



**CITY OF SURPRISE**  
**Arts and Cultural Advisory Commission Meeting**  
**16000 N. Civic Center Plaza**  
**Surprise, AZ 85374**  
Monday, February 4, 2019 @ 6:00 PM  
**COUNCIL CHAMBERS**

- 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 | Consideration and action approving the January 7, 2019 Arts & Cultural Advisory Commission meeting minutes.                                                                        | None | Danielle Osborne<br>City Manager<br>Office |
| 2. | Internal | Discussion pertaining to the Arts and Cultural Advisory Commission booth at the Surprise Fine Art & Wine Festival held at the Surprise Recreation Campus last January 11-13, 2019. | None | Margaret Lieu<br>City Manager<br>Office    |
| 3. | Citywide | Discussion pertaining to the Friends of the Library Bookmark Contest.                                                                                                              | None | Margaret Lieu<br>City Manager<br>Office    |
| 4. | Citywide | Discussion pertaining to the Public Art Master Plan.                                                                                                                               | None | Margaret Lieu<br>City Manager<br>Office    |

- |    |          |                                                                              |                                                     |
|----|----------|------------------------------------------------------------------------------|-----------------------------------------------------|
| 5. | Citywide | Discussion and possible action pertaining to the display plan for City Hall. | None<br><br>Margaret Lieu<br>City Manager<br>Office |
| 6. | Citywide | Discussion and action pertaining to the public art maintenance plan.         | None<br><br>Margaret Lieu<br>City Manager<br>Office |
| 7. | Citywide | Discussion pertaining to the acquisition of art for Fiscal Year 2019.        | None<br><br>Margaret Lieu<br>City Manager<br>Office |
| 8. | Citywide | Discussion pertaining to the City Hall art gallery.                          | None<br><br>Margaret Lieu<br>City Manager<br>Office |
| 9. | Internal | Discussion pertaining to the requested budget for Fiscal Year 2020.          | None<br><br>Margaret Lieu<br>City Manager<br>Office |

G. Other Business and Future Agenda Items

H. Executive Session

For information purposes: Upon a public majority vote of a quorum of the 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. §38-401.03 (A)(2)); or
- discussion or consultation for legal advice with the city's attorneys (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

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SHERRY ANN AGUILAR, CITY CLERK, MMC

POSTED: Posted on Friday, February 1, 2019 @ 7:30 a.m.

**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: February 4, 2019

Contact Person: Danielle Osborne, MGMT  
ANALYST

Submitting Department: City Manager Office

District: Citywide

Staff Recommendations: None

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Consent: No

Regular: No

Public Hearing: No

Report/Discussion: No

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**Agenda Wording:**

Consideration and action approving the January 7, 2019 Arts & Cultural Advisory Commission meeting minutes.

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**Motion:**

I move to approve the minutes for the January 7, 2019 Arts & Cultural Advisory Commission meeting.

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**Background:**

N/A

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**Objective Analysis:**

N/A

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**Policy Compliant:**

N/A

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**Financial Impact:**

N/A

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**Budget Impact:**

N/A

**FTE Impact:**

N/A

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**ATTACHMENTS:**

1. 20190107 SACAC Meeting Minutes-Draft
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CITY OF SURPRISE  
ARTS AND CULTURAL ADVISORY COMMISSION

**Meeting Minutes – Draft**

January 7, 2019 / 6:00 PM

COMMUNITY ROOM  
16000 NORTH CIVIC CENTER PLAZA  
SURPRISE, ARIZONA 85374

**CALL TO ORDER:**

**A. Roll Call**

Chair Margaret Lieu, Vice-Chair John Hastings, Commission members, Susan deJong, Sally Wilson-Johnson, Kathie Morgan, Deborah Welch, Rhiannon Miett.

Staff: Paul Bernardo, Director, Danielle Osborne, Management Analyst, Robert Wingo, City Attorney, and Thomas Allen, Sr. Assistant City Attorney

**B. Pledge of Allegiance**

**C. Current Events Reports**

Chair Lieu wished a happy New Year to everyone, welcome to 2019! She went to San Diego for Christmas where she visited an outdoor mixed-use space called UTC, which mixes art and landscaping. She also went to Santa Monica and viewed another mixed-use outdoor space. Additionally, she went to Balboa Park, then took a trip to Tombstone. She also took a trip to Bisbee for the first time, and noted that they preserve the history but modernize it at the same time. Finally, she saw the San Xavier mission, which contained beautiful artwork.

Ms. Morgan attended the George Bush Portraits of Courage, this was her first time at the American Heritage Museum.

Ms. Wilson-Johnson was in Houston, Baton Rouge, and New Orleans. During her trip, she attended a performance of The Nutcracker.

Vice-Chair Hastings went to the Adaptive Christmas Party, where there was a performance by the PEC Choir. He worked on the art survey, which will be distributed to all commissioners for revisions. He met with John Williams, whose new role surrounds community outreach. Finally, he went to the last City Council meeting where the Councilmember for District 5 was appointed.

Ms. Welch hosted the AZ Humanities lecture for the first time, speaker Kevin Schindler did a great job; she had the chance to go to lunch with him after, and discovered that he is working on some great projects. She would highly recommend bringing him back – the event was very well-attended, especially for being around the holiday season. Finally, she and two other commissioners had meetings with Councilmembers about CIP projects.

Ms. Meitt visited Murphys, CA and got to see lots of art, as well as Sacramento, CA. There were lots of murals all around. She also went to Theater Works where she saw their puppet show for the first time.

Ms. deJong went to the Lunchtime Theater ProMusica holiday show. She also went to the opening show for the Phoenix art group at WHAM. Additionally, she took part in the CIP meetings for public art with Mayor & Council. She attended the AZ Humanities series, and went to lunch with Kevin Schindler afterwards. In addition, she attended Martin Luther King Day event meetings, and went to the latest Poetry Slam. Finally, she noted that the West Valley Symphony gave the Commission a whole page in their latest pamphlet.

Chair Lieu thanked Vice-Chair Hastings for standing in at the last minute to host the Poetry Slam. The next one is in February.

#### D. **Staff Reports**

Ms. Osborne reported on the following items:

- **Artisan Treasures Holiday Affair (Craft Fair) – Hosted by Wood and Me**

- February 16<sup>th</sup> – Mark Coronado Park, 9am – 3pm
- About the event: **155+** vendors selling Holiday Decor, Home Decor, Clothing, Jewelry, Yummy Eats, Vintage, Farmhouse and so much more.

#### **CALL TO THE PUBLIC:**

Andy Cepon – attended the Humanities series, great event, wish we could expand the crowd, lecturers are always very engaged with the crowd during and afterwards. Did some travelling over the holidays, noticed the prevalence of arts throughout the communities, Bisbee in particular. Attended the Poetry Slam, attendance should be expanded as well. I'm not a poet or an artist but I enjoy the human interaction involved.

#### **REGULAR AGENDA ITEMS – NON PUBLIC HEARING**

##### **Item 1 – Consideration and action approving the December 3, 2018 Arts and Cultural Advisory Commission Meeting minutes.**

Vice-Chair Hastings moved to approve the minutes of the December 3, 2018 Arts and Cultural Advisory Commission meeting. Ms. deJong 2<sup>nd</sup>. 7 Yes votes. Motion carries.

##### **Item 2 – Presentation by Dysart Unified School District Superintendent Dr. Quinn Kellis.**

Chair Lieu introduced Dr. Kellis, Superintendent of Dysart School District. She noted that Dr. Kellis is a huge supporter of the arts and really wants to highlight that in the schools.

Dr. Kellis: It's great to have so many people that are of the same mindset. Art has been put to the curb, and we in Dysart are out to change that. We have to fulfill the mission of allowing and providing an opportunity for students to learn. At the same time, there are many students who are not as motivated to come to school with the excitement to learn, but rather for the extra-curricular activities, such as sports or art. We want to be sure that in addition to providing educational opportunities, we give them the chance to enjoy after-

school programs.

Recently, there were issues with DUSD and all school districts regarding budget where certain activities were cut; as a result, arts were put on the backburner. As of late, I am trying to re-incorporate sports into the curriculum. Next up is arts, specifically band. We are bringing back the arts festival. It may become so big that we might have to shut down Parkview. Will be the next biggest event in the district, and it's all about the arts.

Every school will be asked to identify their own signature program. We will also be going out for a bond in November to create support extra-curricular programming for the schools. I hope that we as a district can prove that the arts are not dead in Surprise. We want to be one of the institutions that brings it back to life and lets it flourish. We plan to keep this commission involved since we are working with the same community.

Chair Lieu would definitely like to see how the commission can help in any partnership. For example the art festival: Peoria does this every year, great to see it coming to Surprise. We can be a great resource and help you out. We have two major art organizations in Surprise – WHAM run by Connie Whitlock, and West Valley Arts Council which is very active in the community.

Dr. Kellis agreed and added that he would like to initiate “Art Masterpiece” in the district, where volunteer art docents come into all 4<sup>th</sup> grade classrooms once a month and teach kids about all the elements of particular artists and art pieces for half an hour. He would also like to get kids out to art museums and give them art experiences.

Ms. Meitt expressed her appreciation for Dr. Kellis’ energy and shared her excitement to hear of these opportunities.

Dr. Kellis added that the district will be hiring a Theater Manager who will take a personal responsibility for all school auditoriums and their equipment. He wants all kids to have a great art experience throughout the district.

Ms. deJong added that this Commission is paying for buses to transport students to museums to view art pieces as part of Black History Month.

Dr. Kellis stated that if the Commission ever needs buses for events, we will make them available.

Chair Lieu inquired about the use of facilities, to which Dr. Kellis replied that the auditoriums were initially designed as community gathering spaces, and he wants to repurpose them as professional performance venues; the community will have access to them as well.

Ms. deJong inquired about utilizing the smaller theater, to which Dr. Kellis replied that whatever facilities the district has, he is happy to share amongst the community.

### **Item 3 – Presentation to the Arts & Cultural Advisory Commission by the City Attorney’s Office.**

City Attorney Robert Wingo introduced himself. Historically, the City Attorney’s Office has given one large presentation to all Boards and Commissions, but this has proven to be difficult logistically.

Thomas Allen presented the PowerPoint, which served as a brief refresher course for some, and new for others. Topics covered included Open Meeting Law, Conflict of Interest, Acceptance of gifts, and Robert's Rules of Order.

**Item 4 – Consideration and possible action pertaining to maintenance of public art pieces pursuant to the public art maintenance plan.**

Chair Lieu opened the item, but wanted specifically to discuss the “Give Your Community a Hand” mural.

Connie Whitlock of WHAM was present to address any questions. She started by reviewing “Life in AZ” at Benevilla, which is missing 3-4 pieces of glass, and quoted \$281 for the repair.

“Reflections of Surprise” – Ms. Whitlock noted that she was involved in the original mural, but was not the main artist. Ms. Osborne replied that we have a quote by the principle artist for the restoration of the mural, but will need help cleaning and re-grouting prior to restoration. Ms. Whitlock said that she will look into cleaning and re-grouting the mural.

Give Your Community a Hand – Ms. Whitlock noted that it is very damaged. The backer board is badly damaged – the screws put into backerboard are rusting due to the water damage. Her recommendation is to take it down and remove it. Currently, she is seeking a quote to take it down completely – removal of the tile won't be as difficult, but the border surrounding the mural is placed directly on the wall and may cause significant damage.

Ms. deJong asked how much of the mural will remain intact once it comes down, to which Ms. Whitlock replied that maybe half should be re-useable.

Chair Lieu inquired as to whose responsibility it would be to fix the wall it is sitting on currently. Ms. Osborne replied that since the Commission is choosing to remove and re-locate the piece, the cost of fixing the wall should be inclusive. Chair Lieu felt that since the piece was installed by CRS knowing the potential damage it could incur, the costs should come out of the CRS budget. Ms. Meitt felt that this would not be possible due to how tight the budget is in any recreation department. Mr. Hastings asked deliberated the best way to approach CRS about the cost. Ms. Osborne asked whether the Commission would be willing to split the cost of the wall repair with another department, if it came to that. Chair Lieu felt that this was not a desirable outcome, but it could be an option. Ms. Meitt asked if there was a way to determine the responsibility of pieces prior to installation. Ms. Whitlock suggested adding a clause in any contract that notes the timeframe for which an artist or the city is responsible for new art pieces.

Chair Lieu asked staff whether they could re-visit the conversation about responsibility for the piece. Mr. Bernardo said that having an estimate for the repair would be a helpful point to start off with. Ms. Whitlock concluded by adding that she will seek a detailed quote from her vendor about the full scope of removal, rehab, and re-installation of the piece.

**Item 5 – Discussion and action regarding a booth at the Surprise Fine Art & Wine Festival at the Surprise Recreation Campus from January 11-13, 2019**

Ms. Osborne passed around a sign-up sheet for the Commissioners so that they could volunteer for specific time slots. She added that for this item, the Commission will need to take action. WHAM no longer loans out their tents because they were getting them back with pieces missing or broken. If the Commission would like to rent the tent, it would be \$50 for the weekend.

Ms. deJong replied that as long as the tent was zippered, it was well worth the cost. Ms. Osborne asked whether the Commission needed any additional materials for their booth other than their existing chalkboard tablecloth. Ms. deJong asked that staff print event flyers and place it in the art commission bin.

Ms. deJong moved to rent a tent at a cost not-to-exceed \$50. Mr. Hastings 2<sup>nd</sup>. 7 Yes votes. Motion carries.

**Item 6 – Discussion and possible action pertaining to art projects within the City Hall display plan.**

Mr. Bernardo opened the item by saying that it is primarily a discussion as to a preference for the bench “water feature” and whether any of the examples provided at the last meeting were desirable or worth pursuing.

Chair Lieu would like to seek an estimate for blue lights with a heavy duty acrylic piece over the top, potentially with contact paper underneath to mimic water or stone, similar to what can be seen in the hallway on the TV show Shark Tank. The Commission agreed. Staff replied that they will look into it.

Mr. Bernardo brought up the table and chairs project in the Mayor’s Atrium – the foldable tables have since been replaced with nicer tables. He also spoke with City Clerk Sherry Aguilar, and given the priority projects she has for her department, and the fact that the Council saw the replacement tables and chairs and signed off on them, she does not have the budget to support a change in furniture.

Chair Lieu agreed, saying that given what the Commission has planned and given that Council seems to approve of it, she didn’t feel that this is a project to take on right now.

**Item 7 – Update and discussion pertaining to the requested Surprise Arts and Cultural Advisory Commission budget for Fiscal Year 2020.**

Ms. Osborne noted that the figures listed within the agenda are what have been requested, as well as the two packages for staffing and grant funds to administer to outside agencies. Ms. Meitt asked when the Commission would know if their requests had been approved. Mr. Bernardo replied that the budget goes through a vetting process over the course of a few months with department heads, staff, and the Council. Ms. Osborne added that she can continue to update the Commission as to whether their requests have continued to the next step or have been denied.

**Item 8 – Discussion and possible action pertaining to the Friends of the Library Bookmark Contest.**

Ms. Osborne reviewed the requests of the Friends of the Library (FOTL), specifically the timeline and schedule for the contest:

FOTL would like to use one of the display cases in the atrium for the month of March. They would set up the bookmarks in the display case on March 4<sup>th</sup>, and would love the help of the Commission in curating the display. This will take place beginning at 5:00 p.m. On March 5<sup>th</sup>, Aly Cline will present the winners of the contest at the City Council meeting. At the end of March (date TBD), FOTL will have a closing reception for the participants and winners, possibly with light drinks and refreshments, and give the winners the opportunity to speak about their pieces. This would take place from 5:00 p.m. to 7:00 p.m.

At this time, Ms. Osborne would like the blessing of the Commission for FOTL to use the display case for the month of March, and will send off a full timeline of the contest in the event that the Commission can volunteer their time. Ms. deJong noted that there will be a new exhibition in place in the gallery in March, and that includes the display cases. Ms. Osborne asked whether both cases will be used, to which Ms. deJong replied that only one would. Ms. Wilson-Johnson would like the full Commission to have a copy of the schedule of the exhibitions/gallery so as not to double-book in the future. Ms. deJong will send to Ms. Osborne to distribute to the full Commission. The Commission agreed that FOTL could utilize a display case, and looked forward to a full timeline of dates.

#### **Other Business and Future Agenda Items:**

Master Plan  
Possible art purchase for this year  
Maintenance Plan  
Bookmarks  
Thunderbird debrief  
Budget update  
Display (bench and wall)  
City Hall gallery

**ADJOURNMENT** – Motion to adjourn 8:09 p.m. – Ms. Wilson-Johnson, 2<sup>nd</sup> by Ms. Welch. 7 Yes votes. Motion carried.

#### **ATTEST:**

\_\_\_\_\_  
Paul Bernardo, Government &  
Community Partnerships Director.

#### **CERTIFICATION:**

I, Danielle Osborne, Management Analyst for the City of Surprise Government & Community Partnerships Department, Maricopa County, Arizona, do hereby verify that these are the true and correct minutes of the Arts and Cultural Advisory Board meeting held on January 7, 2019.

\_\_\_\_\_  
Danielle Osborne, Management Analyst



**CITY OF SURPRISE**  
**Arts and Cultural Advisory Commission Meeting**

Council Meeting Date: February 4, 2019  
Submitting Department: City Manager Office  
Staff Recommendations: None

Contact Person: Margaret Lieu  
District: Internal

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

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**Agenda Wording:**

Discussion pertaining to the Arts and Cultural Advisory Commission booth at the Surprise Fine Art & Wine Festival held at the Surprise Recreation Campus last January 11-13, 2019.

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**Motion:**

None, discussion only.

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**Background:**

The Thunderbird Artists Surprise Fine Art and Wine Festival took place at Mark Coronado Park on January 11th, 12th, and 13th. The Surprise Arts and Cultural Advisory Commission hosted a booth to promote art initiatives. This item has been placed on the agenda to debrief the event and to plan and make suggestions for next year.

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**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. Hosting this booth has lent itself to the educational and advocacy component of the mission statement. City staff does not anticipate any negative impacts at this time.

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**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 has allowed the Commission to promote current and future arts and cultural efforts throughout the city.

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**Financial Impact:**

No further financial impact; this event has already taken place.

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**Budget Impact:**

None.

**FTE Impact:**

N/A

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**ATTACHMENTS:**

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**CITY OF SURPRISE**  
**Arts and Cultural Advisory Commission Meeting**

Council Meeting Date: February 4, 2019  
Submitting Department: City Manager Office  
Staff Recommendations: None

Contact Person: Margaret Lieu  
District: Citywide

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

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**Agenda Wording:**

Discussion pertaining to the Friends of the Library Bookmark Contest.

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**Motion:**

None, discussion only.

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**Background:**

The Friends of the Surprise Library has once again invited the Arts & Cultural Advisory Commission to participate as judges in the annual bookmark contest. The event will take place Tuesday, February 5, 2019 from 5:30 p.m. - 7:30 p.m. This item has been placed on the agenda to discuss logistics of the contest and possible areas of participation for the commission.

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**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 will lend itself to the advocacy component of the mission statement. City staff does not anticipate any negative impacts at this time.

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**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 arts and cultural efforts throughout the City.

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**Financial Impact:**

There is no financial impact associated with this item.

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**Budget Impact:**

There is no budget impact associated with this item.

**FTE Impact:**

N/A

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**ATTACHMENTS:**

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## CITY OF SURPRISE Arts and Cultural Advisory Commission Meeting

Council Meeting Date: February 4, 2019  
Submitting Department: City Manager Office  
Staff Recommendations: None

Contact Person: Margaret Lieu  
District: Citywide

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

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**Agenda Wording:**

Discussion pertaining to the Public Art Master Plan.

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**Motion:**

None, discussion only.

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**Background:**

In February of 2017, the Arts and Cultural Advisory Commission and the Community Development Department hired a consultant to develop an Arts and Culture Master Plan. This team conducted stakeholder meetings, participated in public outreach events, and conducted multiple surveys that evaluated the current conditions and identified the needs of the City. In June of 2018, the Surprise City Council adopted the final version of the Surprise Arts and Culture Master Plan. This plan includes strategies intended to bolster the community's sense of place by expanding public art and promoting more cultural experiences. This item has been placed on the agenda to discuss the short-term (1-2 year) goals listed within the Master Plan, specifically:

3. Develop an inter-departmental process for collaboration.
  4. Evaluate and adopt proposed Guidelines for Tiers of Funded Projects.
  5. Develop a list of qualified artists.
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**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 will address goals and strategies as listed within the Public Art Master Plan, which is closely related to the overall mission of the Commission. City staff does not anticipate any negative impacts at this time.

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**Policy Compliant:**

Sec. 2-299 (d)(1) directs the Commission to develop and present to city council an art master plan that will identify suitable art projects for city building or property, including location, and size. This item has been placed on the agenda to address the recently-adopted master plan.

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**Financial Impact:**

There is no financial impact associated with this item.

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**Budget Impact:**

There is no budget impact associated with this item.

**FTE Impact:**

N/A

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**ATTACHMENTS:**

1. Short Term (1-2 year) goals p.60-61
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## SHORT-TERM GOALS AND STRATEGIES (1-2 YEARS)

### **STAFFING:**

1. Create a part-time staff position entitled Public Art & Culture Manager. In order to maximize the effectiveness of the Public Arts Program, it is necessary to dedicate staffing resources to the Program. This staff position title is broad in nature and allows for expansion of responsibility and funded through a general fund allocation.

The staff person will:

- Manage the public art program
- Act as a point of contact when partnering with the arts community
- Work closely departments that host or program activities that have an art component
- Serve as a liaison between the Arts and Cultural Advisory Commission, and elected officials

Opportunities should be explored to collaborate with neighboring communities or other organizations in order create staffing efficiencies while the Percent for Arts Ordinance is in its initial collection phases.

### **FUNDING:**

1. Staff and elected officials should study the proposed additional options for funding and incentives on page 43. This funding could allow for additional smaller projects or help fund the Public Art & Culture Manager staff position

### **PROCESS/POLICY:**

1. Develop an internal initial priority blueprint for future public art installations. This initial blueprint would prioritize locations for future public art and should be based on community input, availability of space, future development, as well as the recommendations and guidelines contained in this plan. Additionally, this blueprint should be updated and revised regularly following its initial creation and adoption. Until this list is complete and adopted by the Arts and Cultural Advisory Commission and City Council, no additional art should be placed aside from in process project or Percent for Arts Ordinance Projects with a nexus requirement.

2. Complete and maintain inventory of all public art pieces in the Surprise Public Art Collection.

Details must include:

- a. Type of public art
- b. Specific location
- c. Materials used
- d. Artist
- e. Current and projected maintenance needs

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- f. Determination of whether or not the piece is on loan or is part of the permanent collection
  - g. If on loan, how long the piece has been on display
  - h. If on loan, from whom

3. Develop an inter-departmental process for collaboration. Within each city department, develop an internal process for coordination between departments. Departments include: Community Development, Public Works, Community and Recreation Services, Sports and Tourism, Economic Development, and any additional city departments that manage projects or pieces funded by Public Arts Program funds. This must also address the process of requesting funds for public art in each department's projects.

4. Evaluate and adopt proposed Guidelines for Tiers of Funded Projects. These guidelines could be integrated into other policy documents.

5. Develop a list of qualified artists. This list should include artists that are well-oriented to the Surprise Public Arts Program that can be provided to developers, individuals, and businesses in the event they are interested in procuring or commissioning a piece of public art.

6. Study the options for the proposed Public Art Incentive Program for private development detailed on page 43. Select and implement one of the proposed options.

7. Study the options for the proposed Neighborhood Wall and Monument Signage recommendations for private development on page 31. Select and implement one of the proposed options.

8. Review, assess, and reestablish goals and priorities annually.

#### **ARTIST SUPPORT:**

- 1. Prioritize easily implementable projects and programming such as temporary art, pop-up art, and murals.
- 2. Establish an annual tradition of continuing Art Week to bring exposure to and celebrate all forms of art in Surprise and create a new community, collaborative art piece each year.



## CITY OF SURPRISE Arts and Cultural Advisory Commission Meeting

Council Meeting Date: February 4, 2019  
Submitting Department: City Manager Office  
Staff Recommendations: None

Contact Person: Margaret Lieu  
District: Citywide

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

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**Agenda Wording:**

Discussion and possible action pertaining to the display plan for City Hall.

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**Motion:**

Depends on Commission discussion.

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**Background:**

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

1. Development Center Seating Area
  2. Surprise History Wall in the Mayor's Atrium
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**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. Action on this item would lend itself to implementation of public art. City staff does not anticipate any negative impacts at this time.

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**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.

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**Financial Impact:**

If the Commission chooses to take action, the City may incur costs in order to procure materials for the recommended projects up to an amount not to exceed \$20,000.00.

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**Budget Impact:**

Currently, \$20,000.00 remains budgeted towards art acquisition and support of the strategic plan.

**FTE Impact:**

N/A

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**ATTACHMENTS:**

1. 10585-Acrylic Water Print for Bench
  2. Option 1 Rocks & Water\_Bench
  3. Option 2 Water\_Bench
-



## ABD Signs & Printing

8945 W. Larkspur Drive  
Suite 103  
Peoria, AZ 85381  
Ph: (623) 205-6996  
FAX: (623) 594-7177  
Email: orders@ABDSignsandPrinting.com  
Web: http://www.ABDSignsandPrinting.com

# Estimate #: 10585

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|                      |                                |                      |                                                  |
|----------------------|--------------------------------|----------------------|--------------------------------------------------|
| <b>Created Date:</b> | 1/24/2019 2:32:00PM            | <b>Prepared For:</b> | City of Surprise, AZ                             |
| <b>Salesperson:</b>  | House Account                  | <b>Contact:</b>      | Muriel Sawicki                                   |
| <b>Email:</b>        | orders@abdsignsandprinting.com | <b>Office Phone:</b> | (623) 222-1430                                   |
| <b>Office Phone:</b> | (623) 205-6996                 | <b>Email:</b>        | Muriel.Sawicki@surpriseaz.gov                    |
| <b>Entered by:</b>   | John Brooks                    | <b>Address:</b>      | 16000 N Civic Center Plaza<br>Surprise, AZ 85374 |

### Description: Acrylic Water Print for Bench

We appreciate the opportunity to provide this estimate. Please Note: Pricing provided is subject to inventory & pricing at the time of acceptance. Final costs will be determined after review of final copy, art and author's corrections. Any applicable taxes are additional. \*The above prices are Cash Prices (Cash, ACH or Check). Non cash price may be subject to a 3% fee.

Payment Policy: All Estimated Design Fees MUST be PAID UP FRONT. Design Fees are billed hourly at \$85/hr. All Print Jobs must be PAID IN FULL prior to heading to print.

|          |                                                                                                                                                                                                                                                                                                                           | Quantity | Price    | Unit Price | Subtotal |
|----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|------------|----------|
| <b>1</b> | <b>Product:</b> Wide Format Prints<br><b>Description:</b> Translucent Vinyl Mounted to Face of Clear Acrylic<br>• 1- 47.5 in (W) x 95.625 in (H) Single Sided Print(s) made from 3M-3630-20 Illuminated Cast Vinyl<br>• Mounted on: Acrylite-1/4" (.236) Clear 48 x 96<br>• Laminated with 3M 8508 Gloss Laminate on face | 1        | \$623.25 | \$623.25   | \$623.25 |
| <b>2</b> | <b>Product:</b> Misc<br><b>Description:</b> 95.625"x47.5"x1" - Wooden Frame - Labor and Parts<br>• 1 Ea., 95.625"x47.5"x1" - Wooden Frame                                                                                                                                                                                 | 1        | \$90.96  | \$90.96    | \$90.96  |
| <b>3</b> | <b>Product:</b> Graphic Installation<br><b>Description:</b> Installations - Building and Mounting Frame to inside of bench for acrylic to sit on top off. Acrylic will be adhered with VHB tape to hold in place.<br>• 1 hr of Install Time.<br>• Using a Crew of 2 Personnel.<br>• 1 hr of Travel Time.                  | 1        | \$340.01 | \$340.01   | \$340.01 |

|                        |            |
|------------------------|------------|
| <b>Estimate Total:</b> | \$1,054.22 |
| <b>Subtotal:</b>       | \$1,054.22 |
| <b>Taxes:</b>          | \$57.85    |
| <b>Total:</b>          | \$1,112.07 |

**Payment Terms:** Please Pay Upon Receipt. Unless otherwise stated or agreed upon IN WRITING, ALL orders must be PAID IN FULL PRIOR TO SERVICES RENDERED. Your order WILL NOT be processed until notification of payment is received. To ensure prompt delivery of services, please pay now using our online payment link or contact your Customer Service Representative to make other arrangements.  
\*\*Any invoice 30 days past the stated due date will be charged a 10% late fee. If the invoice continues unpaid, an additional 10% will be added on the last business day of each month.  
Please note: There will be a \$45 fee for any returned checks, including e-checks.

### Client Reply Request

☐ Estimate Accepted "As Is". Please proceed with Order.

☐ Other: \_\_\_\_\_

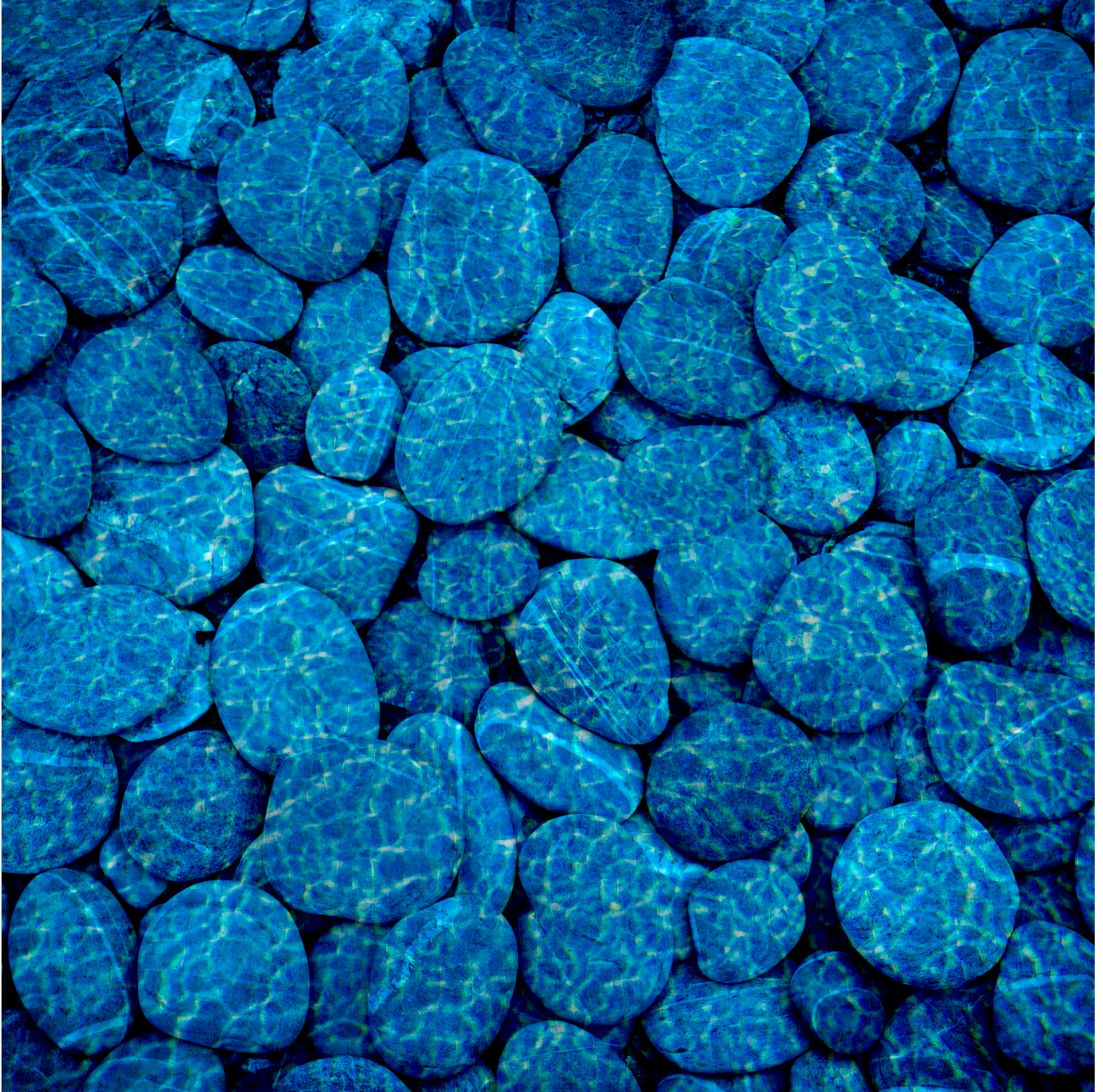
☐ Changes required, please contact me.

SIGN: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Print Date: 1/24/2019 2:36:24PM

Your Vision is Our Passion!

# OPTION 1: Rocks and water



OPTION 2: **Water**





## CITY OF SURPRISE

### Arts and Cultural Advisory Commission Meeting

Council Meeting Date: February 4, 2019  
Submitting Department: City Manager Office  
Staff Recommendations: None

Contact Person: Margaret Lieu  
District: Citywide

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

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**Agenda Wording:**

Discussion and action pertaining to the public art maintenance plan.

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**Motion:**

Depends on Commission discussion.

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**Background:**

The Arts & Cultural Advisory Commission deemed maintenance of existing public art installations to be a priority for FY2019. A budget has been allocated for these repairs, and assessments of art have been conducted by members of the Commission, City staff, and original artists. This item has been placed on the agenda for discussion of the following:

1. Reflections of Surprise
  2. Give Your Community a Hand
  3. Life in Arizona
- 

**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 and repairs would lend itself to the public art implementation component of the mission statement. City staff does not anticipate any negative impacts at this time.

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**Policy Compliant:**

Sec. 2-299 (d)(5) 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.

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**Financial Impact:**

If the Commission chooses to take action, the City will incur costs in order to make repairs to selected works of art, up to an amount not to exceed \$9,000.00.

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**Budget Impact:**

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Currently, \$9,000.00 remains budgeted towards the maintenance of public art.

**FTE Impact:**

N/A

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**ATTACHMENTS:**

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## CITY OF SURPRISE

### Arts and Cultural Advisory Commission Meeting

Council Meeting Date: February 4, 2019  
Submitting Department: City Manager Office  
Staff Recommendations: None

Contact Person: Margaret Lieu  
District: Citywide

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

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#### **Agenda Wording:**

Discussion pertaining to the acquisition of art for Fiscal Year 2019.

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#### **Motion:**

None, discussion only.

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#### **Background:**

Each year, the Surprise Arts & Cultural Advisory Commission recommends a budget to the City Council which helps support the mission to identify suitable art projects for city buildings or property. This year, the Commission dedicated a portion of their budget towards the acquisition of art. This item has been placed on the agenda to discuss the possibility of procuring art for Fiscal Year 2019.

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#### **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.

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#### **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 item will address the placement of public art using the guidelines of the master plan.

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#### **Financial Impact:**

None at this time, however future action may lead to financial impact.

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#### **Budget Impact:**

Currently, \$20,000 remains budgeted towards the Acquisition of Art.

#### **FTE Impact:**

N/A

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#### **ATTACHMENTS:**

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**CITY OF SURPRISE**  
**Arts and Cultural Advisory Commission Meeting**

Council Meeting Date: February 4, 2019  
Submitting Department: City Manager Office  
Staff Recommendations: None

Contact Person: Margaret Lieu  
District: Citywide

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

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**Agenda Wording:**

Discussion pertaining to the City Hall art gallery.

**Motion:**

None, discussion only.

**Background:**

The City Hall art gallery regularly features rotating artwork submitted by local artists. This item has been placed on the agenda to discuss the upcoming schedule and coordinate logistics.

**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 lends itself to the educational and 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. The City Hall Art Gallery allows the Commission to promote art through an art gallery which rotates themes on a quarterly basis.

**Financial Impact:**

The West Valley Arts Council is contracted and paid \$3,500 on an annual basis to curate and hang art for the gallery.

**Budget Impact:**

A budget amount of \$3,500 has been set aside to pay for curation of the City Hall art gallery.

**FTE Impact:**

N/A

**ATTACHMENTS:**

1. Surprise City Hall Exhibits 2018-2020
-

## Surprise City Hall Exhibits

- Summer 2018
  - April 30 - August 23, 2018 (John Burrridge)
- Fall 2018
  - August 27 - November 1, 2018 (Photography- Call to Artists)
- Winter 2018-2019
  - November 5 - January 24, 2019 (Charter School)
- Spring 2019
  - January 28 - April 25, 2019 ( John Burrridge)
- Summer 2019
  - April 29 - August 22, 2019 (WHAM)
- Fall 2019
  - August 26 - October 31 ,2019 (Betty Hahn, Anna Marie Peterson Plus- Fabric Art)
- Winter 2019-2020
  - November 4, 2019 - January 23, 2020 (Charter Schools)
- Spring 2020
  - January 27 – April 23, 2020 (John Burrridge)
- Summer 2020
  - April 27 – August 20, 2020 ( Betty S, Betty M, Judith V)



**CITY OF SURPRISE**  
**Arts and Cultural Advisory Commission Meeting**

Council Meeting Date: February 4, 2019  
Submitting Department: City Manager Office  
Staff Recommendations: None

Contact Person: Margaret Lieu  
District: Internal

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

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**Agenda Wording:**

Discussion pertaining to the requested budget for Fiscal Year 2020.

**Motion:**

None, discussion only.

**Background:**

The city's annual budget planning process is underway, and final requests for Fiscal Year 2020 have been entered by staff.

The recommended Commission budget request for Fiscal Year 2020 is as follows:

|          |                                                                 |
|----------|-----------------------------------------------------------------|
| \$20,000 | Support of the Strategic Plan with added emphasis on Public Art |
| \$1,200  | Special Event Hosting                                           |
| \$3,500  | WVAC - Art Curation                                             |
| \$13,500 | Contracted Work/Maintenance Work                                |
| \$2,500  | Public Art Bus Tours                                            |
| \$10,000 | Marketing, flyers, signage for arts commission                  |

Staff has also submit two budget packages for consideration. 1) One part-time coordinator position 2) \$50,000 to support community art-related grant requests.

**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. The budget provided to the Commission will suffice to address all aspects of the mission statement. City staff does not anticipate any negative impacts at this time.

**Policy Compliant:**

Sec. 2-299 (d) of the Surprise Municipal Code provides the Commission with directives which

encompass artistic and cultural enhancement in the city. Approval of the recommended budget will help support these directives.

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**Financial Impact:**

This item has no financial impact on the current fiscal year, but has been placed on the agenda to recommend a budget for the upcoming fiscal year. This recommendation reflects an increase of \$50,000 over the current base budget, as well as the addition of a part-time coordinator position.

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**Budget Impact:**

This item has no budget impact on the current fiscal year, but has been placed on the agenda to review the recommended budget for the upcoming fiscal year.

**FTE Impact:**

If approved by Council, this recommendation would add one part-time position.

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**ATTACHMENTS:**

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