

CITY OF SURPRISE  
ARTS AND CULTURAL ADVISORY COMMISSION

**Meeting Minutes – Approved**

May 6, 2019 / 6:00 PM

COMMUNITY ROOM  
16000 NORTH CIVIC CENTER PLAZA  
SURPRISE, ARIZONA 85374

**CALL TO ORDER:**

**A. Roll Call**

Chair Margaret Lieu, Commission members, Kathie Morgan, Rhiannon Miett, Deborah Welch, 1 vacancy.

Absent: Vice-Chair John Hastings (excused), Commission member, Susan deJong (unexcused).

Staff: Danielle Osborne, Management Analyst, Paul Bernardo, Community Partnerships Manager, Robert Wingo, City Attorney.

**B. Pledge of Allegiance**

**C. Current Events Reports**

Chair Lieu reminded the Commission that there was a full agenda to get through and asked that they limit their reports to key events only. The panel for the CIP project had a meeting with Scott Philips about where potential entertainment will be happening in City Center, which may change where the roadway artwork is placed. She attended a Planning & Zoning public meeting regarding the City Center, where she heard feedback from the public. She encouraged the Commissioners to attend these meetings. She hosted the Poetry Slam, and attended the Dysart Art Festival, and heard that WHAM may be combining their Recycled Arts Festival with that event in the future. Chair Lieu and her students completed a mural with 300 ceramic birds. The piece will be unveiled Thursday, May 16<sup>th</sup> from 5-7p.m. at Peoria Accelerated High School. She also mentioned that a question came up regarding a piece of art that was moved to City Hall; she heard that it may not have gone through the proper channels to be exhibited, which is why it was removed. She would like to create it as a future agenda item, and asked the Commission to ensure that when they place art, they're paying mind to how they're doing things and that they are going through the proper channels.

Ms. Welch attended the CIP meeting with Commissioner deJong and Chair Lieu, as well as a Marley Park feedback meeting. She, along with Commissioners Morgan and Miett discussed possible locations for the Peace Pole.

Ms. Morgan hosted the April AZ Humanities speaker series, and worked with the working group regarding the Peace Pole.

Ms. deJong did Lunchtime Theater – Marvelous Wonderettes, went to the AZ Humanities, reviewed the Parks and Trails with Vice-Chair Hastings, led the Desert Caballeros bus tour in Wickenburg, met with Scott Phillips, and went to one of his public meetings, where they

talked about art. Ms. deJong heard that resorts were out of the picture now, and wanted to keep this in mind when placing new art. She also attended the Dysart Festival of the Arts, the Surprise Youth Council “I Am” event, and helped Connie Whitlock with hanging the Congressional Art Show. She went to reception for State art contest, and met with City Clerk Sherry Aguilar about history wall, where she learned about the Women’s Heritage Trail and reminded the Commission of an idea Ms. Welch proposed some time ago related to this trail. Ms. Aguilar would be happy to take the Commission on a tour of the Women’s Heritage Trail.

Chair Lieu shared that Sally Wilson-Johnson has resigned and will not be renewing her role as a Commissioner.

At 6:10 p.m., Ms. deJong departed from the meeting.

**D. Staff Reports**

Ms. Osborne reported on the following items:

- “The Learning Tree” book pages have been replaced. The pages have begun rusting and will continue to naturally do so over the next month or so until it matches the finish of the rest of the piece.

**CALL TO THE PUBLIC:**

None.

**REGULAR AGENDA ITEMS – NON PUBLIC HEARING**

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

Ms. Miatt moved to approve the minutes of the April 1, 2019 Arts & Cultural Advisory Commission meeting. Ms. Welch 2<sup>nd</sup>. 4 Yes votes. 2 Absent (Hastings & deJong). 1 Vacancy. Motion carried.

**Item 2 – Discussion pertaining to the Friends of the Surprise Libraries’ annual bookmark contest.**

Manuel de Leon presented to the Commission. The Friends of the Library (FOTL) are excited and would like to continue this bookmark contest partnership next year, and appreciate the additional insight from the Commission.

Mr. de Leon shared the updated application with the Commission. FOTL tried to keep it simple this year, but can add more to the application if the Commission feels it can be enhanced in some way. They are hoping to reach a bigger audience next year. He also inquired about adding an Honorable Mention or 1<sup>st</sup> Prize award presented by the Commission, or perhaps a Mayor’s Choice award.

Mr. de Leon will be using the Dysart Unified School District’s 2019-2020 calendar as a guide for setting event dates. Chair Lieu thanked FOTL for creating and growing this contest, and for including homeschooled students. She wondered about adding a rule regarding students printing and pasting images onto the bookmarks rather than drawing on them. Mr. de Leon appreciated the feedback and hoped to have a deeper conversation regarding suggestions to the rules. Chair Lieu asked when FOTL planned to discuss the next contest

with schools, to which Mr. de Leon replied that those discussions would likely take place around September or October.

Ms. Morgan asked how many applicants FOTL receives. Mr. de Leon responded that this year, they got just over one hundred, but typically they get more than four hundred entries. Ms. Morgan suggested that perhaps the total number of entries was getting so high because students are doing multiple submissions. Mr. de Leon replied that the large number of submittals has been manageable.

Mr. de Leon added that this year, there were people that wanted to buy packets of the bookmarks at the City Council meeting. Ms. Miett suggested a reception with food for next year. Mr. de Leon welcomed support or sponsorship from the Commission if they would like to see a reception of some sort.

Chair Lieu asked where the other judges come from. Mr. de Leon said that they come from other businesses, but they are mostly FOTL volunteers. They are looking at partnering with Ottawa University in the future, but they rely heavily on the Commission to invite people as judges. Chair Lieu suggested using the Community Room as a venue for the judging of the bookmarks to accommodate the large number of submittals. Ms. Miett suggested Arts HQ if the Community Room is unavailable.

In thinking about dates for next year, Mr. de Leon mentioned that he would like to hold the presentations to Council in the first week in March but definitely before Spring Break begins for the schools. Ms. Miett suggested providing the entire schedule to the entrants as part of the application.

Chair Lieu asked that Mr. de Leon keep the Commission in the loop as FOTL begins firming up dates.

### **Item 3 – Discussion and action pertaining to the donation of “May Peace Prevail on Earth” by the Rotary Club of Surprise.**

Ms. Welch presented the working group’s recommended location of Statler Plaza. The group felt that the beauty of the site would create a prominent location for the artwork. It would also lend itself to the peace-keeping theme that the plaza represents, since it houses the Public Safety Facility. Ms. Welch reported that as the working group dialogued back and forth about the location, they found out that there is a memorial project in the works, but it is still in the preliminary stages. However, there was no concern about the art piece interfering with the project as long as they are coordinated closely.

Ms. Miett added that both the east and west side have spaces that can house the art, but the west side has more tree coverings which may become an issue with birds later on, which is why the working group recommends the east side.

Chair Lieu clarified that the location is in front of the Police and Fire Stations, and felt that it was a beautiful site. Ms. Morgan responded that the Peace Pole lent to the idea of peace and protection, and that the additional memorial project also ties in nicely with the whole idea. Chair Lieu asked when the memorial project would be installed, to which Ms. Osborne responded that it was still in the very early stages of planning, but as long as the Commission keyed into that process early on, there will be no issue.

Chair Lieu invited Jay Lickus of the Rotary to discuss with the Commission. Mr. Lickus liked the idea of the location, and shared that the Rotary and six other clubs just became a part of the International Peace Pole movement, where the initiative is to grow peace in the community. He also mentioned that the Rotary club was working with the City of Phoenix 911 officers to help build a stress-free environment for them. He liked the tie-in with Police and Fire. Chair Lieu asked whether the options of spotlighting and bricks mentioned in the application were something that the Rotary was looking to implement now or in the future. Mr. Lickus said that there was discussion surrounding bricks or plaques to designate the Rotary as the donor of the piece. He added that there is a chance to do backlighting behind the piece or enhance it with string lighting or solar lighting. The solar panels would probably be placed on the ground around the piece. Any decorative blocks would need to be placed on a cement base around the tree. Chair Lieu asked whether the site is wired for electricity, to which Ms. Osborne said she would look into when she vets the site through staff.

Chair Lieu asked if the piece would be placed on the grass, to which Ms. Miett responded that it would be on the gravel in the seating area. Ms. Morgan mentioned that the group is recommending the east side because it does not have as much tree covering, and would therefore provide more exposure. Chair Lieu asked Mr. Lickus to provide more recent photos of the piece, to which he agreed.

**Call to the Public** – Andy Cepon: If the Rotary is happy, I’m happy. I don’t see why you can’t vote on it tonight since the person who would have had to recuse herself is not present. I am a Rotarian and participated in the Committee that put this application together. The Committee had talked about unveiling the piece on International Peace Day, which is September 21<sup>st</sup>, and goes along with the theme. I also appreciated the discussion about the Public Safety Memorial, but hope the Commission is involved. This would be a good time to incorporate a memorial plaque that used to be located in the OTS and honored a fallen officer, but over time has been removed and lost due to construction. He hoped that this plaque can be reinstated. Thank you for working on this.

Ms. Miett moved to approve the recommended location of Statler Plaza for “May Peace Prevail on Earth,” and asked that staff report back to the Commission regarding the costs and challenges associated with installation at the recommended location. Ms. Morgan 2<sup>nd</sup>. 4 Yes votes. 2 Absent (Hastings & deJong). 1 Vacancy. Motion carried.

Ms. Osborne advised the Commission that the next step would be to work with staff regarding that specific location. She will report out her findings at the next meeting and if everything is satisfactory, the Commission will vote to recommend to the City Council. From there, the City Council will vote on whether or not to accept it. Chair Lieu asked if Mr. Lickus could provide mock-ups of the backlighting, to which he agreed.

#### **Item 4 – Discussion and possible action pertaining to an RFP for the centerpiece of the Development Center seating area.**

Ms. Osborne shared the draft Call to Artists with the group. Chair Lieu shared that she had suggested removing the word “aquatic” and instead using “related to the theme of water.” Ms. Miett asked whether there was a weight restriction since the base was made of acrylic. Ms. Osborne said that she noted it in the Call, but as we accept entries, we can take it into consideration. Chair Lieu liked the way it’s written but doesn’t want people to just think of water. Ms. Morgan suggested saying that in part, the piece must have some relation to water. She asked whether photos could be included in the Call, to which Ms. Osborne responded that this has been her practice with any RFP.

Chair Lieu mentioned that she had talked to some of the staff working in the area, and they requested that the art not block their line of sight. To this effect, the submittals can't be anything solid, and should be transparent. Ms. Miett inquired about mobile art in that space. Chair Lieu said that it had been explored before, but it was an issue due to the existing fire systems.

Mr. Bernardo asked the group to clarify the wording they wanted in the description. Chair Lieu liked use of the request to "compliment the theme of water." Ms. Osborne asked whether there should be a limit to the type of material that they accept, but Chair Lieu felt that with the given parameters, artists would be limited enough. Mr. Bernardo asked about budget. Ms. Osborne advised that it would need to come out of the FY20 budget due to the timeline, and that \$20,000 would be available next year out of Support the Strategic Plan, as long as the requested budget is adopted by Council. Ms. Miett asked whether the Commission would need to cover the cost of installation, to which Ms. Osborne responded that they would. Due to the cost of materials and the fact that it would be a custom piece, the Commission agreed to a budget not to exceed \$7,500 all-inclusive.

Ms. Welch moved to distribute the RFP for the centerpiece of the Development Center seating area with a budget not-to-exceed \$7,500 all-inclusive. Ms. Miett 2<sup>nd</sup>. 4 Yes votes. 2 Absent (Hastings & deJong). 1 Vacancy. Motion carried.

#### **Item 5 – Discussion and possible action pertaining to the display plan for the History Wall.**

Chair Lieu reported out that she, Ms. Miett and Ms. deJong met about the wall, and she had asked some questions of staff. Ms. Osborne answered that in regards to removing the hanging system on the blue wall, the area where it was adhered would need to be patched, and the whole wall re-painted due to the color being faded over the years. Ms. Miett felt that the hanging system should remain in case they ever want to utilize it. Ms. Osborne answered a question about requests for specific photos, stating that it would take some time due to them being in many different locations and the workload of the staff who have access to them being impacted. However, she was able to collect some photos that were requested.

Ms. Miett shared that she had looked into the costs of a graphic artist, but they charge by the hour which would likely end up being expensive. Chair Lieu had also reached out to a contact, but they would not be available due to other projects. Ms. Miett suggested looking locally. Chair Lieu shared an example of what the group was discussing as far as a design for the display. They had floated the idea of printing photos and mounting them on foam core. She also shared that the Commission was inspired by the Youth Council's recent "We Are" exhibit, where they had guests download an app called HP Reveal. When pointed at the photos, the app would then bring up a video that the Youth Council created. Chair Lieu hoped to do something similar in the future with the history wall, where perhaps the Communications Department in collaboration with the City Clerk could produce some videos that go into detail about the history of each photo. They may also be able to incorporate videos where the Mayor and Council talking about the city or their districts. The goal is to make an interactive display where people who don't have access to smartphones could enjoy the display as-is as well. Ms. Miett said the working group had also discussed possibly purchasing some cheap tablets that members of the public could check out from the City Clerk's office if they wanted to view the videos behind the display.

Ms. Osborne asked what the focus of the display would be. Ms. Miett responded that they would like to see Surprise as a whole from past to present. Chair Lieu asked that the stained glass and acrylic be incorporated into the full design so that it is cohesive. Ms. Miett reminded the Commission that the City Clerk had some historical artifacts available for display as well. Ms. Miett asked that the display be done in 10 year blocks. Mr. Bernardo asked whether the Commission would be willing to pay to contract out a graphic artist to complete the display, to which the Commission agreed, and Chair Lieu asked that if that was the best option, staff come to the next meeting with a quote for a graphic artist.

Ms. Osborne shared that she looked into the repair of the stained glass windows and was able to find a shop out of Scottsdale that would pick up, repair, and deliver the window for \$1,000 based on the pictures he was able to evaluate. As for hanging the panels, the shop suggested custom frames to support the weight and protect them. For one frame, it would be \$700, and for three frames it would be \$1500. Ms. Osborne asked that the Commission consider taxes and a potential increase to the quoted price. Chair Lieu shared her concern that perhaps frames would not match the aesthetic of the rest of the display, and that perhaps they could explore mounting the stained glass with standoffs. Ms. Miett asked about adding a wiring system to the back of the windows. Ms. Osborne said that rather than work on different elements of the display absent a solid design, it would likely be better to move forward with the repair of the stained glass if the Commission knows they want to use it for their display. Ms. Miett suggested asking the vendor for suggestions on how best to hang the windows.

Ms. Morgan moved to accept and approve repairs to the stained glass panel at a cost not-to-exceed \$1,500. Ms. Welch 2<sup>nd</sup>. 4 Yes votes. 2 Absent (Hastings & deJong). 1 Vacancy. Motion carried.

**Item 6 – Discussion pertaining to “Reflections of Surprise” and “Give Your Community a Hand.”**

Ms. Osborne reported that she has been unable to get in contact with the original artist to complete the painting, so she is moving on from that option. She has been in contact with Connie Whitlock of WHAM, who recommended artist Marty Wolfe. Ms. Osborne is planning to meet with Ms. Wolfe this week to review the mural and get a cost estimate. Since funding has already been approved for the repair of the mural, she will use those funds to take care of payment.

With regards to “Give Your Community a Hand,” Ms. Osborne reported that the contractor who performed the removal were able to save a large majority of the community tiles. Many of the border tiles broke off, but they were not unique and can be replaced. Altogether, there are four very large tubs full of the tiles in storage. Ms. Osborne advised the Commission that the next step would be to scout locations for re-installation, and that any wall they choose would need to be the same size or larger as the previous wall in order to accommodate the mural.

Chair Lieu felt that relocation of the piece was not a priority at this time, and asked that the Commission look into a new location during the upcoming fiscal year.

**Item 7 – Discussion and update pertaining to the requested budget for Fiscal Year 2020.**

Ms. Osborne reported that neither request – grant funding and a staff position – were included in the recommended budget for FY20. However, she encouraged the Commission

that they started a conversation that could hopefully lead to results in the future. With regards to the request for grant funding, the last update was that funds from the Community Outreach and Partnerships grant could be earmarked specifically for the arts. Ms. Osborne reported that the Committee on Outreach, Partnerships, and Grants met and determined that they would not allocate money specifically to the arts, but that art organizations were still encouraged to apply for grants.

Chair Lieu thanked Ms. Osborne for the update, but shared her concerns that the Commission up to this point has not been included in any review of art organization applicants. She felt that last year, there were some questions regarding the arts organizations that the Commission could have answered and provided a different perspective. She felt that it is important for the Commission to be involved.

**Item 8 – Discussion and possible action pertaining to the purchase of a Mobile Museum display.**

Ms. Osborne passed around mock-ups of the tent for the Commissioners to review. Ms. Mielt liked both the purple and the white design. Chair Lieu felt that white would get dirty too quickly. She added that she loved the gradient flag. The Commission expressed a desire to see the tent and any other purple items in the official Surprise Purple. They also chose the tablecloth with the gray sides and top. The Commission agreed to purchase the gradient flags. Ms. Mielt asked whether the website could be printed on the flaps of all sides. Ms. Osborne clarified whether they wanted to include Arts & Culture on one or more flaps. The Commission responded that the front should have the Surprise Logo on the top, with Arts & Culture on the flap, the back with the I heart Surprise graphic on the top, and the website on the flap, and the sides with blank tops and the website on each flap, for a total of three flaps showing the website and one flap having Arts & Culture.

Ms. Morgan moved to approve the purchase of a Mobile Museum Display at a cost not-to-exceed \$4,000. Ms. Mielt 2<sup>nd</sup>. 4 Yes votes. 2 Absent (Hastings & deJong). 1 Vacancy. Motion carried.

**Item 9 – Discussion and possible action pertaining to the acquisition of art for the City's permanent collection.**

This item was tabled for a future meeting.

Ms. Morgan asked the City Attorney to clarify whether a Commissioner is considered present if they are present for roll call but leave after. City Attorney Wingo responded that it is at the discretion of the Chair to determine whether it is an absence, and whether it is excused or unexcused. Chair Lieu deemed this an unexcused absence since there was no correspondence prior to Ms. deJong's departure.

**Other Business and Future Agenda Items:**

- History Wall/Stained Glass Framing
- Reflections of Surprise – Report
- Peace Pole
- Policies & Procedures
- Conflict of Interest
- Events for the New Year
- Standard Operating Procedures

**ADJOURNMENT** – Motion to adjourn 7:46 p.m. – Ms. Mielt, 2<sup>nd</sup> by Ms. Welch. 4 Yes votes. 2 Absent (Hastings & deJong). 1 Vacancy. 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 May 6, 2019.

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Danielle Osborne, Management Analyst