

Cultural Council Meeting Agenda

**Thursday, January 21, 2016
City Hall, 749 Main Street, Louisville, CO
Spruce Conference Room
6:30pm**

We promote arts and culture in Louisville. We program cultural events, advocate for and support artists, and advise City Council. By doing so we engage our diverse social, cultural, and creative community.

- | | | |
|---|--|----------------|
| I. | Call to Order | 5 min |
| II. | Roll Call | (items I – VI) |
| III. | Attendance and Volunteer Hours Log (To Be Circulated) | |
| IV. | Approval of the January 21, 2016 Agenda | |
| V. | Approval of December 17 Meeting Minutes | |
| VI. | Public Comments: Items Not on the Agenda | |
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| <u>Items for LCC Discussion/Decision</u> | | |
| VII. | 2016 Officer Elections: Chairperson, Vice Chairperson and Secretary | 10 min |
| VIII. | LCC Budget: 2016 Year End Recap | 5 min |
| IX. | 2016 Art Grant Program | 15 min |
| | a. Update, if any | |
| X. | Programming Reports/Committee Updates | 45 min |
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 | | |
| One Action: Art + Immigration Programming | | |
| | a. 2016 Kick-Off at the Longmont Museum, 1/23, 2-5pm | |
| | b. Discussion of Motus Theater Collaboration Proposed Changes on Friday, 2/19, 7pm: <u>Rock Karma Arrows: Act 1</u> with Panel Discussion Wednesday, 3/16, 7pm <u>Rock Karma Arrows, Act 1</u> (5:30pm) and <u>Act 2 with Panel Discussion</u> (Firm) Saturday, 4/16, 7pm: <u>Rock Karma Arrows in Historical Reflection, Act 3</u> with Panel Discussion (Firm) | |
| | c. Update: Art Grant Application: Saturday, 4/9, 7pm: SALSA: Monologue performance | |
| | d. Update: Art Grant Application: Saturday, June 18, 7pm: <i>Do You Know Who I Am?</i> Film and Performer Panelist | |
|
 | | |
| Friday Night LIVE! Committee | | |
| | a. Liquor License? | |
| | b. 2/19: <u>Rock, Karma, Arrows, Part 1</u> | |
| | c. 4/29: Alfredo Muro Classical Guitar (Firm) | |

- d. 9/16: Alfredo Muro Latin Jazz Ensemble (Firm)
- e. 9/30: _____
- f. 10/7: _____
- g. 10/21: _____

Sunday Chamber Committee

- a. 4/17: _____
- b. 9/25: _____
- c. 10/16: _____

Lectures

- a. 3/16: Rock, Karma, Arrows (Firm)
- b. 7/20: _____
- c. 11/16: Lsvl Historical Museum: French Immigration to Lsvl (Firm)

“Angie’s Lit”

- a. 4/30: Young Writer’s Workshop (Firm)
- b. 9/29: Stories on Stage (Firm)
- c. 10/1 Now available for other programming as SOS is 9/29

Movie Committee

- a. Saturday, 3/19, 7pm: *Metanoia* Screening, Collaboration with The Art Underground (Tentative)
- b. Saturday, 4/2, 7:30pm: Rodney Sauer (Firm)
- c. 4/16, 7pm: Rock Karma Arrows in Historical Reflection, Act 3 with Panel Discussion (Firm)
- d. Saturday, June 18: (Request for *Do You Know Who I Am?*)
- e. Saturday, 11/19, 7:30pm: Silent Film Series with Rodney Sauer (Firm)
- f. Additional Update, if any

Summer Concert Series

- a. 6/23: _____
- b. 6/30: _____
- c. 7/7: _____
- d. 7/14: _____
- e. 7/21: _____

Cultural Arts Master Plan Committee

- a. City Council Presentation: late Spring 2016

Marketing Committee

- a. Update, if any

- XI. City Council Report 5 min
- XI. Staff Updates 35 min
 - a. Posting Locations for Meeting Notices
 - City Hall
 - Library

- Recreation/Senior Center
 - Police Department/Municipal Court
 - Web site: www.LouisvilleCO.gov
- b. Meeting Date and Time
 - c. 2016 Open Government Pamphlet
 - d. Downtown Mural Project
 - e. Public Art 101

XII. Chairman's Report __ min

XIII. Future Meeting Discussion
February:
a

XIV. Adjourn

Attachments: December 17, 2015 Meeting Minutes; Year End Financials, 2016 Programs/Schedule (Yellow = Changes since December meeting), Open Government Pamphlet, Public Art 101 Slides

Cultural Council

Meeting Minutes

17 December 2015
Coal Creek Golf Course Clubroom
6:30 pm

Call to Order – Chairperson Mark Oberholzer called the meeting to order at 6:37 pm.

Roll Call was taken and the following members were present:

LCC members for 2015: Lawrence Anderson, Gina Barton, Darin Brown, Angie Layton, Mark Oberholzer (Chair), Tammy Pelnik, Liz Rowland, Jennifer Strand, Blake Welch
Absent: Sue Anthony Crowder

City staff: Meredyth Muth, Suzanne Janssen

Public attendees: -none-

Approval of Agenda – The agenda for today’s meeting was approved by all members.

Approval of Meeting Minutes – The minutes from the 19 November 2015 meeting were approved as written.

Programming Reports/Committee Updates –

- **OneAction – Boulder County Immigration Project** kicks off January 23rd. The Mayors of Erie, Boulder, Lafayette and Louisville have submitted DNA samples as part of the project. Invitations to various events to initiate January 19th at Louisville City Council.
- **Motus Theater**: In conjunction with One Action: Arts + Immigration, Motus Theater will present a 3-segment film project titled, *Rock Karma Arrows*, a multimedia contemporary theater piece looking at Boulder’s history. Motus is arranging a moderator and speakers for each program segment. Motus requests support from the LCC in the amount of \$600 for speaker honoraria. LCC approved the request with no objections. The

LCC requested that MOTUS submit art program grants for two other theatrical programs, *SALSA* and *Do You Know Who I Am?* for spring and fall 2016 scheduling.

- **Movie Committee:** The movie *Metanoia*, about local climber Jeff Lowe, is being arranged for early 2016. Suzanne to work out scheduling details.
- **Sunday Chamber Series:** A program will be presented on Sunday, February 7th. Committee pursuing a program by a CU graduate student quartet, with *Altius* as a back-up.
- **Cultural Arts Master Plan Committee:** Good feedback provided during meetings with local arts groups based on draft plan. LCC CAMP Committee scheduled to present the CAMP to City Council on February 9th.
- January meeting will address updates for the **Friday's Night Live, Marketing, Lecture, and "Angie's Lit" Committees.**

Staff Updates –

- There is an RFQ out for artists on the downtown Louisville mural project.

Chairman's Report – no comments.

Adjourn – The meeting was adjourned at 7:02 pm.

Louisville Cultural Council Treasurer's report as of December 31, 2015

Prepared by Lawrence Anderson

General Items

Assets (as of December 31, 2015)

- Checking account balance of \$16,013.41
- Savings account balance of \$21,389.76
- Cash box balance of \$200.00
- Total current assets of \$37,603.17

Key Dates to Remember

- Fri, Feb 12, 2016 – 4:00 pm – 2016 SCFD Final Grant Report Due
- Tue, March 22, 2016 – 2016 SCFD Grant Application Deadline

Board Member Information

- Please remember to obtain W-9 s from event performers; Ernest needs that information to prepare 1099s.
- LCC accountant is Ernest J. Villany, Boulder Valley CPA, 917 Front St. Suite 210, Louisville, CO, 80027 – 720-663-8750
- LCC banks with Great Western Bank (downtown Louisville)
- Receipts must accompany your reimbursement requests. Please attach receipts to event reports if applicable.
- Event performers must be paid with a check (no cash payments). Chair and Treasurer have LCC checkbooks. Please request a check prior to your event! Please attached Check stub/receipt too event report.
- Cash box (\$200 balance) is usually kept by the Treasurer or the person coordinating an upcoming event.
- Please keep clear and accurate Event Reports.

Louisville Cultural Council
Balance Sheet
As of November 30, 2015

	<u>Nov 30, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
Cash in Box	200.00
Checking - Great Western Bank	16,551.95
Savings - Great Western Bank	21,389.76
Total Checking/Savings	<u>38,141.71</u>
Total Current Assets	<u>38,141.71</u>
TOTAL ASSETS	<u>38,141.71</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Future Grants	1,872.00
Total Other Current Liabilities	<u>1,872.00</u>
Total Current Liabilities	<u>1,872.00</u>
Total Liabilities	1,872.00
Equity	
Opening Balance Equity	24,466.26
Temp. Restricted Net Assets	
Art in the Park	8,830.83
Total Temp. Restricted Net Assets	<u>8,830.83</u>
Unrestricted Net Assets	1,241.75
Net Income	1,730.87
Total Equity	<u>36,269.71</u>
TOTAL LIABILITIES & EQUITY	<u>38,141.71</u>

Louisville Cultural Council
Profit & Loss
January through November 2015

	<u>Jan - Nov 15</u>
Ordinary Income/Expense	
Income	
Direct Public Support	
Individual Contributions	1,219.35
Gifts In-Kind - Services	3,120.00
Gifts in Kind - Goods	1,080.00
Total Direct Public Support	<u>5,419.35</u>
Government Grants	
City of Louisville	10,000.00
SCFD	1,800.00
Total Government Grants	<u>11,800.00</u>
Program Income	3,071.85
Investments	
Interest-Checking/Savings	20.78
Total Investments	<u>20.78</u>
Total Income	<u>20,311.98</u>
Gross Profit	20,311.98
Expense	
Program Expense	
Artist Fees	11,470.20
Instructor Fees	655.00
Rental	100.00
Food and Beverage	1,225.30
Graphic Design/Marketing	3,120.00
Technical Support	900.00
Total Program Expense	<u>17,470.50</u>
Awards and Grants	
Cash Awards and Grants	300.00
Total Awards and Grants	<u>300.00</u>
Operations	
Advertising and Marketing	709.40
Licenses and Fees	25.00
Postage, Mailing Service	66.00
Supplies	10.21
Total Operations	<u>810.61</u>
Total Expense	<u>18,581.11</u>
Net Ordinary Income	<u>1,730.87</u>
Net Income	<u><u>1,730.87</u></u>

Louisville Cultural Council
Balance Sheet
As of December 31, 2015

	<u>Dec 31, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
Cash in Box	200.00
Checking - Great Western Bank	16,013.41
Savings - Great Western Bank	21,389.76
Total Checking/Savings	<u>37,603.17</u>
Total Current Assets	<u>37,603.17</u>
TOTAL ASSETS	<u>37,603.17</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Grants to be Awarded	2,200.00
Future Grants	1,872.00
Total Other Current Liabilities	<u>4,072.00</u>
Total Current Liabilities	<u>4,072.00</u>
Total Liabilities	4,072.00
Equity	
Opening Balance Equity	24,466.26
Temp. Restricted Net Assets	
Art in the Park	8,830.83
Total Temp. Restricted Net Assets	8,830.83
Unrestricted Net Assets	1,241.75
Net Income	-1,007.67
Total Equity	<u>33,531.17</u>
TOTAL LIABILITIES & EQUITY	<u>37,603.17</u>

Louisville Cultural Council
Profit & Loss
 January through December 2015

	Jan - Dec 15
Ordinary Income/Expense	
Income	
Direct Public Support	
Individual Contributions	1,228.35
Gifts In-Kind - Services	3,120.00
Gifts in Kind - Goods	1,080.00
Total Direct Public Support	5,428.35
Government Grants	
City of Louisville	10,000.00
SCFD	1,800.00
Total Government Grants	11,800.00
Program Income	
Ticket Sales	3,363.85
Concessions	150.00
Total Program Income	3,513.85
Investments	
Interest-Checking/Savings	20.92
Total Investments	20.92
Total Income	20,763.12
Gross Profit	20,763.12
Expense	
Program Expense	
Artist Fees	11,824.20
Instructor Fees	655.00
Rental	100.00
Food and Beverage	1,257.30
Graphic Design/Marketing	3,120.00
Technical Support	900.00
Total Program Expense	17,856.50
Awards and Grants	
Cash Awards and Grants	2,500.00
Total Awards and Grants	2,500.00
Operations	
Advertising and Marketing	1,176.90
Gifts	53.20
Licenses and Fees	25.00
Meals and Entertainment	82.98
Postage, Mailing Service	66.00
Supplies	10.21
Total Operations	1,414.29
Total Expense	21,770.79
Net Ordinary Income	-1,007.67
Net Income	-1,007.67

Louisville Cultural Council Profit & Loss Budget vs. Actual January through December 2015

	Jan - De...	Budget	\$ Over B...	% of Bud...
Ordinary Income/Expense				
Income				
Direct Public Support				
Individual Contributions	1,228.35	1,795.00	-566.65	68.4%
Gifts In-Kind - Services	3,120.00	3,200.00	-80.00	97.5%
Gifts in Kind - Goods	1,080.00	1,320.00	-240.00	81.8%
Total Direct Public Support	5,428.35	6,315.00	-886.65	86.0%
Government Grants				
City of Louisville	10,000.00	10,000.00	0.00	100.0%
SCFD	1,800.00	1,800.00	0.00	100.0%
Total Government Grants	11,800.00	11,800.00	0.00	100.0%
Program Income				
Ticket Sales	3,363.85			
Concessions	150.00			
Program Income - Other	0.00	3,406.00	-3,406.00	0.0%
Total Program Income	3,513.85	3,406.00	107.85	103.2%
Investments				
Interest-Checking/Savings	20.92	25.00	-4.08	83.7%
Total Investments	20.92	25.00	-4.08	83.7%
Total Income	20,763.12	21,546.00	-782.88	96.4%
Gross Profit	20,763.12	21,546.00	-782.88	96.4%
Expense				
Program Expense				
Artist Fees	11,824.20	12,255.00	-430.80	96.5%
Instructor Fees	655.00	755.00	-100.00	86.8%
Rental	100.00	200.00	-100.00	50.0%
Food and Beverage	1,257.30	390.52	866.78	322.0%
Graphic Design/Marketing	3,120.00	2,800.00	320.00	111.4%
Technical Support	900.00	420.00	480.00	214.3%
Equipment	0.00	400.00	-400.00	0.0%
Miscellaneous Expense	0.00	75.48	-75.48	0.0%
Total Program Expense	17,856.50	17,296.00	560.50	103.2%
Awards and Grants				
Cash Awards and Grants	2,500.00	2,500.00	0.00	100.0%
Total Awards and Grants	2,500.00	2,500.00	0.00	100.0%
Operations				
Advertising and Marketing	1,176.90	1,000.00	176.90	117.7%
Books, Subscriptions, Reference	0.00	50.00	-50.00	0.0%
Gifts	53.20	100.00	-46.80	53.2%
Licenses and Fees	25.00	100.00	-75.00	25.0%
Meals and Entertainment	82.98	200.00	-117.02	41.5%
Postage, Mailing Service	66.00	100.00	-34.00	66.0%
Supplies	10.21	200.00	-189.79	5.1%
Total Operations	1,414.29	1,750.00	-335.71	80.8%
Total Expense	21,770.79	21,546.00	224.79	101.0%
Net Ordinary Income	-1,007.67	0.00	-1,007.67	100.0%
Net Income	-1,007.67	0.00	-1,007.67	100.0%

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01/13/16

Accrual Basis

Louisville Cultural Council Profit & Loss by Programmed Event January through December 2015

	Inocente	Innocente	Collage En...	A Lot of Fu...	Amber Sch...	CO Music ...	Original Di...	Colorado H...
Ordinary Income/Expense								
Income								
Direct Public Support								
Individual Contributions	19.00	0.00	0.00	0.00	1.00	137.00	33.00	1.00
Total Direct Public Support	19.00	0.00	0.00	0.00	1.00	137.00	33.00	1.00
Program Income								
Ticket Sales	55.00	0.00	117.00	34.00	50.00	0.00	184.00	0.00
Concessions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Program Income	55.00	0.00	117.00	34.00	50.00	0.00	184.00	0.00
Total Income	74.00	0.00	117.00	34.00	51.00	137.00	217.00	1.00
Gross Profit	74.00	0.00	117.00	34.00	51.00	137.00	217.00	1.00
Expense								
Program Expense								
Artist Fees	100.00	0.00	200.00	300.00	200.00	200.00	300.00	200.00
Instructor Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rental	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Food and Beverage	0.00	60.00	60.00	60.00	60.00	80.52	60.00	60.00
Graphic Design/Marketing	0.00	130.00	130.00	130.00	130.00	130.00	130.00	130.00
Technical Support	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Program Expense	200.00	190.00	390.00	490.00	390.00	410.52	490.00	390.00
Awards and Grants								
Cash Awards and Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Awards and Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Expense	200.00	190.00	390.00	490.00	390.00	410.52	490.00	390.00
Net Ordinary Income	-126.00	-190.00	-273.00	-456.00	-339.00	-273.52	-273.00	-389.00
Net Income	<u>-126.00</u>	<u>-190.00</u>	<u>-273.00</u>	<u>-456.00</u>	<u>-339.00</u>	<u>-273.52</u>	<u>-273.00</u>	<u>-389.00</u>

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01/13/16

Accrual Basis

Louisville Cultural Council Profit & Loss by Programmed Event January through December 2015

	<u>The Marria...</u>	<u>Victoria Lo...</u>	<u>South Platt...</u>	<u>Antero Win...</u>	<u>FACE-2015</u>	<u>Railsplitters</u>	<u>Blues Brot...</u>	<u>Felonius S...</u>
Ordinary Income/Expense								
Income								
Direct Public Support								
Individual Contributions	29.00	1.00	8.00	10.00	277.00	184.35	6.00	0.00
Total Direct Public Support	<u>29.00</u>	<u>1.00</u>	<u>8.00</u>	<u>10.00</u>	<u>277.00</u>	<u>184.35</u>	<u>6.00</u>	<u>0.00</u>
Program Income								
Ticket Sales	460.00	67.00	258.00	0.00	0.00	0.00	0.00	0.00
Concessions	0.00	0.00	0.00	0.00	90.00	30.00	0.00	0.00
Total Program Income	<u>460.00</u>	<u>67.00</u>	<u>258.00</u>	<u>0.00</u>	<u>90.00</u>	<u>30.00</u>	<u>0.00</u>	<u>0.00</u>
Total Income	<u>489.00</u>	<u>68.00</u>	<u>266.00</u>	<u>10.00</u>	<u>367.00</u>	<u>214.35</u>	<u>6.00</u>	<u>0.00</u>
Gross Profit	489.00	68.00	266.00	10.00	367.00	214.35	6.00	0.00
Expense								
Program Expense								
Artist Fees	368.00	200.00	346.00	171.00	1,500.00	1,200.00	800.00	650.00
Instructor Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rental	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Food and Beverage	60.00	60.00	60.00	67.75	0.00	0.00	0.00	0.00
Graphic Design/Marketing	130.00	130.00	130.00	130.00	130.00	130.00	130.00	130.00
Technical Support	0.00	0.00	0.00	0.00	150.00	150.00	150.00	150.00
Total Program Expense	<u>558.00</u>	<u>390.00</u>	<u>536.00</u>	<u>368.75</u>	<u>1,780.00</u>	<u>1,480.00</u>	<u>1,080.00</u>	<u>930.00</u>
Awards and Grants								
Cash Awards and Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Awards and Grants	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Expense	<u>558.00</u>	<u>390.00</u>	<u>536.00</u>	<u>368.75</u>	<u>1,780.00</u>	<u>1,480.00</u>	<u>1,080.00</u>	<u>930.00</u>
Net Ordinary Income	<u>-69.00</u>	<u>-322.00</u>	<u>-270.00</u>	<u>-358.75</u>	<u>-1,413.00</u>	<u>-1,265.65</u>	<u>-1,074.00</u>	<u>-930.00</u>
Net Income	<u>-69.00</u>	<u>-322.00</u>	<u>-270.00</u>	<u>-358.75</u>	<u>-1,413.00</u>	<u>-1,265.65</u>	<u>-1,074.00</u>	<u>-930.00</u>

2:41 PM

01/13/16

Accrual Basis

Louisville Cultural Council Profit & Loss by Programmed Event January through December 2015

	Johnny O ...	Nina Store...	Mary Lynn ...	Stories on ...	Alfredo Mu...	Alfredo Mu...	Picture in t...	Mark Diam...
Ordinary Income/Expense								
Income								
Direct Public Support								
Individual Contributions	186.00	304.50	0.00	0.00	0.00	5.00	17.50	9.00
Total Direct Public Support	186.00	304.50	0.00	0.00	0.00	5.00	17.50	9.00
Program Income								
Ticket Sales	0.00	0.00	468.85	0.00	448.00	566.00	214.00	442.00
Concessions	30.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Program Income	30.00	0.00	468.85	0.00	448.00	566.00	214.00	442.00
Total Income	216.00	304.50	468.85	0.00	448.00	571.00	231.50	451.00
Gross Profit	216.00	304.50	468.85	0.00	448.00	571.00	231.50	451.00
Expense								
Program Expense								
Artist Fees	1,000.00	1,800.00	500.00	300.00	335.20	500.00	300.00	354.00
Instructor Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rental	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Food and Beverage	0.00	0.00	60.00	60.00	60.00	106.00	113.25	92.00
Graphic Design/Marketing	130.00	130.00	130.00	130.00	130.00	130.00	130.00	130.00
Technical Support	150.00	150.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Program Expense	1,280.00	2,080.00	690.00	490.00	525.20	736.00	543.25	576.00
Awards and Grants								
Cash Awards and Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Awards and Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Expense	1,280.00	2,080.00	690.00	490.00	525.20	736.00	543.25	576.00
Net Ordinary Income	-1,064.00	-1,775.50	-221.15	-490.00	-77.20	-165.00	-311.75	-125.00
Net Income	<u>-1,064.00</u>	<u>-1,775.50</u>	<u>-221.15</u>	<u>-490.00</u>	<u>-77.20</u>	<u>-165.00</u>	<u>-311.75</u>	<u>-125.00</u>

2:41 PM

01/13/16

Accrual Basis

**Louisville Cultural Council
Profit & Loss by Programmed Event
January through December 2015**

	<u>Young Artist</u>	<u>Young Writ...</u>	<u>TOTAL</u>
Ordinary Income/Expense			
Income			
Direct Public Support			
Individual Contributions	0.00	0.00	1,228.35
Total Direct Public Support	0.00	0.00	1,228.35
Program Income			
Ticket Sales	0.00	0.00	3,363.85
Concessions	0.00	0.00	150.00
Total Program Income	0.00	0.00	3,513.85
Total Income	0.00	0.00	4,742.20
Gross Profit	0.00	0.00	4,742.20
Expense			
Program Expense			
Artist Fees	0.00	0.00	11,824.20
Instructor Fees	0.00	575.00	575.00
Rental	0.00	0.00	100.00
Food and Beverage	0.00	0.00	1,179.52
Graphic Design/Marketing	0.00	0.00	2,990.00
Technical Support	0.00	0.00	900.00
Total Program Expense	0.00	575.00	17,568.72
Awards and Grants			
Cash Awards and Grants	300.00	0.00	300.00
Total Awards and Grants	300.00	0.00	300.00
Total Expense	300.00	575.00	17,868.72
Net Ordinary Income	-300.00	-575.00	-13,126.52
Net Income	<u>-300.00</u>	<u>-575.00</u>	<u>-13,126.52</u>

2016 DATES -- LCC PROGRAMMING

SERIES	DATE	DESCRIPTION	STATUS (change)
Sunday Classics	Sunday, February 7		CANCELLED due to Super Bowl
Film with Panel Discussion / formerly Friday Night LIVE!!	Friday, February 19	Rock, Karma and Arrows-Part 1-Motus Theater - CONFIRMED	Rock, Karma and Arrows-Part 1-Motus Theater
Film with Panel Discussion/Lectures	Wednesday, March 16	Rock, Karma and Arrows-Part 1& 2 Motus Theater - CONFIRMED	Rock, Karma and Arrows Parts 1 (5:30) and 2 (7PM)
Film	Saturday, March 19 or March 26, 5-11pm	HOLD Metanoia - Old Town Cinema-The Art Underground	Film to be confirmed, would like the date
LCC HOLDS	Saturday, March 26, 5-11pm		
Silent Film Series	Saturday, April 2	Rodney Sauer: CONFIRMED, CONTRACT SENT IN FALL 2015	
LCC HOLDS	Saturday, April 9, 4:30-10:30pm		Proposed through Arts Grant - SALSA Stories-Motus Theater
Film with Panel Discussion/Lectures	Saturday, April 16, 5-11pm	Rock, Karma and Arrows-Part 3-Motus Theater - CONFIRMED	
Sunday Classics	Sunday, April 17		
"Angie's Lit" Committee	April 30th, 10:30am-4pm (10am reg pick-up)	Young Writer's Workshop	CONFIRMED
Friday Night LIVE!!	Friday, April 29	Alfredo Muro: Classical Guitar: CONFIRMED AND UNDER CONTRACT	
Movies	Saturday, June 18		HOLD - Do You Know Who I Am?- Motus Theater; Film and Performer Panelist Proposed through Arts Grant -
Summer Concert Series	Thursday, June 23		
LCC Grant Program Dates	Friday June 24, 4-11pm		
LCC Grant Program Dates	Saturday, June 25, 8am-11pm		
LCC Grant Program Dates	Sunday, June 26, 8am-11pm		
Summer Concert Series	Thursday, June 30		
Summer Concert Series	Thursday, July 7		
Summer Concert Series	Thursday, July 14		
Lectures	Wednesday, July 20		
Summer Concert Series	Thursday, July 21		
LCC Grant Program Dates	Friday, September 16, 8-4:30 pm		
Friday Night LIVE!!	Friday, September 16, 5-11 pm	Alfredo Muro: Latin Jazz Ensemble: CONFIRMED AND UNDER CONTRACT	
LCC Grant Program Dates	Saturday, September 17, 8am-11pm		
To Be Awarded	Sunday, September 18, 8am-5:30pm		
Sunday Classics	Sunday, September 25		
"Angie's Lit" Committee	Thursday, September 29, 2016	Stories on Stage	New Date; moved from Sat 10/1 to 9/29 at request of Stories on Stage and Library
Friday Night LIVE!!	Friday, September 30		
LCC HOLD	Saturday, October 1, 2016		
Friday Night LIVE!!	Friday, October 7		
LCC Grant Program Dates	Friday, October 8, 8am - 11pm		Proposed: Rock, Karma and Arrows Parts 1 and 2
LCC Grant Program Dates	Sunday, October 9, 8am - 10pm		Proposed: Rock, Karma and Arrows-Part 3-Motus Theater
Sunday Classics	Sunday, October 16		
Friday Night LIVE!!	Friday, October 21		
Lectures	Wednesday, November 16	Lsvl Historical Museum: Bridget Bacon: French Immigration: CONFIRMED BY BRIDGET in Fall 2015	Confirmed
Silent Film Series	Saturday, November 19	Rodney Sauer: CONFIRMED, CONTRACT SENT IN FALL 2015	

Open Government & Ethics Pamphlet 2016



City Manager's Office
749 Main Street
Louisville CO 80027
www.LouisvilleCO.gov
info@LouisvilleCO.gov
303.335.4533

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Participation in Government

The City of Louisville encourages citizen involvement and participation in its public policy process. There are many opportunities for citizens to be informed about and participate in City activities and decisions. All meetings of City Council, as well as meetings of appointed Boards and Commissions, are open to the public and include an opportunity for public comments on items not on the agenda. No action or substantive discussion on an item may take place unless that item has been specifically listed as an agenda item for a regular or special meeting. Some opportunities for you to participate include:

Reading and inquiring about City Council activities and agenda items, and attending and speaking on topics of interest at public meetings

City Council Meetings:

- Regular meetings are generally held on the first and third Tuesdays of each month at 7:00 PM in the City Council Chambers, located on the second floor of City Hall, 749 Main Street;
- Study sessions are generally held on the second and fourth Tuesdays of each month at 7:00 PM in the Library Meeting Room, located on the first floor of the Library, 951 Spruce Street;
- Regular meetings are broadcast live on Comcast Cable Channel 8 and copies of the meeting broadcasts are available on DVD in the City Manager's Office beginning the morning following the meeting;
- Regular meetings are broadcast live and archived for viewing on the City's website at www.LouisvilleCO.gov.
- Special meetings may be held occasionally on specific topics. Agendas are posted a minimum of 48 hours prior to the meeting.

Meeting agendas for all City Council meetings, other than special meetings, are posted a minimum of 72 hours prior to the meeting at the following locations:

- City Hall, 749 Main Street
- Police Department/Municipal Court, 992 West Via Appia
- Recreation/Senior Center, 900 West Via Appia
- Louisville Public Library, 951 Spruce Street
- City website at www.LouisvilleCO.gov

Meeting packets with all agenda-related materials are available 72 hours prior to each meeting and may be found at these locations:

- Louisville Public Library Reference Area, 951 Spruce Street,
- City Clerk's Office, City Hall, 749 Main Street,
- City website at www.LouisvilleCO.gov

You may receive eNotifications of City Council news as well as meeting agendas and summaries of City Council actions. Visit the City's website (www.LouisvilleCO.gov) and look for the eNotification link to register.

After they are approved by the City Council, meeting minutes of all regular and special meetings are available in the City Clerk's office and on the City's website (www.LouisvilleCO.gov).

Information about City activities and projects, as well as City Council decisions, is included in the *Community Update* newsletter, mailed to all City residents and businesses. Information is also often included in the monthly utility bills mailed to City residents.

Communicating Directly with the Mayor and City Council Members

Contact information for the Mayor and City Council members is available at www.LouisvilleCO.gov, as well as at City Hall, the Louisville Public Library, and the Recreation/Senior Center. You may email the Mayor and City Council as a group at CityCouncil@LouisvilleCO.gov.

Mayor's Town Meetings and City Council Ward Meetings are scheduled periodically. These are informal meetings at which all residents, points of view, and issues are welcome. These meetings are advertised at City facilities and on the City's website (www.LouisvilleCO.gov).

Mayor or City Council Elections

City Council members are elected from three Wards within the City and serve staggered four-year terms. There are two Council representatives from each ward. The mayor is elected at-large and serves a four-year term. City Council elections are held in November of odd-numbered years. For information about City elections, including running for City Council, please contact the City Clerk's Office, first floor City Hall, 749 Main Street, or call 303.335.4571.

Serving as an Appointed Member on a City Board or Commission

The City Council makes Board and Commission appointments annually. Some of the City's Boards and Commissions are advisory, others have some decision-making powers. The City Council refers questions and issues to these appointed officials for input and advice. (Please note the Youth Advisory Board has a separate appointment process.) The City's Boards and Commissions are:

- Board of Adjustment
- Building Code Board of Appeals
- Cultural Council
- Golf Course Advisory Board
- Historic Preservation Commission
- Historical Commission
- Housing Authority
- Library Board of Trustees

- Local Licensing Authority
- Open Space Advisory Board
- Parks & Public Landscaping Advisory Board
- Planning Commission
- Revitalization Commission
- Sustainability Advisory Board
- Youth Advisory Board

Information about boards, as well as meeting agendas and schedules for each board, is available on the City’s web-site (www.LouisvilleCO.gov).

Agendas for all Board and Commission meetings are posted a minimum of 72 hours prior to each meeting and are posted at these locations:

- City Hall, 749 Main Street
- Police Department/Municipal Court, 992 West Via Appia
- Recreation/Senior Center, 900 West Via Appia
- Louisville Public Library, 951 Spruce Street
- City web site at www.LouisvilleCO.gov

Copies of complete meeting packets containing all agenda-related materials are available at least 72 hours prior to each meeting and may be found at the following locations:

- Louisville Public Library Reference Area, 951 Spruce Street,
- City Clerk’s Office, City Hall, 749 Main Street
- City web site at www.LouisvilleCO.gov

Planning Commission

The Planning Commission evaluates land use proposals against zoning laws and holds public hearings as outlined in City codes. Following a public hearing, the Commission recommends, through a resolution, that the City Council accept or reject a proposal.

- Regular Planning Commission meetings are held at 6:30 PM on the second Thursday of each month. Overflow meetings are scheduled for 6:30 PM on the 4th Thursday of the month as needed, and occasionally Study Sessions are held.
- Regular meetings are broadcast live on Comcast Channel 8 and archived for viewing on the City’s web-site (www.LouisvilleCO.gov).

Open Government Training

All City Council members and members of a permanent Board or Commission are required to participate in at least one City-sponsored open government-related seminar, workshop, or other training program at least once every two years.

Open Meetings

The City follows the Colorado Open Meetings Law (“Sunshine Law”) as well as additional open meet-

ings requirements found in the City’s Home Rule Charter. These rules and practices apply to the City Council and appointed Boards and Commissions (referred to as a “public body” for ease of reference). Important open meetings rules and practices include the following:

Regular Meetings

All meetings of three or more members of a public body (or a quorum, whichever is fewer) are open to the public.

All meetings of public bodies must be held in public buildings and public facilities accessible to all members of the public.

All meetings must be preceded by proper notice. Agendas and agenda-related materials are posted at least 72 hours in advance of the meeting at the following locations:

- City Hall, 749 Main Street
- Police Department/Municipal Court, 992 West Via Appia
- Recreation/Senior Center, 900 West Via Appia
- Louisville Public Library, 951 Spruce Street
- On the City web site at www.LouisvilleCO.gov

Study Sessions

Study sessions are also open to the public. However, study sessions have a limited purpose:

- Study sessions are to obtain information and discuss matters in a less formal atmosphere;
- No preliminary or final decision or action may be made or taken at any study session; further, full debate and deliberation of a matter is to be reserved for formal meetings; If a person believes in good faith that a study session is proceeding contrary to these limitations, he or she may submit a written objection. The presiding officer will then review the objection and determine how the study session should proceed.
- Like formal meetings, a written summary of each study session is prepared and is available on the City’s website.

Executive Sessions

The City Charter also sets out specific procedures and limitations on the use of executive sessions. These rules, found in Article 5 of the Charter, are intended to further the City policy that the activities of City government be conducted in public to the greatest extent feasible, in order to assure public participation and enhance public accountability. The City’s rules regarding executive sessions include the following:

Timing and Procedures

The City Council, and City Boards and Commissions, may hold an executive session only at a regular or special meeting.

No formal action of any type, and no informal or “straw” vote, may occur at any executive session. Rather, formal

actions, such as the adoption of a proposed policy, position, rule or other action, may only occur in open session.

Prior to holding an executive session, there must be a public announcement of the request and the legal authority for convening in closed session. There must be a detailed and specific statement as to the topics to be discussed and the reasons for requesting the session.

The request must be approved by a supermajority (two-thirds of the full Council, Board, or Commission). Prior to voting on the request, the clerk reads a statement of the rules pertaining to executive sessions. Once in executive session, the limitations on the session must be discussed and the propriety of the session confirmed. If there are objections and/or concerns over the propriety of the session, those are to be resolved in open session.

Once the session is over, an announcement is made of any procedures that will follow from the session.

Executive sessions are recorded, with access to those tapes limited as provided by state law. Those state laws allow a judge to review the propriety of a session if in a court filing it is shown that there is a reasonable belief that the executive session went beyond its permitted scope. Executive session records are not available outside of a court proceeding.

Authorized Topics

For City Council, an executive session may be held only for discussion of the following topics:

- Matters where the information being discussed is required to be kept confidential by federal or state law;
- Certain personnel matters relating to employees directly appointed by the Council, and other personnel matters only upon request of the City Manager or Mayor for informational purposes only;
- Consideration of water rights and real property acquisitions and dispositions, but only as to appraisals and other value estimates and strategy for the acquisition or disposition; and
- Consultation with an attorney representing the City with respect to pending litigation. This includes cases that are actually filed as well as situations where the person requesting the executive session believes in good faith that a lawsuit may result, and allows for discussion of settlement strategies.

The City's Boards and Commissions may only hold an executive session for consultation with its attorney regarding pending litigation.

Ethics

Ethics are the foundation of good government. Louisville has adopted its own Code of Ethics, which is found in the City Charter and which applies to elected officials, public body members, and employees. The Louisville Code of Ethics applies in addition to any higher standards

in state law. Louisville's position on ethics is perhaps best summarized in the following statement taken from the City Charter:

Those entrusted with positions in the City government must commit to adhering to the letter and spirit of the Code of Ethics. Only when the people are confident that those in positions of public responsibility are committed to high levels of ethical and moral conduct, will they have faith that their government is acting for the good of the public. This faith in the motives of officers, public body members, and employees is critical for a harmonious and trusting relationship between the City government and the people it serves.

The City's Code of Ethics (Sections 5-6 through 5-17 of the Charter) is summarized in the following paragraphs. While the focus is to provide a general overview of the rules, it is important to note that all persons subject to the Code of Ethics must strive to follow both the letter and the spirit of the Code, so as to avoid not only actual violations, but public perceptions of violations. Indeed, perceptions of violations can have the same negative impact on public trust as actual violations.

Conflicts of Interest

One of the most common ethical rules visited in the local government arena is the "conflict of interest rule." While some technical aspects of the rule are discussed below, the general rule under the Code of Ethics is that if a Council, Board, or Commission member has an "interest" that will be affected by his or her "official action," then there is a conflict of interest and the member must:

- Disclose the conflict, on the record and with particularity;
- Not participate in the discussion;
- Leave the room; and
- Not attempt to influence others.

An "interest" is a pecuniary, property, or commercial benefit, or any other benefit the primary significance of which is economic gain or the avoidance of economic loss. However, an "interest" does not include any matter conferring similar benefits on all property or persons similarly situated. (Therefore, a City Council member is not prohibited from voting on a sales tax increase or decrease if the member's only interest is that he or she, like other residents, will be subject to the higher or lower tax.) Additionally, an "interest" does not include a stock interest of less than one percent of the company's outstanding shares.

The Code of Ethics extends the concept of prohibited interest to persons or entities with whom the member is associated. In particular, an interest of the following persons and entities is also an interest of the member: relatives (including persons related by blood or marriage to certain

degrees, and others); a business in which the member is an officer, director, employee, partner, principal, member, or owner; and a business in which member owns more than one percent of outstanding shares.

The concept of an interest in a business applies to profit and nonprofit corporations, and applies in situations in which the official action would affect a business competitor. Additionally, an interest is deemed to continue for one year after the interest has ceased. Finally, “official action” for purposes of the conflict of interest rule, includes not only legislative actions, but also administrative actions and “quasi-judicial” proceedings where the entity is acting like a judge in applying rules to the specific rights of individuals (such as a variance request or liquor license). Thus, the conflict rules apply essentially to all types of actions a member may take.

Contracts

In addition to its purchasing policies and other rules intended to secure contracts that are in the best interest of the City, the Code of Ethics prohibits various actions regarding contracts. For example, no public body member who has decision-making authority or influence over a City contract can have an interest in the contract, unless the member has complied with the disclosure and recusal rules. Further, members are not to appear before the City on behalf of other entities that hold a City contract, nor are they to solicit or accept employment from a contracting entity if it is related to the member’s action on a contract with that entity.

Gifts and Nepotism

The Code of Ethics, as well as state law, regulates the receipt of gifts. City officials and employees may not solicit or accept a present or future gift, favor, discount, service or other thing of value from a party to a City contract, or from a person seeking to influence an official action. There is an exception for the “occasional nonpecuniary gift” of \$15 or less, but this exception does not apply if the gift, no matter how small, may be associated with the official’s or employee’s official action, whether concerning a contract or some other matter. The gift ban also extends to independent contractors who may exercise official actions on behalf of the City.

The Code of Ethics also prohibits common forms of nepotism. For example, no officer, public body member, or employee shall be responsible for employment matters concerning a relative. Nor can he or she influence compensation paid to a relative, and a relative of a current officer, public body member or employee cannot be hired unless certain personnel rules are followed.

Other Ethics Rules of Interest

Like state law, Louisville’s Code of Ethics prohibits the use of non-public information for personal or private gain. It also prohibits acts of advantage or favoritism and, in that regard, prohibits special considerations, use of employee time for personal or private reasons, and use of City vehicles or equipment, except in same manner as available to any other person (or in manner that will substantially benefit City). The City also has a “revolving door” rule that prohibits elected officials from becoming City employees either during their time in office or for two years after leaving office. These and other rules of conduct are found in Section 5-9 of the Code of Ethics.

Disclosure, Enforcement, and Advisory Opinions

The Code of Ethics requires that those holding or running for City Council file a financial disclosure statement with the City Clerk. The statement must include, among other information, the person’s employer and occupation, sources of income, and a list of business and property holdings.

The Code of Ethics provides fair and certain procedures for its enforcement. Complaints of violations may be filed with the City prosecutor; the complaint must be a detailed written and verified statement. If the complaint is against an elected or appointed official, it is forwarded to an independent judge who appoints a special, independent prosecutor for purposes of investigation and appropriate action. If against an employee, the City prosecutor will investigate the complaint and take appropriate action. In all cases, the person who is subject to the complaint is given the opportunity to provide information concerning the complaint.

Finally, the Code allows persons who are subject to the Code to request an advisory opinion if they are uncertain as to applicability of the Code to a particular situation, or as to the definition of terms used in the Code. Such requests are handled by an advisory judge, selected from a panel of independent, disinterested judges who have agreed to provide their services. This device allows persons who are subject to the Code to resolve uncertainty before acting, so that a proper course of conduct may be identified. Any person who requests and acts in accordance with an advisory opinion issued by an advisory judge is not subject to City penalty, unless material facts were omitted or misstated in the request. Advisory opinions are posted for public inspection; the advisory judge may order a delay in posting if the judge determines the delay is in the City’s best interest.

Citizens are encouraged to contact the City Manager’s Office with any questions about the City’s Code of Ethics. A copy of the Code is available at the City’s website (www.LouisvilleCO.gov) and also from the Offices of the City Manager and City Clerk.

Other Laws on Citizen Participation in Government

Preceding sections of this pamphlet describe Louisville's own practices intended to further citizen participation in government. Those practices are generally intended to further dissemination of information and participation in the governing process. Some other laws of interest regarding citizen participation include:

Initiative and Referendum

The right to petition for municipal legislation is reserved to the citizens by the Colorado Constitution and the City Charter. An initiative is a petition for legislation brought directly by the citizens; a referendum is a petition brought by the citizens to refer to the voters a piece of legislation that has been approved by the City Council. In addition to these two petitioning procedures, the City Council may refer matters directly to the voters in the absence of any petition. Initiative and referendum petitions must concern municipal legislation—as opposed to administrative or other non-legislative matters. By law the City Clerk is the official responsible for many of the activities related to a petition process, such as approval of the petition forms, review of the signed petitions, and consideration of protests and other matters. There are minimum signature requirements for petitions to be moved to the ballot; in Louisville, an initiative petition must be signed by at least five percent of the total number of registered electors. A referendum petition must be signed by at least two and one-half percent of the registered electors.

Public Hearings

In addition to the opportunity afforded at each regular City Council meeting to comment on items not on the agenda, most City Council actions provide opportunity for public comment through a public hearing process. For example, the City Charter provides that a public hearing shall be held on every ordinance before its adoption. This includes opportunities for public comment prior to initial City Council discussion of the ordinance, as well as after Council's initial discussion but before action. Many actions of the City are required to be taken by ordinance, and thus this device allows for citizen public hearing comments on matters ranging from zoning ordinances to ordinances establishing offenses that are subject to enforcement through the municipal court.

Additionally, federal, state, and/or local law requires a public hearing on a number of matters irrespective of whether an ordinance is involved. For example, a public hearing is held on the City budget, the City Comprehensive Plan and similar plans, and a variety of site-specific or person-specific activities, such as annexations of land into the city, rezonings, special use permits, variances, and new

liquor licenses. Anyone may provide comments during these hearings.

Public Records

Access to public records is an important aspect of citizen participation in government. Louisville follows the Colorado Open Records Act (CORA) and the additional public records provisions in the City Charter. In particular, the Charter promotes the liberal construction of public records law, so as to promote the prompt disclosure of City records to citizens at no cost or no greater cost than the actual costs to the City.

The City Clerk is the custodian of the City's public records, except for financial, personnel, and police records which are handled, respectively, by the Finance, Human Resources, and Police Departments. The City maintains a public policy on access to public records, which include a records request form, a statement of fees, and other guidelines. No fee is charged for the inspection of records. No fee is charged for locating or making records available for copying, except in cases of voluminous requests or dated records, or when the time spent in locating records exceeds two hours. No fees are charged for the first 25 copies requested or for electronic records.

Many records, particularly those related to agenda items for City Council and current Board and Commission meetings, are available directly on the City's website (www.LouisvilleCO.gov). In addition to posting agenda-related material, the City maintains communication files for the City Council and Planning Commission. These are available for public inspection at the City Clerk's Office, 749 Main Street.

CORA lists the categories of public records that are not generally open to public inspection. These include, for example, certain personnel records and information, financial and other information about users of city facilities, privileged information, medical records, letters of reference, and other items listed in detail in CORA. When public records are not made available, the custodian will specifically advise the requestor of the reason.

Citizens are encouraged to review the City's website (www.LouisvilleCo.gov) for information, and to contact the City with any questions regarding City records.

Public Involvement Policy

Public participation is an essential element of the City's representative form of government. To promote effective public participation City officials, advisory board members, staff and participants should all observe the following guiding principles, roles and responsibilities:

Guiding Principles for Public Involvement

Inclusive not Exclusive - Everyone's participation is

welcome. Anyone with a known interest in the issue will be identified, invited and encouraged to be involved early in the process.

Voluntary Participation - The process will seek the support of those participants willing to invest the time necessary to make it work.

Purpose Driven - The process will be clearly linked to when and how decisions are made. These links will be communicated to participants.

Time, Financial and Legal Constraints - The process will operate within an appropriate time frame and budget and observe existing legal and regulatory requirements.

Communication - The process and its progress will be communicated to participants and the community at-large using appropriate methods and technologies.

Adaptability - The process will be adaptable so that the level of public involvement is reflective of the magnitude of the issue and the needs of the participants.

Access to Information - The process will provide participants with timely access to all relevant information in an understandable and user-friendly way. Education and training requirements will be considered.

Access to Decision Making - The process will give participants the opportunity to influence decision making.

Respect for Diverse Interests - The process will foster respect for the diverse values, interests and knowledge of those involved.

Accountability - The process will reflect that participants are accountable to both their constituents and to the success of the process.

Evaluation - The success and results of the process will be measured and evaluated.

Roles and Responsibilities - City Council

City Council is ultimately responsible to all the citizens of Louisville and must weigh each of its decisions accordingly. Councilors are responsible to their local constituents under the ward system; however they must carefully consider the concerns expressed by all parties. Council must ultimately meet the needs of the entire community—including current and future generations—and act in the best interests of the City as a whole.

During its review and decision-making process, Council has an obligation to recognize the efforts and activities that have preceded its deliberations. Council should have regard for the public involvement processes that have been completed in support or opposition of projects.

Roles and Responsibilities - City Staff and Advisory Boards

The City should be designed and run to meet the needs and priorities of its citizens. Staff and advisory boards must ensure that the Guiding Principles direct their work. In addition to the responsibilities established by the Guiding

Principles, staff and advisory boards are responsible for:

- ensuring that decisions and recommendations reflect the needs and desires of the community as a whole;
- pursuing public involvement with a positive spirit because it helps clarify those needs and desires and also adds value to projects;
- fostering long-term relationships based on respect and trust in all public involvement activities;
- encouraging positive working partnerships;
- ensuring that no participant or group is marginalized or ignored;
- drawing out the silent majority, the voiceless and the disempowered; and being familiar with a variety of public involvement techniques and the strengths and weaknesses of various approaches.

All Participants

The public is also accountable for the public involvement process and for the results it produces. All parties (including Council, advisory boards, staff, proponents, opponents and the public) are responsible for:

- working within the process in a cooperative and civil manner;
- focusing on real issues and not on furthering personal agendas;
- balancing personal concerns with the needs of the community as a whole;
- having realistic expectations;
- participating openly, honestly and constructively, offering ideas, suggestions and alternatives;
- listening carefully and actively considering everyone's perspectives;
- identifying their concerns and issues early in the process;
- providing their names and contact information if they want direct feedback;
- remembering that no single voice is more important than all others, and that there are diverse opinions to be considered;
- making every effort to work within the project schedule and if this is not possible, discussing this with the proponent without delay;
- recognizing that process schedules may be constrained by external factors such as limited funding, broader project schedules or legislative requirements;
- accepting some responsibility for keeping themselves aware of current issues, making others aware of project activities and soliciting their involvement and input; and
- considering that the quality of the outcome and how that outcome is achieved are both important.

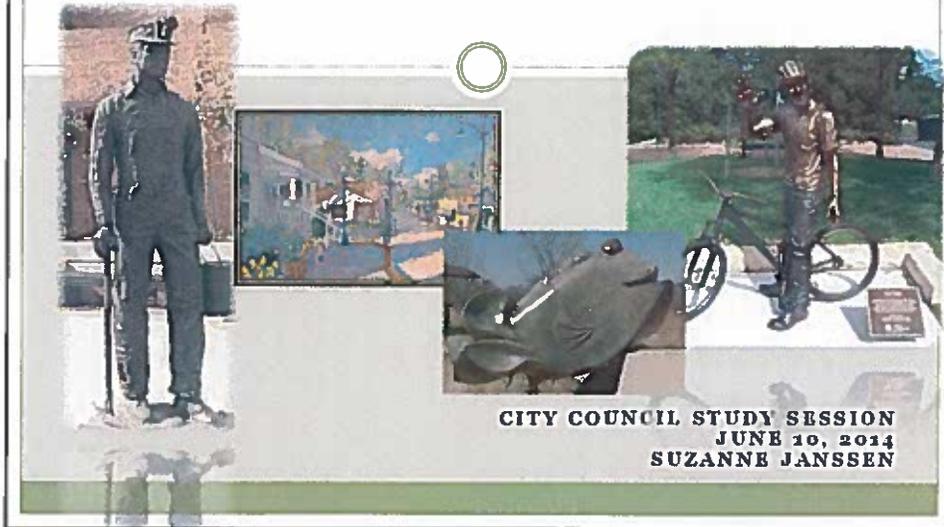
Updated December 2015

This pamphlet is prepared pursuant to the Home Rule Charter of the City of Louisville.

This is a compilation of Articles 4 and 5 of the Charter of the City of Louisville and is available at all times in the City Clerk's Office, 749 Main Street, Louisville, Colorado, and on the City's web site at www.LouisvilleCO.gov.

This pamphlet is also provided to every member of a public body (board or commission) at that body's first meeting each year.

Public Art Programs and Best Practices



City of Louisville Master Plan



City of Louisville Comprehensive Plan 2013 Page 49

History of Public Art in Colorado

- The State of Colorado adopted a One Percent for the Arts Program in 1975, "to create enjoyment and pride for our citizens."
- In 1984, Loveland City staff, Chamber of Commerce, 5 artists and art patrons decided to host an outdoor sculpture show. It is now the largest outdoor sculpture show in North America.



- In 1985, Loveland was the first municipality to adopt a One Percent for the Arts program.

Colorado presently has 43 Public Art Programs along the Front Range and in the mountain communities.



Department of Planning & Economic Development

What is Public Art?

- Interior or exterior works of art placed within the public right of way
- Public Buildings, Parks, Trails, Roadways
- Memorials and Historical Monuments
- Contemporary installations
- Performance events, even "Ephemeral" events



Public art takes into consideration a broad spectrum of activities and approaches.

Front Range Public Art Programs



Aurora
Boulder



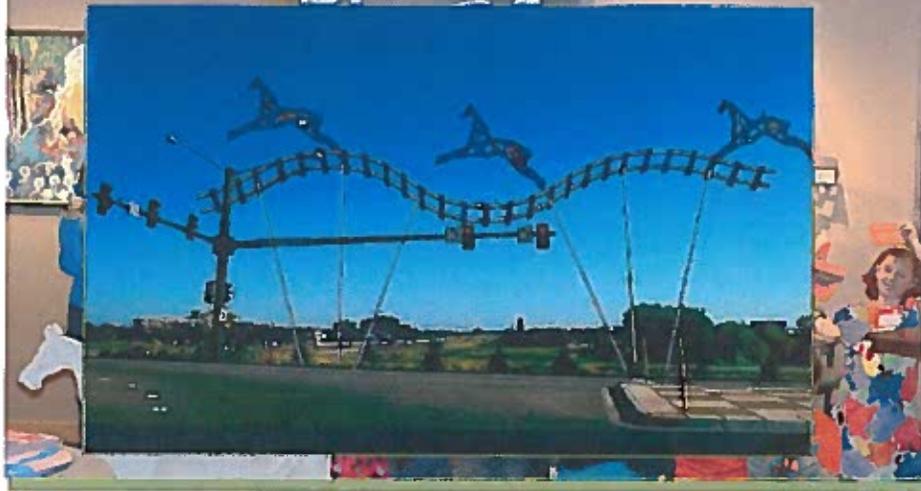
Lakewood
Lafayette



Denver International Airport

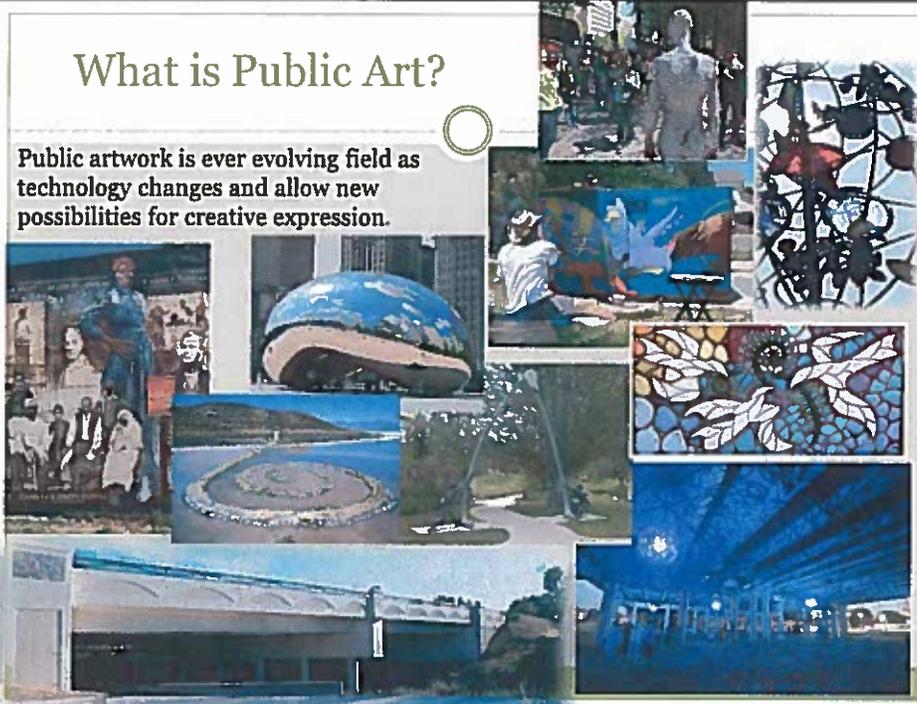
What is Public Art?

Public artwork can be an excellent educational tool.



What is Public Art?

Public artwork is ever evolving field as technology changes and allow new possibilities for creative expression.



The collage features several images: a white statue of a person in a public square; a large mural of a person in a blue dress; a large globe sculpture; a mosaic of a butterfly; a modern building with a curved facade; and a large mural of a person in a blue dress.

How are projects funded?

1-2% of all City Capital Projects with construction costs valued at \$50,000+ is reserved for the Art in Public Places Program. Some cities use a percentage based upon the value of the construction budget.

Private development requirement for a predetermined % of the construction budget to be applied to on-site artwork or % payment into the municipal art fund for the City to execute public art project for the site.

Private Donations from artists, arts organizations, arts districts

Corporate Donations

Limited Grant Opportunities



The mural shows a woman in a white top and a man in a dark shirt, with the words 'Enjoy' and 'Salido' written in a stylized font.

Community Benefit

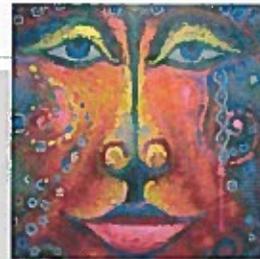
- Creates a sense of place
- Public art is an amenity accessible to all
- Distinguishes a municipality from neighboring communities
- Economic Impact!
- Encourages employee creative problem solving
- Stimulates additional donations!
- Allows individual's personal reflection.

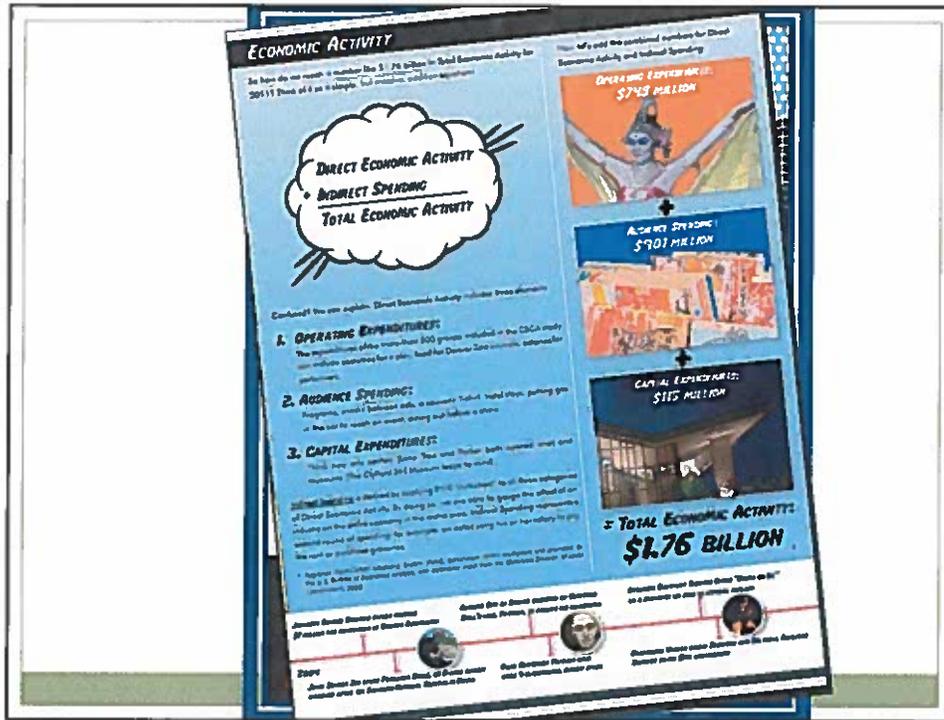


See What You Mean by Lamorne August

Community Benefit

- A means to encourage community dialogue
- Providing a creative means for a community to express itself
- Provide cultural identity
- Offers the general public an art encounter/ experience beyond the "white walls" of a museum or gallery.
- Artwork has a positive impact on morale.



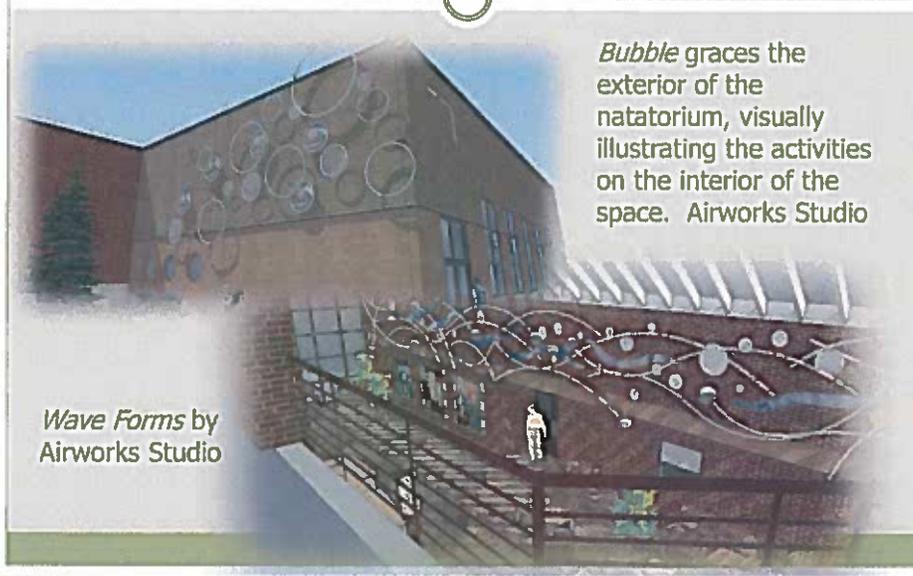


How Would a One Percent Program Affect Louisville's Budget?

1% of City capital projects valued at \$50,000 or more
 \$1,000 per \$100,000 spent or \$10,000 per \$1 million



Hatfield Chilson Recreation Center, Loveland



Bubble graces the exterior of the natatorium, visually illustrating the activities on the interior of the space. Airworks Studio

Wave Forms by Airworks Studio

ON STAGE
An architecturally integrated installation for an historic downtown theater, Loveland, Colorado

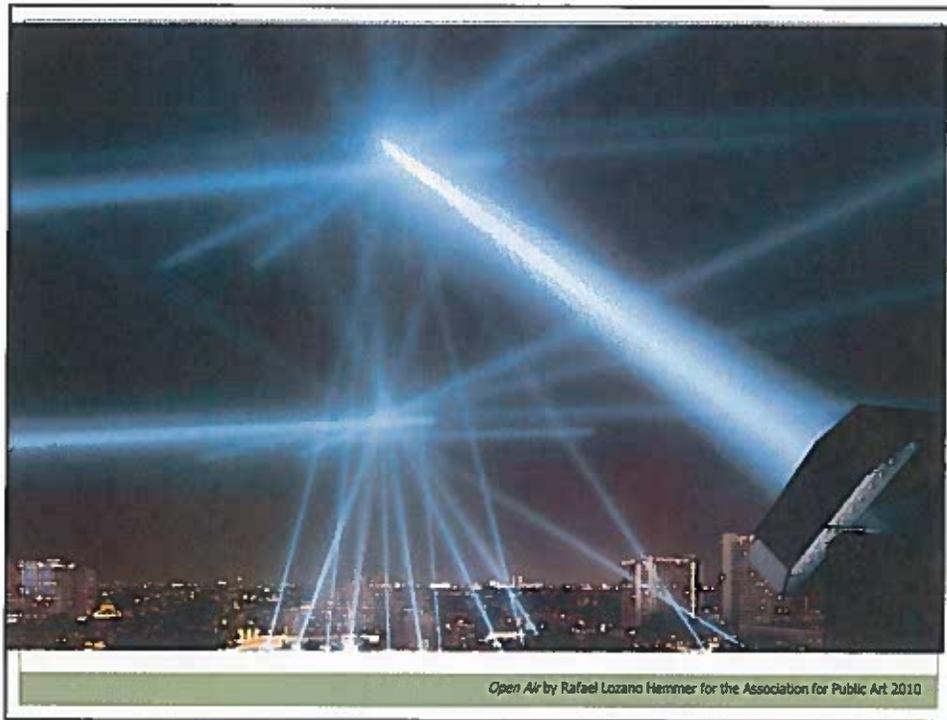
The artwork for the new Rialto Theater Center was inspired by the historical history of the original building. This 63-year old theater is a legacy performing venue for Northern Colorado, and its unique location houses the vast variety of performing arts to enjoy that have entertained Loveland. The art design was "architecturally integrated" that is they are both key functional architectural elements of the building. The artwork for this venue is integrated into 6 of the building's features, including the terrace area, theater stage walls, main hallway, wall divider art glass, and 2 historic LED chandeliers.

These functional art elements are intended to embody the theatricality of the events that take place on and off the stage's stage. The artwork is integrated, in that it encourages its audience to participate in the drama of the new public place. Despite the artist's intent across the new project, being in and out of the stage like spots of light. Existing under one of the original chandeliers, or within the colored rays of the theatrical lighting, a person can participate in the drama of being in a public place. "All the world's a stage..." since the architecturally integrated art offers a variety of opportunities to act out a public persona.

"All the world's a stage..."

The art embodies the drama of public life, highlighting our social nature and spotlighting our public performances.

Rialto Theater Center, Loveland Artist David Griggs



Recommendation

Adoption of Public Art Ordinance to establish...

- a dedicated method to fund the acquisition, display and maintenance of artwork within the City's collection
- a framework for which the public art committee develops policy and procedures

Creation or designation of governing board/ commission...

- a board/commission responsible for the decision making for use of the public artwork funds



Questions,
Comments
and Next
Steps