

AGENDA ARTS COMMISSION December 12, 2024

Hybrid Meeting In-person and via Zoom



Join Zoom Meeting

<https://us02web.zoom.us/j/86948892921?pwd=TnE2QjM3MnQySFZueG9iZlhraTlsUT09>

Meeting ID: 869 4889 2921

Passcode: 8765309

One tap mobile +12532158782,,86948892921# US (Tacoma)
+12532050468,,86948892921# US

AMERICANS WITH DISABILITIES ACT

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**CITY OF ELLENSBURG
ARTS COMMISSION AGENDA
Council Chambers
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom
Thursday, December 12, 2024
4:00 PM - Regular Meeting**

1. Call to Order and Roll Call of Members

1.A Roll Call: Commissioner Dougherty, Commissioner Eyre, Commissioner Kooser, Commissioner Marchand, Commissioner Oostra, Commissioner Scheffer, Commissioner Snedeker, Council Representative, David Miller

2. Approval of Agenda (No Public Comment)

3. Approval of Minutes

3.A Review and approval of November 2024 Arts Commission Meeting Minutes

4. Budget/Financial Report

4.A YTD 2024 Arts Commission Budget Update

4.B 2024 EAC Project Grant Update

5. New Business

6. Unfinished Business

6.A Shooters Mural Update/Discussion/Action

6.B Retreat Planning Update

7. Subcommittee Business

- 7.A
1. Ellensburg Arts & Cultural Alliance: Alex/Jeff
 2. Funding: Jerry/Jill
 3. Public Art: Alex/Jerry
 4. Advocacy/Public Relations: Brian/Jeff
 5. Art Walk: Jill/Erin
 6. Poet Laureate:
 7. Creative District:

8. Citizen Comment

9. Staff Update/Discussion Items

9.A 2025 Project Update

9.B Unity Park Call for Artist Update

10. Commission Representative Update
11. Adjournment



For more information on the Ellensburg Arts Commission, contact Arts & Economic Development Manager Kelle Vandenberg at 509-962-7149.
The Contents of this agenda have been photocopied on recycled paper.



CITY OF ELLENSBURG

Meeting Date of Meeting

Time of Meeting

Place of Meeting

Minutes of Arts Commission, Regular

November 14, 2024

4:00 PM

Council Conference Room, City Hall

1. Call to Order and Roll Call of Members

Start time:

- 1.A Chair Eyre, Commissioner Marchand, Commissioner Dougherty, Commissioner Oostra, Commissioner Snedeker, Commissioner Scheffer, Commissioner Kooser, Council Member Miller. Welcome any guests.

Guest: None

2. Approval of Agenda

Motion to approve November 14, 2024, Arts Commission meeting agenda.

By: Commissioner Scheffer

Seconded: Commissioner Oostra

In Favor: All in favor

Opposed: None

Motion Carries

3.

3.A Approval of Minutes

Motion to approve October 10, 2024, Arts Commission meeting minutes as presented.

By: Commissioner Scheffer

Seconded: Commissioner Marchand

In Favor: All

Opposed: None

Motion Carries

4. Budget/Financial Report

4.A YTD 2024 Arts Commission Budget Update

4.B 2025 Proposed Arts Commission Spending Plan

Staff gave update of current 2024 Art Commission budget and reviewed the recommendation for the 2025 Arts Commission Spending Plan that will be presented to City Council for approval on Monday, November 18th.

5. New Business

5.A PA-14 Odd Fellows/IOOF Alley Mural Review

Motion to approve mural permit concept for the Odd Fellows alley as presented in PA-14 submitted by Dr. Eliann Carr of the Ellensburg Police Department.

By: Commissioner Scheffer

Seconded: Commissioner Oostra

In Favor: All

Opposed: None

Motion Carries

Note: This mural will be the work of several street artists to cover existing gang graffiti in the alley noted in the application.

5.B Shooters Courtyard Mural

P24-103 Mural Permit Application submitted by Michael Morgan was not approved as presented by the Arts Commission.

The commissioners question the appropriateness of use of copyrighted material and if applicant secured permission for the use of the image.

Applicant will need to provide proof that there is no infringement of any copyright laws prior to Arts Commission approval.

Staff will reach out to applicant to see if they secured permission to use the image.

5.C 2025 Arts Commission Proposed Projects-Draft—see notes on page 24

Commissioners discussed ideas for projects and programming items to discuss further at the upcoming Arts Commission retreat in January.

Commissioner Snedeker suggested that for 2025, commissioners and staff attend various grant projects as they are completed and report back to the commission. Additional discussion on how the commission can track events, projects, to gather and collect data to monitor and improve programming.

6. Unfinished Business

6.A 2024 Project Grant Updates: Staff updated during budget update.

6.B 2025 Poet Laureate Selection Update

Commissioner Eyre reviewed the selection process regarding the Poet Laureate applicants and shared the concerns with the commission and subsequent decision to continue the search for the Poet Laureate as the three candidates were not qualified to fulfill the role. Each selection committee member shared their concerns as well and confirmed the decision to continue the search to find the right candidate to fill the role of Poet Laureate.

6.C Arts Commission Retreat Planning

The Arts Commission Retreat will be held on January 9th Arts Commission Retreat at The Ink tentatively, 4:00-6:00 pm.

Staff will prep agenda and 2025 Proposed EAC Work Plan and send out to commissioners ahead of time for review.

7. Subcommittee Business

7.A

1. Ellensburg Arts & Cultural Alliance: Alex/Staff
2. Funding: Jerry/Jill-Discussed changes to the grant agreement that will need to be update for the 2026 cycle. Also mentioned that the T-Mobile Grant deadline is Dec. 31st—is there a project that we can apply for? Trails? Parks & Rec.
3. Public Art: Alex/Jerry-Nothing to Report
4. Advocacy/Public Relations: Brian/Jeff—nothing to report
5. Art Walk: Jill/Erin: Will be planning a venue meeting in January
6. Poet Laureate: Marie/Jeff: Update given on previous agenda item
7. Creative District: Staff report provided in agenda packet

8. Citizen Comment: No citizen comment provided

9. Staff Updates/Discussion Items

9.A Commissioner Terms Expiring in 2025: Alex Eyre, Jerry Dougherty, Brian Kooser, Erin Oostra

9.B City Council Arts Commission Annual Report and Presentation: Monday, November 18th:

- 2025 Project Grant Recommendations
- 2025 Arts Commission Spending Plan
- Annual Report

9.C Creative District Update

10. Council Representative Update: Nothing to report.

11. Adjournment

Time: 5:17 pm

DRAFT

	A	B	C	D	E	F	G	H
1	2024 EAC Spending Plan			2024 BUDGET	2024 ACTUALS	Balance Remaining		NOTES
2		REVENUES:						
3		100 162 347 90 00	Artwalk					
4			The Clymer Art Gallery	\$ 50.00	\$ 50.00	\$ -		
5			Dark Moon Craft Beer & Wine	\$ 50.00	\$ 50.00	\$ -		
6			D&M Coffee Downtown	\$ 50.00	\$ 50.00	\$ -		
7			Ellensburg Rodeo Hall of Fame	\$ 50.00	\$ 50.00	\$ -		
8			Gallery One	\$ 50.00	\$ 50.00	\$ -		
9			Gard Vintners	\$ 50.00	\$ 50.00	\$ -		
10			Kittitas County Historical Museum	\$ 50.00	\$ 50.00	\$ -		
11			Kittitas County Recovery Center	\$ 50.00	\$ 50.00	\$ -		
12			The Mule	\$ 50.00	\$ 50.00	\$ -		
13			NuWave Gallery	\$ 50.00	\$ 50.00	\$ -		
14			The Palace Gallery	\$ 50.00	\$ 50.00	\$ -		
15			Kittitas Valley Healthcare	\$ 50.00	\$ 50.00	\$ -		
16			Hotel Windrow	\$ 50.00	\$ 50.00	\$ -		
17			Mariposa	\$ 50.00	\$ 50.00	\$ -		
18			Blue Bear Puppet Lab	\$ 50.00	\$ 50.00	\$ -		
19			Valo Cellars	\$ 50.00	\$ 50.00	\$ -		
20			The Studio by EDE	\$ 50.00		\$ 50.00		
21			Pearl Street Books	\$50.00	\$ 50.00	\$ -		
22		TOTAL REVENUE		\$ 900.00				
23		TOTAL REV ACTUALS			\$ 850.00	\$ (850.00)		
24								
25								
26		EXPENDITURES:		2024 BUDGET	2024 ACTUALS	Balance Remaining		
27		100 162 573 20 31	Operating Supplies					
28			Artwalk Annual meeting supplies	\$ 50.00	\$ 87.08	\$ (37.08)		
29			Treasure Award Engraving/Plaque	\$ 50.00	\$ 30.08	\$ 19.92		
30			Treasure Award Ceremony Supplies	\$ 200.00	\$ 22.74	\$ 177.26		
31			Plaques/framing for Collection	\$ 500.00	\$ 250.00	\$ 250.00		
32								
33			Total Operating Supplies	\$ 800.00	\$ 389.90	\$ 410.10		
34								
35		100 162 573 20 41	Professional Services					
36			Am. For the Arts membership	\$ 75.00				
37								
38								
39			Total Professional Services	\$ 75.00	\$ -	\$ 75.00		
40								
41		100 162 573 20 43	Professional Development-Travel					
42			Conferences-Travel					
43								
44		100 162 573 20 49	Professional Development-Misc		\$ 234.00			JotForm subscription
45		100 162-573-20-44-013	Admin Services	\$ 13,000.00	\$ 13,000.00			
46		Total Professional Development		\$ 13,000.00	\$ 13,234.00	\$ (234.00)		
47								
48		100 162 573 20 44	Advertising					
49			NPR- for contract year	\$ 1,920.00	\$ 1,920.00	\$ -		Submitted 2024 Invoice on 5/15/24
50			Additional Advertising	\$ 540.65	\$ 540.65	\$ -		Art Walk Decal Signs
51		Total Advertising		\$ 2,460.65	\$ 2,460.65	\$ -		
52		100-162-334-05-80-000-000	WA State Arts Commission Grant	\$ 5,000.00		\$ 5,000.00		This is reserved for ECD Phase I Wayfinding (will carry over to 2025)
53								
54		100-162-558-70-31-558-000	Ellensburg Creative District Supplies					
55								
56		100-162-558-70-35-558-000	Ellensburg Creative District-Small Tools/Eqpmt	\$ 500.00	\$ 416.26	\$ 83.74		ECD Banners
57								
58		100-162-558-70-41-558-000	Ellensburg Creative District-Prof. Services	\$ 3,000.00	\$ 1,987.50	\$ 1,012.50		Outstanding invoices pending
59								
60		100-162-558-70-42-558-000	Ellensburg Creative District-Communication & Marketing	\$ 1,500.00	\$ 1,450.00	\$ 50.00		Musican Stipend for 25th Anniversary FFArt Walk submitted in Dec.
61								
62		Total Ellensburg Creative District		\$ 10,000.00	\$ 3,853.76	\$ 6,146.24		This will not carry over for 2025 Arts Commission Reserve. This is a restricted grant for the ECD.
63								
64		TOTAL EXPENDITURES		\$ 26,335.65	\$ 19,938.31	\$ (6,397.34)		
65								
66		Grant Dispersment		2024 BUDGET	2024 ACTUALS	Balance		

	A	B	C	D	E	F	G	H
67		100 162 573 20 40	2024 Art Grants					
68			Birdsong at the Palace Gallery	\$ 1,000.00	\$ 1,000.00	\$ -		Completed: Grant reimbursement received and processed
69			Kairos Lunch Concert	\$ 1,000.00		\$ 1,000.00		Not submitted, but pending-in contact with.
70			Weight	\$ 1,000.00		\$ 1,000.00		Not submitted, but pending-in contact with.
71			Ellensburg Fiddle Project	\$ 1,000.00		\$ 1,000.00		Not submitted, but pending-in contact with.
72			People with Puppets	\$ 1,000.00		\$ 1,000.00		Submitted-will process in December
73			New Music for Two Guitars-Recording Live!	\$ 1,000.00		\$ 1,000.00		Forfeit Funding: Unable to complete project for the 2024 cycle due to injuries.
74			Gallery One--Trimpin Exhibit	\$ 2,500.00	\$ 2,500.00	\$ -		Completed: Grant reimbursement received and processed
75			2024 CWU New Music Festival	\$ 2,500.00	\$ 2,500.00	\$ -		Completed: Grant reimbursement received and processed
76			KCHS-Ellensburg Music Preservation Project	\$ 2,500.00	\$ 2,500.00	\$ -		Completed: Grant reimbursement received and processed
77			VTC's Rising Star: The Somewhat True Tale of Robin Hood	\$ 2,500.00	\$ 2,497.02	\$ 2.98		Completed: Grant reimbursement received and processed
78			Blue Bear Puppet Lab: Mardi Gras Night Parade	\$ 2,500.00		\$ 2,500.00		Not submitted.
79			EDA-Buskers in the Burg	\$ 2,500.00		\$ 2,500.00		Not submitted.
80			Ellensburg Big Band Swing Dance Project	\$ 2,500.00		\$ 2,500.00		Events still in process.
81			NuWave Gallery-Downtown Entry Mural	\$ 2,500.00	\$ 2,500.00	\$ -		Completed: Grant reimbursement received and processed
82			EDE-The Nutcracker	\$ 2,500.00	\$ 1,555.68	\$ 944.32		Events still in process.
83			Inland Poetry PIE (Poetry in Ellensburg)	\$ 1,500.00		\$ 1,500.00		Events still in process.
84						\$ -		
85			Art Treasurer Grant	\$ 500.00		\$ 500.00		Julie Prather turned down the stipend for the Art Treasure Grant
86						\$ -		
87								
88		Total Art Grants		\$ 30,500.00	\$ 15,052.70	\$ 15,447.30		
89								
90		Capitol/Public Art		2024 BUDGET	2024 ACTUALS	Balance		
91		100 162 573 20 40	Capital/Public Art					Belonging Poem Banner and National Poetry Month Supplies
92			City Permanent Acquisition	\$ 2,600.00	\$ 1,662.46	\$ 937.54		Open Show & Artwalk Map Printing
93								
94			Poet Laurate	\$ 600.00	\$ 600.00	\$ -		\$65.00 for Community presentations in April/May
95					\$ 250.00			2023 Honorarium due to Marie Marchand
96		Total Capitol/Public Art		\$ 3,200.00	\$ 2,512.46	\$ 687.54		
97								
98								
99								
100								
101								
102		Total Budget	\$50,000.00	\$ 60,035.65	\$ 37,503.47	\$ 9,737.50		(This total includes the \$10K for the Ellensburg Creative District)
103								
104								
105			2024 Council Approved Spending Plan					
106			Expenditures	\$ 15,000.00				
107			Art Grants	\$ 30,000.00				
108			Public Art	\$ 5,000.00				
109								
110		Beginning Fund Balance						
111		\$ 48,853.00	June 3rd City Council approved the use of \$46,500 for Unity Park Call for Artist					
112								
113								
114								

First Name	Last Name	Project Title	Organization	Amount Requested	AWARD	Award Notification Let	Project Complete	NOTES
Justin	Gibbens	Birdsong' at the Palace Gallery in	Individual	\$1,000	\$1,000	x	x	Completed: Grant reimbursement received and processed
Carrie	Michel	Kairos Lunch Concerts, First Frida	Individual	\$1,000	\$1,000	x		Submitted Reimbursement form--pending
Crista	Ames	Weight	Individual	\$1,000	\$1,000	x		Working on reimbursement submission.
Jenny	Humphrey	Ellensburg Fiddle Project	Individual	\$1,000	\$1,000	x		Project complete--working with her to finalize form.
Gayle	Scott	People with Puppets	Individual	\$1,000	\$1,000	x		Submitted Reimbursement form--pending
Tamara & Neil	Caulkins	New Music for Two Guitars -- Rec	Caulkins Guitar Duo	\$1,000	\$1,000	x	x	Forfeit Funding due to health issues.
Monica	Miller	Trimpin Exhibit	Gallery One	\$2,500	\$2,500	x	x	Completed: Grant reimbursement received and processed
Joshua	Gianola	2024 CWU New Music Festival	CWU New Music Festival	\$2,500	\$2,500	x	x	Completed: Grant reimbursement received and processed
Sadie	Thayer	Ellensburg Music Preservation Pr	Kittitas County Historical Society	\$2,500	\$2,500	x	x	Completed: Grant reimbursement received and processed
Jessica Solberg	Black	VTC's 2024 Rising Star's Producti	Laughing Horse Arts Foundation	\$2,500	\$2,500	x	x	Completed: Grant reimbursement received and processed
Brian	Kooser	Mardi Gras Night Parade	Blue Bear Puppet Lab	\$2,500	\$2,500	x		No reimbursement packet submitted as of 12/9/24
Teresa	Chanes	Buskers In The Burg Event	Ellensburg Downtown Associati	\$2,500	\$2,500	x		No reimbursement packet submitted as of 12/9/24
Bruce	Herman	Ellensburg Big Band Swing Dance	Ellensburg Big Band	\$2,500	\$2,500	x		Ongoing event. Will submit forms prior to end of the year.
Erin	Oostra	Downtown Entry Mural	Nuwave Gallery	\$2,500	\$2,500	x	x	Completed: Grant reimbursement received and processed
John	Durham	The Nutcracker	Ellensburg Dance Ensemble	\$2,500	\$2,500	x		Nothing to report as of yet
Joanna	Thomas	PIE [Poetry in Ellensburg]	Inland Poetry	\$2,500	\$1,500	x		On going event. Will submit forms prior to the end of the year.



Mural Permit Application

RECEIVED

OCT 24 2024

PA-14
APPLICATION

Community Development Department

501 N. Anderson, Ellensburg, WA 98926 (509) 962-7239 (Building) (509) 962-7231 (Planning) permits@ci.ellensburg.wa.us

15.720.010 Purpose.

A. In the city of Ellensburg, murals foster a sense of community and connection and enrich the experience of both tourists and residents. Acknowledging that murals provide economic benefits and enhance livability, the city's mural policy seeks both to preserve historic murals already in existence and provide guidance for creation of new works of mural art.

B. On landmark properties and in historic districts, the policy seeks to allow the placement and scale of new murals in such a way that the character-defining features of historic properties are not obscured, covered, or otherwise adversely affected. The policy encourages artistic expression through murals in appropriate locations with little intrusion into artistic expression and content. [Ord. 4725 § 4, 2016.]

OFFICIAL USE ONLY:

Staff Person:

KB

Date Submitted:

10/24/24

Fee Total:

Associated Permit File #:

P24-103

PROJECT SITE:

Project Address:

300 N. Pearl St Ste 101 Ellensburg

Parcel Number:

777033

Zoning:

CC

PROPERTY OWNER:

(Note: If the Applicant is not the Owner, attach written authorization from the legal owner(s).)

Legal Owner Name(s):

Mike Hunter

Day Phone:

509-607-1732

Mailing Address:

PO Box 855 Ellensburg WA

E-mail:

mike H509@gmail.com

Cell Phone:

Above

***APPLICANT:**
☐

Owner

☐

Contractor

☒

Tenant

☐

Other

Name:

Michael Morgan

Day Phone:

509-304-5511

Mailing Address:

300 N. Pearl St. Ste 101 Ellensburg

E-mail:

shooters sgs@hotmail.com

Cell Phone:

Above

CONTACT PERSON:
☐

Owner

☐

Contractor

☐

Tenant

☐

Other

Name:

Above

Day Phone:

Mailing Address:

E-mail:

Cell Phone:

(OVER)

PROJECT INFORMATION:**15.40 Submittal requirements and approval process.**

A. All artists and building owners proposing murals on their properties shall first submit their proposals for review by the arts commission in a public meeting for a recommendation which shall be forwarded to the department for consideration when issuing a permit. Murals proposed to be installed on any landmark register properties or in districts listed on the Ellensburg landmark register or on the National Register of Historic Places must further be reviewed by the landmarks and design commission and obtain a COA from that body.

Description of Work: (Attach additional sheets as needed)

10x10 Art work of Venom Comic Character
Goes with our Gaming theme.

☒ Yes ☐ No	Will the proposed work involve installing a new mural?		
☐ Yes ☐ No	Will the proposed work involve the alteration or maintenance of an existing mural?		
☐ Yes ☐ No	Will the proposed work involve removing a mural?		
☒ Yes ☐ No	Will the proposed mural meet the definition of a SIGN per Chapter 3.12 ECC		
☒ Yes ☐ No	Is the proposed work located on a Landmarks Register property, or a National Register of Historic Places, or in a District listed on the Ellensburg Landmark Register?		
Total Number of Existing Murals:	0	Total Number of New Murals:	1
Total Number of Altered Existing Murals:		Total Number Of Removed Murals:	

SIGNATURE OF LEGAL OWNER or REPRESENTATIVE AS AUTHORIZED BY THE LEGAL OWNER:

I, Michael Morgan, (print name) affirm that the above responses are made truthfully and to the best of my knowledge. I hereby apply for this permit application and acknowledge that I have read this application and state that the information is correct and that I agree to comply with all city ordinances pertaining to this permit if granted.

I further affirm that I am the owner of record of the area proposed for the above-identified land use action or, if not the owner, attached herewithin is written permission from the owner(s) authorizing my actions on his/her/their behalf.

Signature of Legal Owner: (or Authorized Agent)	<u>Michael Morgan</u>	Date:	<u>10-24-24</u>
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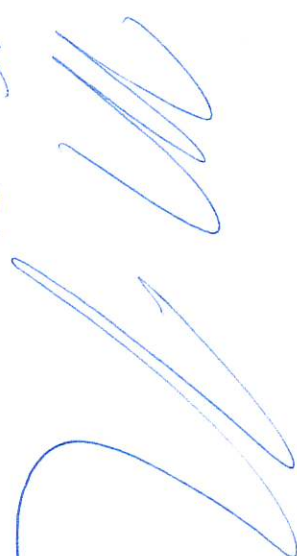
Fees Mural: \$35.00

TO BE COMPLETED BY STAFF:

Arts Commission Meeting Required (15.720.030(A2)):	☐ Yes ☐ No	
Arts Commission Meeting Date: _____	Staff Signature: _____	
Landmarks and Design Review Required (15.720.030(A1)):	☐ Yes ☐ No	District or Individual Site:
Landmark & Design Meeting Date: _____	Staff CAO Signature: _____	

I Mike Hunter, the owner of
300 Pearl St grant permission for
Shooters S&S and Michael Morgan
to apply for permission to paint an
Exterior mural on the interior portion
of his Exterior patio located at
Suite #101.




10-15-24

Kathy Boots

From: Michael Morgan <shooterssgs@hotmail.com>
Sent: Friday, October 25, 2024 1:11 PM
To: Kathy Boots
Subject: [Ext] Re: Pictures
Attachments: 20241025_130713.jpg; 20241025_130724.jpg; 20241025_130732.jpg

CAUTION - EXTERNAL EMAIL: The email below is from an external source. Please exercise caution before opening attachments, clicking links, fulfilling requests, or following guidance.

Here are the Pictures.

Also, it was Spray Enamel Paint and it will be covered with a clear protective coat.

It will need no Upkeep and will be easily cleanable.

Thanks,

Mike @ Shooters

From: Kathy Boots <bootsk@ci.ellensburg.wa.us>
Sent: Friday, October 25, 2024 9:25 AM
To: Michael Morgan <shooterssgs@hotmail.com>
Subject: Pictures

Michael,

Can you please email me the pictures today?

Thank you

Kathy Boots
Planning Technician
(509)962-7231
Bootsk@ellensburgwa.gov
501 N Anderson Street
Ellensburg, WA 98926









