



PUBLIC ART STEERING COMMITTEE

Monday, June 9, 2025 5:00 PM – 6:00 PM

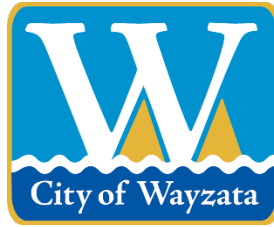
**Wayzata City Hall
600 Rice Street East
Wayzata, MN 55391**

Agenda

1. Roll Call
2. Approve Agenda
3. Review and Finalize Public Art Committee Bylaws
4. Discuss Public Art Funding Options
5. Next Meeting – Monday, July 14
6. Adjournment

Future Meeting Agenda Items:

- Discuss Specific Public Art Ideas



Public Art Steering Committee Minutes
Monday, April 14, 2025
5:00 PM – 6:00 PM
Wayzata Community Room, 600 Rice St E

1. Roll Call

Committee Members: Councilmember Alex Plechash, Councilmember Molly MacDonald, Judd Nelson, Roger Miller, and Joanie Cunningham.

City Staff: Community Development Director Alex Sharpe, Communications Coordinator Liv Marrantino, Parks and Environment Planner Nick Kieser.

2. Approve Agenda

Motion to approve agenda by MacDonald, seconded by Cunningham. Approved unanimously.

3. Approve March 3, 2025 Minutes

Motion to approve agenda by MacDonald, seconded by Cunningham. Approved unanimously.

4. Review Draft Purpose and Responsibilities of Public Art Committee

The Committee reviewed the draft purpose statement and associated purpose points. There was general consensus that the purpose statement and listed points are acceptable as written.

Miller observed that the first four responsibilities listed constitute the core duties of the Committee. He raised the question of whether the strategic plan referenced is synonymous with the Committee's work plan. Staff noted that the long-term strategic plan would be similar to an annual work plan for the Committee. Miller also asked whether the Committee, as a longstanding advisory body, should be involved in reviewing private art installations that are publicly accessible. He expressed concern about the clarity of Responsibility #3, particularly regarding its

reference to private art that is accessible to the public. He also questioned whether the Committee is expected to review public art installed on longstanding or pre-existing buildings.

Councilmember Plechash clarified that his understanding was that the Committee's purview would be limited to public art only, but is open for that discussion. The Committee generally agreed that some level of review should occur for privately installed art pieces intended for public interaction or visibility.

The Committee furthered this discussion, in such cases—particularly with new developments—art proposals should be reviewed by the Public Art Committee, which would provide a recommendation. Conversely, private art installations on private property that are not subject to a development review or city approval process would not fall under the Committee's jurisdiction.

The Committee agreed that its role should be to prevent the installation of inappropriate or low-quality art in prominent locations. Generally, the scope of the Committee's review should be limited to commercial and multifamily residential properties, excluding single-family residential properties.

There was general agreement that Responsibility #4 may be redundant, as it is already addressed in the City's existing donation policies, and therefore could be removed. Additionally, the Committee suggested that Responsibilities #3 and #5 could be combined to better reflect the goal of integrating public art into the public realm in a manner that aligns with the City's values. Regarding Responsibility #6, the Committee agreed on the importance of maximizing public engagement in the selection and implementation of new public art.

Staff will bring forward a final draft of the bylaws to the next meeting for the Committee's review.

5. Discuss Public Art Committee Composition

The Committee discussed the proposed composition of its membership. It was suggested that representation from the Chamber of Commerce may not be necessary; however, having a business owner serve on the Committee could provide valuable insight, particularly given that many public art installations are funded by the business community.

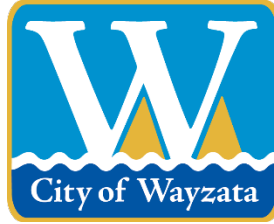
There was general agreement that certain bullet points regarding Committee composition could be combined for clarity. The Committee also expressed support for including a student member to bring a youth perspective. Additionally, it was agreed that up to two Committee members may reside outside of the City of Wayzata.

6. Next Meeting – Monday, May 12

The Committee decided to reschedule the May meeting to Monday, May 19.

7. Adjournment

Motion to adjourn by Chair Plechash, seconded by McDonald at 6:00 PM. Approved unanimously.



**CITY OF WAYZATA
PUBLIC ART COMMITTEE
BYLAWS
(Adopted __, 2025)**

ARTICLE I – AUTHORITY AND MISSION

1.1 The Wayzata Public Art Committee (the “Committee”) was created as an advisory commission by action of the Wayzata City Council on __, 2025, pursuant to Resolution No. __-2025 and the Council authority under Section 18 of the City Charter to appoint such permanent or temporary commissions as it so desires with advisory powers to investigate any subject of interest to the municipality.

1.2 These Bylaws set forth the mission of the Committee, and provide the guidelines for the meetings, internal management, and organization of the Committee.

1.3 The Public Art Committee is established to advise the City of Wayzata on advancing a cohesive, elegant, and community-rooted public art program that enhances the City’s identity, quality of life, and cultural vibrancy. The Committee supports art that is timeless and reflective of Wayzata’s unique character, emphasizing walkability, discoverability, and the integration of public art with the City's history, natural features, and community values.

ARTICLE II – CARRYING OUT THE MISSION OF THE COMMITTEE

2.1 The purpose of the Public Art Committee is to assist the City of Wayzata in becoming a community where public art:

1. Enhances the City's identity, civic pride, and quality of life through elegant, accessible, and enduring artistic expressions.
2. Supports Wayzata’s values of community, walkability, family-friendliness, restaurant and retail distinction, and historic integrity.
3. Creates a sense of place and serves as a cultural center that encourages residents and visitors to explore and appreciate Wayzata's public spaces.
4. Advances the visibility and discoverability of public art in ways that promote connectivity, slow movement, and deeper engagement with the City’s amenities.

5. Reflects the community's unique setting including the presence of Lake Minnetonka, its local heritage, and broader cultural identity.
6. Promotes collaboration with local artists, businesses, and cultural institutions to ensure artwork complements and elevates other aspects of city life.

2.2 The Public Art Committee shall serve in an advisory capacity to the City Council and other committees, commissions, and staff. Its responsibilities shall include:

1. Develop and recommend a long-term strategic plan for public art in Wayzata.
2. Advise on the selection, commissioning, placement, and maintenance of public art in City-owned spaces and properties.
3. Review and make recommendations on public art and private development applications involving art in the public realm to ensure public art supports the City's values and complements its parks, restaurants, shops, and historic environment.
4. Encourage community participation and engagement with public art through inclusive programming and communications.
5. Identify and help secure funding for public art initiatives, including public-private partnerships, grants, and sponsorships.
6. Promote collaboration with artists, cultural organizations, and design professionals to maintain high standards of quality and relevance.
7. Support discoverability and placemaking by integrating art into City planning processes and public infrastructure.
8. Submit an annual report to the City Council summarizing the Committee's activities, financials, and recommendations.
9. Perform additional duties as requested by the City Council to support Wayzata's cultural and aesthetic goals.

2.3 The Committee may conduct studies and hold public informational meetings on matters related to the mission and goals of the Committee, and as directed by the City Council. The Committee shall periodically make recommendations to the Council on the purpose and responsibilities of the Committee.

ARTICLE III – MEETINGS

3.1 Regular Meetings. Regular meetings of the Committee will be held in the Wayzata City Council Chambers at City Hall located at 600 East Rice Street. The dates and times of the meetings will be in accordance with the City of Wayzata Meeting Calendar that is approved by Council each year. All meetings will be open to the public unless otherwise provided by law.

3.2 Special Meetings. Special meetings may be called by the City Council or by the Chair of Committee after consultation with City staff and other members of the Committee.

3.3 Notice of Meetings. Written notice of all regular and special meetings, setting forth the time, place and agenda of such meeting, will be provided in advance to members of the Committee and the general public in accordance with City practices and Minnesota law.

3.4 Agendas and Meeting Materials. An agenda for each meeting, along with supporting information and materials, will be prepared by City staff and will be delivered to all members of the Committee a minimum of three (3) days in advance of each meeting.

3.5 Minutes. Minutes of each meeting that have been approved by the Committee will be forwarded by the Secretary to the City Clerk for publication to the City's website within 30 days of approval by the Committee.

3.6 Workshops. Workshop meetings may be scheduled when necessary or as directed by City Council or the staff liaison to provide information and updates to the Committee. The workshops will be held preceding a regular monthly meeting of the Committee, or at another time as may be designated by the Chair and duly noticed. Workshops will be open to the public unless otherwise provided by law, and shall be properly noticed one week prior to the scheduled meeting date.

ARTICLE IV – MEMBERS

4.1 Membership. Members of the Public Art Steering Committee shall be appointed by the City Council. The Committee will consist of **five (5) to seven (7) members** based on applications received. Two (2) members may be a non-resident of Wayzata who meets the criteria listed below. Members can include, but are not limited to:

- Wayzata Council Members
- Wayzata residents and business owners
- Wayzata art organizations located in or vested in Wayzata (Blue Water Theatre, Minnetonka Center for the Arts, etc.)
- Artists located in or vested in Wayzata
- Other Wayzata civic organization representatives (Rotary, Lions, etc.)
- Students enrolled in Wayzata schools or the Wayzata School District grades 9 – 12

4.2 Terms. Members shall be appointed for a term of three (3) years. Any vacancy on the Committee will be filled as soon as practical by an appointment of the City Council, and such appointment will be for the unexpired term of the vacating member.

4.3 Absenteeism. If any Committee member fails to attend three (3) regular meetings during a calendar year, City staff will so advise the City Council with a recommendation for action, which may include the removal of the member from the Committee by the City Council. Members must notify the Chair and staff liaison when an absence is anticipated.

4.4 Expenses. Members will serve without compensation except that direct expenses for City approved-training will be paid for by the City.

4.5 Training. The Chair and/or City staff will meet with each new Committee member following appointment to explain Committee procedures and to answer questions. City staff will provide new members with information and materials that pertain to Committee duties, recent actions, and current issues being addressed by the Committee.

4.6 Resignation. A member who wishes to resign must submit a written resignation to the Chair and staff liaison, who in turn will forward it to the City Council. Such resignation shall be effective upon acceptance by the City Council or such other date as specified in the resignation.

ARTICLE V – OFFICERS

5.1 Officers. The officers of the Committee shall consist of a Chair, Vice Chair and Secretary. All officers must be members of the Committee.

5.2 Duties of the Chair. The Chair will preside at all meetings, appoint members to committees, liaise with the Council, appoint non-voting representatives or liaisons to assist the Committee, rule on procedural questions (subject to reversal by a two-thirds vote of those members in attendance), meet with all newly appointed members, exercise the same voting rights as other members and carry out such other duties as are assigned by the Committee or by the City Council. If the chair is absent, the Vice Chair shall assume the duties of the Chair or such other designee of the Chair. If the Chair and Vice Chair are absent for a meeting and no other member is designated, the Committee can assign duties of the Chair for that meeting to any Committee member.

5.3 Duties of the Vice Chair. The Vice Chair will act in the absence or inability to act of the Chair and in such instances the Vice Chair will have the powers and functions of the Chair.

5.4 Duties of the Secretary. The Secretary will be responsible for the taking of and preparing minutes of each meeting of the Committee. The Secretary for each meeting will be assigned by the Staff Liaison at the first meeting of each year.

5.5 Staff Liaison. A member of City staff shall be designated by the City Manager as the Staff Liaison to the Committee. The Staff Liaison shall be responsible for:

- A. Securing, supervising and directing any personnel required for work to be accomplished by the Committee;
- B. Maintaining any appropriate files as deemed necessary by the Committee, including files of minutes, publication or meetings, and meeting agendas;
- C. Managing and reporting on funds associated with public art;
- D. Coordinating documents among Committee members in accordance with Minnesota Open Meeting laws and requirements;

E. Implementing Public Art Committee initiatives, and

F. Any other responsibilities assigned by the Chair or Committee.

5.6 Terms. The officers of the Committee shall be elected by the members by open ballot at the first regular meeting of the Committee in January or as soon as practical after that date. The terms of office for the Chair and Vice Chair will be for one (1) year. The Committee's officers will serve until the expiration of their term, or their earlier resignation or removal.

5.7 Date of Office. Newly elected officers will take office at the first regular meeting after being elected.

5.8 Vacancies. Vacancies occurring in the offices of the Committee will be filled as soon as practical.

ARTICLE VI – MEETING PROCEDURES

6.1 Quorum. A quorum shall be required to conduct a meeting of the Public Art Committee. A majority of three (3) or four (4), or more, members depending on Committee membership will constitute a quorum for the purpose of conducting a meeting and acting on agenda items.

6.2 Conflict of Interest. Whenever a member has a contractual and/or financial interest in matter before the Committee, that member must declare the nature of such interest, abstain from all discussion related to the application or matter, and not vote on the application or matter, as provided in Article IX.

6.3 Agenda. The order of business at regular meetings shall generally be as follows:

- A. Call to Order
- B. Roll Call of Members
- C. Approval of the Agenda
- D. Approval of the Minutes of the Previous Meeting
- E. Public Comments
- F. Old/New Business
- G. Other Business
- H. Adjournment

ARTICLE VII – CODE OF ETHICS AND STANDARDS OF CONDUCT

7.1 Purpose. All members of the Committee must adhere to the highest ethical standards, and the following standards of conduct in carrying out their duties.

7.2 Standards of Conduct.

- A. Members must not use the official position to secure special privileges or exemptions for themselves or others.

B. Except as permitted by law, members must disclose a known potential conflict of interest for the public record and refrain from participating in the discussion and vote, when a matter comes before the Committee that: 1) affects the member's financial interests or those of a business with which the member is associated, unless the effect on the member or business is no greater than on other members of the same business classification, profession or occupation, or 2) affects the financial interests of an organization in which the member participates as a member of the governing body, unless the member serves in that capacity as the City's representative.

C. Members may not act as an agent or attorney for another before the Wayzata City Council or a Wayzata Committee or Commission in a matter where a conflict of interest exists or may exist.

D. Members may not knowingly accept or solicit, directly or indirectly, a gift or loan if state law prohibits this.

E. Members may accept expense reimbursement from the City for any City-approved training-related sessions or project reimbursement costs.

ARTICLE VIII – COMMITTEES

8.1 Standing Committees. There will be no standing committees of the Committee.

8.2 Ad Hoc Committees. The Committee may create ad hoc committees for a specific purpose and duration. The Committee may request that the City Council appoint other members of the community to such committee, though at least one (1) member of the Committee must be appointed to each committee.

ARTICLE IX – RECORDS

9.1 Minutes. The Secretary will prepare summary minutes of Committee meetings. The City Clerk will be responsible for keeping a copy of the minutes with the records of the City.

9.2 Open Meetings. All meetings of the Public Art Committee shall be open/available to the public and a matter of public record, except such meetings that must or may be closed under State law.

ARTICLE X – AMENDMENTS

10.1 Amendments. These Bylaws may be amended at any time by City Council upon recommendation of the Committee or the Council's own initiative. The Committee will review these Bylaws and any Public Art policies and plans periodically, and will recommend amendments or alterations to City Council.

Public Art Funding Examples

Northfield – City allocates 1% of the projected construction costs to be used for the costs of public art.

Red Wing – One-time investment of \$75,000 through the American Rescue Plan Act Local Fiscal Recovery Fund.

Hastings – City provided a one-time investment of \$20,000 their first year.

Fergus Falls – Rely on grants to fund any public art project.

Duluth – Utilized a tourism tax for public art project. Approximately, \$20,000 - \$100,000 each year.

Edina – City provides \$10,000 annually and rely on additional funds from grants and donors.

Mankato – City allocates 1% of the construction budget of newly constructed or renovated buildings.

Minneapolis – City allocates 1.5% of the net debt bond annually.

St. Paul – City provides 1% of all capital project costs for public art projects. Also, allocates 0.5% of total capital maintenance costs for maintenance and restoration costs for existing public art.