

CITY OF SURPRISE
ARTS AND CULTURAL ADVISORY COMMISSION

Meeting Minutes – Approved

June 3, 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, Kathie Morgan, Rhiannon Mielt, Deborah Welch, Susan deJong, 1 vacancy.

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 Commissioners to keep their reports brief to keep the agenda moving. Chair Lieu and the City of Peoria had a reception for the art installation from last month, their Council was very supportive and Mayor Hall attended as well. Chair Lieu went to Clarkdale which had a copper arts museum. Chair Lieu served on a panel for the AZ Commission on the Arts, and shared that some legislation just passed which allocated \$2.2 million for the arts this term. The Commission can serve as a vehicle to get the word out about this grant. The Arizona Department on the Arts released survey results which show that Arizona exceeds the standard for value on the arts, and that Arizona is leading the charge in arts education. Additionally, the Arizona Public Art Archive emailed Chair Lieu about updating its catalogue. She would like to update that list with the newest acquisitions we've had, which would entail taking photos and sending them in. Finally, Chair Lieu shared that the Google Doodle winner for the state of Arizona, 9th grader Ella Kay, was celebrated at WHAM. Chair Lieu asked that everyone vote for her artwork when it goes up on July 7th.

Ms. Welch met with Danielle and Jeff from CIP to review on-site the proposed positioning for the Peace Pole project. She also attended various committees throughout the month.

Vice-Chair Hastings went with Ms. deJong to see Lizard Run trail and look for potential art locations, which he felt could be discussed in the future.

Ms. deJong reminded the Commission that they have a summer partnership with the Library, where we provide paper maps and small handout maps to give away to participants. Additionally, Ms. deJong was in contact with artist Larry Burkin, who recently sent in artwork for the Commission to consider for purchase. Ms. deJong reached out to Mr. Burkin to ask that he consider displaying them in the gallery, but he decided against it.

D. Staff Reports

Ms. Osborne reported on the following items:

- All Commissioners who have been re-appointed will have their swearing-in on Tuesday, June 18th, at 6pm in Council Chambers. We will likely have our newest Commissioner sworn in on that date as well.
- Due to high workload ahead of ours, the addition of the “Surprise!” Mural was not included on the updated public art maps, however the removal of the Hands mural, as well as the new teal cover and “revised by” date were sent to the printer.
 - We can discuss an update to the maps again mid-year (December/January) in order to avoid this issue in the future and to capture more public art additions
- Finalizing agreement with Marty Wolfe for Library mural rehab, she anticipates a 2-week turnaround.

CALL TO THE PUBLIC:

Dan Romero – local resident and sculptor, introduced himself and put his name and work into consideration for art in the community. Mr. Romero passed out brochures and shared that he is a member at WHAM and has had two exhibits there.

REGULAR AGENDA ITEMS – NON PUBLIC HEARING

Item 1 – Consideration and action approving the May 6, 2019 Arts and Cultural Advisory Commission Meeting minutes.

Ms. Osborne pointed out that she had listed Vice-Chair Hastings as both present and absent. She will correct before posting.

Ms. Mielt moved to approve the minutes of the May 6, 2019 Arts & Cultural Advisory Commission meeting as amended. Ms. Welch 2nd. 6 Yes votes. 1 Vacancy. Motion carried.

Item 2 – Discussion with the City Attorney pertaining to Conflicts of Interest.

City Attorney Wingo said that he does not have a presentation but would be willing to have an open, informal discussion about Conflicts of Interest.

Chair Lieu introduced the topic by saying that there was an event that triggered the need for the topic. She said that she is aware of members of other Commissions who recuse themselves not only from the vote, but the conversation and the seat at the table when it comes to a topic where they may have a conflict of interest. Mr. Wingo cited A.R.S. 38-503 which outlines that if a public official has a substantial interest in a matter, they should abstain from voting or taking any other action or participation in the matter. He explained that this goes not only for items where there may be a vote, but also advice to Council. While he felt that removing oneself from the table may be a bit extreme, it may be best practice. If there is potential conflict of interest, it must be memorialized by filling out a form from the City Clerk’s office or by putting it on the record so that it is in the official minutes.

Conflict of Interest means benefitting or being hurt monetarily by a topic of interest; if there is any personal or familial financial impact, one must recuse themselves; this applies to impact to immediate family as well. Even if there is a notion that one may have a bias in the matter, such as a personal relationship with a vendor, they should recuse themselves to eliminate the appearance of impropriety.

Ms. deJong asked whether one could recuse themselves but still participate in the discussion if they are a member of an organization but have no monetary interest. Mr. Wingo responded that if there is no legal conflict of interest, one could technically participate in the conversation but abstain from voting, however he suggested that if one feels so uncomfortable with the topic that they abstain from voting, they probably shouldn't be discussing or attempting to persuade others on the matter, and recuse themselves altogether. If an organization is going to be enriched, but it won't flow down to the individual, there won't be a legal conflict. The "headline test" is the best test for the appearance of impropriety.

Vice-Chair Hastings clarified that one should recuse themselves completely or not at all in order to be safe. Ms. Morgan felt that it would be a tough line to walk for the Commission since they are charged with being advocates and building partnerships with local art organizations.

Mr. Wingo said that the law is clear that there must be a financial benefit or harm that will affect an individual or their family member. He cited his time as City Attorney in Page, AZ where there were many tight-knit groups in the local community, and this was a constant topic of conversation. He shared an example with friends who recommend friends to bid on projects. In this case, there legally is no recusal necessary, however if one is concerned about showing up in the newspaper, it is probably best practice to recuse oneself. Just because one has a relationship or friendship with someone, they don't have to recuse, but there may be allegations made as a result.

Vice-Chair Hastings again clarified that just because it's legal, there may be ethical implications involved. Mr. Wingo responded that one is free to disclose to everyone that there is a personal relationship with an individual up for discussion, but that they will be objective and unbiased in their discussion and vote.

Mr. Bernardo inquired as to cases where items are discussed and a Commissioner has factual information versus opinion, or a question that does not give a specific opinion, can they contribute to the conversation specifically to provide or ask for that information. Mr. Wingo responded that the individual should be recused from the entire process. If there is factual information that can be obtained prior to the meeting, staff can obtain it and share it, but the individual should recuse themselves.

Chair Lieu asked about an individual being a member of a board of an organization, to which Mr. Wingo responded that if there is no financial benefit, there is no legal issue. Rather, it may be a question of allegiance, being objective and being impartial.

Ms. Morgan mentioned a time where a commission member was an employee of an organization and was released from their job because the employer felt that they were too aligned with the Commission.

Ms. Welch felt that the "headline test" was the best form of judgement they could use.

Item 3 – Discussion pertaining to the Surprise Public Art Policies & Procedures.

Chair Lieu pointed specifically to page 18 of the Policies & Procedures. She said that there are many Commissioners present who were not involved in the creation of the Policies &

Procedures. Previously for the gallery display and as part of the West Valley Arts Council (WVAC) agreement, the artwork submissions would be juried, selected, and made into a book that was sent to Legal. It's currently not in our P&Ps that we involve Legal. Chair Lieu doesn't want to add another rule, but she wants to be sure that the Commission is being mindful of how art is being selected. She would like to put together a panel to consistently jury the artwork so that the burden is not all falling on one person. She added that there is a possibility of having jury members who were not commissioners, but they would need to be trained on what to look for.

Ms. Morgan agreed, saying that the artwork should be carefully evaluated prior to selection. Chair Lieu cited an example of a teen art show from years back that was sent to Legal, where one submission was ultimately pulled. Ms. Mielt likes the idea of sending the art to Legal as a safety measure. Ms. Morgan agreed and felt that Legal was cognizant of what was appropriate for display. Chair Lieu said that if we choose to involve Legal every time, it would be a choice to continue rather than a formalized practice. Chair Lieu asked Ms. deJong how far in advance the art needed to be submitted to Legal in the past. Ms. deJong said that in the past, the book belabored the process, but now that everything is digital, it is much faster. Ms. Mielt said that building in a two to three week lead time would be helpful.

Chair Lieu and Ms. deJong had a meeting, and discussed that they have shows set up as far as 2021, but they need people to help with the shows and the hangings or the cases.

Ms. Morgan asked why shows were planned so far in advance, since it does not allow room for responsiveness to new discoveries. She felt that up to the end of year or 2020 was more appropriate. Chair Lieu explained that sometimes artists have shows that they commit to far in advance. Ms. Morgan appreciated the diligence and the attention, but still expressed concern for it being set so far ahead of time. Chair Lieu responded that this is part of why she would like to have another person be involved. Ms. deJong said that she is very open to suggestions.

Ms. Mielt said that when she worked with WVAC, they had the City Hall displays planned by fiscal year (July-July). Each April, they would begin planning the upcoming year so that they could create the Calls to Artists and begin marketing them. Chair Lieu asked Ms. deJong whether all of the artists that she had planned out to 2021 were committed, or if there was room to change any of the displays. Ms. deJong said that the Charter Schools are committed for this year, but not the following year, so that display would be eligible for change. Some discussion ensued regarding the upcoming schedule, and possible artists to be placed on standby in case a Call to Artists receives no response, as has happened in the past.

Chair Lieu asked Ms. Mielt whether she would like to be the other designated person for the city hall displays, but she declined. Ms. Morgan asked Ms. deJong to outline the remainder of the scheduled artists. Ms. Morgan asked what type of help was needed, seeing as the displays are already planned out to 2021. Ms. deJong said that she needs help with setting up the display cases and moving the shelves around. Vice-Chair Hastings volunteered to help with setting up the cases, but Ms. deJong said that it must be done in the daytime and that his job would interfere with it. Chair Lieu asked whether staff would be available on the weekends or after hours to open the building or help with the display. Ms. Osborne said that no staff would be available.

Discussion of the display schedule continued. Ms. deJong outlined the schedule for the display cases, but asked for ideas for displays. She said that the last display would be

removed on January 23, 2020. Ms. Welch said that it would be helpful to have the schedule written out. Chair Lieu asked for the schedule to be distributed to the whole commission. Chair Lieu once again asked for a volunteer to assist with the displays, and someone to jury the next show.

Mr. Bernardo tried to clarify whether the scheduled art has been reviewed already, but Ms. deJong stated that the next two displays are set, and that the upcoming show has been reviewed by Legal. Mr. Bernardo said that to Ms. Morgan's point, whoever ends up being a part of this review process would help to review the art prior to it being submitted to Legal. Ms. deJong said that it is already being reviewed prior to Legal's review, but Mr. Bernardo attempted to clarify who all is conducting the review before Legal. As stated in the agreement with WVAC concerning the art displays, two Commissioners must jury the art, and then "the City," which at this point is being considered the Legal department, conducts their own review. He further attempted to clarify whether Legal always needs to be involved, or whether the staff liaisons could conduct the review. He explained that he would like for everyone to agree on what those steps in the process entails and who is designated for what duty.

Chair Lieu agreed, saying that she is confused as to what the process has been in the last few years. She would like to have one more person assist with the jurying. She asked if the jurying could be done online as opposed to in-person. Ms. Morgan concurred, saying that it could be done at home by multiple commissioners on their home computers. Ms. Welch said that what would be helpful is an outline of the action steps required for the exhibitions, as well as a schedule for the displays. She felt that without it, the commissioners don't know the details of what they are discussing and volunteering for. Ms. Osborne said that if anything needed to take place as a result of this discussion, it is the assurance that two commissioners would partake in the jurying process as outlined in the agreement with WVAC. Ms. Morgan volunteered to assist since jurying can take place digitally. Ms. Welch said that since the display cases are separate, the commission still needs to have a full schedule of displays to know when someone is needed to assist. Chair Lieu still wanted to designate a backup person for the jurying, and then communication to WVAC that the digital copies of the art will need to be sent to more than one commission member.

Item 4 – Discussion pertaining to the list of events and duties for the Arts & Cultural Advisory Commission.

Chair Lieu introduced the item and asked that Commissioners volunteer or opt out of projects, particularly events where a Commissioner has since departed, or if someone wants to pursue a project that has been archived. She also wanted to designate backups for each event, in case the lead person could not make it for whatever reason. She would like to see more involvement in multiple events. She felt that the Commission was doing a good job of spreading the work, but more volunteers are needed.

Ms. Morgan asked to be removed from the bus tours, since Ms. Welch is participating along with Ms. deJong. Ms. Morgan was added to the jurying of city hall exhibitions. The Spring Training Art Contest was designated as "archived." Ms. Welch volunteered to serve as backup on the AZ Humanities speaker series. Ms. Morgan requested that the AZ Humanities speaker series details be updated to reflect that the series would start earlier this year (October), and that they would not all take place on Wednesdays, due to a desire from participants for flexibility. Ms. Miatt volunteered to serve as backup on Tinker Time.

Chair Lieu said that something that has been brought up a number of times is that unless a commission member is part of an event, they don't usually know what is going on with that event. She wanted to find a better way to spread that information so that everyone knows what the other is doing so that it does not become an issue if someone has an emergency and a different person has to step in. Ms. Mielt asked whether some type of report could be done by the members in order to update one another. Ms. Osborne responded that this could take place during the Current Events report. Chair Lieu preferred that it be agendaized so the full group could participate in the discussion. She also liked the idea of a quick write-up from any working group that is going to report out their findings at an upcoming meeting, similar to what took place for the Peace Pole. Ms. Osborne said that commissioners could request for items to be heard on upcoming agendas during the Future Agenda Items section, and that if an item needs to be requested between meetings, the commission members can email staff and the Chair for approval and addition to the next agenda. Chair Lieu asked that all commission members who serve as the lead on projects review the list and submit any revisions or updates as far as timelines or duties as they relate to the events.

Ms. deJong asked that the Veteran's Day art display be archived. Vice-Chair Hastings asked how the list was organized. Ms. Osborne recalled that it was organized based on how much involvement was required for each event, and that archived events were placed at the bottom of the list. Ms. deJong asked that she be listed as backup to the Poetry Slam. Ms. Mielt volunteered to serve as backup for Lunchtime and Sunset Theater. Chair Lieu volunteered to serve as backup for the Thunderbird Arts show. Vice-Chair Hastings volunteered to serve as backup for Vision & Sound.

Ms. Morgan asked when the new list of speakers would be available on the AZ Humanities website. Ms. deJong responded that the list would be updated on July 1st, but most of the speakers and topics are the same each year. Ms. Morgan asked about approving the funds for FY20 at the next meeting without the list of speakers, since the list would be made available the same day as the meeting. The group agreed that they could approve the funds without the list of speakers, so that Ms. Morgan could move forward with scheduling.

Mr. Bernardo asked whether the list of events were solid or whether they could be swapped out, archived, or if new suggestions for events could be made at some point. Chair Lieu said that there had been a previous discussion and vote regarding which items to keep and which to archive, and that she does not mind bringing it back up for discussion at an upcoming meeting. She added that this would provide a good opportunity for everyone to volunteer their ideas for events. Ms. Mielt said that this would also be a good opportunity to evaluate the existing programs and determine whether they could be handed off to a different department or organization. Chair Lieu felt it would be good to be a partner on the events in order to help promote the events, whereas if it was solely the responsibility of an outside organization, it would be up to them how they promote it. Ms. Morgan felt that it was a combination of both, especially when an event becomes too labor intensive for the commission. She felt that Lunchtime Theater was a good example of this. However, she also felt that there were other events that would benefit from the commission's hands-on visibility and involvement. The group agreed to conduct a review of the events in August.

Item 5 – Discussion and action pertaining to the calendar of events for Fiscal Year 2020.

Chair Lieu introduced the item and shared her dates for the Poetry Slam: August 16, 2019, October 18, February 21, 2020, April 17, June 19, and August 21. She said that they would not hold a Poetry Slam in December this year. Ms. Morgan asked to see if any of the dates

fall on any religious holiday. Chair Lieu felt that being a city entity, if the city is open, the event should be able to continue.

Chair Lieu asked about the AZ Humanities Speaker series. Ms. Morgan said that while the facility was available, she would not be able to solidify the dates until she knows who the speakers are. Ms. deJong asked that Ms. Morgan send the dates to her so that she can compile the events calendar. Ms. deJong said that some dates are confirmed for Lunchtime Theater, but she is waiting to hear from a few more participants. Ms. Osborne asked that all of the dates be sent to her so that she can get the Communications department to begin their work on the flyer. Chair Lieu asked to have the calendar solidified by the next meeting.

Item 6 – Discussion and action pertaining to the donation of “May Peace Prevail on Earth” by the Rotary Club of Surprise.

This item was discussed before item 3 to accommodate the presence of Jay Lickus from the Rotary Club of Surprise.

Ms. Osborne introduced the item and said that she has undergone review with a number of staff members. She met with Commissioner Welch to identify a precise location for installation of the piece, which she came to understand was desired to be in the general area behind the benches on the east side, where there is no tree covering. Staff will plan accordingly so as not to hit any gas or electrical lines. Ms. Osborne spoke with management about the public safety project planned for the area; because the project is projected to be far into the future, the commission may proceed to install the piece where they see fit, and the design will work around the piece. She spoke with engineering, who told her that the base would entail a concrete pour, which is estimated to be no more than \$5,000, and that is at the high end of the spectrum. A permit will be required to undertake the work due to the height of the piece, which should cost around \$500, and will require an engineering design stamped by a registered State of Arizona engineer. This design was quoted at \$1,000.

Ms. Morgan asked if the cost of the concrete was high due to the avoidance of gas or electrical lines, but Ms. Osborne responded that this estimate was simply the cost of concrete as a material. She emphasized that this was simply a high estimate, and that it could end up being much less. She reminded the commission that the next step would be to recommend the donation to the City Council and include a not-to-exceed price.

Ms. deJong asked whether the concrete base would sit on the gravel. Ms. Osborne responded that a hole would be dug for the concrete to be poured into, in order to safely and securely hold the 13-foot obelisk. Chair Lieu figured that this is where the additional costs come into play, and that the commission simply has never had to install a piece that required an engineering design as a result of height. Ms. Osborne added that previous pieces were likely installed where concrete or anchorage already existed.

Vice-Chair Hastings asked whether installing the piece on existing concrete would reduce the costs at all, to which Chair Lieu said that there would no longer be a need for a concrete pour. Ms. Osborne said that she would need to look into whether the engineering design would still be required, but she is almost certain that it would still be required due to the height of the piece. Ms. Miett asked whether the commission has the money. Ms. Osborne reminded the group that the funds would be paid from the next fiscal year, since Council approval would take place in August at the earliest. Chair Lieu said that the commission could approve it, but Council still could potentially deny the request due to the cost. Vice-Chair Hastings felt it was worth exploring further locations. Ms. Osborne said that there is

nothing stopping the commission from re-evaluating options at this point, however the choice is the commission's to make.

Ms. Morgan reminded the group that the Rotary wanted the piece to have a certain feel, and the location to have a specific ambiance. Therefore, she said that they would not simply be searching for a new piece of concrete, but rather a total re-evaluation of possible locations. Vice-Chair Hastings concurred, saying that determining a location had been postponed once before.

Chair Lieu asked when the piece would need to be completed and installed. Mr. Lickus responded that September 21st, International Peace Day, was preferred. Chair Lieu reminded everyone that the recommended space in Statler Plaza was an area where the commission had come back to several times to put a piece of artwork. In this respect, Chair Lieu asked the commission whether they were looking at the cost of the concrete and dismissing it, only to have to pay a cost like that down the line when some type of art is inevitably installed there. Everyone seemed to be in agreement on the location, including the Rotary, so postponing the recommendation once more would not be optimal. She felt that by explaining to Mayor and Council that the location had always been considered for art, and that it fits the needs of this piece, they may feel that it is worthy of the price tag. Ms. Morgan reiterated that the concrete estimate could come out lower, which may be more palatable for Council.

Chair Lieu asked the full weight of the piece, to which Ms. Osborne replied around 300 lbs or more. Ms. Mielt asked whether the city only allows certain vendors to do this type of work, to which Ms. Osborne responded that she was unsure whether it was due to preference, history of work with certain vendors, or if there is a contract in place. Ms. Welch asked whether it was realistic to hit the targeted September 21st deadline since the earliest the piece could be approved is in August, and the subsequent process could take weeks. Ms. Morgan asked why it couldn't be put up for approval in July, to which Chair Lieu responded that the Council is on recess in July. Ms. Osborne said that Ms. Welch is correct, everything that would follow approval boils down to whether all parties are available and ready to work right away. Ms. Osborne added that getting onto the August agenda would not be an issue, but the tight turnaround on installation is the problem, and that she could not promise they would hit the deadline, and that it extends to factors beyond her control.

Chair Lieu asked how quickly Top Knot was able to be installed. Ms. Osborne said she was not staffing the commission at the time of installation for Top Knot. Chair Lieu recalled that while it did not require concrete to be poured, the artist had his own engineer to utilize. Ms. Mielt felt that it was worth proposing to Council. Chair Lieu invited Mr. Lickus to the table to participate in the discussion.

Mr. Lickus said that E2 Innovations is working on the piece, and has performed work with the City previously. Mr. Lickus said that E2 provided a quote for installation at a cost under \$2,000, although it was not specific as to what the cost would cover. Chair Lieu asked whether E2 was aware that a concrete slab would be involved, to which Mr. Lickus replied that they were. Mr. Lickus added that the design of this piece is similar to the piece at the fire station in the OTS, and that installation should be similar. Ms. Osborne asked whether the piece at the fire station sat on a pedestal, to which Mr. Lickus responded that it sits in the gravel in front of the station, but is bolted to concrete. Ms. Osborne said that more than likely, the concrete footer extends deep underground, just like the one in question would need to be. Ms. Osborne added that she's been in contact with E2 throughout the entire process, and there has been no quote provided up to this point. If they were to submit a

quote, she would be willing to review. Mr. Lickus asked if he could pass any information along the next morning, to which Ms. Osborne agreed.

Chair Lieu asked if the Commission could vote to make a recommendation using E2 as the contractor. Ms. Osborne said that while the Commission could do this, if the quote comes back as unsatisfactory to the city, they would not be able to proceed, and the Commission would need to vote again in August to use a different vendor. Ms. Osborne added that she was unaware of what is included in the quote by E2, and whether the design and pour of the concrete is included. She said that the cost they are proposing could be simply to install the piece onto whatever concrete we make available. Ms. deJong attempted to clarify the cost. Chair Lieu asked whether the E2 quote entailed both installation and the concrete pour. Ms. Osborne responded that this is what needs to be clarified. As it is currently planned, installing, or latching the piece to the base would be performed in-house. Chair Lieu asked whether the Commission could recommend that the work be performed up to a designated amount, and then allow the city to go with whichever vendor fits their requirements, to which Ms. Osborne replied that it could be recommended to Council up to a certain amount, without a specific vendor designated, which would allow her to seek the best price that also meets the requirements of the engineering team. If E2 comes back with a satisfactory estimate, she would be happy to go with them, but the costs and specs must be clarified first. She added that the engineering team knows and works with E2, and that engineering is who connected Ms. Osborne with E2 to repair The Learning Tree, and that they know the process.

Call to the Public – Andy Cepon clarified from Mr. Lickus that E2 is an engineering firm. Mr. Cepon felt that E2 could provide the engineering plans since they have done plenty of public art all over the state and have worked with the artist, and therefore have direct expertise in this area, and that the discussion regarding \$5,000 for concrete is absolutely ridiculous. He said that he has seen yards of concrete poured for nowhere near \$5,000. He appreciates that the piece is being recommended to Council, but he felt that there were all sorts of cost-saving opportunities. He felt that things were getting too complicated.

Ms. Morgan moved to recommend that the Surprise City Council consider and accept “May Peace Prevail on Earth,” a work of art donated by the Rotary Club of Surprise, with a recommendation to locate the art in the seating area of Statler Plaza, at a cost not-to-exceed \$6,500.00. Vice-Chair Hastings 2nd. 5 Yes votes. 1 Abstain (deJong). Motion carried.

Mr. Lickus thanked the Commission. Chair Lieu reminded Mr. Lickus to ask E2 for a detailed quote and provide it to Ms. Osborne as soon as possible.

Item 7 – Discussion and action pertaining to the purchase of wall enclosures for the Mobile Museum display.

Ms. Osborne shared that she has received some pieces of the Mobile Museum display already. She shared the sidewall designs with the Commission, and mentioned that the cost of the tent will not go up or down based on what is printed on the “wall.” The graphic artist felt that this would be a good opportunity to showcase some images of city art and events, so she provided some sample images that would be printed on the entire wall. Six walls would be needed, since each tent came with a plain backwall. Chair Lieu asked that the Arts HQ rose not be included as one of the images. She loved the folklorico dancers. She asked whether the image of the musicians came from a city event, which it did. She further requested that the images be representative of city events. The group was in agreement to replace the WHAM Neighbors project. Ms. deJong suggested using the mural in the City

Cashier's office. The group agreed to keep the Library mural image, Top Knot (as-is), and the Folklorico dancers. They asked that the Symphony image be removed. Vice-Chair Hastings felt that it would be efficient to suggest some images for replacement. Chair Lieu agreed, and did not want the item to come back, but rather have staff order it and pay out of the FY19 budget. Ms. deJong suggested an image of The Learning Tree. The group wanted a photo of youth engaging in the arts.

Ms. Miett moved to approve the purchase of custom wall panels for the Mobile Museum tent at a cost not-to-exceed \$1,400.00 with the suggested photos. Ms. Welch. 2nd. 6 Yes votes. Motion carried.

Item 8 – Discussion pertaining to the display plan for the History Wall.

Chair Lieu explained to the Commission that because of the same time constraint and workload issues for the city's graphic artist, the History Wall will not be completed this fiscal year. Ms. Osborne elaborated by sharing that the Communications department is on-board and excited about the project, and want to utilize the City Clerk's historical knowledge and resources to make a dynamic display. Ms. Osborne added that next year is the 60th anniversary of the city, so the timing may work out best after all. Chair Lieu asked whether the display could be completed and installed by next March for the State of the City presentation. Ms. Osborne said that while she was optimistic that they could achieve that target date, it will ultimately depend on how quickly everyone involved can move through the process. She concluded by saying that after the end-of-year rush is over, she could then ask for the project to move forward in July.

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

Chair Lieu introduced the item and said that it was a request by Ms. deJong. Ms. deJong said that she now feels that this may not be achieved in time to spend money out of the current budget, which was the intent of this item. Chair Lieu felt that leaving money on the table due to the number of projects and the amount of time and attention to detail spent on them was a better justification in favor of leaving money on the table at the end of the year rather than spending money frivolously on projects. She added that as long as there is not another year where something like this happens, the commission shouldn't see a change to their budget. She asked Ms. deJong whether she wanted this discussed on a future agenda, to which Ms. deJong declined; she only wanted to discuss the item since there was money left on the table.

Item 10 – Consideration and action pertaining to the purchase of lighting for the display cases in the Mayor's Atrium.

Chair Lieu introduced the item and stated that after the cabinets were built, it occurred to some that there were no lights. She asked Ms. Osborne whether she was able to obtain a quote, to which Ms. Osborne responded that she was not. She did not want to provide an inaccurate estimate, and a number of other factors needed to be explored before solidifying a quote. The lights would need to be adjustable to accommodate for the adjustment of the shelves, power would need to be drawn from a source since there is no outlet behind the cases, and timers would need to be connected to the lights so that no one is left responsible for turning the lights on and off each day. However, she provided an initial rough estimate of \$500 without the guarantee that this cost would stay the same. She informed the commission that if they would like her to move forward on the project, they could approve a not-to-exceed amount, so that she could move forward and seek the most

cost-effective solution. Ms. Morgan asked about keeping the shelves at one height so that the lights never have to be adjusted, but Ms. deJong felt that it would be too restrictive for the type of art that would be included. Ms. Osborne said that there was nothing stopping the commission from taking the time to think about this project a bit more, especially since the cost is estimated to be on the lower end of the spectrum. She also wanted more input as to specific requirements for the lights, since the facilities crew is not familiar with art, and would simply seek out lights that work for the display cases.

Chair Lieu suggested that in the future, the Commission should refrain from spending money at the last minute if possible. She asked that everyone begin thinking of projects for the upcoming year, as well as a rough estimate of what it would cost, so that they could begin planning accordingly for FY2020. Ms. Osborne agreed, saying that there are some projects already lined up for the new year, and that any additional projects would help her plan the budget much more easily. Ms. Miett agreed and said that it would help everyone to plan more appropriately. Chair Lieu asked that everyone return with suggestions, and possibly look to the Master Plan for guidance.

Other Business and Future Agenda Items:

- Vote for Chair and Vice-Chair
- Mobile Museum interior display
- Copper paint over existing letters on The Learning Tree
- Calendar of Events
- Bond Art Recommendation (Public Works Operations Facility)

ADJOURNMENT – Motion to adjourn 8:14 p.m. – Ms. Welch, 2nd by Ms. deJong. 6 Yes votes. 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 June 3, 2019.

Danielle Osborne, Management Analyst