



**Bentonville Parks and Recreation
Parks and Recreation Advisory Board Meeting
Monday, May 16 – 5pm
Downtown Activity Center – 215 SW A Street**

Agenda

Old Business

1. Approval of Minutes from April 2016 Meeting
2. Trail Name Proposal – Trail of Two Cities – In conjunction with City of Rogers

New Business

1. Public Arts Advisory Council Approval – Electric Box Decoration at Citizens Park
2. Trail Marking Plan – North Walton Trail
3. Bike Playground at Bark Park / Greenway Trailhead

Other Business

Attachments:

*PAAC Art Installation Application / Photos
2016 - Capital Improvement Worksheet
April 2016 Meeting Minutes*

**Bentonville Parks and Recreation
Advisory Board Meeting
May 16, 2016**

The Bentonville Parks and Recreation Advisory Board met April 18, 2016 at the Bentonville Community Center.

Present were members Holly Hook, Jon Terlow, Chris Sooter, Mike Power, Shara Fisher, and Tom McCoy. Lee Farmer, David Wright, Crant Osborne, Layne Moore and Angel Stuler were present for the staff.

Meeting began at 5:10PM

Old Business

1. Approval of Minutes from March meeting
 - Motion to approve by Terlow
 - Hook seconded the motion
 - Approved 5-0

New Business

1. Parks and Recreation Master Planning Project Announcement
 - Wright spoke to PRAB regarding the Parks and Recreation Master Planning project. It is a \$200,000 project, but wasn't in the 2016 budget. The Walmart Foundation is 100% funding it and we've hired a design firm (Laquantra Bonci from Pittsburg, PA) to design the 10 year Park Master Plan. Wright said as of now, we're analyzing our current system and we will assess the public to get their input, determine future and make priorities. This is the most important document that we will have. McCoy asked Wright how we chose the design firm. Wright explained to PRAB that after interviewing 3 separate groups, though all were good, Laquantra Bonci was the best fit for us.
2. Trail Name Proposal – Trail of Two Cities – In conjunction with City of Rogers
 - Wright explained the trail name proposal to PRAB. The trail to be named starts at the front door of the Bentonville Community Center, crosses I street and goes to Horsebarn Road in Rogers. The name that Bentonville and Rogers came up with is Trail of Two Cities. Rogers has approached their parks board with the name for approval, the Foundation also likes it, and Wright asked PRAB to consider it . Wright said if PRAB approves, we'll table it for 30 days and vote at the May meeting. Hook commented the name is clever. McCoy asked PRAB if they were ready to start the 30 day table process. McCoy made the motion to approve and Sooter seconded the motion. The motion to table it for 30 days and vote at the May meeting was approved 6-0.
3. Tennis Selection Committee Update
 - Farmer updated PRAB again on the Tennis Selection Committee and recapped that a couple of months ago, our tennis pros (OTA) took a job in Kansas City. We

have the largest youth junior program in the state of Arkansas. The Tennis Selection Committee consisted of Farmer, Danny Bartlett, Power, Jim Webb, and Holly Hook. We selected Matias De Ganero and Beau Basham as our Tennis Professionals. They represent Ozark Tennis Academy (our previous company in this position). The Tennis Selection Committee selected these individuals as the most qualified to give our program the most comprehensive and beneficial tennis program possible. These individuals were very well qualified and presented an excellent proposal for our program.. The soon-to-be signed contract runs through the Spring of 2019. The two applications came from Ozark Tennis Academy (with Matias De Ganero and Beau Basham being the tennis professionals) and from Jake Shoemake.

4. Bentonville Half-Marathon Report

- Farmer and Moore spoke to PRAB about the 2016 Bentonville Half-Marathon. This was the 6th year the event was held and the Half-Marathon had 2800 runner, 128 runners in the relay, and 419 runners in the 5K. The Boys & Girls Club Fun Run had 50 kids participate in the run. McCoy asked if the increase in runners were local runners or out of state runners. Farmer said there was an increase in out of state runners, and it helps that we've been voted 2x by Competitive Magazine as the Best Half-Marathon in the South. Farmer also said we improved the race by adding extra bands on the course (a total of 5 bands), half-zip finisher shirts and we had a DJ at the finish line. Race revenue is as follows: Race Entry - \$142,658.71; Sponsorships - \$25,500; Total Expenses - \$96,345; Total Event Profit - \$71,813.71. Power asked Farmer if this event will ever get to big. Farmer said it would be tough to have 5k on the trails, and we will cap it if we ever have to but we're not there yet. Farmer also said the race 2016 Charity Beneficiaries are Girls on the Run, Kendrick Fincher Hydration Foundation, Rotary Club, and the Rampy Research Foundations. Terlow said a few things he noticed that we might think about in the future is having Gatorade and water on both sides instead of Gatorade on one side and water on the other side. He also said the TAC is a wonderful place to hold the Expo, but parking is terrible. Other than that, he felt everything ran smoothly. Farmer said the surveys were positive with a 4.8 out of 5 approval. It also helps it's a certified course.

5. Other Business

- Farmer told PRAB that if they would like, they can now make their way down to the Community Rooms for the Citizens Park Playground Meeting.

Meeting adjourned at BCC at 5:47 PM

Bentonville Public Art Installation Proposal Information

Proposal Requirements

All applications submitted for consideration to the Bentonville Public Art Advisory Committee must include all information and materials requested in Part 1 (Written Proposal) and Part 2 (Support Materials) of the Public Art Installation Application.

PART 1: WRITTEN PROPOSAL

Written proposal should be submitted as both an electronic file (MS-Word or PDF format) and as a hard copy.

A. Application date

May 10, 2016

B. Contact information

Include full name, address, telephone number, and email address

Danielle Shasteen, Senior Planner
305 SW “A” Street, Bentonville, AR 72712
(479) 271-3122
dshasteen@bentonvillear.com

C. Title of the proposed work

“Grow with this Tree” Project Utility Box Wrap

D. Desired location of proposed work

Artists should provide detailed location information and/or maps if necessary. If flexible, artist may indicate “any location.”

Utility box located near the Tree and Landscape Committee’s “Grow with this Tree” project at the Bentonville Community Center, 1101 SW Citizens Circle.

E. Physical project description (100 words maximum)

Describe the proposed work in the most literal terms possible, including concept, medium and placement.

Utilize laminated vinyl to wrap the utility box in an effort to visually incorporate it into the Tree & Landscape Committee’s “Grow with this Tree” project. The wrap will completely cover all sides and top of the box, except for box identification numbers and ventilation as required by the City’s Electric Department. Please refer to attachments.

F. Project narrative (4 pages maximum)

Project narrative should include the following:

1. Detailed project description including a broader explanation of the proposed work. This should include a detailed description of the project concept, project materials, construction and installation, and life expectancy of the work. Project description should include any special requirements such as access to electricity, water, etc.

The intent of the wrap is to camouflage the presence of the utility box and incorporate it into the Tree and Landscape Committee's "Grow with this Tree" project.

The design of the utility box wrap is in shades of green and light brown and includes trees, sweeping hills, birds, and children holding a balloon. It also includes the city logo, "Grow with Trees" logo, and the Tree City USA logo.

The wrap completely covers all sides and top of the box, except for box identification numbers and ventilation as required by the City's Electric Department. Please refer to attachments.

2. Timeline for design, fabrication, and installation of the work.

Complete.

3. Explanation of how the artwork will contribute to both residents' and visitors' experience of Bentonville.

The artwork will enhance the Tree & Landscape Committee's "Grow with this Tree" project because it makes the utility box more appealing because by incorporating it into the project. This project is nested in the Committee's "Grow with Trees" initiative, a community awareness campaign aimed to protect and develop Bentonville's urban forest through education and tree planting projects.

4. Explanation of the required maintenance for the function and preservation of the work.

The laminated vinyl is durable and virtually maintenance free. Should the need arise, it can be easily removed and replaced with a new wrap.

G. Illustration(s) of proposed Work

Proposal should include at least one sketch, drawing, digital illustration, or maquette of the proposed work. Proposal illustrations should accurately and clearly describe the proposed work.

Please refer to attachments.

H. Requested Funding/Proposed Budget

Detailed description of project cost and how funds will be used. Artist honorarium should be included in this budget.

N/A.

PART 2: SUPPORT MATERIALS

A. Artist Portfolio

Submit at least ten images of previous artwork. These may be imbedded into a Word or PDF document and must include a title, date, media, and description for each image.

N/A.

B. CV/Artist Resume

Submit a CV/Artist Resume and include artist website or links to web resources, if available.

N/A.

Mail or e-mail proposals to:

**Public Art Advisory Committee
c/o Shelli Kerr
305 SW A Street
Bentonville, AR 72712**

skerr@bentonvillear.com

Review Criteria

1. **Artistic Quality and Merit:** Due consideration will be given to the strength of the artist's concept, vision, innovation, execution and craftsmanship.
2. **Context:** Consideration should be given to the architectural, historical, geographical and socio-culture of the City. The PAAC may also take into consideration the theme and context of the display in terms of scale, form, content and materials.
3. **Mission Statement & Core Principles.** Works of art for public display shall meet the mission statement and core principles of the PAAC.

Mission Statement

"Enriching and engaging our community through public art."

Core Principles

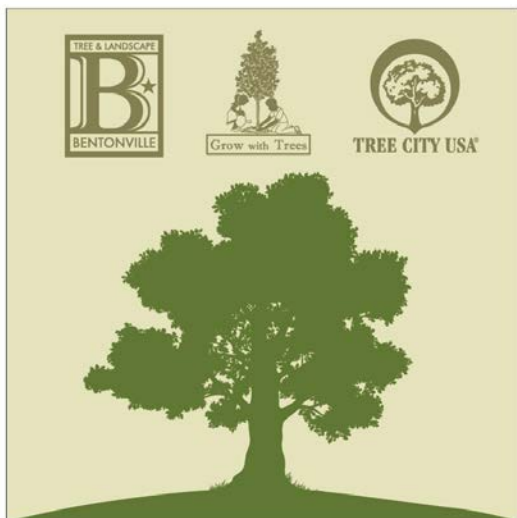
- Enhance the community's visual environment
 - Promote awareness of the city's social, cultural, and historical composition
 - Encourage a spirit of collaboration
 - Expand public knowledge of the visual arts
4. **Prohibitions:** The PAAC shall reject for display works of art that are obscene (as defined by A.C.A. § 5-68-302 *et seq.*) or violate other state or Federal laws.

Public Art Regulations

(Per Ordinance No. 2013-40, 06-14-13)

1. **Approval.** All requests to display artwork on city maintained property shall be approved by the Bentonville City Council, the Public Art Advisory Committee and if required, the Parks & Recreation Advisory Board and / or other City Boards and Commissions.
2. **Insurance.**
 - a. **Temporary Works of Art.** The City is self-insured and does not insure temporary display of artwork on city maintained property. The artist who loans temporary works or art for display on city maintained property shall bear the risk of loss from damage, destruction, or theft of the artwork while it is in the care of the City of Bentonville. The artist shall agree in writing to assume sole liability or responsibility for loss, damage, or theft of the artwork.
 - b. **Permanent Works of Art.** Insurance details relating to permanent works of shall be outlined in the contract agreement.
3. **Assumption of Risk and Public Safety.** Display of artwork shall not create an unnecessary safety hazard to the public or city employees and shall be displayed in a manner that does not unreasonably impeded traffic or interfere with public safety.
4. **Types of Display.** Art displays hosted or coordinated by the City may include competitions sponsored by the City, art displays featuring individual artist, themes and art displays featuring groups of artists.
5. **Location.** Artwork may be displayed in public places approved by City Council. Artwork may be physically separated from the main exhibit when, in the opinion of the City Council, warranted under current community standards. Artwork, other than works of art currently in placed a the time of adoption of this ordinance, shall not be displayed on the Bentonville Square.
6. **Compatibility.** Proposed public art shall be evaluated for its compatibility relative to the following:
 - Visibility and public access
 - Public safety
 - Traffic patterns
 - The relationship of the proposed public art project to the site's existing or future architectural features, its natural features, its historical, geographic and social / cultural context
 - The function and use(s)of the facility or site
 - The nature of the site's surrounding neighborhood and potential impact of the public art project on residents, businesses, existing works of art or design elements within the site's vicinity
 - Future development plans for the area which may affect the public art project
7. **Identification of Artwork.** Works of art should be identified in an appropriate manner to the context of the artwork. Standard, consistent signage details are outlined in the contract.

- 8. Sales Prohibited.** Art shall not be sold on city maintained property except as part of an organized event. Sales information shall not be posted or displayed with a work of art; interested buyers shall contact the artist directly for sales information.
- 9. Payments Prohibited.** The City (or any organization or person affiliated with the City) shall not accept payments to have art displayed on city maintained property. Furthermore, the display of public art on city maintained property shall not be used by any organizations for fundraising.
- 10. Presentation.** As outlined in the contract, all art needs to be finished and ready for display and artists shall remain responsible for all costs associated with presenting, setting up and taking down.
- 11. Set Up / Take down.** As outlined in the contract, it shall be the responsibility of the artist to adhere to the details for presenting, set up and take down.
- 12. Pick-up and Deliver / Abandonment.** As outlined in the contract, the artist shall adhere to the details for pick-up and delivery location and time. Any piece that is not picked-up by the deadline shall be treated as abandoned property subject to disposal without further notice under applicable laws.
- 13. Complaints.** If the City receives signed, written complaints from ten (10) or more citizens of Bentonville about a work of art on display, then the City shall notify the artist about the complaint and allow the artist an opportunity to immediately withdraw the work. Should the artist choose not to withdraw the work, the City shall hold a meeting between the artist and complainants during which they will be given an opportunity to address the appropriateness of the display of the work of art. After the meeting, if the issue is still unresolved, the City Council shall make the final decision on whether the work of art shall be removed, relocated, relabeled, or otherwise modified giving due regard and consideration to the artists freedom of expression and due process under the First and Fourteenth Amendments in accordance with the forum in which that artwork is displayed.
- 14. Removal.** As outlined in the contract, there shall be no removal or disguise of a work of art once it is placed on display unless and until the City Council decides to do so, subject to the right of the artist to remove it.



	Project	Budget	Status
	Slaughter Pen Trails Signage	\$200,000 Grant	Signs Production - 90% Complete. Install Spring 2016
	Parks and Recreation Master Plan	\$200,000	\$200,000 Grant from WFF - Launch Summer 2016
	Citizens Park - Soccer Restrooms	\$350,000	Project underway - 95% Complete - Completion May 18
	Citizens Park Trail		Under Review by Grant Administrator - Council Approval May 24
	Wildwood Park - New Play Structure	\$75,000	Final revisions with manufacturer - expected contracts signed by June 15
	MFAC - Dive Well Impeller	\$7,500	Project Complete
	MFAC - Architectural drawings for renovations	\$20,000	Project underway - Project Kickoff May 5
	H.T.E. Payroll Software	\$55,000	Equipment / Software Ordered. Implementation progress. Expect October "Go Live" Launch.
	Old Tiger Stadium Park - Park Signage	\$10,000	
	Old Tiger Stadium Park - Fence	\$12,000	
	Lake Bentonville Pavilion Improvements	\$5,000	
	Memorial - Paint Ballfield Concession	\$7,500	Project Complete
	Memorial - Soccer Recycle Containers	\$15,000	Project Complete
	Memorial - Tennis Court Resurface	\$20,000	
	Orchards Park - Stone Work	\$15,700	Project Complete
	LBV - Remove Old Buildings	\$30,000	Project Complete
	LBV - Parking Lot Improvements	250,000 Grant	Property transfer in process - Annexation in 2Q 2016
	Phillips Park - Restrooms	\$53,000	
	Phillips Park - Scorebooths		
	Grant Funded Projects - Not necessarily administered by BPR		
	North Walton Trail - Harps to Stonehenge		Project underway - 0% Complete
	North Walton Trail - Stonehenge to Dog Park		Work 100% Complete - Awaiting Property Transfer to City of Bentonville
	South Walton Tunnel		Project Complete
	Rogers / Bentonville Trail - CC to Horsebarn Trailhead		Project underway - 50% Complete