



**BEAUTIFICATION AND PUBLIC ART COMMISSION
DRAFT MINUTES**

September 13, 2021 – 4:00 p.m.

City of Flagstaff – Microsoft Teams Remote Meeting

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Creag Znetko, (928) 213-2906 (or 774-5281 TDD). Notification at least 48 hours in advance will enable the City to make reasonable arrangements.

City Staff: Eliza Kretzmann – Staff Liaison, Jana Weldon – Project Administrator, Creag Znetko – Recording Secretary, VISTA AmeriCorps Member MacKenzie Chase

- A. **The Public is Invited to Attend this Remote Meeting:** Please join us via Microsoft Teams by clicking on the following link, which brings you to the live meeting: [Click here to join the meeting](#)

Please turn your camera off and mute your microphone except when speaking. If you need an invitation to the meeting, email cznetko@flagstaffaz.gov prior to 3:00 p.m. on the Monday of the meeting.

Provide Public Comment Prior to the Meeting: Email eliza.kretzmann@flagstaffaz.gov with your public comment prior to 3:00 p.m. with PUBLIC COMMENT in the subject on the Monday of the meeting and it will be read during the public comment section or during the item to which your comment pertains.

- A. **CALL TO ORDER** Chair Garcia called the meeting to order at 4:04

B. ROLL CALL:

Anthony Garcia, Chair, *present*
Sandra Lubarsky, Vice-Chair, *present*
J Michael Cruz, *present*
Carla McCord, *present*

Matt McGrath, *present*
Jeremy Slater, *present*
Tina Zecher, *present*

C. UPCOMING EVENTS:

1. October 29 Budget Retreat
Staff reminded the commission about the budget retreat taking place next month.

D. PUBLIC PARTICIPATION

The Arizona Open Meeting Law prohibits the Commission from discussing or acting on an item which is not listed on the prepared agenda. Commissioners may, however, respond to criticism made by those addressing the Commission, ask staff to review a matter, or ask that a matter be placed on a future agenda. Public comment should be sent to eliza.kretzmann@flagstaffaz.gov, prior to 3:00 p.m. on the day of the meeting with PUBLIC COMMENT in the email subject or during the designated public participation section.

NONE

E. APPROVAL OF MINUTES

1. August BPAC Meeting.
MOTION: Vice Chair Lubarsky moved to approve the minutes. Commissioner Cruz seconded the motion; the motion passed unanimously.

F. ANNOUNCEMENTS

1. Welcome MacKenzie Chase, our new AmeriCorps Member!
Staff welcomed MacKenzie Chase as the newest member of the team.
Ms. Chase would like to expand her skill set within the arts realm while helping the community in another way.
Vice Chair Lubarsky: Happy to have you a part of the team.
Chair Garcia: Please feel free to inject yourself into the conversation even though you are the newest member.
2. Next month's meeting falls on a Federal Holiday on October 11. We do have Beautification in Action grants to approve, if possible – can we keep that meeting or is there a conflict for Commissioners?
Staff informed the commission that the next meeting will be held on a federal holiday. Staff would like to keep this meeting as there are Beautification in Action grants for review.

G. ACTION ITEMS

1. NONE

H. DISCUSSION ITEMS

1. **Green Schoolyard Projects and Potential Beautification Funding:** Green Schoolyards Representatives, John Taylor (Terra BIRDS-Executive Director), Elizabeth Taylor (Green Schoolyards Flagstaff Leader), and Danya Gorel (Terra BIRDS Outreach Coordinator & Green Schoolyards Flagstaff Coordinator) supported by Eliza Kretzmann, Beautification, Arts and Sciences Manager. 15-minute presentation followed by discussion.

A Green Schoolyards group in Flagstaff is focused on elements for the new Killip Elementary school construction and other projects in Flagstaff. The group will inform BPAC of their current and planned projects and explore options for beautification funding.

Suggested Action: Listen to presentation and provide direction and thoughts on potential uses of beautification funds for green schoolyard and/or Killip Elementary elements.
Staff introduced the topic to the commission and gave a brief history of how this has come to be.

Presentation: Representatives from the Green Schoolyards group presented to the commission about the project.

Staff: This can be added during the budget retreat and see what we can do in the short/long term.

Chair Garcia: Be conscious of when the appropriate time to enter would be, knowing the restoration has started. Would be good to have in the budget retreat.

Commissioner McCord: Excited about this project and the broader aspect. The poor condition of the entrances to the schools across the community need to be addressed. No questions just want this to be funded.

Commissioner Zecher: Likes to student/community involvement. Looking forward to discussion during the budget retreat.

Commissioner McGrath: Agree with what has been said so far. Supportive of the effort.

Commissioner Slater: Encouraged to see projects at school campuses and appreciates the Master Plan for the school.

Vice Chair Lubarsky: Would like to see the walkways included in these projects and make that a priority. What does Terra BIRDS think the priorities would be for the project? A question for staff and Chair Garcia: Is there an issue with City funding and FUSD?

John Taylor: The priorities is a discussion for the school and others that may not be present at this meeting. The vegetable garden should be first since that is a tradition that is ongoing for the school and students.

Chair Garcia: The commission has expressed interest in understanding the project more for discussion at the budget retreat.

John Taylor: Understood, we can have better proposals for the retreat.

Chair Garcia: Is there a concern with FUSD and County/City funding?

Staff: There are unknowns with that question as we have not worked with FUSD in the past. The larger construction part of the project is all FUSD and we can not interfere with the timeline of the building of the structures. This is considered above and beyond that.

Elizabeth Taylor: The first step we needed to accomplish was getting buy in from the Superintendent of FUSD, the Mayor and City Manager. We have a declaration from each of them to participate in this project. We believe this is supported by all entities and are backed by the Green Schoolyard national project.

Chair Garcia: This should clear up concerns and thank you to staff for looking into this.

Commissioner Cruz: Good discussion, likes the plans and excited to this happening. No questions, only support.

Liz Taylor: Thank you to the commission for the opportunity to present.

2. **Brief Primer on Bicycle/Pedestrian Safety and Public Art:** Martin Ince, Multi-Modal Planner at the City and Eliza Kretzmann, Beautification, Arts and Sciences Manager. 15-minute presentation followed by discussion.

This item was requested by the Commission at a previous meeting. This will provide a brief introduction to the topics of bicycle/pedestrian safety and public art, beginning with general information on the topic from Martin Ince followed by some examples and broad information on public art in this arena from Eliza Kretzmann.

Suggested Action: Listen to the presentation, begin discussion of ideas and where this falls into our priorities. Determine if the Commission wishes to continue this discussion at future meetings and/or the budget retreat.

Staff reminded the commission of the conversation that was had about how bicycle safety and public art have intersected recently.

Mr. Ince presented to the commission on the Active Transportation Master Plan. This plan will establish goals, policies, and strategies to support walking and biking while providing recommendations for infrastructure. Public comment has started today, and Mr. Ince can return with the outcome of the review.

Staff also presented to the commission about Bicycle/Pedestrian Safety and Beautification, Arts & Sciences. There was an update about the potential memorial for the bicycle accident this past summer, using robust flowerpots/barrels as infrastructure, potential crosswalk mural at the DCC and how barriers can separate bicyclists/pedestrians from automobile traffic.

Vice Chair Lubarsky: Thank you for the follow up for the bike/ped safety conversation. Using planters as infrastructure are not on your recommendations list. This can be aesthetically pleasing and solid infrastructure. Is it possible to use planters instead of the concrete curb stops?

Staff: Butler Ave is a pilot project and there is a lot to learn. Planters bring potential concerns with plowing in the winter. We realize the curb stops are small and are hopeful when motorists see them, it will cause them to slow down.

Vice Chair Lubarsky: The main thoroughfare's in town really need to consider the functionality as well as the aesthetics of whichever barriers we decide to use.

Chair Garcia: Are you wanting the commission to decide on infrastructure now or can we discuss further?

Staff: This is the start of the conversation; these are expensive to build/maintain.

Chair Garcia: Understand that this is a safety issue, not just beautification or public art. We would just like to be a part of the conversation at the beginning of the project.

Vice Chair Lubarsky: Beautification shouldn't be a separate category from safety or transportation efficiency. Please let us be a part of the conversation.

Chair Garcia: Thank you to staff for starting the conversation now.

Commissioner McCord: Need to take all aspects into consideration, including weather.

Commissioner McGrath: Requirement or restriction for FHWA for art in crosswalks?

Staff: It's more high-level guidance as opposed to enforceable rules, although, if there was an incident, having followed the guidelines would be a better legal defense.

Commissioner Cruz: Need to be mindful of facilities capacity.

Commissioner Zecher: Are we creating another problem with the separation by using the curbs?

Chair Garcia: Hearing agreement on keeping peds/cyclists safe and being respectful of the plan with the urgency of getting this completed. The commission will be available to participate in the process as necessary. Thank you to the presenter and staff for keeping the commission informed.

Chair Garcia: Appreciates the presentation

3. **Introductory Discussion on Gift Policy:** Jana Weldon, Beautification, Arts and Sciences Project Administrator. 8-minute presentation followed by discussion.

At present, the Beautification and Public Art Commission has no formal policy to evaluate a donation of an artwork to the City so that the Commission may advise City Council with a recommendation. Project Administrator Jana Weldon wrote a gift policy in the last few years for the City of Glendale after researching other programs policies. Ms. Weldon will present this policy as a starting place for BPAC to formulate their own criteria and policy in the future.

Suggested Action: Listen to the presentation, begin discussion of criteria for evaluating gifts of art to the City for recommendation to Council.

Staff presented on a gift policy that was implemented for the City of Glendale. The points made in the presentation are a collection of other cities policies as well as an overlap for the City of Flagstaff.

Staff: Would like to ask if the commission have questions about copyrighting or who owns the piece? In terms of a gift to the city.

Commission: No questions.

Things to consider in a gift policy:

Hold time – up to six months of hold time for the gift to give time to discuss if accepted.

Donor to provide assessment of materials.

Availability of appropriate site.

Cost to the city including maintenance.

Value of the donated piece.

Direct purchase vs call to artists in the case of purchasing the piece.

Staff: Start of discussion for a policy. We may receive a gift before we have a formal policy.

Chair Garcia: Looks good to me. These are mechanical steps that should be reviewed by legal.

Commissioner McCord: Seems thorough and well written. Likes the six month hold and can make informed decisions.

Commissioner Zecher: It's important to let the artist maintain the ownership and encourage them to share with the community.

Commissioner McGrath: Likes the policy, agrees with the copyright statement and the maintenance part.

Commissioner Cruz: This is great, it's important to have a gift policy. Maintenance needs to be considered. Appreciates the discussion around ownership of the pieces.

Vice Chair Lubarsky: Agrees with the copyright suggestions so far that the artist should retain ownership.

Chair Garcia: Good work from staff, thank you for presenting this.

4. **Continued Discussion on Mission/Vision/Guidelines or Strategic Focus Areas** – Chair Garcia

Chair asked if we could continue this discussion next month.

Vice Chair Lubarsky: Will work on this to figure out a way this can be more useful to the commission for the budget retreat.

Chair Garcia: Please send any comments to Eliza about this document.

I. TO/FROM ITEMS

1. City Staff To/From and Updates: MacKenzie Chase, Eliza Kretzmann, Jana Weldon

a. Update on ArtWins winning project for Arizona and display in Flagstaff – Eliza Creative Flagstaff is looking to place the state winner art piece to be displayed for 3-4 months before moving on to Michigan for the nationals.

b. Small change to East Flagstaff Library Beautification in Action project – Eliza The planters that were to be made from recycled file cabinets but with staff shortages the planters will not be made from the file cabinets but different materials.

2. Chair To/From and Updates: Anthony Garcia

Thank you to staff for all you do, but please if projects become overwhelming, let us know. Will be going to the Art Wins festival and if there are questions the commission would like to relay, please send them to staff for compilation.

3. City Council Liaison Updates

Would like to express her gratitude for this commission and all the hard work.

4. Additional To/From Items from the Commission?

NONE

5. Requests for future agenda items?

NONE

J. TIME/DATE FOR UPCOMING MEETINGS

1. BPAC Meeting: Monday, October 11, 4 p.m., Microsoft Teams Meeting

K. ADJOURNMENT Chair Garcia adjourned the meeting at 6:06 p.m.