



2/12/2025

6:00 PM

**ARTS COMMISSION AGENDA
SOUTHRIDGE SPORTS & EVENTS COMPLEX
/NUMERICA PAVILION 2ND FLOOR CONFERENCE
ROOM**

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF AGENDA

4. APPROVAL OF MINUTES

- a. Past Meeting Minutes

5. VISITORS

- a. Alora Stegall, South Columbia Creative District (SoCo) & Historic Downtown Kennewick Partnership

6. NEW BUSINESS

- a. South Columbia Creative District (SoCo) Update
- b. Benton Franklin Recovery Coalition Donor Wall RFP
- c. Traffic Box Wrap Call for Artist
- d. Retreat Agenda Items
 - 1. Update to Art Zone Map and Commissioner Assignments
 - 2. Mission Statement Review
 - 3. Subcommittees

7. UNFINISHED BUSINESS

- a. Traffic Box Art Review

8. BUDGET UPDATE

9. CONCLUSION

CITY OF KENNEWICK
ARTS COMMISSION

January 8, 2025

1. CALL TO ORDER

6:02pm

2. ROLL CALL

PRESENT:

Commissioner Chair McKenzie Kennedy
Commission Vice Chair Richard Reuther
Commissioner Jason Watson
Commissioner Jessie Southard
Commissioner Austin Wingle
Commissioner Bethany Lee
Commissioner Warren Hughs

3. APPROVAL OF AGENDA

Commissioner Reuther moved to approve the agenda as presented; Commissioner Watson seconded. All in favor.

4. APPROVAL OF MINUTES

Commissioner Reuther moved to approve the minutes with changes to the roll call stating Commission Southard's absence; Commissioner Southard seconded. All in favor.

a. Past Meeting Minutes

5. VISITORS

None.

6. NEW BUSINESS

a. Welcome New Commissioner

The Arts Commission did round table introductions and reviewed the 2025 Welcome Packet covering attendance policy and discussions about a potential retreat in the future. There will be another recruitment cycle for expiring commissioners (3) prior to their terms expiring.

7. UNFINISHED BUSINESS

- There was discussion about restructuring the opportunity zones which in previous commissions were assigned to commissioners as a way to maintain visibility on art throughout the city.
- Commissioner Warren Hughs inquired about the Fish Sculptures that used to be placed on Canal Drive. The Port of Kennewick was interested in placing these sculptures at Vista Field, but no plans have been finalized.
- Staff made an update on PUD Box Wrap by Keewaydin Library. Due to weather/previous paint, the wrap had a hard time adhering to the box. Mustang signs is still working on a solution. For the remaining Traffic Box Wraps, "Robot" has been finalized, and "Faces" is still waiting on final approval from the artist. The Carousel is still interested in using the "Carousel" wrap on their PUD Box located at the Southridge Sports Complex and will be paying for this out of their budget.

8. BUDGET UPDATE

The Arts Commission budget was finalized for the 2025/2026 Biennium for \$12,500. This a 5% increase from the previous biennial budget. Staff is still reconciling 2024 budget, however, there will be about \$3000 left that has the potential to roll over to this year. The Commission still has about \$1200 at 3 Rivers Community Foundation, from a previous initiative. The commissioners discussed using this money for Art Maintenance.

Commissioner Hughs asked about potential fundraising and grant opportunities. This commission does have the ability to fundraise and seek state/federal grants.

9. CONCLUSION

Meeting concluded at 6:39pm.



Request for Proposal (RFP) for Donor Wall

Benton Franklin Recovery Coalition

January 2025

Introduction

The Benton Franklin Recovery Coalition is pleased to announce a Request for Proposals (RFP) for a donor wall for the Columbia Valley Center for Recovery (CVCR) currently under construction. We are seeking an artist who can create a transformative space that reflects our mission of healing and recovery.

Mission Statement

The Benton Franklin Recovery Coalition Arts Committee aims to create a donor wall at the Columbia Valley Center for Recovery (CVCR) to honor the generous donors who made this vital space possible. Our mission is to celebrate community, resilience, and hope through artistic expression, ensuring these contributions are acknowledged. We seek to collaborate with artists/artisans to craft a lasting tribute that embodies hope, recovery, and gratitude for all who enter the CVCR.

Project Overview

The donor recognition installation will be on the surrounding walls of the circular reception area called the “rotunda.” There are three sections of the wall that are indented approximately 4” and slightly curved. Images, diagrams, dimensions and video of the space can be seen [here](#). The project should encompass:

- **Donor Wall:** A space to honor and recognize our generous supporters, integrated into the overall design of the installation.

Considerations:

Many passing through the doors of the CVRC will be in various states of mental health and thus the donor wall should be visually interesting and appealing, calm, peaceful, and in no way harmful to visitors (i.e. sharp corners, delicate materials, etc.)

The floor of the rotunda consists of three different colors of terraza that have a circular pattern: cream, gray, and blue.



Proposal Requirements

Proposals must include the following elements:

1. **Artist Bio:** A brief biography that highlights relevant experience and artistic vision.
2. **Portfolio:** Examples of previous work, including images and installations, demonstrating skill and creativity.
3. **Previous Clients:** A list of past clients with images of relevant artworks created for them, showcasing your ability to meet client needs.
4. **Concept Visual:** A visual representation or sketch of the proposed wall that aligns with the vision of this committee.
5. **Project Timeline:** An outline of the proposed timeline for the completion of the project, including key milestones. Final design due April 1, 2025, final installation December 2025.
6. **References:** Three references from recent clients and two personal references.
7. **Budget Estimate:** A preliminary budget estimate, outlining costs associated with materials, labor, and installation.

Submission Guidelines

- Proposals are due by **March 1, 2025**.
- Please submit all materials electronically to eileen@tannercomms.com.
- If you have any questions prior to the meeting or submission deadline, contact Eileen Tanner, 509-521-2594 or eileen@tannercomms.com.
- Artist selection will be announced March 31, 2025
- Near final design due April 30, 2025.

Selection Criteria

Proposals will be evaluated based on:

- Artistic merit and creativity
- Relevance to the BFRC Arts Committee mission and vision
- Experience and qualifications
- Quality of past work
- Budget feasibility

Conclusion



We look forward to your innovative proposal that will contribute to the Columbia Valley Center for Recovery's mission of fostering community, resilience, and hope. Thank you for considering this opportunity to make a meaningful impact through art.

Sincerely,

Eileen Tanner
Board Member and Art Committee Chairperson
Benton Franklin Recovery Coalition

Form Center

My Forms

Call For Artist 2024 - Traffic Utility Box

Save Progress

The Kennewick Arts Commission is soliciting proposals for digital artwork for vinyl wrapping of traffic utility boxes throughout the city. The objective is to infuse art on an otherwise utilitarian surface, discourage graffiti and beautify street corners throughout Kennewick.

ARTWORK: The spirit of the art should reflect Kennewick and possibly the area surrounding the traffic box location. [Art Opportunity Zone Description](#) is available on our website at Go2Kennewick.com/Art

Three traffic box locations will be selected after final artwork has been determined. Please visit our [Traffic Box Art Map](#) for current locations of traffic box art.

Select Language

Additional utility box locations:

Utility boxes are located throughout the city with potential to be wrapped in art. Submitted art not selected for above locations will be kept on file. Art may be approved for a utility box in a different location than what is currently funded. If/when additional funding becomes available, you will be contacted if your art is selected for placement or for further development.

Because of the public nature, artwork may not contain advertising, religious art, sexual content, violent or other content unsuitable for all ages and cannot convey political partisanship.

BUDGET: Selected artists will be awarded \$300 per box. Artists can submit up to 4 designs.

ELIGIBLE ARTISTS: Artists or teams living in the Pacific Northwest may apply. Submitted designs must be original works of the artist and in compliance with all existing copyright laws.

DEADLINE: Submittals must be received no later than 9/30/2024. **This is for preliminary design of the traffic box. Final art is not required unless your preliminary design is selected.**

Name*

Email Address

Address*

City*

State*

Zip Code*

Phone Number*

Artist Requirements

- The artist must be an individual artist or team residing in the State of Washington, Oregon or Idaho.
- The artist must specify contact information including physical address.

Application Guidelines

Submit **electronic copy** of the following:

(If you are not able to submit application packet electronically, please contact arts@ci.kennewick.wa.us)

- No more than 4 different **preliminary designs**. Each proposal should be clearly marked including:
LastName_FirstName_TitleofArtPiece (or numbered 1-4).

No submitted materials will be returned unless the Artist so requests and includes an appropriate postage paid envelope. Staff will make every effort to assure the safe handling of your materials; however, the KAC takes no responsibility for loss or damage. **Late submissions will not be considered.**

Submission 1*

Choose File

No file chosen

Submission 2

Choose File

No file chosen

Submission 3

Choose File

No file chosen

Submission 4

Choose File

No file chosen

Following the September 30th submission deadline, the Kennewick Arts Commission will conduct the preliminary review of all artist proposals. A recommendation will be submitted to the sponsor. **The Kennewick Arts Commission reserves the right to reject all proposals.**

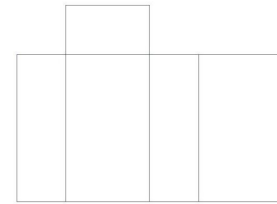
The Kennewick Arts Commission will review the proposals, hold a public hearing to consider the proposals and select proposals from one or more artists for further consideration, and provide a recommendation to the sponsor. The selected artist(s) may be asked to refine their proposal(s) until such time as an acceptable proposal(s) is selected. The proposals may be presented to citizens. The selected proposal will be presented for review by Commission members and city staff for input as to conformance with Kennewick art themes. The Kennewick Arts Commission and/or the sponsor reserve the right to reject all proposals. The City Council of the City of Kennewick has final approval authority.

Upon approval of a **preliminary concept**, the selected artist(s) will produce a final digital submission at a minimum of 20" x 36" and 600 dpi for the selected location(s). The final artwork will include a completed W-9 form to expedite payment to the artist. City staff will coordinate the production progress and installation of the artwork. Commissioners appointed by the KAC to represent the art zones throughout the city will conduct periodic inspections of artwork to assure compliance with the approved design and report back to the full Commission.

Installation will take place as weather and other restrictions allow.



Traffic Utility Box Layout



Dimensions: 78"H x 44"W x 29"D

Traffic Box Layout Outline

Traffic Box Layout Outline

City of Kennewick and the Kennewick Arts Commission does not discriminate in its programs and activities on the basis of race, religion, national origin, sex, age, sexual orientation, gender identity and/or disability.

We encourage persons with disabilities and those who require language assistance to participate in its programs and activities. If you anticipate needing an accommodation, please contact Rohana Carmichael, 509-



585-4532 or email rohana.carmichael@ci.kennewick.wa.us, as soon as possible, but no later than 72 hours before the application is due.

Questions?

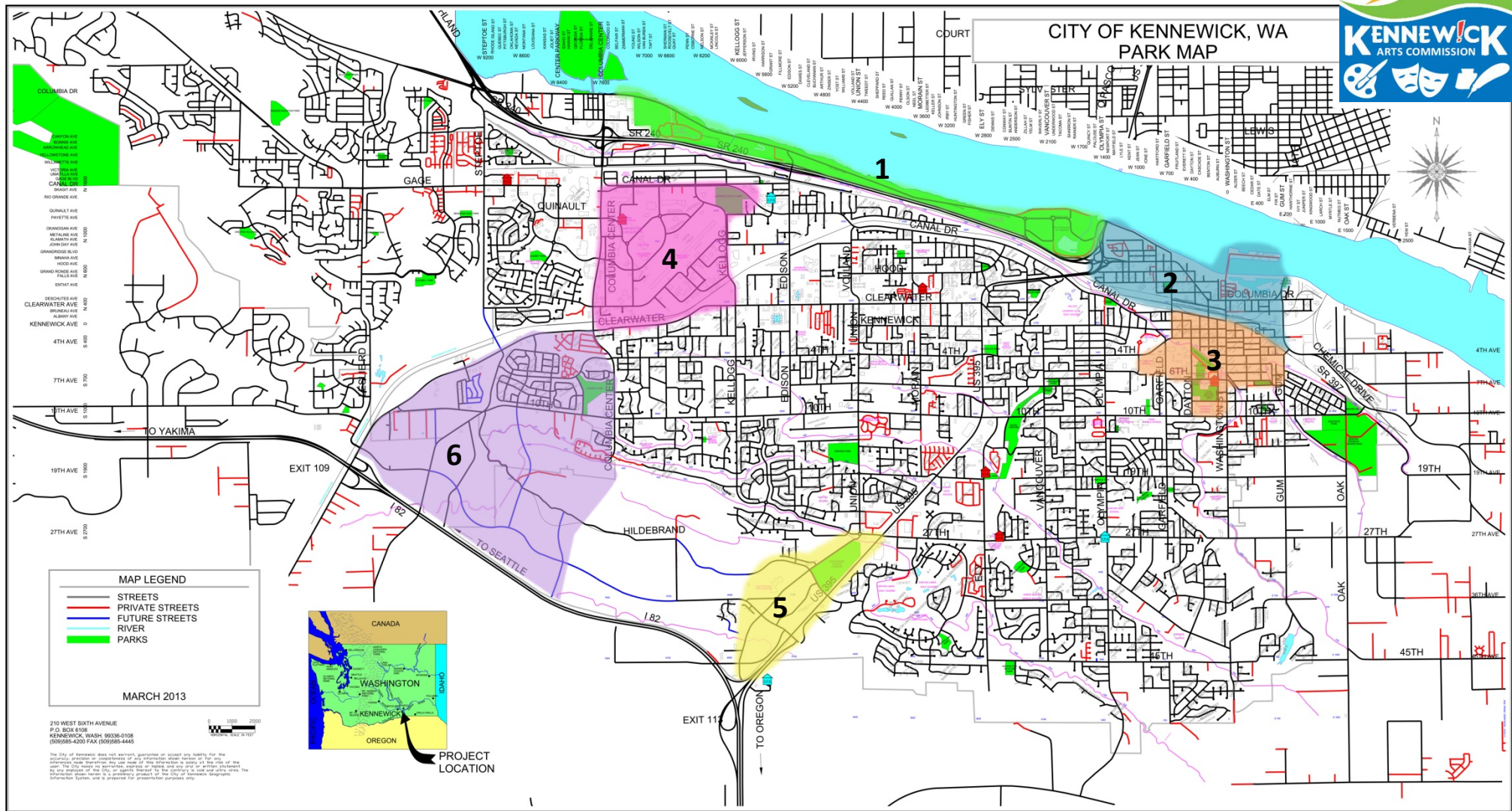
Artists may direct questions or requests by contacting City of Kennewick staff Rohana Carmichael at rohana.carmichael@ci.kennewick.wa.us

Please title your email "Traffic Box Question"

protected by reCAPTCHA

[Privacy](#) - [Terms](#)

* indicates a required field



Arts Zone

- 1** Columbia River, River Reflections
- 2** Between the Bridges
- 3** Historic Downtown
- 4** Three Rivers Entertainment District
- 5** Southridge
- 6** Two Canyon Expansion

Commissioner Liaisons 2022

Jason Watson
McKenzie Kennedy

MATERIALS
WRAP VINYL + ANTI-GRAFFITI
LAMINATE

COLORS
DIGITAL PRINT

NOTES

CLIENTS ARE RESPONSIBLE TO ENSURE
PROVIDED INFORMATION IS ACCURATE
BEFORE PRINT. IF YOU REQUIRE ANY
CHANGES AFTER APPROVAL, YOU WILL
BE RESPONSIBLE FOR ANY REPRINTS.

