CITY OF OAK HARBOR
ARTS COMMISSION
Regular Meeting
AGENDA

Thursday, December 12, 2019 4:00 PM – 5:00 PM
City Hall, 865 SE Barrington Drive, Conference Room

1. ROLL CALL: [pending appointment]1 Russell, J.R.2
   O’Connell-Balda, Nora3 Pohtilla, K.C.4
   Mason, Cynthia5 Gagnon, Rodric6
   Kingsbury, Therese7 Freund, Karla Alternate

2. Excuse Absent Commissioners

3. Public Comment

4. Approval of November 14, 2019 Meeting Minutes

5. Driftwood Day 2020 Planning

6. Sculpture Park Update

7. Other Projects

8. Creative Arts Fund Balance Report

9. Next Meeting January 9, 2020

10. Adjournment
Arts Commission

Minutes

November 14, 2019

Regular Business Meeting

December 12, 2019
City of Oak Harbor  
Arts Commission  
Regular Meeting Minutes  
November 14, 2019 at 4:00 PM

1. Roll Call

**Present:**
- Skip Pohtilla
- K.C. Pohtilla
- Rodric Gagnon
- Cynthia Mason
- Therese Kingsbury (via phone)

**Staff Present:**
- Blaine Oborn, City Administrator

**Absent:**
- J.R. Russell
- Karla Freund (alternate member)

The meeting was called to order at 4:06 PM.

2. Excuse Absent Commissioners.

**Motion:** Commissioner Mason moved to excuse Commissioner Russell and Alternate Commissioner Freund.  
**Second:** Commissioner O’Connell-Balda seconded.  With all in favor, the motion carried unanimously.

3. Public Comments

Maria Rinell gave public comment on an art project she is proposing for the creation of a totem pole. She provided a concept drawing of the totem pole and a story to accompany the drawing.

Hal Hovey commented that the Arts Commission should consider enacting a plan, such as the Parks, Recreation, and Open Space Plan that the Planning Commission reviews. A strategic plan would help guide the Arts Commission on how to pursue art, acceptance of donations, role in Windjammer Park Phase 2, etc.

Commissioners K.C. and Skip Pohtilla arrived at 4:23 PM.

4. Approval of Meeting Minutes – October 10, 2019

**Motion:** Commissioner Mason moved to approve the October 10, 2019 Meeting Minutes as presented.  
**Second:** Commissioner Skip Pohtilla seconded the motion.  Commissioner O’Connell-Balda abstained as she had been absent.  With all in favor, the motion carried unanimously.

5. Welcome New Members

Karla Freund was appointed to the alternate position at the November 6, 2019 City Council Meeting.

6. Driftwood Day 2020 Planning

The Commissioners briefly reviewed the status of planning for Driftwood Day 2020. Much of the planning will depend on the location of the Oak Harbor Music Festival, which should be decided by January 2020. Chairman Rodric recommended beginning marketing efforts in February 2020. Commissioner Kingsbury is in touch with several artists who may wish to participate or display art, including Steve Lloyd and Joe Treat, and she is in touch with the Driftwood Association regarding the event. Skip Pohtilla encouraged
the Arts Commission to invest in purchasing A-frame signs for the event, to apply for Island County and City LTAC Grants in 2020 for 2021, and will provide his participation data from prior years. The Commission will revisit planning in February 2020.

7. Other Projects
Mr. Oborn summarized his meeting with Superintendent Dr. Gibbon regarding the Sculpture Park. Dr. Gibbon expressed a desire to ensure a positive community reception and to include students and local artists. While the rotational art is an important component, they key will be involving the community in the project, which might include expanding the relationship with the Chamber of Commerce and the School District. Chairman Rodric will ask for a meeting with Dr. Gibbon regarding the proposed Sculpture Park.

Mr. Oborn updated the Arts Commission that Parks Director Hank Nydam is continuing work on the Autumn Winds Sculpture landscaping and improvements project, which is reflected in the Creative Arts Fund Balance Report. The Acorn Sculpture Project is still pending, and the Arts Commission will be informed once dates are established for the scoping of Windjammer Park Phase 2.

8. Creative Arts Fund Balance Report
Mr. Oborn presented the Creative Arts Fund Balance Report as of October 31, 2019 and reviewed the list of components underway for the Autumn Winds Sculpture landscaping and improvements. Mr. Oborn explained that the Sculpture Park will likely need more than $20,000, and the pursuit of the Creative District has been tabled at this time.

9. Next Meeting – December 12, 2019

10. Adjournment
The meeting adjourned at 5:13 PM.

Respectfully submitted,

Lisa Felix
Senior Administrative Assistant
Administration
Arts Commission
Attachment
Sculpture Park Notes
from Chairman Gagnon

December 12, 2019
From: Rodric Gagnon, Chair, City of Oak Harbor Arts Commission
To: City of Oak Harbor Arts Commission
Via: Blaine Oborn, City of Oak Harbor Administrator

Subject: Sculpture Park Conversations, Concerns, and Suggestions

The following is an outline of notes taken during conversations between myself and relevant parties concerning the proposed MOU/Lease of School District property to enable the creation of a sculpture park on the plot of land adjacent to the Oak Harbor Chamber of Commerce.

Dr. Lance Gibbon, Schools Superintendent, Dec 6, 2019
- Supports the project.
- Would like to see language in the MOU/Lease outlining the direct benefit to students in the district as well as to the community at large.
- Is concerned about potential negative public perception that could arise if the project is not properly executed, managed, and maintained.
- Believes that it may make more sense for the lease to be a joint lease including both the City and the Chamber, rather than a lease to the City, subletting to the Chamber.

Miranda Hoppock, Executive Director, Chamber of Commerce, Dec 5, 2019
- Supports the project.
- Is open to acting as a conduit for fundraising and procurement.
- The Chamber does not have the human capital to manage or maintain the facility directly.
- Supports the formation of a subcommittee within the Chamber, specifically designated to oversee fundraising, procurement, management and maintenance of the facility.

Kit Christopherson, High School Art Educator & Lowell Sipes, Middle School Art Educator, Dec 6, 2019
- Both support the project.
- Are encouraged by the potential opportunities for involvement by students and community members.
**Proposed Language**

The following are offered as examples of language for inclusion into the revised MOU/Lease, intended to provide a written commitment to local students and the community at large. This language should be revised and expanded during the upcoming Arts Commission Workshop.

- At a minimum, 10% of sculpture emplacement locations will be dedicated for use specifically by students within the Oak Harbor School District.

- At a minimum, 30% of sculpture emplacements will be dedicated for use by artists in the local community as venues for rotational sculpture consignment, free of charge to the artists.

- At a minimum, once per quarter, an art-focused event, class, workshop, or performance will be held on the premises, promoting the location as a dynamic community-based venue that creates opportunities for local artists.

**Conclusion and Suggestions**

In order to positively affect public perception, it is vital that the project does not break ground until sufficient funds and a fully-developed plan is in place to allow for professional and expedient establishment of the facility.

The Chamber Subcommittee will tentatively be led by Cynthia Mason, with subcommittee members to be determined.

I believe it necessary to hold, at a minimum, one group meeting between the following parties in order to fully identify and alleviate any concerns associated with the proposed MOU/Lease.

- Dr. Lance Gibbon
- Miranda Hoppock
- Blaine Oborn
- Kit Christopherson
- Lowell Sipes
- Representative from the Elementary School Art Program
- Representative from the Parks Department
- One or more representatives from the City Arts Commission

Proposed dates for a group meeting: January 8, 9 or 10, 2020.

Proposed dates for the next Arts Commission Workshop: January 6 or 7, 2020.

Rodric Gagnon
Arts Commission
Attachment
Creative Arts Fund Balance

December 12, 2019
### REVENUES

<table>
<thead>
<tr>
<th>Description</th>
<th>Budget</th>
<th>Year to Date</th>
<th>Approved by Council</th>
<th>Total Expenditures</th>
<th>PROPOSED</th>
<th>Proposed</th>
<th>% Budget</th>
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<tr>
<td>115.00.316.40.0010 UTILITY TAX - WATER</td>
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<td>$14,249.78</td>
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<td>115.00.316.40.0070 UTILITY TAX - ISLAND DISPOSAL</td>
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<td>$48,266.66</td>
<td>$4,366.34</td>
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**December unbudgeted Expenditure for Joseph Kinnebrew Sculpture Collection** $19,566 impacted beginning cash

### EXPENDITURES

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<tr>
<th>Description</th>
<th>115.00.508.90.0000 EFB - UNASSIGNED</th>
<th>115.00.573.20.4600 INSURANCE</th>
<th>115.00.573.20.4900 MISCELLANEOUS</th>
<th>115.00.594.75.6400 MACHINERY &amp; EQUIPMENT</th>
<th>115.00.594.75.6400 MACHINERY &amp; EQUIPMENT</th>
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<td>Event Budget: Driftwood Days</td>
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<td>Event Participation: Oak Harbor Music Festival</td>
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<td>$80.00</td>
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<td>Columnnar Norway Spruce Trees</td>
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<td>TOTAL EXPENDITURES</td>
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<td>$101,937.56</td>
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**Creative District Executive Director PSA NOT APPROVED

**Anticipated Revenue 12/1-12/31/19**

**$4,366.34**

**Ending Cash less Expenditures**

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<th>Description</th>
<th>115.00.508.90.0000 EFB - UNASSIGNED</th>
<th>115.00.573.20.4600 INSURANCE</th>
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<th>115.00.594.75.6400 MACHINERY &amp; EQUIPMENT</th>
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**Anticipated Ending Cash w/anticipated revenue added in**

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<th>115.00.508.90.0000 EFB - UNASSIGNED</th>
<th>115.00.573.20.4600 INSURANCE</th>
<th>115.00.573.20.4900 MISCELLANEOUS</th>
<th>115.00.594.75.6400 MACHINERY &amp; EQUIPMENT</th>
<th>115.00.594.75.6400 MACHINERY &amp; EQUIPMENT</th>
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