



CITY OF SURPRISE
Arts and Cultural Advisory Commission Meeting
16000 N. Civic Center Plaza
Surprise, AZ 85374
Monday, January 6, 2020 @ 6:00 PM
COMMUNITY ROOM

- A. Call To Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Current Events and Reports
- E. Staff Reports
- F. Arts and Cultural Advisory Commission Agenda

CALL TO THE PUBLIC:

INSTRUCTIONS: In order to address the Board\Commission, you will need to fill out a Call to the Public Form available at the front counter, and then turn it in to the Secretary before the meeting begins.

Note: A.R.S. 38-431.01(H) - During this time members of the public may address the Board\Commission only on issues within the jurisdiction of the Board\Commission which are not an item on the agenda. At the conclusion of the open call, the Board\Commission may respond to criticism, may ask staff to review the matter or may ask that the matter be put on a future agenda. No discussion or action shall take place on any item raised.

CONSENT AGENDA:

REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

- | | | | |
|----|----------|--|--|
| 1. | Citywide | Discussion and action pertaining to the approval of the November 19, 2019 Arts & Cultural Advisory Commission special meeting minutes. | Danielle Osborne
City Manager
Office |
| 2. | Citywide | Discussion and action pertaining to approval of the December 2, 2019 Regular Arts & Cultural Advisory Commission meeting minutes. | Danielle Osborne
City Manager
Office |
| 3. | Citywide | Presentation and discussion pertaining to the Fiscal Year 2020 budget of the Arts and Cultural Advisory Commission. | Danielle Osborne
City Manager
Office |
| 4. | Citywide | Discussion and action pertaining to recommendation of a final design of the Surprise Historical Timeline wall. | Margaret Lieu -
Chair
City Manager
Office |
| 5. | Citywide | Discussion and action pertaining to the commissioning of a public art mural in Surprise. | Margaret Lieu -
Chair
City Manager
Office |

6.	Citywide	Discussion and action pertaining to maintenance on "The Learning Tree."	Margaret Lieu - Chair City Manager Office
7.	Citywide	Discussion and action pertaining to the maintenance efforts on the "Reflections of Surprise" mural at the Northwest Regional Library.	Margaret Lieu - Chair City Manager Office
8.	Citywide	Discussion and action pertaining to the purchase of promotional materials for special events and tent rental.	Margaret Lieu - Chair City Manager Office
9.	Citywide	Presentation and discussion pertaining to an update on the Women's Heritage Trail event.	Margaret Lieu - Chair City Manager Office
10.	Citywide	Discussion pertaining to a sports-themed gallery display.	Margaret Lieu - Chair City Manager Office
11.	Internal	Discussion pertaining to the list of events and duties for the Arts & Cultural Advisory Commission.	None Margaret Lieu - Chair City Manager Office

G. Other Business and Future Agenda Items

H. Executive Session

For information purposes: Upon a public majority vote of a quorum ("Commission"), the Commission may hold an executive session, which will not be open to the public, but for only the following purposes: discussion or consideration of records exempt by law from public inspection (A.R.S. §38-431.03(A)(2));

or discussion or consultation for legal advice with the attorney or attorneys of the public body (A.R.S. §38-431.03(A)(3)).

Confidentiality Requirements: Pursuant to A.R.S. §38-431.03(C)(D), any person receiving executive session information pursuant to A.R.S. §38-431.02 shall not disclose that information except to the Attorney General or County Attorney or by agreement of the Commission, or as otherwise ordered by a court of competent jurisdiction.

The Commission may vote to hold an executive session for the purpose of obtaining legal advice from the Commission's attorney on any matter listed on the agenda pursuant to A.R.S. § 38-431.03(A)(3).

I. Adjournment

POSTED: January 2, 2019 at 9:35 AM

SPECIAL NOTE: PERSONS WITH SPECIAL ACCESSIBILITY NEEDS, INCLUDING LARGE PRINT MATERIALS OR INTERPRETER, SHOULD CONTACT THE CITY CLERK'S OFFICE @ 623.222.1200 OR TTY 623.222.1002, BY NO LATER THAN 24 HOURS IN ADVANCE OF THE REGULAR SCHEDULED MEETING TIME.



CITY OF SURPRISE
Arts and Cultural Advisory Commission Meeting

Council Meeting Date: January 6, 2020

Contact Person: Danielle Osborne, MGMT
ANALYST

Submitting Department: City Manager Office

District: Citywide

Staff Recommendations:

Consent: No	Regular: No	Public Hearing: No	Report/Discussion: No
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Agenda Wording:

Discussion and action pertaining to the approval of the November 19, 2019 Arts & Cultural Advisory Commission special meeting minutes.

Motion:

I move to approve the minutes of the November 19, 2019 Special Arts & Cultural Advisory Commission meeting.

Background:

N/A

Objective Analysis:

N/A

Policy Compliant:

N/A

Financial Impact:

N/A

Budget Impact:

N/A

FTE Impact:

N/A

ATTACHMENTS:

1. 20191119 SACAC Meeting Minutes - Draft
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CITY OF SURPRISE
ARTS AND CULTURAL ADVISORY COMMISSION

Meeting Minutes – Draft

November 19, 2019 / 4:30 PM

COMMUNITY ROOM
16000 NORTH CIVIC CENTER PLAZA
SURPRISE, ARIZONA 85374

CALL TO ORDER:

A. Roll Call

Chair Margaret Lieu, Vice-Chair Deborah Welch, Commission members, Susan deJong, Kathie Morgan, Jack Hastings, Rhiannon Miett, Crystal Miller.

Staff: Danielle Osborne, Management Analyst, Paul Bernardo, Community Partnerships Manager.

B. Pledge of Allegiance

C. Current Events Reports

Chair Lieu stated that unless any Commissioners objected, she would prefer to bypass the Current Events Reports.

D. Staff Reports

None.

CALL TO THE PUBLIC:

None.

REGULAR AGENDA ITEMS – NON PUBLIC HEARING

Item 1 – Discussion and action pertaining to contracting a curator for services related to the History Wall display.

Ms. Osborne thanked the commission for agreeing to meet on such short notice, and for being so responsive to the call for a special meeting. She referred the commission to the packet and said that after much search, she identified Argo Fine Arts Services as a worthy curator for the needs of the History Wall. She pointed out his experience, which includes displays at the Musical Instrument Museum, Scottsdale Museum of Contemporary Art, Heard Museum, and more. She said that his fee was very reasonable for the work he was offering to perform, which included consultation and installation. Furthermore, his availability was perfect for the timing of the History Wall project, which is something that has proven difficult to find with other curators. Ms. Osborne recommended that the commission approve expenditures toward procurement of his services, so that the project could move along.

Mr. Hastings thanked Ms. Osborne for locating this curator. Ms. Miett said that his fee was extremely reasonable for the work. Chair Lieu said that she has seen the work performed at the Musical Instrument Museum, and it is beautiful. Seeing no further questions or comments, Chair Lieu asked for a motion.

Ms. Miett moved to approve the procurement of services with Argo Fine Arts Services at a cost not to exceed \$1,500.00. Vice-Chair Welch 2nd. 7 Yes votes. Motion carried.

Other Business and Future Agenda Items:

None.

ADJOURNMENT – Motion to adjourn 4:35 p.m. – Ms. Miller, 2nd by Ms. deJong. 7 Yes votes. Motion carried.

ATTEST:

Paul Bernardo, Community Partnerships
Manager.

CERTIFICATION:

I, Danielle Osborne, Management Analyst for the City of Surprise City Manager's Office, Maricopa County, Arizona, do hereby verify that these are the true and correct minutes of the Arts and Cultural Advisory Commission meeting held on November 19, 2019.

Danielle Osborne, Management Analyst



CITY OF SURPRISE
Arts and Cultural Advisory Commission Meeting

Council Meeting Date: January 6, 2020

Contact Person: Danielle Osborne, MGMT
ANALYST

Submitting Department: City Manager Office

District: Citywide

Staff Recommendations:

Consent: No

Regular: No

Public Hearing: No

Report/Discussion: No

Agenda Wording:

Discussion and action pertaining to approval of the December 2, 2019 Regular Arts & Cultural Advisory Commission meeting minutes.

Motion:

I move to approve the minutes of the December 2, 2019 Arts & Cultural Advisory Commission meeting.

Background:

N/A

Objective Analysis:

N/A

Policy Compliant:

N/A

Financial Impact:

N/A

Budget Impact:

N/A

FTE Impact:

N/A

ATTACHMENTS:

1. 20191202 SACAC Meeting Minutes - Draft
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CITY OF SURPRISE
ARTS AND CULTURAL ADVISORY COMMISSION

Meeting Minutes – Draft

December 2, 2019 / 6:00 PM

COMMUNITY ROOM
16000 NORTH CIVIC CENTER PLAZA
SURPRISE, ARIZONA 85374

CALL TO ORDER:

Meeting began at 6:04 p.m. due to the Charter School art reception.

A. Roll Call

Chair Margaret Lieu, Vice-Chair Deborah Welch, Commission members, Susan deJong, Jack Hastings, Rhiannon Mielt.

Absent: Commission members, Crystal Miller (excused), Kathie Morgan (excused).

Staff: Danielle Osborne, Management Analyst.

B. Pledge of Allegiance

C. Current Events Reports

Chair Lieu hoped everyone had a great Thanksgiving holiday, and hoped no one else got sick.

Ms. deJong went to Create Makerspace with Chair Lieu and Julie Neal. They were hoping to start the process of bringing a makerspace to Surprise. She went to the AZ Humanities Speaker Series which hosted a very interesting talk. She also went to the Vermillion Arts Festival and the West Valley Symphony production.

Ms. Mielt shared that this Thursday, Theater Works is hosting a complimentary production of *A Christmas Carol*, and that the information has been passed along to the commission.

Chair Lieu said that both absent members of the commission were excused tonight.

D. Staff Reports

Ms. Osborne updated the commission on progress with the History Wall, saying that the curator is officially under contract, and the layout of the display is being created. Depending on when a substantial design is achieved, another special meeting may need to be called.

She said that the ideas proposed for the Development Center Bench are being explored, and that she would update the commission once she has more substantial information. She shared that she was very recently put in touch with an artist who may be able to restore the "Reflections of Surprise" mural, and that she would be reaching out to him for a proposal, and

hoped to have it by the next meeting. She also shared that she received another proposal for repairs at the Learning Tree, but it was too late to add it to the agenda; it would definitely be on the January agenda.

CALL TO THE PUBLIC:

None.

REGULAR AGENDA ITEMS – NON PUBLIC HEARING

Item 1 – Consideration and action approving the November 4, 2019 Arts and Cultural Advisory Commission Meeting minutes.

Mr. Hastings moved to approve the minutes of the November 4, 2019 Arts & Cultural Advisory Commission meeting. Vice-Chair Welch 2nd. 5 Yes votes. 2 Absent (Miller & Morgan). Motion carried.

Item 2 – Discussion and action pertaining to the Fiscal Year 2021 recommended budget.

Chair Lieu introduced the item and asked the Commission to look at the current budget. For this year, \$50,700 was requested, and to-date only about \$12,000 has been spent. Chair Lieu had some suggestions related to printed polos with the commission and individual names on it. She brought it up because the Parks & Recreation and Planning & Zoning commissions have some. She felt that they would be more recognizable and easier to find than the pins they currently have.

Ms. Mielt did not want to be mistaken for staff and shared concerns about the polos being misused if commissioners resigned and did not turn them back in, as well as keeping up with buying polos for new members. Mr. Hastings liked the idea and thought it would be nice to have something that would make commissioners recognizable and let people know that they can ask questions. Ms. deJong said that most of their events take place during the cold weather season, and that they would be wearing coats during those times when they would be wearing the polos. Chair Lieu said that she only brought it up because the commission is representing the city and the commission at their events, but they don't necessarily have to wear it to every event they go to. Ms. Mielt did not want to cause issues with people misrepresenting the city. She cited a possible scenario of individuals potentially consuming alcohol in public at events or restaurants while wearing the polo. Vice-Chair Welch wondered why the commission couldn't simply have both, and choose whichever they wanted to utilize at the time. Mr. Hastings used to wear them as a staff member, and felt that it would be helpful to the public. Chair Lieu said that if the look of a polo is the issue, a different style of shirt could be decided upon. Since the commission doesn't get business cards, this would help identify them as representatives of the city. Mr. Hastings said that the whole proposition was reminiscent of a previous commissioner who had trouble getting donations for a commission project. Ms. deJong suggested bigger badges. Mr. Hastings suggested having this conversation with the full commission to gauge their opinions.

Chair Lieu returned to the topic of the upcoming budget. She said that they have already gone one year without spending the full budget, and that if they wanted to request more funding, it would need to be justified. She asked that the commissioners look at the specific amounts and suggest any changes. Ms. Mielt said that it looked fine as-is.

Ms. deJong asked if the art grant should be requested again. Chair Lieu explored why it was not granted for the current fiscal year. She felt that it should be requested again, and said that she would argue it the same as previously – it is not fair for art organizations to go up against human service organizations. Ms. deJong felt that arts are considered a quality of life which people move to the area for. Ms. Mielt said that it would be helpful to justify a request by seeing how many times art non-profits have lost out in the past. Chair Lieu said that if the commission were to open a grant, it should be opened to non-profit and for-profit organizations. Chair Lieu suggested asking for \$50,000 again. She said that if the request is denied again, that the commission or representatives have a discussion with City Manager Frazier to explain their reasoning behind the grant fund. She explained that the commission had a grant fund previously for one year which included an application process, and that they had multiple applicants with great projects.

Ms. Mielt suggested requesting a staff person again this year. Ms. Osborne clarified whether it would be a part-time or full-time position. The commission responded that a part-time position would be a good first step.

Chair Lieu asked which line items are not being spent. Ms. Osborne said that the art acquisition is the biggest line item, therefore would have the largest remaining budget. She said that she was planning to spend on the History Wall from the operating budget rather than the 1.3% for the arts fund, since the operating budget does not roll forward. She said that any additional funding needed would be pulled from the 1.3% for the arts fund.

Ms. deJong asked why they had previously allocated \$10,000 for printing services. Ms. Osborne said that the commission had discussed printing higher quality pamphlets, flyers, and literature for their events, and that they had also put aside money for possible promotional materials and give-a-ways. Chair Lieu said that the public art maps would need to be updated as well.

Chair Lieu asked whether all of the plaques for public art were uniform, to which Ms. deJong responded that they weren't. Ms. Osborne said that it would be easy to make all of the plaques uniform.

Ms. Osborne said that the budget entry would need to be submitted by December 20th, and therefore the recommended budget would need to be established tonight.

Ms. Mielt moved to make a request to City Council for the recommended budget for the Arts & Cultural Advisory Commission for Fiscal Year 2021 with all the additions given to staff. Mr. Hastings 2nd.

Vice-Chair Welch clarified the motion. Ms. Osborne said that the budget would include the art grant of \$50,000, and the staff position. Chair Lieu asked how much the staff position would cost. Ms. Osborne said that it would be calculated internally.

5 Yes votes. 2 Absent (Miller & Morgan). Motion carried.

Item 3 – Discussion pertaining to public art murals.

Ms. Osborne said that she did not have much of an update regarding the mural. Mr. Bernardo had been coordinating with Parks & Rec to ensure the use of the Aquatic Center

wall as a canvas, but he could not be here tonight to provide a further update. Chair Lieu suggested that Ms. Osborne reach out to mural artist BacPac to advise her that the city is interested in using her services, so that she can become aware and begin brainstorming ideas.

Chair Lieu brought up the “Give Your Community a Hand” mural. She said that she spoke with Connie Whitlock, who said that there is an option of creating more pieces with the current Council and Commission, to help modernize the piece. She asked that Ms. Osborne contact Ms. Whitlock to see how much it would cost to create more pieces at WHAM.

Item 4 – Discussion and possible action pertaining to the use of the Mobile Museum at upcoming special events in Surprise.

Ms. Osborne shared some bookmarks that she received at a recent meeting in Goodyear. The bookmarks were black and white and came with colored pencils, so that kids could color on them. Various commissioners expressed their interest in the bookmarks as a promotional item for events. Chair Lieu asked that Ms. Osborne look into how much it costs for them.

Ms. Miett suggested a hand fan with the season’s schedule printed on one side. Chair Lieu mentioned that she saw plastic cups as a promo item at the Sci-Tech Festival and people went nuts for them. Ms. Miett also suggested a reusable tote bag with the map printed on the side. Chair Lieu suggested using the same image that is used on the welcome banner. Ms. Miett said that the bags would be great at festivals so that people have something to carry everything in.

Ms. Osborne clarified what she should look into for pricing. Chair Lieu said just the bookmarks and bags. Ms. deJong asked that Ms. Osborne check into different size bags.

Ms. Osborne clarified whether the tent will be hosted at Surprise Party or not. Chair Lieu said that her understanding was that the Surprise Party tent was going to be unmanned, but since they did not get a good test run at the Vermillion event, she suggested that they forgo the event this year, unless any commissioners had objections. There were none. Chair Lieu said that they would get to see the tent in its entirety at the Thunderbird Festival.

Chair Lieu asked about the 3-D prints of the art pieces. Ms. Osborne was planning to bring them to the Vermillion event before it was canceled. Chair Lieu asked that Ms. Osborne look into pricing in case they decide to purchase more prints of their art.

Ms. Miett suggested printing the signs for the tent in a larger format. Ms. Osborne recommended they hold off on that purchase, since the signs were designed specifically for the 10x10 tents.

Ms. Miett suggested hiring an events artist who can paint at the booth for the duration of the event. She felt it would be good for Fiesta Grande. Chair Lieu suggested having it as a traveling piece. She felt that displaying easels with artwork would be a good engagement piece. Ms. Miett said that if we hire artists to paint at events, the finished pieces can be hung in different buildings relevant to the painting’s subject.

Ms. deJong suggested displaying some paintings that are already in the City’s possession. However, she said that they are currently on display in the fourth floor of city hall. Chair Lieu said that they should not remove them if they are already on display.

Ms. deJong suggested some historical displays for the interior of the tent. She said that they could be similar to what goes on the History Wall. Chair Lieu asked about having the Youth Council create an altered reality with some of the City photos that get put into the tent, similar to what they did with their own display at Arts HQ a few months back. Ms. Osborne clarified the intent of the commission with this project, but recommended that they first see the tent in its full and true form prior to making any changes. The commission agreed to leave the tent as-is for Thunderbird, but to review the tent display afterwards. Ms. Mielt said that if the commission participates in a big city event, they should seriously consider hiring an artist to do a live painting.

Item 5 – Presentation and discussion pertaining to an update on the Women’s Heritage Trail event.

Vice-Chair Welch updated the commission by saying that she wasn’t able to get a meeting with City Clerk Sherry Aguilar before tonight, but that she has one planned for later in the week. Ms. Osborne shared that Mr. Bernardo had narrowed the event down to two dates – March 4th and 20th. She said that he needed to know more information regarding the format of the event. She asked that any information coming out as a result of the meeting between Vice-Chair Welch and City Clerk Aguilar be shared with Mr. Bernardo, since he is taking the lead on coordination for the event.

Item 6 – Discussion and action pertaining to the purchase of materials for future gallery receptions.

Ms. deJong said that she got a note from Mr. Bernardo saying that Sports & Tourism was interested in the display, but she needed to know what materials she was working with, and that she was running out of time. Ms. Osborne said that in her last discussion with Mr. Bernardo, and he relayed the same information, and said that the department director was reaching out to the Royals and the Rangers to see what materials they could supply. Ms. Osborne said that she could not provide more of an update. Ms. deJong said that she could wait for maybe one more week, but would have to put out a call if she felt there were not enough pieces to display.

Ms. deJong said that she also wanted to order some bunting from Amazon to decorate the walls of the hallway. She also asked about the cost of a hot dog stand for the reception. Ms. Osborne said that Mr. Bernardo had a similar question, as to what budget the commission is setting for this event. Some ideas regarding cotton candy, popcorn, and peanuts as snacks were discussed. Chair Lieu said that since there were no other receptions planned, they should just allocate the remainder of the Special Event Hosting budget for this event.

Ms. Mielt moved to approve the purchase of materials for the upcoming gallery receptions at a cost not-to-exceed \$1,200. Ms. deJong 2nd. 5 Yes votes. 2 Absent (Miller & Morgan). Motion carried.

Item 7 – Discussion pertaining to the list of events and duties for the Arts & Cultural Advisory Commission.

Chair Lieu preferred to discuss this item at a future meeting when all members of the commission were present. Mr. Hastings said that the Tinker Time event has been scrapped as far as he was concerned. Chair Lieu said that at the last meeting, a discussion was had

regarding incorporating it into Sci-Tech as a booth or table, to add an art component to the event. Chair Lieu said that they would discuss further when the item is brought up again.

Other Business and Future Agenda Items:

List of events and duties
Sports reception
Current Budget
Heritage Trail
Murals/Give Your Community a Hand

ADJOURNMENT – Motion to adjourn 7:25 p.m. – Mr. Hastings, 2nd by Vice-Chair Welch. 5 Yes votes. 2 Absent (Miller & Morgan). Motion carried.

ATTEST:

Paul Bernardo, Community Partnerships
Manager.

CERTIFICATION:

I, Danielle Osborne, Management Analyst for the City of Surprise City Manager's Office, Maricopa County, Arizona, do hereby verify that these are the true and correct minutes of the Arts and Cultural Advisory Commission meeting held on December 2, 2019.

Danielle Osborne, Management Analyst



CITY OF SURPRISE Arts and Cultural Advisory Commission Meeting

Council Meeting Date: January 6, 2020

Contact Person: Danielle Osborne, MGMT
ANALYST

Submitting Department: City Manager Office

District: Citywide

Staff Recommendations:

Consent: No

Regular: No

Public Hearing: No

Report/Discussion: No

Agenda Wording:

Presentation and discussion pertaining to the Fiscal Year 2020 budget of the Arts and Cultural Advisory Commission.

Motion:

None, discussion only.

Background:

Fiscal Year 2020 began July 1, 2019 for the City of Surprise. At the August 5th meeting, the Arts & Cultural Advisory Commission created a preliminary budget plan for the use of funds, and projected expenditures for the remainder of the fiscal year. This item has been placed on the agenda to review expenditures and update projected costs.

Objective Analysis:

The mission of the Surprise Arts & Cultural Advisory Commission is to spur cultural growth through education and advocacy, and to assist the city to create and implement a plan for the placement of public art within the community. This item is intended to allow for discussion of the budget, which will provide for the placement of public art and the establishment of arts and cultural activities for Fiscal Year 2020. City staff does not anticipate any negative impacts at this time.

Policy Compliant:

Sec. 2-299 (d) of the Surprise Municipal Code outlines the powers, duties, and responsibilities of the Arts & Cultural Advisory Commission. These efforts are made possible by the \$50,700 budget granted to the Commission by the City Council, as well as the funds allocated from the One and One-Third Percent for the Arts Ordinance.

Financial Impact:

There is no financial impact at the time, however topics discussed through the course of this item may lead to future financial impact.

Budget Impact:

There is no budget impact at this time, however this item is intended to discuss the FY2020 budget and potential funds to be earmarked for projects.

FTE Impact:

There is no FTE impact associated with this item.

ATTACHMENTS:

1. FY20 SACAC Projections_121819
-

10112122-52001 Community Relations			\$ 20,000.00
<i>(Art Acquisition/Support the Strategic Plan)</i>			
	Expenditures To-Date		\$ 1,047.28
	Development Center Bench Centerpiece	TBD	TBD
	Public Art Mural	BacPac	TBD
	History Wall Labor, Materials, etc.	TBD	TBD
	Vision & Sound Bus Sponsorship	DUSD Transportation	\$ 500.00
	Balance		\$ 18,452.72
10112122-52002 Special Event Hosting			\$ 1,200.00
<i>(Gallery Receptions)</i>			
	Expenditures To-Date		\$ 91.64
	Sports Gallery Materials	TBD	\$ 1,108.36
	Balance		\$ -
10112122-55024 Prof Service Agreements			\$ 3,500.00
<i>(To be paid in May)</i>			
	WVAC art curation administration fee	WVAC	\$ 3,500.00
	Balance		\$ -
10112122-55095 Prof Outside Svcs - Other			\$ 13,500.00
<i>(Contracted work/maintenance work)</i>			
	Expenditures To-Date		\$ 5,200.83
	Re-installation of "Hands" mural	WHAM	TBD
	Restoration of "Reflections of Surprise"	TBD	TBD
	Maintenance to "The Learning Tree"	Legends Landscape Management	\$ 5,000.00
	Curation services - History Wall	Argo Fine Art Services	\$ 1,500.00
	Balance		\$ 1,799.17
10112122-55420 Other Rentals/Leases			\$ 2,500.00
<i>(Public Art Bus Tours/Black History Month)</i>			
	Expenditures To-Date		\$ 565.00
	Remainder of bus tours through 2020	All Aboard America	\$ 1,800.00
	Balance		\$ 135.00
10112122-55715 Printing Services			\$ 10,000.00
<i>(Marketing Materials/Printing Services)</i>			
	Expenditures To-Date		\$ 677.43
	History Wall	TBD	TBD
	Public Art Maps	Z-Card North America	\$ 1,400.00
	Balance		\$ 7,922.57
		Total Budget	\$ 50,700.00
		Earmarked Expenditures	\$ 14,808.36
		Expenditures to-date	\$ 7,582.18
		Balance	\$ 28,309.46
Additional Funds			
Municipal Arts Fund			\$ 121,000.00
<i>(1.3% for the Arts Fund)</i>			
	History Wall printing/materials/labor/misc		
	Total		\$ 121,000.00
Donations			\$ 1,550.61
<i>(Miscellaneous)</i>			
	Total		\$ 1,550.61



CITY OF SURPRISE

Arts and Cultural Advisory Commission Meeting

Council Meeting Date: January 6, 2020
Submitting Department: City Manager Office
Staff Recommendations:

Contact Person: Margaret Lieu - Chair
District: Citywide

Consent: No Regular: No Public Hearing: No Report/Discussion: No

Agenda Wording:

Discussion and action pertaining to recommendation of a final design of the Surprise Historical Timeline wall.

Motion:

I move to recommend the final design of the Surprise Historical Timeline to the City Council for final approval at a cost not to exceed \$40,000.00.

Background:

The City Hall Art Display Plan was approved by City Council on May 16, 2017, including the implementation of seven new art projects. As implementation of the projects progressed, the Commission expressed a desire to continue enhancements to the Mayor's Atrium. This item has been placed on the agenda to discuss the Surprise History Wall in the Mayor's Atrium.

Objective Analysis:

The mission of the Surprise Arts & Cultural Advisory Commission is to spur cultural growth through education and advocacy, and to assist the city to create and implement a plan for the placement of public art within the community. This item has been placed on the agenda to discuss the creation of a Surprise History Wall in the Mayor's Atrium of City Hall. City staff do not anticipate any negative impacts at this time.

Policy Compliant:

Sec. 2-299 (d)(1) of the Surprise Municipal Code directs the Commission to develop and present to city council an art master plan that will identify suitable art projects for city buildings or property, including location, and size. This purpose of this item is to discuss a project identified for the interior of City Hall which will bring historical and cultural benefit and awareness to the City.

Financial Impact:

If approved, costs for labor and materials related to this project will not exceed \$40,000.00.

Budget Impact:

Currently, \$18,500.00 is budgeted towards Community Relations, and \$8,000.00 is budgeted towards Printing Services. Additionally, the Commission has \$121,000 available for public art projects through use of the One and One-Third Percent for the Arts Program, also known as the Municipal Arts Fund, established by Ordinance #2016-13. Expenditures from the Municipal Art Fund shall require City Council approval.

FTE Impact:

There is no FTE impact associated with this item.

ATTACHMENTS:

1. Mayors Atrium Wall-104_MockUp-1
 2. History Wall Wrap_Panel 1_V1sm
 3. COS History Timeline-60th_Wall Mockup
-



1940 »

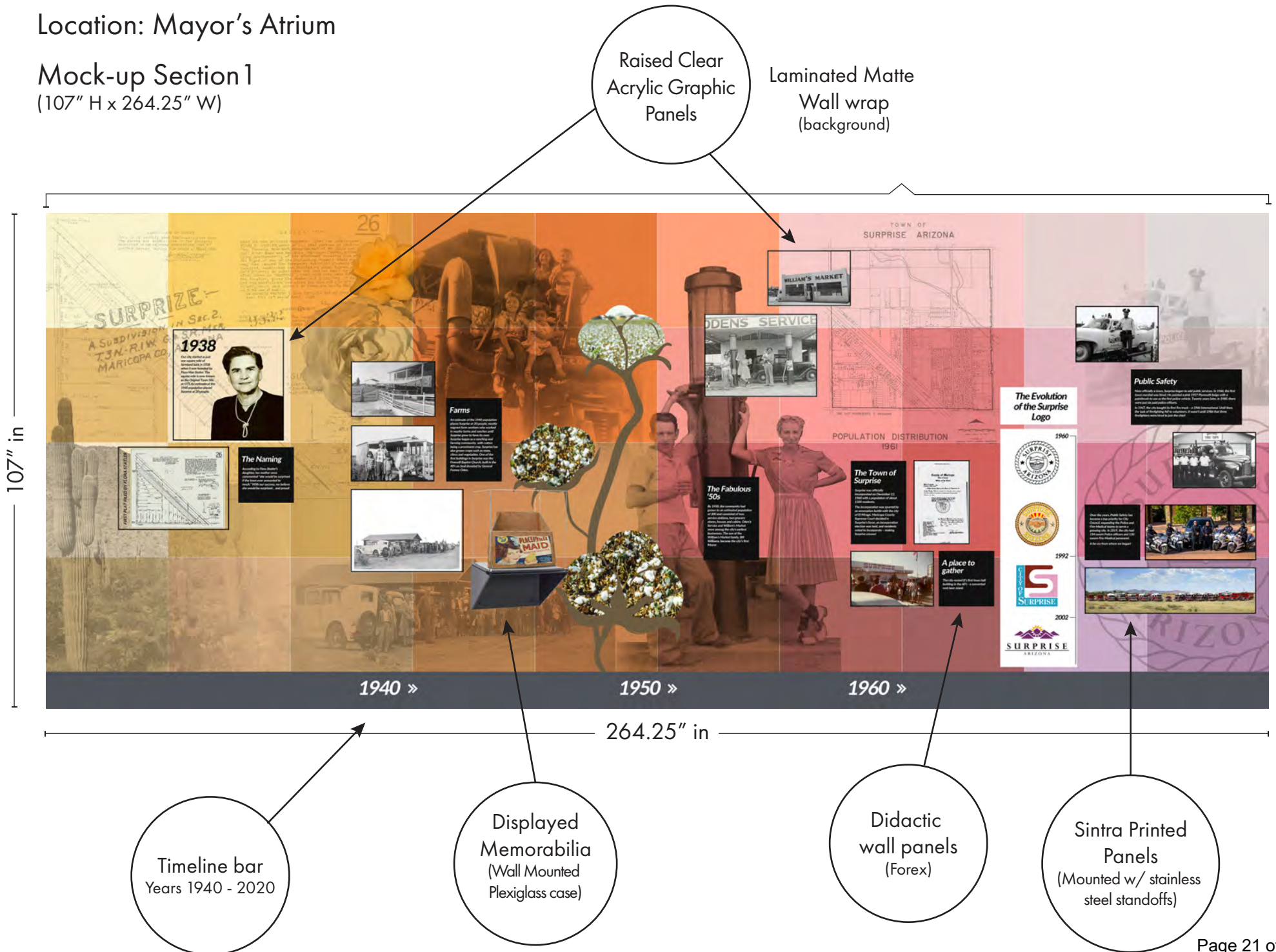
1950 »

1960 »

SURPRISE HISTORY TIMELINE

Location: Mayor's Atrium

Mock-up Section 1
(107" H x 264.25" W)





CITY OF SURPRISE Arts and Cultural Advisory Commission Meeting

Council Meeting Date: January 6, 2020
Submitting Department: City Manager Office
Staff Recommendations:

Contact Person: Margaret Lieu - Chair
District: Citywide

Consent: No Regular: No Public Hearing: No Report/Discussion: No

Agenda Wording:

Discussion and action pertaining to the commissioning of a public art mural in Surprise.

Motion:

I move to approve expenditures towards concept design fees at a cost not to exceed \$300.00.

Background:

At the September 9, 2019 meeting, street artist BacPac presented examples of her past work, and discussed the possibility of creating a mural for the City of Surprise. The Commission came to a consensus that a public art mural or series of murals, would be a beneficial addition to the City's public art collection. Upon discussion with BacPac, it was advised that a \$150.00 concept fee would be charged for initial sketches, with an additional \$100.00 charge for each time a subsequent concept is requested by the Commission. This item has been placed on the agenda to discuss potential locations for public art murals, and to approve expenditures towards a concept fee.

Objective Analysis:

The mission of the Surprise Arts & Cultural Advisory Commission is to spur cultural growth through education and advocacy, and to assist the city to create and implement a plan for the placement of public art within the community. Discussions regarding potential collaboration opportunities are directly linked to planning the placement of public art, as noted in the mission statement. City staff does not anticipate any negative impacts at this time.

Policy Compliant:

Sec. 2-299 (d)(6) of the Surprise Municipal Code directs the Commission to Assist and advise the city council, through the city manager, on establishing policies, rules, and methods pertaining to the siting, presentation, acquisition, maintenance, and promotion of public art as part of the City of Surprise One and One-Third Percent Public Art Program.

Financial Impact:

There is no financial impact associated with this item, however future action related to this item will not exceed \$300.00.

Budget Impact:

There is no budget impact associated with this item, however future action related to this item will not exceed \$18,500 as budgeted in the Community Relations line item.

FTE Impact:

There is no FTE impact associated with this item.

ATTACHMENTS:



CITY OF SURPRISE

Arts and Cultural Advisory Commission Meeting

Council Meeting Date: January 6, 2020
Submitting Department: City Manager Office
Staff Recommendations:

Contact Person: Margaret Lieu - Chair
District: Citywide

Consent: No Regular: No Public Hearing: No Report/Discussion: No

Agenda Wording:

Discussion and action pertaining to maintenance on "The Learning Tree."

Motion:

I move to approve the proposed maintenance on The Learning Tree at a cost not to exceed \$5,000.00.

Background:

In 2018, the Arts & Cultural Advisory Commission approved a list of art pieces deemed for priority maintenance efforts. In April 2019, "The Learning Tree" had its "book pages" replaced due to years of wear and tear from weather, water, and other elements. To further preserve "The Learning Tree," the Commission asked staff to explore opportunities to expand the concrete pad surrounding the art in order to create more of a barrier between the piece and irrigation water. This item has been placed on the agenda to discuss and take action on staff's findings.

Objective Analysis:

The mission of the Surprise Arts & Cultural Advisory Commission is to spur cultural growth through education and advocacy, and to assist the city to create and implement a plan for the placement of public art within the community. Approval of maintenance of "The Learning Tree" provides for the ability to preserve art pieces which have previously been implemented by the city in collaboration with the Arts & Cultural Advisory Commission. City staff does not anticipate any negative impacts at this time.

Policy Compliant:

Sec. 2-299 (d)(2) of the Surprise Municipal Code directs the Commission to Assist and advise the city council, through the city manager, on establishing policies, rules, and methods pertaining to the siting, presentation, acquisition, maintenance, and promotion of public art as part of the City of Surprise One and One-Third Percent Public Art Program.

Financial Impact:

If the Commission chooses to take action, the City may incur maintenance costs up to an amount not to exceed \$5,000.00.

Budget Impact:

Currently, \$7,000.00 remains budgeted towards Professional Outside Services - Other.

FTE Impact:

There is no FTE impact associated with this item.

ATTACHMENTS:

1. Learning Tree Monument 11-21-19
-



Legends Landscape Management
4727 E. Bell Rd. # 45228
Phoenix, AZ 85032
602-820-6901

November 21th, 2019

RE: Learning Tree Monument
Surprise Community Park
Surprise, AZ 85374

Attn: Todd Wuellner

Description:

Turf conversion surrounding Learning Tree Monument to prevent further damage from lawn irrigation.

Scope of Work:

- Spray to kill turf
- Scalp grass
- Grade for and install new curbing
- Convert turf inside of new curbing to granite
- Install 10 tons of 1/2" screened palomino gold granite
- Adjust and/or relocate existing lawn irrigation to prevent overspray onto monument
- Tunnel under sidewalk and add to existing drip irrigation for new plants
- Install 30 – (5) Gallon plants

Exclusions: Utility locating

Total.....\$ 4,704.00

Sincerely

Steve Gilbert

Steve Gilbert Field Supervisor
Legends Landscape Management, Inc.
sgilbert@legendslm.com (480) 861-3785

Approval Signature_____



CITY OF SURPRISE
Arts and Cultural Advisory Commission Meeting

Council Meeting Date: January 6, 2020
Submitting Department: City Manager Office
Staff Recommendations:

Contact Person: Margaret Lieu - Chair
District: Citywide

Consent: No	Regular: No	Public Hearing: No	Report/Discussion: No
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Agenda Wording:

Discussion and action pertaining to the maintenance efforts on the "Reflections of Surprise" mural at the Northwest Regional Library.

Motion:

I move to approve repairs of the "Reflections of Surprise" mural at a cost not to exceed \$XXXX.XX.

Background:

In 2018, the Arts & Cultural Advisory Commission approved a list of five art pieces deemed in need of priority maintenance, including the "Reflections of Surprise" mural at the NW Regional Library. In June 2019, the City obtained an artist to undergo rehabilitation of the mural, including cleaning and re-grouting the mosaic component of the art piece. This item has been placed on the agenda to receive an update on rehabilitation efforts, and to review two potential artists for completion of the painted portion of the mural.

Objective Analysis:

The mission of the Surprise Arts & Cultural Advisory Commission is to spur cultural growth through education and advocacy, and to assist the city to create and implement a plan for the placement of public art within the community. Approval of maintenance of "Reflections of Surprise" provides for the ability to preserve art pieces which have previously been implemented by the city in collaboration with the Arts & Cultural Advisory Commission. City staff does not anticipate any negative impact at this time.

Policy Compliant:

Sec. 2-299 (d)(3) of the Surprise Municipal Code directs the Commission to assist and advise the city council, through the city manager, on establishing policies, rules, and methods pertaining to the siting, presentation, acquisition, maintenance, and promotion of public art as part of the City of Surprise One and One-Third Percent Public Art Program.

Financial Impact:

If the Commission chooses to take action, the City may incur maintenance costs not to exceed an amount recommended by the Commission.

Budget Impact:

Currently, \$7,000 is budgeted towards Professional Outside Services - Other. Additionally, \$18,500 remains budgeted towards Community Relations.

FTE Impact:

There is no FTE impact associated with this item.

ATTACHMENTS:

1. Proposal - Reflections of Surprise Mural Restoration
 2. Project Proposal 2
-



Maryvale Arts LLC

About the Artist

Ruben Hernandez is a community muralist and motivational speaker who is passionate about inspiring the world around him through his uplifting art. As a young kid from Maryvale, he started tagging the streets and joined a graffiti crew. He was fascinated by the complexity of Wild-style graffiti letters and the hip-hop culture. As he got older, Ruben gained a new perspective while doing community service in a local Christian church. He received a scholarship to Scottsdale Artist's School in 2011 and learned traditional art lessons from world-renowned artists like Casey Baugh, Daniel Keys, and Robert Liberace. Ruben's artistic style developed into a harmonious blend between the art studio and urban art. Today he uses his creative expertise to do beautiful murals and illustrates messages on large stages to inspire everyone to live out their dreams and give back to the community. You can find some of his work displayed in the Cartwright School District and the Washington Elementary School District office. You can also see his murals in downtown Phoenix, Maryvale, and Grand Canyon University, where he recently got a bachelor's degree in entrepreneurial studies.

Reflections of Surprise Mural Restoration Proposal

Scope

My goal is to restore the mural to resemble its former beauty. This piece of art exists in a multi-media space that contains an installation of clay, glass, and metal with an abstract mountain scene painted in the background. After a decade of sun and admiration, the mural's background began to fade. The last restoration significantly changed its appearance and balance. With my experience with spray paint and color theory I will restore the vibrancy and beautiful color transitions of the mountains and sky background.

Process and Materials

Before painting, I will prepare the surface by patching the three noticeable imperfections/holes in the wall (see page 3). After the stucco patch cures, the wall will be gently washed with a low-pressure sprayer to remove any dirt and allow the paint to properly adhere to a clean surface. To ensure quality and cleanliness, I will use painters' tape, masking paper, and drop cloths to protect all surrounding surfaces with special attention to the mosaic art. I will also use photo references to color-match paint as close as possible to the colors used in the original mural. I use UV Protected spray-paint that I purchase from local art supply stores. I typically use paint with a gloss finish; however, the client can select the finish (sheen). The restoration process includes 2-3 coats of spray paint and a clear coat application to extend the life of the painting and protect it from direct sunlight.

Artist Fee

\$14,000

Maryvale Arts will provide all the supplies and tools needed to restore the mural, including spray paint, exterior latex paint, brushes, masking tape, masking paper, drop cloths, stucco patch, OSHA compliant ladder, and or scaffolding.

Payment

Half of the total fee is due at the start of the project and the other half upon completion.

Timeline

The mural restoration will take 4-7 days to complete.

Recommendations for Touch-up

I will provide an electronic and printed copy of the list of color codes for all the paint utilized in the project to facilitate future touch-up processes. I recommend using high quality acrylic spray paint in the future and avoiding heavy coats of latex exterior paint to prevent flaking and chipping.

The Reflections of Surprise resembles the rich history, heritage, and beauty of the city and it deserves a proper restoration. I can start upon approval and restore the mural in a way that honors the original work. Please feel free to contact me if you have any questions.

Always my best,

Ruben Hernandez

Community Muralist

3802 N. 53rd Ave | Suite 290 | Phoenix, AZ 85031

Ruben@Maryvalearts.com | 602.550.6300

Maryvalearts.com











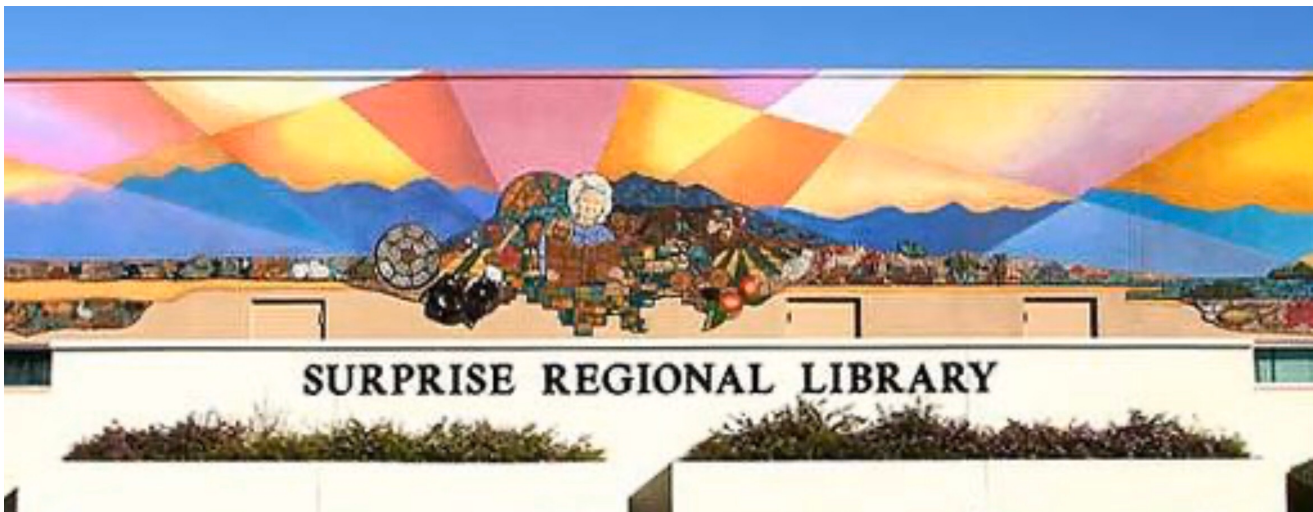
Reflections of Surprise

Prepared for: "Mural Restoration" Surprise Regional Library

Prepared by: Ignacio Garcia, Public Artist

December 12, 2019

Proposal number: 000-0130



EXECUTIVE SUMMARY

Objective

Public Art (Murals) could no doubt facilitated civic engagement by bringing in the community and businesses together for a collaborative success.

Goals

The goal is to provide stunning murals to beautify and help connect the community

Solution

The murals themselves can become a navigational beacon and a landmark for outside attraction

Project Outline

Reflection of Surprise (Mural)

- Fractal patterns with blending and gradient effect representing a sunset or sky
- This will complement the mosaics piece and to its original works
- The rich colors of the Arizona landscape amplifies emotion
- Driving by will catch your attention from the exaggeration of colors and feeling
- Once painted, the vivid colors will stand out to show true warmth

COMPANY NAME

BUDGET

Reflections of Surprise Mural

Description	Quantity	Unit Price	Cost
Lead Artist Fee/Materials included			\$ 8,000
Design Fee/Down Payment		\$	\$ 2,000
Scaffolding or Man Lift - NOT INCLUDED		\$	\$
Total			\$ 10,000

















CITY OF SURPRISE Arts and Cultural Advisory Commission Meeting

Council Meeting Date: January 6, 2020
Submitting Department: City Manager Office
Staff Recommendations:

Contact Person: Margaret Lieu - Chair
District: Citywide

Consent: No Regular: No Public Hearing: No Report/Discussion: No

Agenda Wording:

Discussion and action pertaining to the purchase of promotional materials for special events and tent rental.

Motion:

I move to approve the purchase of bookmarks/coloring books at a cost not to exceed \$XXX.XX, and to approve the rental of a tent for the Thunderbird Artist Fine Art & Wine Festival at a cost not to exceed \$200.00.

Background:

In FY2019, the commission dedicated a portion of their budget towards the purchase of a "Mobile Museum" tent, which will be used at special events and festivals. It was communicated to staff that the upcoming Thunderbird Artists Fine Art & Wine Festival only allows for tents with white tops, which presents an issue due to the Mobile Museum being purple. The cost to rent two tents directly from the Thunderbird Artists group is \$200.00 for the weekend. This item has been placed on the agenda to allow for the commission to approve expenditures towards the rental of tents for the weekend.

Additionally, at the last meeting, the commission discussed the potential purchase of promotional materials to hand out to event attendees, as a draw for the Mobile Museum.

Two options are being presented:

Coloring Bookmarks

Qty. 700

Size 2.5" x 8.5"

Cost: \$80.00 (shipping & tax included)

8-page Coloring Book

Qty. 500

Cost: \$280.00 (estimate w/shipping & tax)

The designs would be done in-house and would feature public art pieces.

If necessary, the following are estimates for coloring materials:

6 Pack of Mini Colored Pencils

Qty. 100

Cost: \$90.00 (Shipping & tax included)

3 Pack of Mini Crayons

Qty. 720

Cost: \$80.00 (Shipping & tax included)

This item has been placed on the agenda to approve the purchase of materials.

Objective Analysis:

The mission of the Surprise Arts & Cultural Advisory Commission is to spur cultural growth through education and advocacy, and to assist the city to create and implement a plan for the placement of public art within the community.

Policy Compliant:

Sec. 2-299 (d)(6) of the Surprise Municipal Code directs the Commission to serve as arts advocates through art awareness activities. Approval of this purchase will allow the commission to provide artistic materials which simultaneously promote and brand art in the City of Surprise.

Financial Impact:

If approved, the costs of tent rentals will not exceed \$200.00, and the costs of printing the display for the Mobile Museum will not exceed \$8,000.00.

Budget Impact:

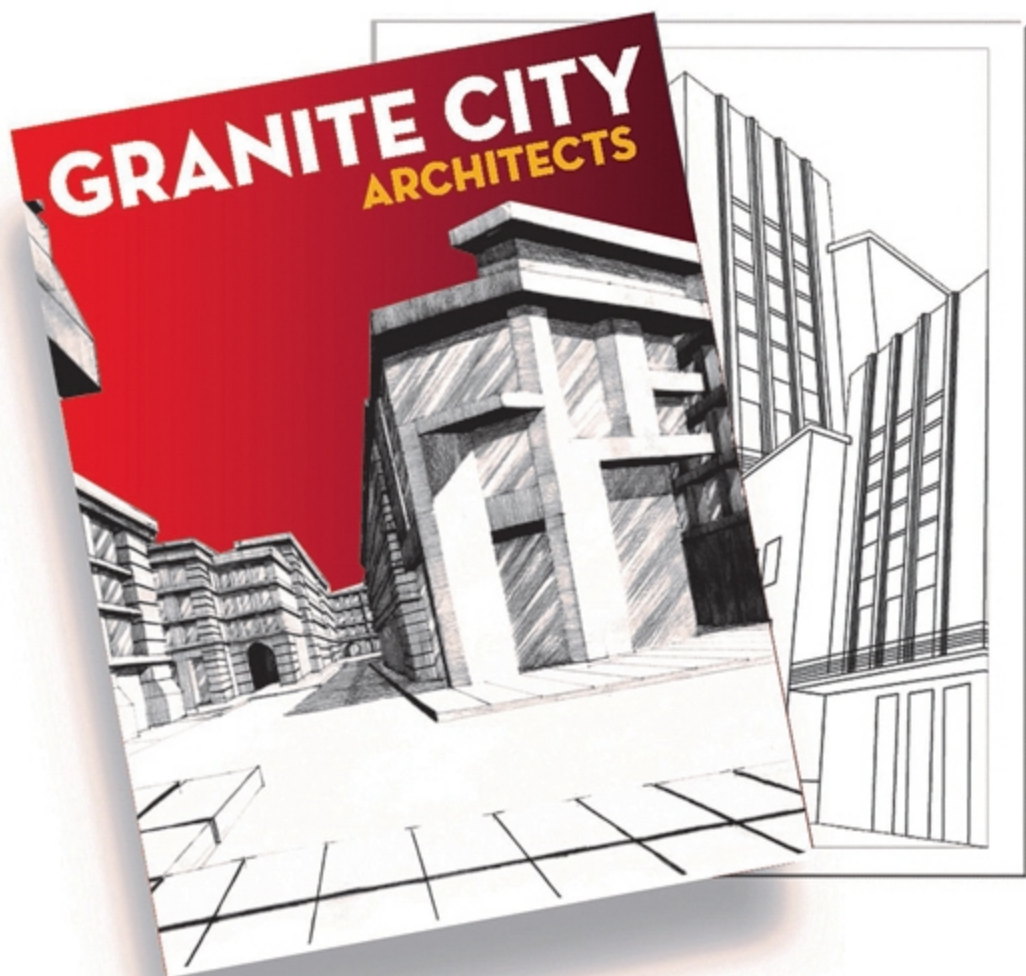
Currently, \$2,300.00 is budgeted towards Other Rentals/Leases and \$8,000.00 is budgeted towards Printing Services.

FTE Impact:

There is no FTE impact associated with this item.

ATTACHMENTS:

1. custom-coloring-books-for-adults-1
-





CITY OF SURPRISE

Arts and Cultural Advisory Commission Meeting

Council Meeting Date: January 6, 2020
Submitting Department: City Manager Office
Staff Recommendations:

Contact Person: Margaret Lieu - Chair
District: Citywide

Consent: No Regular: No Public Hearing: No Report/Discussion: No

Agenda Wording:

Presentation and discussion pertaining to an update on the Women's Heritage Trail event.

Motion:

None, discussion only.

Background:

Seventy-five years ago Flora Statler purchased, platted and began marketing lots in a development she named "Surprise." This square mile became the first neighborhood in our modern-day Surprise, an area that today we refer to as the Original Town Site (OTS). It is in this historic area where the Surprise Women's Heritage Trail was dedicated on April 2013.

The self-guided trail consists of stops to the north and south sections of the OTS, honoring many of the women that helped build our community. Some of the actual structures have been demolished, but the history remains.

At the August 5, 2019 meeting, Vice-Chair Deborah Welch, along with City Clerk Sherry Aguilar discussed a potential event related to the Women's Heritage Trail, which the Commission voted to pursue. This item has been placed on the agenda to receive an update regarding the progress of planning the event.

Objective Analysis:

The mission of the Surprise Arts & Cultural Advisory Commission is to spur cultural growth through education and advocacy, and to assist the city to create and implement a plan for the placement of public art within the community. Approval to formalize an event related to the Surprise Women's Heritage Trail, and promote it through the Calendar of Events would lend itself to the advocacy component of the mission statement. City staff does not anticipate any negative impacts at this time.

Policy Compliant:

Sec. 2-299 (d)(6) of the Surprise Municipal Code directs the Commission to serve as arts advocates through art awareness activities. By creating a formal Women's Heritage Trail tour and by adding the activity to the Calendar of Events, it may be promoted to a broader audience.

Financial Impact:

There is no financial impact associated with this item, however future action may lead to a financial impact.

Budget Impact:

There is no budget impact associated with this item, however future action may lead to a budget impact.

FTE Impact:

There is no FTE impact associated with this item.

ATTACHMENTS:



CITY OF SURPRISE
Arts and Cultural Advisory Commission Meeting

Council Meeting Date: January 6, 2020
Submitting Department: City Manager Office
Staff Recommendations:

Contact Person: Margaret Lieu - Chair
District: Citywide

Consent: No Regular: No Public Hearing: No Report/Discussion: No

Agenda Wording:

Discussion pertaining to a sports-themed gallery display.

Motion:

None, discussion only.

Background:

The City Hall art gallery regularly features rotating artwork by local artists, coordinated through the West Valley Arts Council per a facility use agreement. This item has been placed on the agenda to discuss the upcoming schedule for the gallery and display cases, and subsequent receptions.

Objective Analysis:

The mission of the Surprise Arts & Cultural Advisory Commission is to spur cultural growth through education and advocacy, and to assist the city to create and implement a plan for the placement of public art within the community. This discussion lends itself to the advocacy component of the mission statement. City staff does not anticipate any negative impacts at this time.

Policy Compliant:

Sec. 2-299 (d)(5) of the Surprise Municipal Code directs the Commission to serve as arts advocates through art awareness activities. Participation in this event will allow the Commission to promote current and future arts and cultural efforts throughout the city.

Financial Impact:

There is no financial impact associated with this item.

Budget Impact:

There is no budget impact associated with this item.

FTE Impact:

There is no FTE impact associated with this item.

ATTACHMENTS:



CITY OF SURPRISE Arts and Cultural Advisory Commission Meeting

Council Meeting Date: January 6, 2020
Submitting Department: City Manager Office
Staff Recommendations: None

Contact Person: Margaret Lieu - Chair
District: Internal

Consent: No Regular: No Public Hearing: No Report/Discussion: No

Agenda Wording:

Discussion pertaining to the list of events and duties for the Arts & Cultural Advisory Commission.

Motion:

This item is for discussion only.

Background:

In recent years, the Arts & Cultural Advisory Commission has established various arts and cultural programs in Surprise, including the AZ Humanities Speaker Series, Poetry Slams, Lunchtime Theater, and more. At the beginning of FY19, Chair Lieu requested for the Commission to help her compile a comprehensive list of arts and cultural events and programs, and corresponding procedures vital to their success. At the time, Commissioners volunteered and were assigned responsibilities for specific programs. This item has been placed on the agenda to revisit the list of duties and update information or re-assign Commissioners as necessary.

Objective Analysis:

The mission of the Surprise Arts & Cultural Advisory Commission is to spur cultural growth through education and advocacy, and to assist the city to create and implement a plan for the placement of public art within the community. Discussion of this item will allow the Commission to determine the most efficient manner to allow members to execute the mission. City staff does not anticipate any negative impacts at this time.

Policy Compliant:

Sec. 2-299 (d)(6) of the Surprise Municipal Code directs the Commission to serve as arts advocates through art awareness activities. This item will explore how best to allocate volunteered time and efforts among the Commissioners.

Financial Impact:

There is no financial impact associated with this item.

Budget Impact:

There is no budget impact associated with this item.

FTE Impact:

There is no FTE impact associated with this item.

ATTACHMENTS:

1. List of Events and Duties
-

Tier 1	Event	Steps	Deadlines	Timeframe	Contacts
	Poetry Slam Margaret	- Work with Dustin Gardy and WHAM to coordinate dates. - City produces flyer.	- Dates for events calendar needed by early July. - Dates for flyer needed at least two months prior to first event.	5-6 performances, typically begin in August and take place every other month, third Friday from 6-8 p.m.	WHAM/Connie Whitlock 623-640-5229 connie.whitlock@wham-art.org Dustin Gardy dustingardy@fuller.edu
	City Hall Exhibitions Susan Kathie	- Agreement with WVAC for curation - Work with WVAC to select theme for exhibition	Calls for Art typically distributed 2 months ahead of exhibition opening.	Quarterly in City Hall	Bernadette Carroll, West Valley Arts Council bcarroll@westvalleyarts.org (623) 584-2626
	Fiesta Grande Booth All	- Determine features or interactive display at August meeting. - All available Commissioners man booth day of the event; help guide any interactive displays	Depending on scope of booth activity, planning may take place as early as July.	October 12, 2019 (Fiesta Grande is usually the 2 nd Saturday in October)	Internal

Tier 1	Vermillion Promotions Surprise Arts Festival booth	• Coordinate booth theme/display. • Staff sets up tent and Commission sets up display	• Depending on scope of booth display, planning may begin as early as October	November 29 – December 1, 2019 10:00 a.m. – 5:00 p.m.	Internal
	Surprise Party	• Coordinate booth theme/display. • Staff sets up tent and Commission sets up display	• Depending on scope of booth display, planning may begin as early as November	December 7, 2019 11:00 a.m. – 5:00 p.m.	Internal
	Surprise Fine Art & Wine Festival (Thunderbird Artists) booth Kathie	• Coordinate booth theme/display. • Seek permission to borrow tent. • Tent is loaned by WHAM. • Commissioner picks up and drops off tent to/from WHAM and City Hall. • Staff sets up tent and Commission sets up display.	• Depending on scope of booth display, planning may begin as early as November • Tent availability should be confirmed at least 1 month prior to event • Tent must be dropped off to City Hall the week before the event	January 10-12, 2019 10:00 a.m. – 5:00 p.m.	Marty Wolfe martyfinearts@gmail.com marty.wolfe@wham-art.org

	Friends of the Surprise Library Bookmark Contest All	- Friends of the Surprise Library coordinates all participation. - Participating Commissioners judge bookmark contest.	- Presentation to the Commission takes place in November - Judging takes place in February	Early February. Presentation to winners at City Council meeting in early April.	Friends of the Surprise Libraries Merrill Edelstein, Aly Cline, Manuel DeLeon admin@friendsofthesurpriselibraries.org (602) 652-3000
Tier 2	AZ Humanities Kathie	- Select speakers from AZ Humanities catalogue - Contact speakers to secure dates. - Staff liaison handles payment and setup of event. - Greet speaker the day of the event and introduce speaker to audience.	- Secure speakers and dates by early July. - Pay for speakers as soon as possible (typically July); grants run out in October.	5 speakers throughout the fiscal year, usually starts around November, typically every other month, always Wednesday at 11:00 a.m. in Council Chambers	Catalogue available at http://azhumanities.org/programs/az-speaks-2017-2019/
	Lunchtime/Sunset Theater Susan	- Work with WVAC to determine performances for the fiscal year. - WVAC produced the flyers this year.	- Performers secured by May/June. - Dates for events calendar needed by early July.	Anywhere from 5-8 performances beginning in August or September, frequency depends on availability	Bernadette Carroll, West Valley Arts Council bcarroll@westvalleyarts.org (623) 584-2626

Tier 2	Public Art Bus Tours Susan Kathie Deborah	- Determine dates and times. - If visiting a studio or gallery, coordinate tour with the destination. - Bus is secured and paid by staff liaison.	Dates for events calendar needed by early July.	Increased to 4 bus tours in FY19; take place every few months; Wednesdays or Saturdays; Three hours round-trip; usually start in the morning.	Desert Caballeros Museum (928) 684-2272 Joe Tyler (623) 584-1552 Benevilla (623) 584-4999
	Technology & Art: A Tinker Time for All Ages John	- Coordinate event with library - Coordinate booths for event (3-D printing, virtual reality goggles, etc.) - Invite schools to participate or visit	- Planning may begin taking place as early as May. - Final date needed for events calendar by early July.	During Art Week (2 nd or 3 rd week in October)	Coreen Wagner coreenwagner@mclidaz.org (602) 652-3401

Tier 2	Vision and Sound - Black History Month Susan	• Coordinate participation with Dysart school district teachers. • Coordinate transportation of students to Arts HQ to view Vision and Sound exhibition. • If a fee is required for transportation, staff liaison handles payment.	• Participating teachers/classrooms should be confirmed by December or early January to allow DUSD to obtain permission slips from students • Buses should be obtained no later than early January	Duration of the month of February.	Vision and Sound Board - Susan deJong SandBApple@msn.com (623) 512-0190 Bernadette Carroll, West Valley Arts Council bcarroll@westvalleyarts.org (623) 584-2626 Dysart Unified School District for buses – Olden Young Olden.Young@dysart.org Participating teachers. This year: Margaret Lieu lieu.artist@gmail.com Heather Casey heather.casey@dysart.org Matthew Aragon matthew.aragon@dysart.org Erika Adelman Erika.adelman@dysart.org Brandi Moore Brandi.moore@dysart.org
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Tier 2	Spring Training Art Contest	• Select theme for contest • Share Call to Artists with schools and teachers • Coordinate preparation of mini baseball bats (sand down old paint) • Coordinate drop-off and pick-up of bats to schools • Arrange for judging among Commissioners • Notify teachers of winning designs • Display winning designs in Mayor's atrium • Coordinate prizes for winners	• Theme is usually chosen by September • Staff prepares the Call to Artists; preparation of the document depends on readiness and finalization of dates.	Advertise in the Fall; select winners in February; display winning pieces throughout March	Depends on participants; try to include as many classes as possible
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Tier 2	Veteran's Day Art Display	• Coordinate participation with CRS • Coordinate art pieces for display • Pick up and drop off pieces to artists • Pick up portable walls for display (loaned by WVAC) • Set up display day of event • Man the display day of the event.	• Commission approval of event typically takes place in August • Participation must be confirmed to CRS no later than early September • Artist participation should be confirmed by mid-October	During Veteran's Day Parade (November 12, 2019)	Bernadette Carroll, West Valley Arts Council bcarroll@westvalleyarts.org (623) 584-2626 Connie Whitlock, WHAM 623-640-5229 connie.whitlock@wham-art.org Participating artists
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