



**CITY OF UNIVERSITY CITY
REGULAR MEETING OF THE MUNICIPAL COMMISSION ON ARTS & LETTERS
VIA VIDEOCONFERENCE
Thursday, November 11, 2021 – 7:00 PM**

**IMPOTANT NOTICE REGARDING
PUBLIC ACCESS TO THE MUNICIPAL COMMISSION ON ARTS & LETTERS MEETING &
PARTICIPATION**

Municipal Commission on Arts & Letters will Meet Electronically on November 11, 2021
On March 20, 2020, City Manager Gregory Rose declared a State of Emergency for the City of University City due to the COVID-19 Pandemic. Due to the ongoing efforts to limit the spread of the COVID-19 virus, the November 11, 2021 meeting will be conducted via videoconference.”

Observe and/or Listen to the Meeting (your options to join the meeting are below):

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/85816099281?pwd=N3VkU1lOd0pUN2pUdk5GU3dWMTduZz09>

Passcode: 083272

Or One tap mobile :

US: +13017158592,,85816099281#,,,,*083272# or +13126266799,,85816099281#,,,,*083272#

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Dial(for higher quality, dial a number based on your current location):

US: +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099 or +1 253 215 8782 or +1 346 248 7799
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Webinar ID: 858 1609 9281

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International numbers available: <https://us02web.zoom.us/j/85816099281?pwd=N3VkU1lOd0pUN2pUdk5GU3dWMTduZz09>

Citizen Participation

Those who wish to provide a comment during the “Public Comments” portion as indicated on the Municipal Commission on Arts & Letters agenda: may provide written comments to the Deputy Director of Recreation Services ahead of the meeting.

ALL written comments must be received **no later than 12:00 p.m. the day of the meeting**. Comments may be sent via email to: letaylor@ucitymo.org or mailed to the City Hall – 6801 Delmar Blvd. – Attention Lynda Euell-Taylor, Deputy Director/Recreation Services. Such comments will be provided to the Municipal Commission on Arts & Letters prior to the meeting. Comments will be made a part of the official record and made accessible to the public online following the meeting.

Please note, when submitting your comments, a **name and address must be provided**. Please also note if your comment is on an agenda or non-agenda item, and a name and address are not provided, the provided comment will not be recorded in the official record.

The City apologizes for any inconvenience the meeting format change may pose to individuals, but it is extremely important that extra measures be taken to protect employees, residents board/commission members and elected officials during these challenging times.



**CITY OF UNIVERSITY CITY
REGULAR MEETING OF THE MUNICIPAL COMMISSION ON ARTS & LETTERS
VIA VIDEOCONFERENCE
Thursday, November 11, 2021 . Virtual Zoom Meeting
7:00 pm**

1. Call to Order / Roll Call
2. Approval of Minutes from October 14, 2021
3. Citizens' comments: General comments may be made prior to agenda beginning. Citizens must make written request to speak on specific agenda items as items are addressed (Note: Comments are limited to 5 minutes).
4. Treasurer Report
5. Staff Liaison Report
6. Council Liaison Report
7. Committee Reports
 - Starlight Concerts
 - Returning Artists
 - Public Art
 - Marketing
 - Literary
 - Finance
 - Calendar Art
8. New Business
 - Discussion - Delmar Entrance Sign and Garden Concept
9. Old Business
 - Discussion – Broadening the Definition of “Work of Art” for City Charter
10. Announcements
11. Adjournment

Please Note: An attempt will be made to keep all agenda items and presentations to no longer than 10 minutes.

Enclosures: Draft of Minutes – October 14, 2021; City Ordinance for Municipal Commission on Arts and Letters, “Work of Art” sample definition by President John Tieman; Delmar Entrance Sign and Garden Concept

Please note: If you are unable to attend, please contact Staff Liaison, Lynda Euell-Taylor
314.505.8525 or 314.505.8625 or email: letaylor@ucitymo.org



**CITY OF UNIVERSITY CITY
REGULAR MEETING OF THE MUNICIPAL COMMISSION ON ARTS & LETTERS
VIA VIDEO CONFERENCE
Thursday, October 14, 2021 – 7:00 PM**

Members Participating:

Karla Brown, Carol Jackson, Richard Massey, Winnie Sullivan, Nicole Thomas, John Tieman, Kay Watts, Meg Zelenovich

Excused: Cherise Harris, Eleanor Mullin, Kay Watts

Also participating: Staff Liaison, Lynda Euell-Taylor, City Councilmen Bwayne Smotherson

The meeting was called to order at 7:00p.m. by Commission President, John Tieman.

Minutes: Approval of September minutes. Ms. Brown moved to approve September minutes; Seconded by Mrs. Sullivan; approved by the acclimation

Citizens Comments: None

Treasurer Report: Ms. Sullivan

General Account (#290049999)

Beginning Balance (8/31/2021) \$14,087.16
Deposits +0.00
Checks -3,800.00
Withdrawals/Debits -5.00
Ending Balance (9/30/2021) \$10,282.16

Marvin Levy Fund (#293028706)

Beginning Balance (8/31/2021) \$19,684.26
Deposits +0.73
Withdrawals/Checks 0.00
Ending Balance (9/30/2021) \$19,684.99

Total in All Accounts \$29,967.15

Ms. Brown moved to approve Treasurers report; Seconded by Ms. Reed; approved by acclimation

Staff Liaison Report: Ms. Euell-Taylor

- No report

Council Liaison Report: Mr. Smotherson

- U City in Bloom Request for U City Entrance Design Garden area at Delmar & McKnight

Committee Reports:

- **Starlight Concert: Mr. Massey**
 - ❖ Convertibles not able to commit to the scheduled rain date, Latin band performed on the rain date
 - ❖ The committee raised \$508.19 in “basket fund” donations during the first two concerts. No funds collected at the third concert.
 - ❖ Banners and yard signs were printed by Minuteman Printing. Funds used from the “basket fund” donations received during the first two concerts covered Minuteman printing cost of \$368.19.
 - ❖ The committee would like to use the remaining balance of \$140.00 for the Zumbathon event.
 - Committee would like to reschedule the event scheduled for November 2021 to December 2021. In the process of gathering documentation required to secure event location and approval from the City to proceed with the Zumbathon.
 - ❖ Starlight Concert 2022 dates:
 - June date 6, 13, 20, 27, 2022
 - Sept 11, 18, 25, 2022
 - Rain date of October 2, 2022
- **Returning Artist: Ms. Brown**
 - ❖ Five schools scheduled for master classes with Mr. Dumaine
 - ❖ Returning Artist Week: November 8-12, 2021
 - ❖ Returning Artist Reception: November 10, 2021 at Pruitt Library Media Center beginning at 7:00 pm; registration is required
 - ❖ Commissioners will need to confirm with Ms. Brown if planning to attend
 - ❖ Two plans for reception.
 - In-Person - following SDUC Covid-19 guidelines
 - Virtual Option –livestream reception and possibly master classes
 - ❖ Posters, Fliers prepared to share at the beginning of November
- **Public Art: Mr. Tieman**
 - ❖ No report until Spring 2022

- **Marketing:** Mrs. Toliver-Diallo
 - ❖ Facebook updated. Watching & communicate Returning Artist on community calendars
 - ❖ Requesting budget of \$25.00 to promote concerts & events on commission Facebook page.

Motion to grant request of \$25.00 to promote 2022 Starlight concert series on commission Facebook page was made by Ms. Thomas, seconded by Ms. Brown, approved by acclimation.

- **Literary:** Ms. Sullivan
 - ❖ Due to unpredictability of the Covid-19 pandemic, there will be no literary event for 2021.
- **Finance:** Ms. Sullivan
 - ❖ No new developments to report
 - ❖ Will look into additional arts funding opportunities to apply for in the fall.
- **Calendar Arts:** Ms. Reed
 - 2022 Calendar is being processed to go out

New Business: Holiday meeting rescheduled for December 2022.

- **Old Business:**
 - ❖ Arts & Letters to update manual that is listed in the charter (Section 1:20.20) Definition of "Work of Art" referred to paintings, stained glass... Consider broadening the definition to include "Rare books, performance art, etc." Executive Committee to design updated manual to present to the commission, present to Mr. Smotherson who will present to the City Council.

Announcements: None

Adjournment: Moved by Mr. Tieman; second by Mr. Massey; approved by acclimation

When a fine is assessed for violating an ordinance or code, it shall be within the discretion of the judge assessing the fine to provide for the payment of a fine on an installment basis under such terms and conditions as the judge may deem appropriate. (Prior code § 8-28)

Chapter 2.28 - COMMISSIONS, AUTHORITIES, BOARDS AND COMMITTEES GENERALLY

2.28.010 - Municipal commission on arts and letters.

The municipal commission on arts and letters acts in an advisory capacity to the city council in connection with artistic, cultural and scholarly development within the city. The commission is charged with the task of encouraging the beautification of the city and the improvement of its cultural life. There are fifteen (15) members with at least one from each of the following arts or professions: painting, sculpture, literature, music and architecture. The term of office is four years. For more information, see Chapter 2.30 . (Added during 1998 codification)

2.28.020 - City plan commission.

The city plan commission is responsible for overseeing the master plan of the city and recommending changes to the plan. It also acts as the zoning commission. The commission has seven members who must have been residents for at least two years and are qualified by knowledge and experience to act on questions pertaining to the city's development and administration of zoning laws. The term of office is three years. Ex officio nonvoting members include a city councilmember, the city manager, director of planning and the zoning administrator. For more information, see Chapter 2.32. (Added during 1998 codification)

2.28.030 - Historic preservation commission.

The historic preservation commission acts in an advisory capacity to the zoning administrator in matters concerning applications to designate historic landmarks; to review proposed changes within a historic district; to consider applications for permission to demolish and for conditional use permits for a historic landmark or within a historic district; and to establish other rules and regulations consistent with the intent and purpose of the historic landmarks and districts ordinance. The commission has nine members appointed to three-year terms. Members should have special interest, education and/or experience in historic preservation. Members must include at least two architects and one attorney. Members may not hold any other elected or appointed position in city government. For more information, see the zoning code. (Added during 1998 codification)

2.28.040 - Park commission.

The park commission is an advisory body whose duties are to survey and plan for an adequate system of parks and recreational facilities, approve park department rules and regulations, and advise and investigate problems in administration of the parks. There are seven members on the commission, and all must have been residents for two years prior to appointment. The term of office is three years. For more information, see Chapter 2.14. (Amended during 1998 codification) (Ord. No. 6848, § 3, 2-28-2011)

fire personnel, in accordance with state statutes and city code provisions. There are nine members consisting of five citizens, a salaried member of the fire department and a salaried member of the police department (both of whom are elected by their peers), the city manager, and a member of the city council. The latter two are nonvoting members. The term of office is four years. For more information, see Chapter 2.50. (Added during 1998 codification)

2.28.150 - Committee for access and local origination programming.

The committee for access and local origination programming (CALOP) is responsible for studying the educational and cultural programming needs of University City and encouraging development of programs that meet those needs. There are five voting members who must be residents. At least one member is chosen from a group of three nominees submitted to council by the franchisee. Members should have a background or knowledge of at least one of three areas: telecasting/cablecasting, educational programs, cultural activities. There are four nonvoting members -- the city manager or the city manager's representative, a councilmember, and a representative from the school district and the franchisee. The term of office is three years. For more information, see Chapter 2.52. (Added during 1998 codification)

2.28.160 - Green practices commission.

The Green practices commission acts in an advisory capacity to the city council. The commission studies sustainability practices of the city in the following areas: ecosystems/habitat; water/stormwater; air quality/transportation; waste/resource conservation; land use/open space/parks; energy; green buildings. The commission has seven members appointed by the city council. The term of office is three years. For more information, see Chapter 2.31. (Ord. No. 6859, § 1, 8-8-2011)

Chapter 2.30 - MUNICIPAL COMMISSION ON ARTS AND LETTERS

2.30.010 - Established.

There is established a municipal commission on arts and letters to act in an advisory capacity to the city council of the city in connection with the artistic, cultural and scholarly development within the city. The commission shall consist of fifteen (15) members to be appointed by the city council. Not less than three appointees to the commission shall be lay members, and the other members shall preferably include at least one member from each of the following arts and professions: Painting, sculpture, music, literature and architecture. (Prior code § 2-102)

2.30.020 - Terms of commissioners.

Two of the commissioners who are appointed with terms commencing January 2, 1975, shall be designated to serve for terms of one year, two of the commissioners with terms commencing January 2, 1975, shall be designated to serve terms of two years, two of the commissioners who are appointed with terms commencing January 2, 1975, shall be designated to serve for terms of three years, and the remaining three commissioners who are appointed with terms commencing January 2, 1975, shall be designated to serve for terms of four years, respectively, from the date of the appointment; but thereafter

commissioners shall be appointed as aforesaid for a term of office of four years except that all vacancies shall be filled for the unexpired term. A commissioner shall hold office until the commissioner's successor has been appointed, confirmed and has qualified. After the passage of the ordinance codified in this chapter, two additional commissioners shall be designated to serve for terms of one year. Two additional commissioners shall be designated to serve for terms of two years and the remaining two additional commissioners shall be designated to serve for terms of three years respectively, but thereafter the commissioners shall be appointed for a term of office of four years, except that all vacancies shall be filled for the unexpired term. (Prior code § 2-103)

2.30.030 - Compensation.

Members of the municipal commission on arts and letters shall serve without compensation from the city or any firm, trust, donation or legacy to or on behalf of the city; however, a member of the commission, or the firm, company or corporation with whom the member is associated, shall not be precluded from receiving compensation from the city under any contract for services rendered which have no relation to the member's duties as a member of the municipal commission on arts and letters. (Prior code § 2-104)

2.30.040 - Officers -- Administrative procedures.

The commission shall organize by electing one of their members as chairperson, who shall hold such office for two years or until the chairperson's successor shall have been elected and qualified. The commission may adopt such administrative procedures as are necessary to accomplish the purposes set forth in this chapter. The city officers and the staff of city departments may consult and advise with the commission from time to time on matters coming within the scope of this chapter; and the commission may consult and advise with such city staff and officers. (Prior code § 2-105)

2.30.050 - Authority -- Duties.

A. The municipal commission on arts and letters shall have the authority and duty to solicit gifts of art on behalf of the city and to encourage public-spirited citizens to contribute funds, as well as permanent works of art, to the city and thereby help to beautify the city and the public buildings and grounds situated therein.

B. The commission may advise owners of private property in relation to the beautification of such property; and anyone contemplating the erection of any building or the making of any improvements thereon may submit the plans and designs or sketches thereof to the commission for advice and suggestions, for which no charge shall be made by the commission.

C. The commission may also recognize scholarly works in any field, be it art, science, education, medicine, business, etc., in ways appropriate to the contribution of the work to its field and the standing of the creator in the community, providing such recognition is consistent with the powers and duties of the commission as spelled out herein. (Prior code § 2-106)

2.30.060 - Acceptance of works of art.

A. No work of art shall be contracted for or placed on property of the city or become the property of

the city by purchase, gift or otherwise, except for a museum or gallery, unless such work of art, or a design or model of the same as required by the municipal commission on arts and letters, together with the proposed location of such work of art, shall first have been submitted to the commission for its recommendation to the city government. The term "work of art" as used in this chapter shall comprise of paintings, mural decorations, stained glass, statues, bas-reliefs or other sculptures, monuments, fountains, decorative arches or other structures of permanent or temporary character intended for ornament or commemoration. No existing work of art in the possession of the city shall be removed, relocated or altered in any way without being submitted to the commission for report and recommendation.

B. The commission may prepare specifications for the maintenance of works of art and shall inspect such maintenance work for the guidance of the city departments concerned. (Prior code § 2-107)

Chapter 2.31 - GREEN PRACTICES COMMISSION

2.31.010 - Established -- Composition.

There is established a Green practices commission which shall consist of seven voting members who shall be citizens of the city not otherwise connected with the city government. (Ord. No. 6859, § 1, 8-8-2011)

2.31.020 - Powers and duties.

The Green practices commission shall act in an advisory capacity to the council.

The Green practices commission shall make a study of the sustainability practices of the city in the following areas: ecosystems/habitat; water/stormwater; air quality/transportation; waste/resource conservation; land use/open space/parks; energy; green buildings. The Green practices commission shall have the following powers and duties, including but not limited to:

- A. Establish sustainability goals, prioritize and track progress;
- B. Review and advise the city regarding projects and initiatives for all development and redevelopment;
- C. Establish a list of prioritized projects to be initiated by the city. (Ord. No. 6859, § 1, 8-8-2011)

2.31.030 - Qualifications, appointment and terms of members -- Filling vacancies -- Officers and procedure.

On the first day of the month following the adoption of the ordinance codified in this chapter, the Green practices commission shall be dissolved and in lieu thereof the said seven members of such Green practices commission shall be the newly appointed members of the Green practices commission. Of those first appointed, two shall be appointed by the council for a term of one year, two for a term of two years, and three for a term of three years each. Thereafter all appointments shall be made by the council for terms of three years. Vacancies on the commission shall be filled by the council by appointment for the unexpired term. Such members shall be residents of the city and shall have involvement in or professional

Lynda Euell-Taylor

From: jstiemman@aol.com
Sent: Monday, November 8, 2021 5:32 PM
To: penultim@swbell.net; Lynda Euell-Taylor; elknowsall@gmail.com
Cc: pinky@pinxacademyofdance.com; nthomas@ucityschools.org
Subject: definition of art

Follow Up Flag: FollowUp
Flag Status: Flagged

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

So I have been asking other for a definition of art, and getting no responses. So now I just said to my self, 'You're a writer. Write it yourself.' So here's my stab at it. Please add or subtract as you see fit. I'm not at all wedded to the wording of this.

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For the purposes of the Municipal Commission On Arts And Letters, “art” or “work of art” is defined as any creation of aesthetic value. This definition includes, but is not limited to: literature; music; the plastic arts including tangible and physical forms of visual art such as painting and sculpture; jewelry; interior design; folk art; religious art; photography and film; installation art; architecture; conceptual art; records and recordings of performance art; landscape art and landscape architecture; live performance, or the records of the live performances of, to include, but not limited to, theater, ballet, opera, performance art, music, and other performing arts; creations that may be regarded as both aesthetically pleasing and ephemeral.

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John T.

Delmar Entrance Sign and Garden Concept Description.

This is an initial simple concept for the type of sign that should be installed at the intersection of Delmar Blvd and McKnight on the NE corner. Red brick was chosen for the wall to match the building on the corner and much of the architecture in University City. This will be capped with sandstone masonry. The elevated portion with the sign should be above the 4 foot tall by 1.5 foot deep brick foundation wall and be gray with the text carved in and blackened. The wall and sign will sit 2 feet above the grade of the lot and sidewalks on a berm. The flower beds should be 4-5 feet deep and fronted but 4 feet of turf for a total of 9 feet of ground from the sidewalk to the sign. *Lighting and irrigation is to be included as well.*

This concept will remove 10 – 12 parking spaces from the parking lot. This will require concrete removal to soil for the entire footprint. There will need to be a foundation to handle the weight of the sign. A good garden mix of topsoil should be brought in to surround the foundation and raise the grade by 2 feet. There are many things to consider including codes for height restrictions, electrical source for lighting, water source for irrigation, and choosing an engineer to measure elevations and grades and an architect to finalize the concept. Pricing will need to be done by an architect who understands material sourcing and costs and construction costs.

U City Entrance Sign and Garden Concept 2021

