

DRAFT MINUTES

TOWN OF APEX PUBLIC ART COMMITTEE MONDAY, NOVEMBER 18, 2024 6:00 PM

The Apex Public Art Committee met for a Regular Meeting on Monday, November 18, 2024 at 6:00 pm in the Council Chambers at Apex Town Hall, located at 73 Hunter Street in Apex, North Carolina.

This meeting was open to the public. Members of the public were able to attend this meeting in-person or watch online via the livestream on the Town's YouTube Channel. The recording of this meeting can be viewed here:
<https://www.youtube.com/watch?v=8wR7YAlptg4>

[ATTENDANCE]

Committee Members

Tom Colwell, Chair and liaison to the PRCR
Sean Durham, Vice-Chair
Bethany Bryant, Committee Member
Susan Kirley, Committee Member
Ewan Pritchard, Committee Member
Absent Brad Erickson, Committee Member
Absent Lafayette Trawick, Committee Member
Absent Kimberly Elliott, Non-Voting Member

Town Staff

Taylor Wray, Cultural Arts Center Manager, Staff Liaison to Public Art Committee

[CALL TO ORDER]

Chair Colwell called the meeting to order at **6:01pm**.

[APPROVAL OF MINUTES]

Chair Colwell asked for a motion to approve the meeting minutes from the October 2024 Public Art Committee Meeting.

A **motion** was made by **Committee Member Bryant**, seconded by **Committee Member Kirley**, to approve the minutes of the October 2024 Public Art Committee Meeting.

VOTE: UNANIMOUS (5-0), with Committee Member Erickson and Committee Member Trawick absent.

[TOWN LIAISON REPORT]

Chair Colwell asked if there were any announcements from staff.

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1 **Taylor Wray** informed the committee that her updates would be coming later in the
2 meeting under Old Business.

3 4 **[CHAIRPERSON'S REPORT]**

5
6 **Chair Colwell** stated it was the same for him with his comments coming at Old
7 Business.

8 9 **[PUBLIC COMMENT]**

10
11 No public present.

12 13 **[OLD BUSINESS]**

14 ***White Oak Creek Greenway Mural***

15 **Chair Colwell** stated starting from the top we have the White Oak Creek
16 Greenway Mural. He asked Mrs. Wray how close we are with the contract.

17 **Mrs. Wray** responded that we are very close. The selected artist has been
18 contracted with only three more internal signatures left. She is hoping that the
19 contract will be completed this week. After that, the design meetings can be
20 scheduled. She will email the artist first thing to schedule those design meetings, as
21 well as the neighborhood representatives. The reps will be invited to the design
22 meetings, too.

23 **Chair Colwell** responded stating that our intent is to have the first design
24 process meeting prior to the December holidays. He does not anticipate needing
25 more than one meeting, with the design being finalized in early January. He then
26 asked if the group had any questions.

27 **Member Kirley** asked if Chair Colwell could clarify where the location of this
28 mural is.

29 **Chair Colwell** stated if she is familiar with White Oak Creek Greenway, it is on
30 the side towards the Tobacco Trail. You go through the boardwalk then the retaining
31 wall is on that portion. Chair Colwell offered to show her a photo where the actual
32 location is since it is hard to describe.

33 34 ***Salem Street Crosswalk Mural***

35 **Chair Colwell** started this section telling the group that we have some
36 submissions that have come in and submissions are open until the 17th of next month.

37 **Mrs. Wray** stated that internal updates have been meeting with other
38 departments since this touches multiples different departments. The latest meeting
39 that she has had was with the Police Department. They weighed in on when the best
40 time to do the mural is based on traffic. Based on traffic patterns, they state that the
41 mural should be completed at night which typically has lower traffic impacts, and
42 should be over two separate days. The mural can be cut in half allowing traffic through
43 on one side of the street on day and the opposite the next. PD has stated they would
44 assist with traffic closures.

45 **Chair Colwell** asked if the group had any questions. He stated, since it is
46 pretty close to the holidays, he would say the odds of squeezing in the selection of the
47 artists if probably not going to happen until the very first of the year. Be on the look
48 out for that for us to make a selection at that point.

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Hunter Street Park Crosswalk Mural

Vice-Chair Durham started off stating he was hoping to have the design done for tonight, but is still working on it. He will send it to Mrs. Wray to go through approval. He stated that he and Tom went out to the location to measure the space. He found some really cool angles on the side that he thinks could lend to a baseball diamond design in the corner, with soccer/multi-use fields in the middle, then peppering in some other things in there; different balls, dog prints. It is going to be a lot of green and then some small splashes of color but mainly some green. He stated he does not want there to be a crazy amount of color; he wants it simple unless the group thinks it should have more color. He then asked Mrs. Wray if the crosswalk rules were the same as before with just the two white lines bordering it.

Mrs. Wray stated yes.

Chair Colwell would like Vice-Chair Durham to share the design with the team for input.

Vice-Chair Durham said no problem.

Chair Colwell stated that once everyone is comfortable with the design, it will then go forward through the same review process with public comment posted for a month, evaluate comments, then it goes to Council for approval.

Digital Art & Projector Project

Chair Colwell stated that we have made contact with folks that can create content for us so we're getting a new proposal from them. They had provided one proposal, we reviewed it, made some revisions, and are getting another proposal which he anticipates getting next week or so possibly. **Chair Colwell** asked for **Mrs. Wray** to give the group and update on the actual install of the projector.

Mrs. Wray went on to say that the drawings for the structure have been completed and sent to the Planning Department for their Small Town Character Application. Once it is approved with planning, **Mrs. Wray** will be sending the info for submission with the construction permit application. In order to submit the permit application, PAC has to have Planning's approval. **Mrs. Wray** continued on stating that we will then be able to contract the contractor which she already has someone in mind for this. They are on board and ready so we just need to go through that process.

Mrs. Wray stated that a side note in regards to the content guidelines that were sent over have been reviewed by the Legal, Communications, and PRCR departments. Minor adjustments were made so we are working through that. She anticipates those guidelines going out to the PAC so they can see the revisions.

Chair Colwell asked **Mrs. Wray** if this, in essence, is now approved unless something important comes up.

Mrs. Wray said yes that her understanding was once Legal approved it, she is going to get the final approval from her director and unless she hears otherwise, the guidelines would be good to move forward.

Chair Colwell asked if the group had any questions. No response from the group.

Public Art Stickers

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1 **Chair Colwell** turned the conversation over to **Vice-Chair Durham**. **Vice-Chair**
2 **Durham** asked **Mrs. Wray** if she has seen the design. She shook her head in
3 agreement.

4 **Vice-Chair Durham** would like to make a motion to move forward and get
5 these ordered. He thinks we can stick with one design for now potentially to get a
6 decent number of them and start using them at whatever is coming up. Whether it's
7 PeakFest, etc.

8 **Chair Colwell** thinks this is a great idea and asked **Mrs. Wray** if this was
9 something that we needed a motion for. Mrs. Wray said yes, that it was better to have
10 one then not.

11 **Vice-Chair Durham** double checked with the group that they have all seen the
12 stickers; stating that it was just the Public Art logo.

13 **Member Pritchard** confirmed the same logo on the agenda print out.

14 **Vice-Chair Durham** said yes. It is about 3 inches.

15 **Member Kirley** said okay.

16 **Chair Colwell** said you can put it on a water bottle or a laptop, whatever.

17 **Vice-Chair Durham** continued on to say that he was not sure how much of the
18 group had seen or heard, but the idea is no text on the sticker, just the logo and then
19 get people to ask questions, get people to want to know what is it, where to get one.
20 We can expand from there and then future planning he was thinking about diecast
21 stickers for the sculpture walk, murals, different things around town, The Halle,
22 whatever it would be, anything incorporated with art as well.

23 **Mrs. Wray** stated that the cost of this project, so PAC knows what they are
24 voting on, for a sticker of the logo at 3 inches would be \$372 for 1000 stickers.

25 **Chair Colwell** asked if there was a motion.

26 A **motion** was made by Member Bryant and seconded by Member Pritchard to
27 approve the purchase of the stickers.

28 **VOTE: UNANIMOUS (5-0)** with Committee Member Trawick, Member
29 Erickson, and Non-Voting Member Elliot absent.

30 ***Holiday Window Painting***

31 **Chair Colwell** introduced the next section inviting Member Bryant to share.

32 **Member Bryant** said we are still go to go. She was just thinking about this
33 morning, she's going to touch base and just remind the schools again this week. The
34 schools have all already committed. She was not sure if anyone wanted to come the
35 day of and help out. We'll be setting up around 2:30pm with arrival at 2:15pm
36 because sometimes the kids come directly from school and they might make it there
37 before 3pm. We will be in front of The Halle meeting then dispersing to the two
38 locations; the fire station and The Halle. She will have some tables to set up, plastic
39 table covers, and things like that. Planning on 3pm-5pm, hopefully wrapping up
40 before The Halle closes at 6pm. She asked Mrs. Wray if they can use a table like they
41 did last time.

42 **Mrs. Wray** said yes.

43 **Member Bryant** plans to bring a table for the other location.

44 **Mrs. Wray** said this was fine.

45 **Chair Colwell** asked if anyone can help out. He will be out of town.

46 **Member Kirley** said she can be there.

47 **Vice-Chair Durham** asked what the date was.

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1 **Member Bryant** said it was December 2nd. The Monday after Thanksgiving.
2 **Chair Colwell** said even if you cannot be there the whole time, you can just
3 swing in for an hour. It's nice to have other sets of hands

4 **Member Bryant** said someone to help with taking pictures would be helpful.
5 She recalled that Courtney Butler was present last time take photos from the Fire
6 Department. Member Bryant was going to reach out to her.

7 **Member Kirley** said she brought her speakers last time so that would be nice.
8 **Mrs. Wray** told the group she would not be there, but the supply list and table
9 will be provided with a representative available to her at The Halle front desk.

10 **Member Bryant** verified that students could wash their hands off in the
11 bathrooms.

12 **Mrs. Wray** confirmed yes, they can wash their hands off in the bathroom or the
13 Studio A classroom.

14 **Member Bryant** asked if Studio A was better to rinse off paints and brushes.

15 **Mrs. Wray** confirmed yes.

16 **Member Pritchard** asked what time it started.

17 **Member Bryant** said 3pm for the schools and she is planning on being there
18 around 2:15pm.

19 **Member Pritchard** asked when it would be finished by.

20 **Member Bryant** said she was thinking by 5pm and cleaned up by 6pm.

21 **Member Kirley** confirmed she remembers being done by 5pm and it is going
22 to be dark earlier.

23 **Member Pritchard** said that he was sorry, but he could not help.

2024-2025 Sculpture Walk

26 **Chair Colwell** started by saying we have a couple sculptures going forward for
27 Council approval for purchase. He asked Mrs. Wray about the timing for this.

28 **Mrs. Wray** originally thought she would be able to bring this to Council that
29 week, but one of the locations fell through so she is working with Chair Colwell to get
30 a new location. There is a new location currently being surveyed for what's in the
31 ground. Once we get that, it's just a matter of creating a PowerPoint and putting it in
32 for approval with Council. Mrs. Wray would love for it to go to Council in December
33 2024, if not, it will be the first one in January 2025. She stated that that approval would
34 be through a public hearing process when she would give a full presentation about
35 the two sculptures and the locations. Council will have the option to choose one,
36 move, choose both, and ask questions. Questions like why we chose the sculptures.

2025-2026 Sculpture Walk

38 **Chair Colwell** moved onto this topic asking if the group received an email with
39 the new sculpture items.

40 **All said yes.**

41 **Chair Colwell** asked the group to provide him with each of their top 5 by end
42 of day on Wednesday and then on Thursday we'll have our selection meeting just like
43 we have in the past based on everyone's input. There will probably be some
44 alignment, some that are pretty easy to approve, and then some that will require a
45 little longer discussion. He said we have been through it before and he was looking
46 forward to doing it again. He asked if the group had any questions.
47
48

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Fiscal Year 2025-2026 Budget

Chair Colwell moved onto this topic stating that we have a strong map of what the new budget will look like based on past years and from himself. He was not sure any other members of PAC had sent in their suggestions for the budget. He asked Mrs. Wray how soon do we need to wrap up the budget so it can go to the next step.

Mrs. Wray said the end of this month because she submits it for departmental approval the first week of December. So ideally, we would have a good idea of what we need in the budget by the time we are done with this meeting.

Chair Colwell said that normally we gather everyone's input and then we bring it forward. It's not something we make a motion on because it's not for us to approve in that way unless there was something specific PAC needed to approve.

Mrs. Wray stated that there was not anything specific because what each member has in front of them is what we are currently sitting in. Some proposals that came up for adjustment were increase sculpture lighting for \$2000, increase the stipend for each sculptor to increase to \$1800 each instead of \$1500 each, public art master plan. Mrs. Wray is still doing some research on this, but she would be basing it on other departments Master plan. Then there is a paintable sculpture show that is suggested; these are small scale sculptures which would be painted by local artists and placed around town. Those were the items pitched as well, but all other items seem to be on par with what we would normally ask for.

Chair Colwell stated that we would also want to include the projector stand wrap.

Mrs. Wray said yes, we will ask for \$20,000 specifically for this project.

Member Bryant asked if there are any other future projects, like the Justice Heights Park & the downtown parking lot, any those projects going to be wrapping up that we need to be thinking about that we'll need to add.

Chair Colwell mentioned, one thing that we had put forward is the percentage for art on capital projects so that we have that moving forward through the process. Then in the Parks and Rec upcoming projects, they have actually embedded that into the project so its nothing we need to think about right now.

Member Bryant so it is not something we need to think about right now?

Chair Colwell continued, not really, not right now. He would like the projects to work their way through the process and go from there.

Mrs. Wray mentioned that the only thing that she was aware that PAC is being asked to review for the 25/26 budget is the Nature Park Amphitheatre mural request.

Nature Park Amphitheatre Mural Request

Mrs. Wray stated that this request is placed in the 2025-2026 budget for review that was requested by a council member. She continues with I know we talked about this project at our last meeting and wanted to see how PAC felt about incorporating that into the 2025-2026 budget.

Chair Colwell mentioned that we do have 2 murals listed in the budget and he would say that PAC should keep it at that and then that could be one of the potential murals perhaps. He continues, as things shape up over the course of the year, we can decide if that is the right spot for it or elsewhere. He opened it up to others to comment about locking in this project or not.

Member Pritchard liked the idea of not fully locking in.

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1 **Vice-Chair Durham** asked if postponing this would effect our ability to do the
2 project in the future.

3 **Mrs. Wray** stated not to her knowledge.

4 **Chair Colwell** said that he would not think so if they have the budget.

5 **Member Pritchard** said when we choose to do this project, we would do all 4
6 sides instead of just the front facing wall.

7 **Chair Colwell** agreed. He continued on asking Mrs. Wray is anything else was
8 needed in addition to that feedback.

9 **Mrs. Wray** responded saying that she will put the budget through the typical
10 departmental review. We will hear some conversations in mid-Spring then the budget
11 will be finalized in late June. Implementation is July 1. That's where we're at right now
12 and then Mrs. Wray will do some more research on the master plan to make sure that
13 we're asking the right amount of money for that.

14 **Chair Colwell** said, okay sounds good.

15 **Member Bryant** asked if all of these costs are still current with inflation. Do we
16 add a certain percentage?

17 **Mrs. Wray** stated that yes, we have a little wiggle room throughout the budget
18 for that.

19 **Chair Colwell** asked if there were any other budget related items or anything
20 else on the Nature Park mural?

21 22 23 [NEW BUSINESS]

24 **PeakFest**

25 **Chair Colwell** said on new business, we had PeakFest. He put this on the agenda
26 because we usually start thinking about it and we're already too late. He knew
27 somebody brought it up at the previous meeting that this participation is something
28 we want to do. He just wanted to put it out on the table to see if there is something.
29 He knows there are some people who have standing commitments at that time so it
30 does not work for them timing wise.

31 **Member Pritchard** asked when the festival is.

32 **Chair Colwell** said it is usually the first Saturday in May. He does not know if they have
33 to decide anything that night but maybe it is just food for thought and bring your
34 chatter on Slack between meetings with ideas.

35 **Member Bryant** mentioned that is has been a few years since we actually did
36 something for the festival; with projects coming up like the sculpture walk and the
37 video projection

38 **Chair Colwell** added and the mural on the greenway and the mural on the crosswalk,
39 there is a lot happening around that timeframe. Some will just have happened. Some
40 will still be in the queue so I think we have a whole lot to talk about and show. He
41 thinks it's a good time.

42 **Mrs. Wray** informed the group that she has placed a hold on a booth space for PAC
43 so timewise it is not as urgent as long as we are preparing properly.

44 **Chair Colwell** asked the group if we wanted to discuss this any further tonight or just
45 contemplate and share next time.

46 **Member Pritchard** asked if there was a cost to us to have a space at the festival.

47 **Mrs. Wray** said no cost.

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Member Pritchard said it seems like a no brainer for May 3rd. He thinks we should definitely do it but whether we try and do something elaborate like some kind of community project or not he does not think that needs to be decided yet.

Chair Colwell stated that we do have to plan what we want to do and have coverage for 12 hours. That is the key; if we cannot get the coverage then its not going to happen. He would like everyone to check their calendars to see what they can do then we can commit.

Member Pritchard said he would commit to a shift.

Vice-Chair Durham asked if coverage has to be a committee member.

Chair Colwell said no not necessarily. We had high school students help another time.

Member Pritchard said they could have a free sticker if they work a shift.

Member Bryant said the Youth Council members are looking for volunteering hours at that time.

Chair Colwell said that that could help a lot; good ideas and we can keep developing that next time. He asked the group if there was any other new business.

[ADJOURN]

A **motion** was made by **Vice-Chair Durham**, and seconded by **Committee Member Bryant**, to adjourn the meeting.

VOTE: UNANIMOUS 5-0, with Committee Member Trawick, Member Erickson, and Non-Voting Member Elliot absent.

Chair Colwell announced the meeting adjourned at 6:27pm.

Tom Colwell
Chair

Taylor Wray
Staff Liaison

Submitted for approval by Taylor Wray and approved on December 16, 2024.

Minutes approved on 16 day of December, 2024.