



RETREAT MINUTES

for

City of Flagstaff

Beautification & Public Art Commission

9:00 a.m.- 3:00 p.m. – Wednesday, January 16, 2013

CVB Conference Room, 323 W. Aspen Avenue (Historic Milligan House)



In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Carrie Nelson at 928-213-2919 (or 774-5281 TDD). Notification at least 48 hours in advance will enable the City to make reasonable arrangements.

CALL TO ORDER

Mr. Eberhard called the meeting to order at 9:03 a.m. Mr. Eberhard introduced new members Emma Gardner and Robert Chambers. Commissioners and staff introduced themselves.

COMMISSION MEMBERS:

Bruce Aiken, Chair, *present (10 a.m.)*
Robert Chambers, *present*
Anne Doyle, *present*
Vicky Foster, *present*
Emma Gardner, *present*
Linda Giesecke, *present*
Dan Hunt, *present*
Laura Kelly, *present (11:45 a.m.)*
Heather Malloy, *present*

CITY STAFF:

Karl Eberhard, Staff Liaison, *present*
Carrie Nelson, Recording Secretary, *present*

I. PRELIMINARY GENERAL BUSINESS

1. PUBLIC COMMENT

(At this time, any member of the public may address the Commission on any subject within their jurisdiction that is not scheduled before the Commission on that day. Due to Open Meeting Laws, the Commission cannot discuss or act on items presented during this portion of the agenda. To address the Commission on an item that is on the agenda, please wait for the Chair to call for Public Comment at the time the item is heard.)

None.

2. ANNOUNCEMENTS

(Changes to the Agenda and other Preliminary Announcements)

Chair Aiken was running a few minutes late. Commissioner Kelly will be in attendance around 11 a.m.

1. BPAC Beautification and Public Art Policies

Address: City of Flagstaff
City Staff: Karl Eberhard, BPAC Liaison

REQUESTED ACTION: Discuss and provide direction as appropriate.

The Commission will establish a written policy of the Beautification and Public Art Five-Year Plans that specify various policies used in making recommendations to the City Council regarding Beautification and Public Art. This discussion will likely include other policies (that are not a part of the Five-Year Plan process) used in making other recommendations to the City Council. Depending on the discussion and Commission direction, these policies may be documented in the Five-Year Plans, a separate "Plan" document, or bylaws.

RECOMMENDED ACTION: Discuss and provide direction as appropriate.

Mr. Eberhard explained the Retreat goals and objectives and indicated he wanted to start with the BPAC Policies outlined below:

I. Beautification - Major Sections

A. Mission Statement

Commissioner Giesecke reviewed the old mission statement with Commissioners.

A new Mission Statement was reviewed. Mr. Eberhard will put together a Vision Statement based on all input.

B. Background / Guides

- i. Ordinances, policies, etc.
- ii. Funding
- iii. Annual Budget Process
- iv. Role of the Commission
- v. Role of the City Council

C. Goals and Objectives?

- Commissioners agreed to continue to promote landscaping and request other projects.
- Commissioners requested to have a picture/location bank to view the finished projects that were funded. Commissioner Kelly would like to head this project and

will ask other Commissioners for their help with taking pictures of these completed projects.

- Commissioners want to educate people by example, open/public events, and visitors using Flagstaff as an example.

D. Project Initiation

i. Current

1. Freeform
2. Commission, Council, Public, and Staff
3. Retreat

ii. Crowdsourcing Placemaking - Pending

E. Project Selection

i. Criteria

1. Guides
2. City Council Direction
3. Scale (Annual Small/Medium/Large) – add this as a Goal
4. Need
5. Impact
6. Distribution (around City)
7. Reclaim water availability
8. Sustainability (Including use of native plants)
9. Other project opportunities
 - a. Economy of Scale – piggy backing on other projects.
 - b. Partnerships
 - c. Enhancement
10. Multiple goals (Hist. Pres./Beaut./Pub. Art)
11. Aesthetics
12. Cost
13. Maintenance
14. Public Interest/Buy In

Mr. Eberhard will explain each of these and will return to the Commission with a draft document.

ii. Processes

1. Five-year Capital Plan
2. Beautification in Action Grants
3. Historic Facades and Signs Grants
4. Milton Road Sign Program
5. Un-programmed Work
6. Community Involvement

F. Project Delivery

i. Mechanisms based on Scale

1. Small - BinA

- 2. Medium – CD&R
 - 3. Large - Capital
 - ii. Community Involvement
- G. Post Project Delivery
 - i. Ownership – prefer partnerships
 - 1. Physical
 - 2. Rights (Copy, Publication, etc.) – relates to “art side”.
 - ii. Maintenance -
 - iii. Disposition – This would contain ownership and maintenance. Excessive maintenance repair. Being sold.
- H. Misc.
 - i. BBB Double Dipping – Organizations that ask several Commissions for funds/grants. Openness, fairness of funding.
 - ii. ~~Partnerships—already above~~
 - iii. Agency Relationships –Mr. Eberhard will write language, Chair meets with Tourism Chair annually
 - iv. Purchasing – City’s Purchasing rules
 - v. Donations – Develop a policy based on donations. Meet certain criteria. Vetting process. Everything goes through the Selection criteria as outlined.

Mr. Eberhard reported that he has enough notes to write a draft to bring back to the Commission. The Arts and Science portion will be held over to another retreat. Commissioner Kelly asked to tackle the Arts and Science component at the February meeting. Mr. Eberhard will schedule two meetings in February, one regular meeting in addition to another retreat.

ADJOURNMENT

The meeting adjourned at 2:00 p.m.