that provide artists with a productive environment.
- **A local developer has committed to the cultural district** and understands the power of arts and culture in community and economic development.
- **Anchor institutions and special events** are in place and they are the cornerstones of the community and the district.
- **Artists are partners**, not products, and are valued as members of the community.
- **Artist recruitment is an organized effort** that shows how a community is willing to welcome new artists and facilitate their establishment.
- **Events and venues are accessible** to ensure that participation is available to all of the community and visitors.
- **Clear signage** is in place so visitors and the community can recognize the boundaries. The signage can be enhanced with distinctive logos, maps and other visual materials.
- **A user-friendly website** with comprehensive information about the district is available for the community and for visitors.
- **Marketing and promotion** efforts are in place to attract visitors, potential residents and new businesses.
- **Strong amenities** such as restaurants, lodging and recreation bolster the efforts of the cultural district.

Public Arts Advisory Board

July 28, 2021

Agenda Item III-D-1

New Business

Discuss possible flash mob chalk art event

Public Arts Advisory Board

July 28, 2021

Agenda Item III-D-2

New Business

Upcoming agenda items