



CITY OF SURPRISE
Arts and Cultural Advisory Commission Meeting
16000 N. Civic Center Plaza
Surprise, AZ 85374
Monday, December 2, 2019 @ 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 4, 2019 Arts & Cultural Advisory Commission meeting minutes. | Danielle Osborne
City Manager
Office |
| 2. | Internal | Discussion and action pertaining to the Fiscal Year 2021 recommended budget. | Danielle Osborne
City Manager
Office |
| 3. | Citywide | Discussion pertaining to public art murals. | None |
| | | | Margaret Lieu -
Chair
City Manager
Office |
| 4. | Citywide | Discussion and possible action pertaining to the use of the Mobile Museum at upcoming special events in Surprise. | Margaret Lieu -
Chair
City Manager
Office |
| 5. | Citywide | Presentation and discussion pertaining to an update on the Women's Heritage Trail event. | None |
| | | | City Manager
Office |

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|----|----------|---|--|
| 6. | Citywide | Discussion and action pertaining to the purchase of materials for future gallery receptions. | Margaret Lieu -
Chair
City Manager
Office |
| 7. | 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

SHERRY ANN AGUILAR, CITY CLERK, MMC

POSTED: November 22, 2019 at 3:00 PM

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: December 2, 2019

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 the approval of the November 4, 2019 Arts & Cultural Advisory Commission meeting minutes.

Motion:

I move to approve the minutes of the November 4, 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. 20191104 SACAC Meeting Minutes - Draft
-

CITY OF SURPRISE
ARTS AND CULTURAL ADVISORY COMMISSION

Meeting Minutes – Draft

November 4, 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 Deborah Welch, Commission members, Susan deJong, Kathie Morgan, Jack Hastings, Crystal Miller.

Absent: Commission member, Rhiannon Miett.

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

B. Pledge of Allegiance

C. Current Events Reports

Chair Lieu went to the Parks & Recreation commission meeting and did a call to the public as a private resident to talk about her experience at Fiesta Grande. She felt that there were some great parts, but the mariachis were loud and took away from some parts of the event. Portions of the festival stayed activated throughout the night, but the whole row with vendors was dead after the mariachis left. She suggested that Parks & Rec come to the Arts & Cultural Advisory commission for ideas on how to add more culture and art to the festival. WHAM on wheels was there and was active all night. There were some great components, but the event could benefit from some changes. Chair Lieu also reported that she personally created an arts in Surprise Facebook page in an attempt to bring all arts organizations together on one page. She stated that she is not benefitting from this page in anyway, but is simply trying to find another way to get all of the arts out there for Surprise. She told the commissioners that if they know of anyone that is interested in art events and information, they should be directed to this page. She also shared that the Bowls of Hope event by WHAM would be taking place on November 30th. Proceeds from purchases go towards the West Valley Food Bank. The event takes place from 8am to 3pm. Not only do they help the food bank, but some of it goes to St. Mary's and helps One Step Beyond. All of the materials and labor are donated, and WHAM gains nothing from the event.

Ms. deJong attended the Lunchtime Theater, where a group called WE3 performed classic jazz vocals, and it was absolutely fabulous. She hopes to have them again next year. She shared images of a mural project that is not quite completed, and is taking a long time but is well worth it. The Rotary Club collaborated with Eve's Place and started doing this project about 2 months ago, eventually joining with the Human Service Department during their Day of Service. Chair Lieu led the project, which included participation from seven Rotary people

and members of the City Council, who helped paint the mural. The mural is 45 feet long and is located in “the cage” room. She is hoping it will be done in another week or so.

Ms. Morgan had a meeting with Ms. deJong about the city hall exhibitions. She also attended Fiesta Grande, and had some concerns about whether the commission’s participation is even needed at this point, and felt it warranted a conversation. She shared that the first piece of publicity regarding the AZ Humanities Speaker Series went out today, resulting in a phone call from a father whose two children are homeschooled and was inquiring about whether students were invited to the speaker series. Ms. Morgan found it interesting because the event has always been thought of as geared toward an adult audience. She told him that it was open to anyone, and would love his feedback should he choose to attend. She also shared the first piece of publicity from Thunderbird Artists, which included art from the showcase artist on the front of the flyer.

Ms. Miller went to Fiesta Grande as well, and had suggestions for the booth to make it more interactive. She would like to figure out where the commission actually fits into that festival. She also went to the arts & craft festival at Litchfield Park yesterday, where she ran into an artist who was particularly interesting. He does sculptures out of metal, and she is planning to send the RFP to him. He did one piece in particular for a motorcycle company that she thought was noteworthy.

Vice-Chair Welch didn’t make it to Fiesta Grande due to work. She shared that she and her husband visited Indiana a week ago, and got to see some older communities, including one that had a mural which depicted the history of the community in a mural format. She was able to speak with the artist while she was there. She asked that the commission think about this and incorporating the heritage part of Surprise into future murals.

Mr. Hastings went to Fiesta Grande, and said that it was a great experience despite the music being a little loud. He also went to the Day of Service event and helped with Valley Vista’s project. He also attended the Council meeting and the Dysart job fair.

Chair Lieu went to the Sci-Tech festival. While she was there, she thought about Tinker Time and possibly partnering with that event instead of creating a whole separate event.

D. Staff Reports

Ms. Osborne updated the Commission on progress with the History Wall, saying that they met with a curator whose experience and availability is perfect for this project. She is awaiting a proposal, and may need to call a special meeting to approve the expenditure of funds for his services. She also announced that the RFP for art at Fire Station 304 opens this Thursday, and will be distributed through various channels for advertisement. She shared that the panel for the Development Center Bench centerpiece met and reviewed the lone submission, which was over budget and outside of the scope. The proposal was rejected, and some ideas were suggested for how best to proceed. Finally, the Fiscal Year 2021 budget season kicked off last week, and budget entry will take place over the next month. An item will be placed on next month’s agenda to allow the commission an opportunity to discuss and provide feedback for next year’s budget.

CALL TO THE PUBLIC:

Andy Cepon – Mr. Cepon shared an email which he asked to be placed on the record. He added that he was contacted by Connie Whitlock and Bernadette Carroll in regards to this matter.

Hello, I'm Andy, WHAM's Public Relations Coordinator, I'm here on behalf of nonprofit Arts Organizations in Surprise.

With respect for the Surprise Arts Commission, Surprise's Art Coalition of nonprofits, are providing the commission with our intent to go to Mayor and Council to present a case asking The City of Surprise assistance in operational funding. We have had meetings to discuss ways to collaborate and pool resources to better support the arts in Surprise. However, grants and local government funding is limited for the struggling non-profit art organizations.

According to the Americans For The Arts, 2018 report, the majority of adults living in Arizona approve of government funding for nonprofit arts organizations. The federal government spends 45 cents per person on nonprofit arts organizations in the U.S. (such as museums, theaters, and community arts centers), where 48% of Arizonians say that is not enough. This report summarizes that Americans are highly engaged in the arts and believe more strongly than ever that the arts promote personal well-being, help us understand other cultures in our community, are essential to a well-rounded K-12 education and that government has an important role in funding the arts.

Surprise's Art Coalition is asking for support and advocacy from the Surprise Arts and Cultural Commission to take this request to our Mayor and City Council to be added to the current city budget planning.

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Connie Whitlock
Executive Director
WHAM Art Association

Mr. Cepon said that ultimately, this is a City Manager and Mayor/Council decision, but he would like the arts commission to consider the request.

REGULAR AGENDA ITEMS – NON PUBLIC HEARING

Item 1 – Consideration and action approving the October 7, 2019 Arts and Cultural Advisory Commission Meeting minutes.

Ms. Miller moved to approve the minutes of the October 7, 2019 Arts & Cultural Advisory Commission meeting. Ms. deJong 2nd. 6 Yes votes. 1 Absent (Miett). Motion carried.

Item 2 – Presentation and discussion pertaining to the Dysart Arts Academy.

Chair Lieu introduced Marilee Timbrooks, Principal at West Point Elementary School, to discuss the arts program. Ms. Timbrooks thanked the commission for hosting her, and introduced staff who accompanied her. West Point is on Greenway and Litchfield behind the CVS. She shared that West Point's signature program is the arts academy. Each school has the opportunity to select a signature program to focus on and build - West Point selected the arts to build upon. Students have the opportunity to be involved in creative courses. The arts academy inspires unique learners and leaders, and looks to expand unique opportunities for students. The students choose two year-long classes and two semester classes to allow them more exposure and help them find what their passions are. Ms. Timbrooks shared

some of the choices. She elaborated that the creative courses are taught by core content teachers, for efficiency.

West Point is working on bringing some of those opportunities down to lower grades as well, to allow choices despite the differences in their schedule structure. A key focus is on performing arts and theater. Over the last three years, the school has held a tradition of putting on a theater musical production, which is a collaboration of all classes; 120 students participated in last year's performance. This year the play will be "Aladdin," which was selected by the students. They will be casting in December and working diligently from there on. She also invited the commission to attend the Tribute to our Veterans event on November 7th at 5:30 p.m.

Ms. Timbrooks discussed how the students like to go out into the community and perform. Each year, they go to Sun Village to do a Christmas performance, then stay and have lunch in the clubhouse. They also do Christmas tree lighting ceremony and have choir caroling. One teacher in particular helps spotlight visual arts on campus. Last year, one of the students was selected as the winner of the cyber bullying calendar contest out of over 1,000 students. West Point is currently working on art for the Martin Luther King, Jr. Day event.

Ms. Timbrooks discussed the Reflections Program through the PTA, which allows students to submit their own original works in five categories. The school will then submit them onto the state PTA, who judges them and offers scholarships, and recognition, and submits them onto the national convention. They are working this year to strengthen community partnerships. West Point is working with WHAM to submit a grant to beautify the front of the school. They are also currently working on a creative career fair which will help them find professional artists who will come into the school and share with students how the arts have impacted them. She asked the commission to share names of any people who could participate. The event will take place in March.

Chair Lieu asked whether there is a way of tracking student art progress as they go into high school. Ms. Timbrooks said that while there is no formal process, many students feed into Valley Vista and stay involved in the arts. They also continually partner with high school and middle school students on projects. Chair Lieu said that the reason why she is asking is that the state of Arizona just voted and approved a state art seal. It would be included on students' graduation diplomas. She said that it may be motivating to students if she shared that information with them.

Mr. Hastings thanked Ms. Timbrooks and the teachers for visiting and for all that they do for the kids.

Mr. Bernardo asked about the program structure. Ms. Timbrooks responded that they offer creative courses and allow the students to work them into their schedules. They have gone towards performing arts in elective courses, and STEAM courses in creative courses. Many of the courses are low level introductory to give the kids an opportunity to explore them. A lot of it is driven by the students and what they are interested in. Mr. Bernardo said that he spent a year helping various students with the arts, and it really opened his eyes, so kudos to all of the faculty, because what's being done and the impact it has on the kids' lives is fantastic.

Mayor Hall shared that he is very familiar with West Point, and loves what they're doing with the arts academy. He added that Sun Village is looking forward to hosting the kids again.

Item 3 – Presentation and discussion pertaining to future gallery exhibitions in City Hall and related facility use agreements.

Chair Lieu gave the floor to commissioners deJong and Morgan. Ms. deJong discussed the upcoming sports display. While she has some contacts who will be providing some materials for display, she was hoping to talk to the sports departments to see if they have any interest in participating. Mr. Bernardo said that he reached out to director Kendra Pettis, who is excited and interested in the display. She will involve the spring training teams and see what they have available.

Chair Lieu asked whether the memorabilia have encasements. Ms. deJong said that the Sports Illustrated covers are framed, but the jackets will be hung openly or in the display cases. She said that One Step Beyond may be able to provide additional materials for the other case if there is not enough to fill both. Chair Lieu hesitated to reach out to too many more contacts, in case Sports & Tourism has a number of collectibles to display.

Ms. deJong did not want to put out a call to artists if there were already enough materials. Additionally, at the 50th anniversary of WVAC, Ms. deJong spoke with Barbara Dalstead, who was excited about doing a show for the exhibition. Her medium is colored pencil art. About a year from now, she will have more pieces ready for display.

Ms. deJong said that the Charter School was supposed to hang today, but the principal had a health issue so they will be hanging next Tuesday. She also wanted to talk about a possible reception for the sports display, and investing in some bunting for the walls to make it sporty. Amazon sells the bunting for \$27 a package, and they would need two packages. She also sent Ms. Osborne contact information for a catering vendor, but the commission would need to see if they can afford it. The show would be in January. They would try to have the reception on days where there aren't night games or Council meetings, sometime during Spring Training season.

Chair Lieu asked when the Vision & Sound reception takes place. She asked if they could pair up a reception as has been done in the past, especially when many of the jackets are from the Negro league, and their historical significance to Black History Month. The commission discussed logistics of a reception date, ultimately settling on some time towards the end of February. Chair Lieu suggested hiring a docent to roam the hallway and share information with the crowd as they view the display.

Ms. Miller asked whether there was a way to advertise the exhibit on the back of the Spring Training tickets when people purchase them. Ms. Morgan suggested advertising on the jumbotron. Ms. deJong suggested the sign on Bullard Ave., as well as the newsletter and city website.

Ms. Morgan said that the other thing to discuss is the hanging of the art. The city pays WVAC to hang the art, and she wanted to ensure that they are hanging the art and that no individual artist is hanging his or her own art. Ms. deJong said that one artist in particular hangs their own art, but there is always a WVAC staff member present. Ms. Miller asked whether WVAC was accepting liability by simply having a staff member present. Chair Lieu asked whether the artist should sign a waiver, and if these concerns could be vetted through Legal.

Ms. deJong said that the document in the agenda was for 2016, and that it likely was outdated. Ms. Osborne said that there was no change to the 2018 agreement other than the date. Chair Lieu said that they should look at the language and make sure the city is covered. She did not feel that there was an issue, especially if WVAC was willing to take the liability if an artist wants to hang their own work. Ms. Morgan asked whether this would change the fee structure. Chair Lieu said that it would not, since they are still the umbrella organization for hanging the art.

Ms. Osborne said that Friends of the Library has contacted her regarding the annual bookmark contest in March, and that with plans still in the air for the sports display, she needed to give a definitive answer to FOTL as far as space for the bookmarks. Ms. deJong said that the portable walls have been reserved, and that we would use them to display the bookmarks. Ms. Osborne said that the portable walls would probably be better to display the bookmarks anyway, because they can fit more and will house them in a more prominent area of City Hall.

Mr. Bernardo said that he had notes from several meetings regarding how the shows are identified, how pieces are selected, and who is the representative. He stated that at some point, the commission would need to decide on the process. Chair Lieu deferred to the art hanging panel for the exhibition process. She asked that Ms. deJong and Ms. Morgan meet to discuss the contract, no later than January, so that there is enough information for the update to the agreement.

Item 4 – Presentation and discussion pertaining to potential locations of public art murals and a subsequent presentation to City Council.

Mr. Bernardo discussed some internal conversations that have been taking place with the City Manager in his team. He shared the locations with the team so that they had an opportunity to hear about it before a Council meeting. He also clarified with the Mayor the role of Council as approving the final concept only. The commission has been successful in locating and identifying projects in the past, so there was no need to change the process. Of the proposed locations, three have a good chance of moving forward. The reason for eliminating the other locations had to do with, among other issues, newer buildings having a newer façade that don't warrant murals, issues of utilizing buildings such as the courthouse which are meant to maintain neutrality, and general concerns about visibility. He said that at this point, any presentation made to Council should be one that finalizes a location that is suitable. There was also some discussion about possible public outreach or input. He added that there may be some concerns related to Dreamcatcher Park and the sensitivity of the users there. He reiterated that the presentation should be for finalization purposes.

Chair Lieu asked whether there were any other locations open to murals. Mr. Bernardo said that the commission did a great job of identifying city-owned properties and available locations. Chair Lieu asked about a wall that was being painted by Councilmember Remley during the Day of Service, along Grand and Greenway, and whether it was available to have a mural. Mr. Bernardo said he was unfamiliar with the wall, but he would look into it.

Mr. Hastings said that he worked at the Aquatics Center, and it's a great wall to work with. He thanked Mr. Bernardo for running this through the City Manager rather than get shot down later in the process. Mr. Hastings felt that public outreach would be a great idea. He asked what the timeline would be if they pursued public outreach.

Mr. Bernardo said that they would need to think of what the public outreach would look like in order to determine that. Ms. deJong liked the wall on the Villanueva Center but, acknowledged that the wall may come down at some point due to the work in the OTS.

Ms. Morgan visited the art by BacPac on a house and opined that it doesn't look good on a brick wall. She felt that it looked like a piece of art on their houses rather than a piece of public art. Chair Lieu said that the Aquatic Center, Dreamcatcher, and Villanueva naturally have the interactive element. Ms. Miller said that the space has the community park and library, therefore also hosts many visitors.

Mr. Hastings liked the Aquatic Center and Dreamcatcher Park, since both are starting to age, and it would be nice to do something that would revitalize them. He felt that the pool looks so bland, but there are so many people that frequent the area.

Chair Lieu said that she would tend towards the Aquatic Center because Dreamcatcher doesn't get as much of an audience. Ms. Miller said that Aquatic Center has a significant break with the grass line and sidewalk that should prevent it from being watered, and therefore damaging the mural.

Mr. Bernardo said that we could reach out to the swim team, swim lesson parents and so on as part of the public outreach. Chair Lieu said that in anticipation for public outreach, it would be helpful to see if BacPac could come up with some quick sketches or designs to present to the public. Ms. deJong said that having the public come to see a few ideas would be better than them all coming with many different ideas.

Ms. Miller suggested that since West Point is looking for art on the face of the building, perhaps this is an opportunity to engage and partner with them. Chair Lieu felt that the project would be using taxpayer money, and that there is a thin line for how to handle it. She said that they chose not to beautify the book drops at the library for that reason.

Chair Lieu asked how many meetings would suffice for public outreach. Ms. Osborne and Mr. Bernardo said that three would work. Chair Lieu suggested one at Sierra Montana, and Ms. Miller suggested one through Sarah Ann Ranch. Chair Lieu felt that they needed an additional, more centralized location, so Ms. Osborne suggested the Aquatic Center, since those users would be most affected.

Vice-Chair Welch said that there is usually a big launch for the new swim season at beginning of the summer, and it would be cool to have the mural done by then. Ms. Osborne and Mr. Bernardo said that they would narrow down the timeline for outreach.

Item 5 – Discussion and action pertaining to use of and possible improvements to the Mobile Museum for upcoming special events in Surprise.

Ms. Osborne said that the next event available for hosting the Mobile Museum would be the Vermillion Promotions Surprise Arts Festival on November 29 – December 1, 10:00 a.m. to 5:00 p.m. at Mark Coronado Park. Chair Lieu asked whether it could be unmanned during this event, since it was immediately following Thanksgiving and availability would be difficult for everyone. She also asked about having someone who can discuss staging a tent properly. She suggested investing in a card table so that people can walk through and read. Ms. deJong said that they haven't actually seen the tent fully set up, so they don't know what the layout would be. Ms. Osborne said that the next event would be the true test of the

display. Chair Lieu asked that everyone man the tent at least once so that they could provide good feedback on the experience.

The commission discussed the possibility of purchasing a card table. Ms. Miller said that she had one she was willing to loan out for the event.

Ms. Morgan brought up her concerns regarding the banner and the fact that she wasn't happy about the spacing of the questions. She brought up the suggestion from the graphic artist to print hand fans to have the questions, but didn't feel that they would be useful beyond the event. She asked whether the Commission would entertain the idea of re-printing the banner to make it more legible, or if they could live with it as it is. Chair Lieu didn't feel like the costs were justifiable, and preferred to live with it as-is, unless the commission felt strongly after the next event that it needed to be re-print.

Item 6 – Presentation and discussion pertaining to an update on the Women's Heritage Trail event.

Chair Lieu tabled this item for a future meeting.

Item 7 – Discussion and update pertaining to the FY20 budget.

Chair Lieu reviewed the budget with the commission, going over funds that are already spoken for, and funds that are remaining. Ms. Osborne pointed out that some costs have since changed, including the Development Center Bench, which is potentially going a different route and has not had an associated cost determined yet.

Through the course of discussion, Chair Lieu suggested installing the "Give Your Community a Hand" mosaic onto the wall at Dreamcatcher Park. Ms. deJong asked that staff check for sprinklers, so that they don't run into the same problem as before.

Chair Lieu suggested further improvements to the Mobile Museum, including some type of giveaway to draw people in, since there was a significant budget remaining for printing services. Ms. Miller suggested a rug printout of the public art map, and 3D miniature figures of the city's public art sculptures to place within the tent. Ms. Osborne said that the Communications Department had already created something in that vein, and that they were available for the commission's use as-needed. Chair Lieu loved the idea, and said that they could potentially create an interactive element in the booth utilizing those pieces. Ms. deJong asked about purchasing different lights for the interior of the tent. Ms. Morgan said that Fiesta Grande is the only nighttime event that they participate in, so there may not be a need for them.

Ms. Osborne alerted the commission to potential renovations in the Mayor's Atrium, and said that they should hold off on purchasing any lights for the display cases. She did not know the timeline for the renovations, or whether they would fully come to fruition, as they are dependent on budget availability.

Other Business and Future Agenda Items:

FY21 Budget
Murals
Receptions
Heritage Trail
Mobile Museum
The Learning Tree

ADJOURNMENT – Motion to adjourn 8:26 p.m. – Vice-Chair Welch, 2nd by Ms. Miller. 6 Yes votes. 1 Absent (Miett). 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 4, 2019.

Danielle Osborne, Management Analyst



CITY OF SURPRISE
Arts and Cultural Advisory Commission Meeting

Council Meeting Date: December 2, 2019

Contact Person: Danielle Osborne, MGMT
ANALYST

Submitting Department: City Manager Office

District: Internal

Staff Recommendations:

Consent: No

Regular: No

Public Hearing: No

Report/Discussion: No

Agenda Wording:

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

Motion:

I move to make a request to the City Council for the recommended budget of the Arts & Cultural Advisory Commission for Fiscal Year 2021.

Background:

The city's annual budget planning process is underway, and entries are due by December 20, 2019.

Using the current Fiscal Year 2020 budget as a baseline, the recommended Commission budget request for Fiscal Year 2021 is:

\$20,000	Continuation of multi-year acquisition of art
\$1,200	Special Event Hosting
\$3,500	WVAC - Art Curation
\$13,500	Art Maintenance
\$2,500	Public Art Bus Tours
\$10,000	Marketing, flyers, signage for arts commission

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. Recommendation of the proposed budget to the City Council will allow the Commission to advance their mission. City staff do not anticipate any negative impacts at this time.

Policy Compliant:

Sec. 2-299 of the Surprise Municipal Code outlines the powers, duties, and responsibilities of the Arts &

Cultural Advisory Commission, including the recommendation of siting and procurement of art throughout the city.

Financial Impact:

Funds are currently allocated as identified above. This item has been placed on the agenda to recommend a budget for the upcoming Fiscal Year.

Budget Impact:

This item has been placed on the agenda for the purpose of identifying and requesting the budget for Fiscal Year 2021.

FTE Impact:

There is no FTE impact associated with this item.

ATTACHMENTS:

1. FY20_Gory_Detail
-

FY2020 Arts & Cultural Advisory Commission Budget

Object Type/Object	Package	Item Description	One Time	FY2020 Budget
<u>Supplies</u>				
Community Relations Supplies		Arts & Cultural Advisory Commission: Art Aquistion		10,000
Community Relations Supplies		Arts & Cultural Advisory Commission: Support of Strategic Art Plan		10,000
Community Relations Supplies Total:				\$20,000
Special Event Hosting		Arts & Cultural Advisory Commission: Food & Supplies for Art Encounters		1,200
Supplies Total:				\$21,200
<u>Services</u>				
Prof Svc-Service Agreements		Arts & Cultural Advisory Commission: Art curation		3,500
Professional_Outside Svc-Other		Maintenance of existing art pieces		13,500
Other Rentals_Leases Exp		Arts & Cultural Advisory Commission: Bus Tours		2,500
Printing Services		20333 Printing Services Arts & Cultural Advisory		10,000
Services Total:				\$29,500
Budget Total:				\$50,700



CITY OF SURPRISE Arts and Cultural Advisory Commission Meeting

Council Meeting Date: December 2, 2019
Submitting Department: City Manager Office
Staff Recommendations: None

Contact Person: Margaret Lieu - Chair
District: Citywide

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

Agenda Wording:

Discussion pertaining to public art murals.

Motion:

None, discussion only.

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. At the last meeting, the Commission recommended the Surprise Aquatic Center for a mural. This item has been placed on the agenda to receive an update regarding the planning and next steps in order to move forward.

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 opportunities for collaboration 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 \$12,000.

Budget Impact:

There is no budget impact associated with this item, however future action related to this item will not exceed \$12,000 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: December 2, 2019
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 possible action pertaining to the use of the Mobile Museum at upcoming special events in Surprise.

Motion:

I move to approve the purchase of materials for the Mobile Museum at a cost not to exceed \$XX.XX.

Background:

At the October 7, 2019 meeting, a member of the Sports & Tourism Department spoke to the commission about upcoming events and activities, and opportunities to include the Mobile Museum. Additionally, the commission recently hosted a booth at the 2019 Vermillion Arts Festival. This item has been placed on the agenda to allow for discussion regarding the upcoming events, and to provide an opportunity for the commission to further enhance the Mobile Museum display as they see fit.

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 collaborative opportunities are directly linked to education and advocacy, 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 serve as arts advocates through art awareness activities.

Financial Impact:

If approved, the costs of materials will not exceed \$950.00.

Budget Impact:

Currently, \$952 is budgeted towards Special Event Hosting.

FTE Impact:

There is no FTE impact associated with this item.

ATTACHMENTS:



CITY OF SURPRISE Arts and Cultural Advisory Commission Meeting

Council Meeting Date: December 2, 2019
Submitting Department: City Manager Office
Staff Recommendations: None

Contact Person:
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: December 2, 2019
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 materials for future gallery receptions.

Motion:

I move to approve the purchase of materials for upcoming gallery receptions at a cost not to exceed \$950.00.

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:

If approved, costs for upcoming receptions will not exceed \$950.00.

Budget Impact:

Currently, \$952 is budgeted towards Special Event Hosting.

FTE Impact:

There is no FTE impact associated with this item.

ATTACHMENTS:



CITY OF SURPRISE Arts and Cultural Advisory Commission Meeting

Council Meeting Date: December 2, 2019
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
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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 (2nd or 3rd 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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