



*To develop, advance, and nurture all facets of the arts  
to enhance the quality of life for Meridian residents and its visitors*

## **MERIDIAN ARTS COMMISSION MEETING**

City Council Chambers, 33 East Broadway Avenue Meridian, Idaho

Thursday, April 14, 2022 at 3:30 PM

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### **Agenda**

#### **VIRTUAL MEETING INSTRUCTIONS**

To join the meeting online: <https://us02web.zoom.us/j/86357170655>

Or join by phone: 1-669-900-6833

Webinar ID: 863 5717 0655

#### **ROLL-CALL ATTENDANCE**

<input type="checkbox"/> Lizzie Taylor	<input type="checkbox"/> Patrick O'Leary
<input type="checkbox"/> Jessica Peters, Vice Chair	<input type="checkbox"/> Jenifer Cavaness-Williams
<input type="checkbox"/> Natalie Schofield	<input type="checkbox"/> Thomas Vannucci
<input type="checkbox"/> Bonnie Zahn Griffith, Chair	<input type="checkbox"/> Raeya Wardle
<input type="checkbox"/> Bobby Gaytan	

#### **ADOPTION OF AGENDA**

#### **APPROVAL OF MINUTES [ACTION ITEM]**

1. MAC Meeting Minutes from March 10, 2022

#### **APPROVAL OF MONTHLY FINANCIAL STATEMENTS [ACTION ITEM]**

2. Approve Monthly Financial Statement

#### **OLD BUSINESS [ACTION ITEMS]**

3. Discuss and Consider Sponsorship Request for Huckleberry Star Theater Group

#### **REPORTS**

4. **Update: Initial Point Gallery:** Current Exhibition and April 1, 2022 Opening Reception for 'Abstract' show, Upcoming WASD Student Art show in May with Opening Reception May 6, 2022, Call-to-Artists for 2023 ~ Natalie Schofield

5. **Update: Events and Outreach Subcommittee:** Community Art Party, Art Week Planning, Mayor's Awards in the Arts, Concerts on Broadway ~ Jenifer Cavaness Williams
6. **Update: Public Art Committee:** Approval of Tully Skate Park Project, Recommendation for Seeking Outside Consultant for Completing Public Art Plan with Budget Amendment, Updates on Meridian Mural Series at unBound, and Recommendation to move forward with the Pool ~ Bobby Gaytan
7. **Arts and Culture Coordinator Report** ~ Cassandra Schiffler
8. **Update: Annual Report to City Council** ~ Bonnie Zahn Griffith

**NEW BUSINESS [ACTION ITEMS]**

9. **Information about Opportunity for Meridian Residents and Organizations: City Neighborhood Grant Application** ~ Molly Medenblik, Community Relations and Policy Advisor
10. **Approve New Call to Artists RFQ + RFP for Five Mile Pathway Trailhub and Project Budget** ~ Cassandra Schiffler, Arts and Culture Coordinator
11. **Discuss and Approve New Project for Tully Skate Park Mural** ~ Cassandra Schiffler, Arts and Culture Coordinator
12. **Discuss Selection of Mayor's Awards in the Arts Recipients and Organize a Selection Committee**

**NEXT MEETING - MAY 12, 2022**

**ADJOURNMENT**



## MERIDIAN ARTS COMMISSION

City Council Chambers, 33 East Broadway Avenue Meridian, Idaho

Thursday, March 10, 2022 at 3:30 PM

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### MINUTES

#### ROLL-CALL ATTENDANCE

<input checked="" type="checkbox"/>	Lizzie Taylor	<input checked="" type="checkbox"/>	Patrick O'Leary
<input checked="" type="checkbox"/>	Jessica Peters, Vice Chair	<input checked="" type="checkbox"/>	Jenifer Cavaness-Williams
<input checked="" type="checkbox"/>	Natalie Schofield	<input type="checkbox"/>	Thomas Vannucci
<input checked="" type="checkbox"/>	Bonnie Zahn Griffith, Chair	<input checked="" type="checkbox"/>	Raeya Wardle
<input checked="" type="checkbox"/>	Bobby Gaytan		

City staff present were Arts and Culture Coordinator Cassandra Schiffler and City Attorney Emily Kane.

#### ADOPTION OF AGENDA

J. Cavaness-Williams made motion to adopt agenda; seconded by J. Peters

All ayes

#### APPROVAL OF MINUTES [ACTION ITEM]

L. Taylor made motion to approve minutes; seconded by R. Wardle

All ayes

#### APPROVAL OF MONTHLY FINANCIAL STATEMENTS [ACTION ITEM]

N. Schofield made motion to approve monthly financial statements; seconded by L. Taylor

All ayes

#### NEW BUSINESS [ACTION ITEMS]

##### 3. Update: Commissioner Appointments ~ 2 minutes

C. Schiffler welcomed newly appointed Commissioners, B. Gaytan and P. O'Leary and asked them to introduce themselves.

B. Gaytan thanked everyone for having him onboard and stated he is looking forward to working with everyone.

P. O'Leary thanked everyone for the opportunity and stated he is looking forward to learning a lot, getting educated and seeing what contributions he can make.

B. Zahn Griffith welcomed the new Commissioners.

**4. Presentation and Sponsorship Request:** Kevin Nielsen of the Huckleberry Star Theater ~ 20 minutes

Presentation given by K. Nielsen and J. Hessing (attached).

K. Nielsen stated he has lived in Meridian for about 12 years and his local roots include his great-grandfather who was the editor of the Meridian newspaper and owned a dairy farm on what is now Eagle Road; his grandfather was the principal at Kuna High; and his father was born in Nampa.

K. Nielsen introduced Jason Hessing.

J. Hessing stated he is a native of the area, living in Meridian for just over a decade and his children have attended local schools and he has served on the Board of Compass Public Charter Schools. J. Hessing also stated his local roots include one grandfather starting the Boise Motor Village and his other grandfather starting Dunkley Music.

B. Zahn Griffith inquired if the Theater has current sponsors.

K. Nielsen confirmed they do currently have sponsors but are asking for the Meridian Arts Commission to be a sponsor.

L. Taylor inquired about who chooses the productions.

K. Nielsen stated that the producers choose the productions and try to find a Director who is interested in the chosen production and then all five sit down to discuss and take in to consideration male versus female roles and also family-friendly messaging.

P. O'Leary inquired as to this year's budget, specifically the earned versus unearned income projections.

K. Nielsen stated the budget per show is currently around \$25K and the Theater had an approximate surplus of \$6K from last year which was used to purchase the licensing for the upcoming production.

B. Gaytan inquired as to the Theater's marketing and how sponsorships are advertised.

K. Nielsen stated sponsors are highlighted through ads in programs, the Theater's website, Facebook and Instagram accounts, during the curtain speech, and/or posting of banners.

B. Zahn Griffith inquired if there is a tier structure for sponsorships.

K. Nielsen confirmed there is a tier structure: a full-page ad is \$1000; a half-page ad is \$500; and above \$1000 would be a major sponsor which includes a full-page ad, mention in the curtain speech, and being listed at the top of the Theater's website.

P. O'Leary inquired if the Theater is a 501(c)3 organization.

K. Nielsen confirmed they are not currently a 501(c)3 organization because they wanted to stay simple the first few years but they are considering it.

J. Hessing asked P. O'Leary for feedback on the importance of the Theater becoming a 501(c)3 organization.

P. O'Leary stated the 501(c)3 designation opens up funding and grant opportunities and encouraged the presenters to look into local organizations that might be able to serve as an umbrella until the Theater can obtain its own 501(c)3 designation.

E. Kane confirmed that an organization does not need to be a 501(c)3 organization in order to receive a sponsorship from the Meridian Arts Commission.

C. Schiffler confirmed the Theater's sponsorship request would be discussed at an upcoming meeting.

**5. Consider Artwork for City Acquisition: Joan Thomas's Meridian Mill Painting ~ 5 minutes**

B. Zahn Griffith stated visual of art piece for consideration was included in the meeting packet.

L. Taylor stated she did not agree with the artist's decision to change the sign on the building, as stated in the artist's disclaimer listed on page 2 of the included visual.

B. Gaytan inquired if the City owns any similar artworks.

C. Schiffler confirmed the City does own a similar piece depicting the Zamzow Mill which is on display on the second floor of City Hall.

P. O'Leary inquired as to how this piece came up for discussion as an acquisition.

B. Zahn Griffith explained this piece was on display as part of the December Initial Point Gallery exhibit and the artist had offered the piece to the City as a gift.

C. Schiffler explained the gifts and donation acquisition process:

1. First reviewed by the Arts and Culture Coordinator
2. Moves to the Meridian Arts Commission for review
3. If Commission recommends acquisition, Legal drafts an agreement between the City and the artist
4. The Mayor reviews and makes the final decision
5. Finally, City Council reviews

C. Schiffler explained the City's art collection and how it is managed. C. Schiffler stated at this time the Arts and Culture Coordinator and the Meridian Arts Commission do not have the capacity or authority to manage the collection and this responsibility and management of the collection is currently housed within the City's Finance Department and so art is looked at as an asset (much like furniture and equipment).

N. Schofield asked for clarification of her understanding that the Commission is not purchasing the piece and that the piece is being offered as a gift.

C. Schiffler confirmed N. Schofield's understanding that this piece would be a gift.

B. Gaytan inquired as to how often these acquisition discussions occur.

B. Zahn Griffith and E. Kane both confirmed that these acquisition discussions are rare.

B. Zahn Griffith stated she found it odd that in such a representational piece of art the artist chose to change the wording on the sign and wondered if the artist could be asked to change the wording to match the actual sign.

J. Peters stated that since the City already has an art piece depicting the same subject matter she is inclined to decline the gift.

N. Schofield stated she agrees with L. Taylor and J. Peters and is inclined to decline the gift.

P. O'Leary stated he did not think the artist should be asked to change the piece.

B. Zahn Griffith opened the floor to vote whether or not to accept the gift.

P. O'Leary made motion to decline artwork gift; seconded by L. Taylor.

All ayes

**6. Review and Approve: 2023 Initial Point Gallery Call-to-Artists ~ 3 minutes**

B. Zahn Griffith stated the Call-to-Artists was included in the meeting packet.

N. Schofield made motion to approve the Initial Point Gallery Call-to-Artists; seconded by L. Taylor.

All ayes

**7. Consider for Budget Approval: Americans for the Arts Membership for Meridian Arts Commission ~ 3 minutes**

B. Zahn Griffith asked C. Schiffler to speak about the Americans for the Arts Membership proposal.

C. Schiffler explained that the Americans for the Arts Membership would be an organizational membership for up to 10 people so Commissioners would receive a log-in and the membership benefits were included in the meeting packet.

C. Schiffler stated the membership costs \$300 and this would come from the Professional Development line-item of the Commission's budget.

J. Peters stated that she has an individual membership and the membership has provided a great number of resources, webinars, and a public art network and she has found it of great value and sees the value as the Commission is considering how to grow, find resources, and connect with artists and other art administrators.

B. Zahn Griffith opened the floor to vote on the membership proposal.

J. Peters made motion to approve \$300 budget item for Commission membership to Americans for the Arts; seconded by L. Taylor.

All ayes

**8. Consider for Budget Approval: Traffic Box Cleaning, Inspections, Damage and Assessment Report Estimate ~ 3 minutes**

B. Zahn Griffith asked C. Schiffler to speak about the City's Traffic Box program.

C. Schiffler explained that the Boise City Department of Arts and History contracts with a company to individually clean and provide maintenance reports on each traffic box at a cost of \$30 per box. C. Schiffler explained that at this time the Commission does not have a specific line item in the budget for this service but there are funds available in the "Other Expenses" line item of the budget if the Commission wanted to pursue this service. C. Schiffler confirmed the City has approximately 60 boxes and the boxes are owned by ACHD.

J. Cavaness-Williams inquired as to the location and spacing of the traffic boxes.

C. Schiffler stated that in the City's urban renewal district boxes are located more closely together in the Downtown core and consist mainly of West Ada School District pieces. C. Schiffler noted the remaining traffic boxes are spread throughout the City. C. Schiffler stated that traffic box locations can be viewed using the GIS map on the City's website.

L. Taylor stated that she thinks such a contract is a good thing both in terms of practical maintenance of the boxes but also from a public relations stand-point as people will see these items being cleaned. L. Taylor also stated she liked the idea of not doing all the boxes at once since installation was staggered, maintenance could be staggered, and \$30 a box seemed very reasonable.

P. O'Leary inquired if there was a current status report for the traffic boxes.

C. Schiffler confirmed that at this time it is someone going out to assess each box and this had last been done in 2019 by the former Arts and Culture Coordinator but it really is on a volunteer basis and there is no guarantee that ACHD would notify the City if a box was removed.

N. Schofield stated she thinks having all the boxes cleaned this year to get a sense of the inventory and condition of each box would be ideal and then maybe the contract could switch to an every-other-year maintenance schedule based on box location.

J. Peters inquired if there are any boxes due for a re-wrapping and/or a new piece of art instead of a cleaning.

C. Schiffler confirmed that the traffic boxes in the urban renewal area are funded by the Meridian Development Corporation so these are replaced on a more regular basis and the most current information she has does show some boxes have been replaced. C. Schiffler stated the life span of a box is approximately 5 – 10 years and that Boise thinks of their boxes as temporary art projects that last five years.

B. Zahn Griffith opened the floor to vote on the expenditure.

L. Taylor made motion to approve a Not to Exceed amount of \$1,800 for traffic box cleaning and maintenance; seconded by B. Gaytan.

All ayes

## FUTURE MEETING TOPICS

- 9. Upcoming: Planning and Budget for Professional Development:** Training/conferences and/or General Arts Development Outreach Efforts

C. Schiffler stated the Commission should discuss in the near future plans to use the budgeted Professional Development funds.

- 10. Upcoming:** Discuss Performing Arts Budget and Sponsorship Requests

C. Schiffler stated this will be a future discussion of the sponsorship request presented at today's meeting from Huckleberry Star Theater.

## REPORTS

- 11. Update: Initial Point Gallery:** Current Exhibit: Treasure Valley Artist Alliance "Verdant Discourse"; and Upcoming Exhibit: Larry Balsan, Benjamin Hunt, April Davis, Michael Norsk, and Gary Holt Peer; Gallery Hosts

*Lizzie Taylor, Commissioner and February Gallery Host ~ 3 minutes*

N. Schofield asked L. Taylor to give the report since L. Taylor was the Opening Reception Host.

L. Taylor stated the opening reception was an outstanding success with 55 people in attendance and beautifully displayed refreshments by one of the exhibiting artists.

B. Zahn Griffith reviewed the list of artists that will be on display next and inquired about the next Gallery Host.

N. Schofield stated she will be the April Gallery Host.

C. Schiffler stated gallery hosts are still needed for the month of August, November and December.

J. Cavaness-Williams volunteered to be the August Gallery Host.

B. Zahn Griffith volunteered to be the November Gallery Host.

L. Taylor volunteered to be the December Gallery Host.

- 12. Update: Events and Outreach Subcommittee:** Art Week, Tammy deWeerd's Awards in the Arts, Treasure Valley Fine Arts Festival Partnering

*Leslie Mauldin, Events and Outreach Subcommittee Chair ~ 2 minutes*

L. Mauldin not present to provide report.

C. Schiffler gave report on behalf of L. Mauldin.



C. Schiffler stated the Subcommittee reviewed the Art Week schedule which is similar to last year's event with one change being the Initial Point Gallery opening reception will be held on the Thursday during Art Week to coincide with another art event being held in City Hall that evening.

C. Schiffler stated the Subcommittee discussed a partnership with the Treasure Valley Fine Arts Festival but the event has been cancelled for this year; however, the event director would still like to partner with the Commission in the future and develop a long-term, on-going partnership.

**13. Update: Public Art Committee:** Review of Committee Meeting with Parks and Recreation Staff about Five Mile Creek Pathway Trailhub

*Bobby Gaytan, Public Art Committee Chair ~ 5 minutes*

B. Gaytan stated the Subcommittee had a meeting with the Parks and Recreation Staff that included a presentation and discussion of the Trailhub project. B. Gaytan stated discussions included 1) potentially changing the name to avoid confusion between Ten Mile and Five Mile; 2) creating a theme that gives the trailhead an identity and makes the trailhead a landmark; 3) discussed the mass and scale of a potential art piece and adding power and light to the site which is an estimated additional cost of \$5 to \$10k. B. Gaytan stated these discussions helped facilitate moving to the Request for Proposal process.

C. Schiffler stated that the next step will be done in two-parts to adhere to best practices in public art so this will include first a Request for Qualifications, and then a stipend is provided for the selected artist(s) to submit proposals as part of the Request for Proposal process. C. Schiffler stated she will provide a draft for the Subcommittee to review at their next meeting and then the Commission can review. C. Schiffler confirmed Legal, Procurement, and Parks and Recreation staff will all be involved.

**14. Arts and Culture Coordinator Report:** Updates: Meridian Mural Series, Public Art Plan, Revised Call for Five Mile Creek Pathway Trailhub RFQ + RFP; Social Media; Annual Reports; Goals and Visioning for 2022; Requests for Volunteer Help

*Cassandra Schiffler, Arts and Culture Coordinator ~ 10 minutes*

Presentation given by C. Schiffler (attached).

J. Peters volunteered to record meeting minutes for the Public Art Subcommittee.

P. O'Leary volunteered to join the Events and Outreach Subcommittee.

B. Zahn Griffith volunteered to record meeting minutes for the Initial Point Gallery Subcommittee.

P. O'Leary stated he was willing to discuss the role of a Budget Advisor with C. Schiffler.

B. Zahn Griffith asked if the previous Call for Nominations could be used again for the Tammy de Weerd's Awards in the Arts event.

C. Schiffler stated she had not seen this previous Call for Nominations so will locate the file for review.

L. Taylor volunteered to work on the Call for Nominations for the Tammy de Weerd's Awards in the Arts event if a previous document could be located for review and modification.

L. Taylor volunteered to step down from the Public Art Subcommittee, if need be.

J. Peters asked C. Schiffler to send out an email to the entire Public Art Subcommittee requesting that someone step-down due to quorum issues since not all Commissioners present at today's meeting and this would give Commissioners who are on multiple Subcommittees an opportunity to step-down and only serve on one Subcommittee.

B. Zahn Griffith asked if there were any other Commissioners present who might consider stepping down from the Public Art Subcommittee and joining a different Subcommittee.

R. Wardle stated she might consider it if her school schedule allowed but as an artist she really enjoys being on the Public Art Subcommittee and doing public art is very personal to her so she appreciates being on the Subcommittee and has a connection with the subject matter.

C. Schiffler stated she will send out an email to the Public Art Subcommittee and hopefully this can be resolved by end of day on Friday because the next Public Art Subcommittee meeting is next Tuesday.

**15. Inclusivity Highlight:** March is Developmental Disabilities Awareness Month ~ 5 minutes

C. Schiffler requested that J. Peters share a video for the Commission to watch showcasing Open Arms Dance Project which is a multi-generational and inclusive dance company based in Boise, Idaho.

**NEXT MEETING - APRIL 14, 2022**

**ADJOURNMENT**

L. Taylor made motion to adjourn the meeting; seconded by J. Cavaness-Williams

All ayes

Meeting adjourned at approximately 5:15 PM



# A New Theater Experience in Meridian, ID

Founded 2021

<https://thehuckleberrystar.com/>



# Our Story



The Niensens



The Hessings

Once upon a time there were two theater-loving families living on opposite sides of the freeway in Meridian. To help unleash the magic of theater upon their local land (and get their kids off their screens 😊), they banded together and executed on a vision to bring incredible local talent together to produce uplifting, family-friendly musical theater productions.

# Our Mission

The Huckleberry Star Theater's mission is three-fold:

- To foster close-knit, long-lasting communities among cast members and patrons
- To encourage face-to-face participation in live-performing arts where risks are taken, skills are developed, and comfort zones are expanded
- To increase family-friendly musical theater in the Meridian, Idaho area with some of the best loved musicals.

## Core Belief

“Arts and culture are key to cities’ vibrancy and quality of life.”

*~ Urban Institute report commissioned by the Knight Foundation*

# Why Launch a New Theater?

- Expanding population and talent-base in Meridian
- More demand than supply for both cast members and patrons
- Few community musical theaters in the valley to involve the whole family
  - Boise Little Theater (Boise)
  - Stagecoach Theater (Boise)
  - Music Theater of Idaho (Nampa)
  - Spotlight Theater (Nampa)
  - Dreamweaver (Caldwell/Nampa, closed?)
  - Treasure Valley Children's Theater (children only)
  - Starlight Mountain Theater (Garden Valley, young adult)





### Pilot Year Parameters

- Outdoor venue to reduce risk of COVID-19
- Involve as many people as safely possible
- Focus on casting family members together
- Make the experience enjoyable for all
- Break even to make it sustainable

## Season 1 Results

- 3 sold-out shows of 300+ audience members
- 80+ people auditioned
- 48 cast members, 17 supporting staff
- 13 sponsors and donors
- 309 bags of local gourmet popcorn sold
- Winner of multiple awards on BroadwayWorld 2021 Boise including:
  - Best Musical of 2021
  - Best Production of the Year (in Person)
  - Best Direction of a Musical
  - Best Performer in a Musical
  - Best Choreography of a Play or Musical
  - Best Set Design of a Play or Musical
  - Best Costume Design of a Play or Musical

Irving Berlin's



Aug 19-21, 2021



## 2022



Book, Music and Lyrics by:  
MEREDITH WILLSON

Aug 16-20, 2022  
Same outdoor venue

## 2023+ Plan

- Expand to 2 shows or more per year to create more opportunity
  - Actors
  - Directors
  - Musicians
  - Dancers
  - Technicians
- Select venue(s) for performances
- Grow sponsorships and patrons
- Bring joy to the community

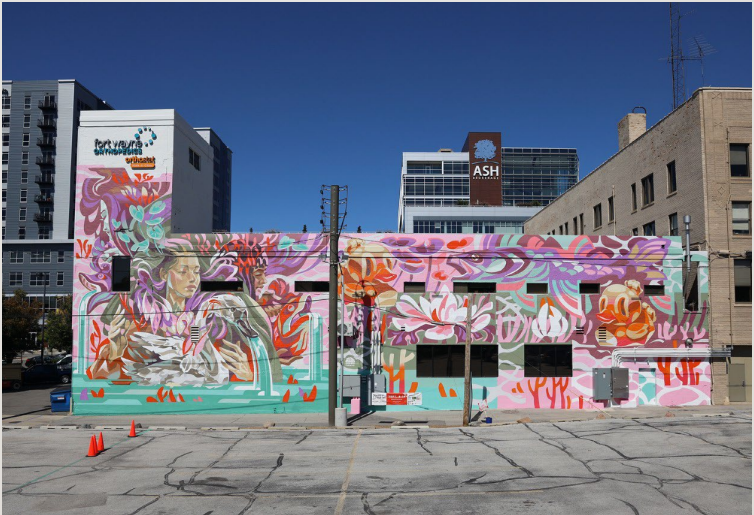
# ARTS & CULTURE COORDINATOR REPORT

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MERIDIAN ARTS COMMISSION REGULAR MEETING

MARCH 10, 2022

# KEY DESIGN MURAL AT UNBOUND LIBRARY



- **The Meridian Library District Board has approved the City's MOA Memorandum of Agreement!**

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- Key Detail has signed a Task Order for their design services, the Task Order was sent to Council for Approval, Council approved it
- During the design stage, the Property Owner (the Library), Key Detail, and the City will work on the design stage, and MAC will review and recommend the final design to City Council.
- Hope to see this complete this summer!



# SECTOR SEVENTEEN MURAL UPDATE

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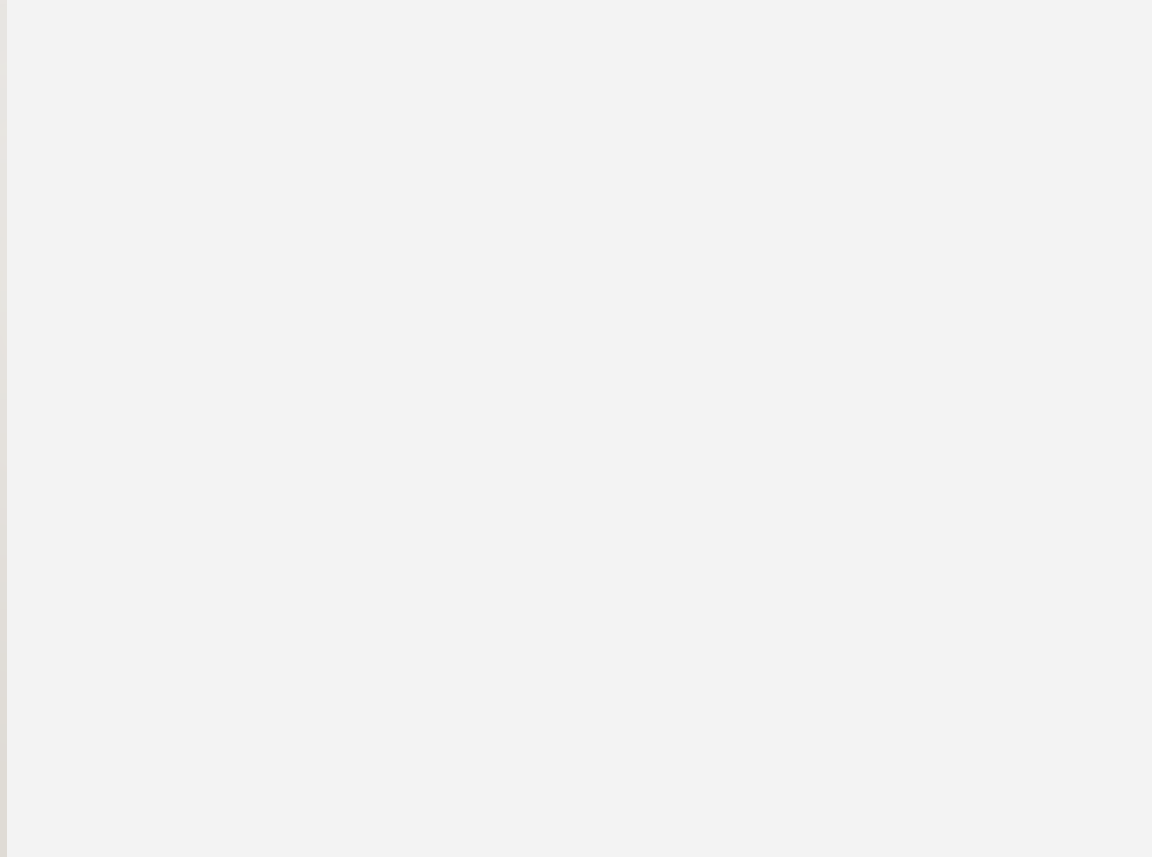
- Continuing Ideas for Mural Location
- Beehive Credit Union only serves LDS community
- Grandio Greenhouse passed on the mural



# MERIDIAN SWIMMING POOL

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Garrett, the Recreation Manager will bring up the mural for the Pool location possibility at the next WARD (West Ada Recreation District) meeting to gauge interest.



# PUBLIC ART PLAN

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- Cassandra met with Meridith McKinley from VIA Partnership, LLP
- Meridith composed a phased plan for drafting the Public Art Plan
- Likely to be under \$30,000 from VIA, depends on levels of service
- Cassandra will review VIA plan (volunteers from PAC invited to help)
- Get two more quotes from other companies (Forecast and ???)

# ART WEEK – SEPTEMBER 7-10, 2022

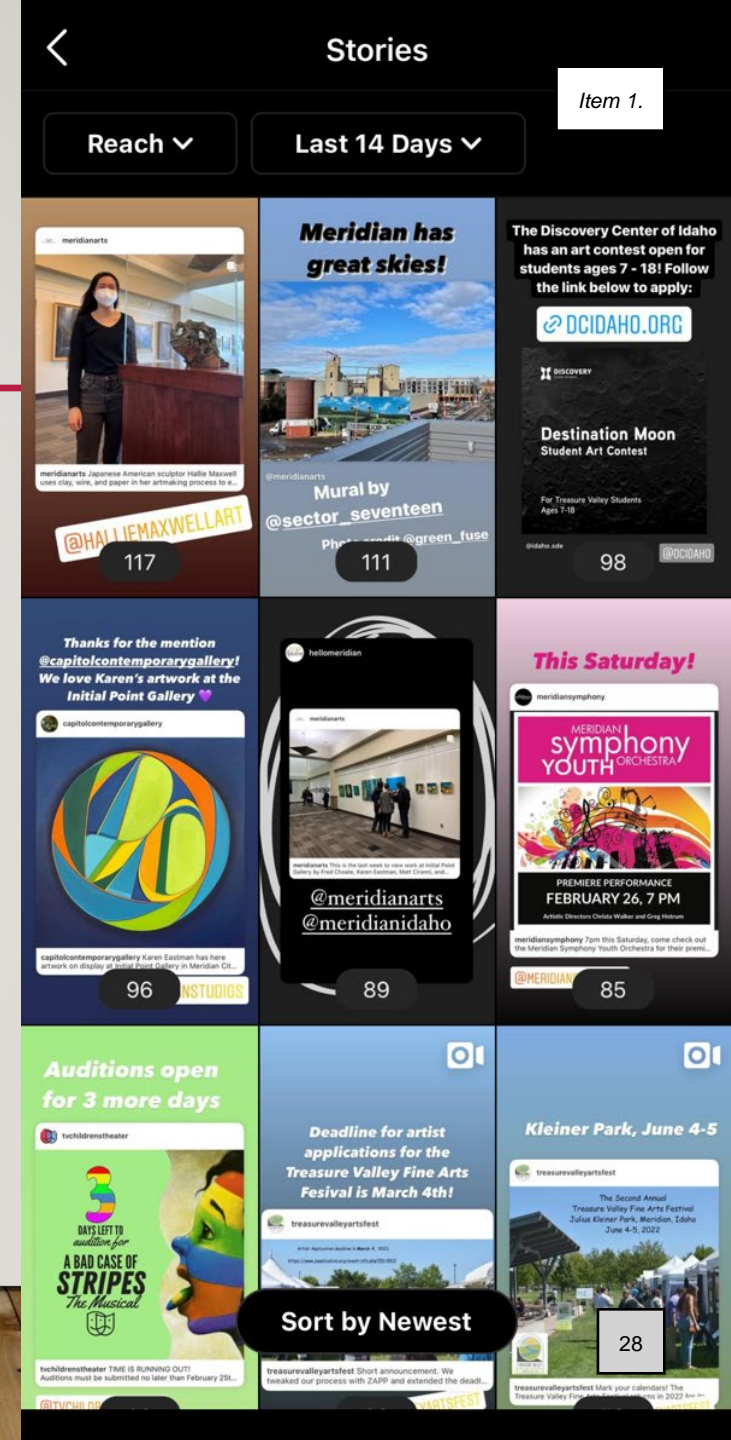
## OVERVIEW OF PAST PROJECTS & PARTNERS

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- Art Drop
- Free art classes Wed – Friday
- Meridian Art Foundation’s Art Sip, Thursday at City Hall 6 – 9
- IPG opening approved for Thursday to coincide with the Art Sip
- Community Art Party, Friday (in partnership with Renee White, Event Coordinator)
- Chalk Art Competition: Held Saturday morning in Generations Plaza
- Concert on Broadway Saturday
- Tammy de Weerd’s Awards in the Arts presented by Mayor at the Concert

# SOCIAL MEDIA

- 7 posts and 24 stories in February
- Feel free to submit ideas to me
- City Staff must be the one to schedule, approve, and post
- Media posts must be polished, city related, and appropriate
- Stories are more informal: reshares, Treasure Valley opportunities to artists, events related to Arts Commission activities (TVAA or Youth Symphony), NEA or ICA posts
- Feel free to send suggestions! (Send image + wording + hashtags)



# REQUEST FOR VOLUNTEER HELP SHOUT OUTS

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- IPG Hosts:
  - May (WASD): **Raeya Wardle!**
  - August (photography show)
  - September (College of Western Idaho Faculty Show): **Jessica Peters!**
  - October (“Whimsical landscapes” show)
  - November (Figurative and Still Life show)
  - December (BOSCO)
- Social media ideas: **Natalie Schofield** and **Jessica Peters** (International Sculpture Day)
- Traffic box spreadsheet updates: **Natalie Schofield!**
- MAPS Logo: **Bobby Gaytan!**



# ~~REQUESTS FOR VOLUNTEERS~~

# CALL TO ACTION!

- 
- Volunteer to write subcommittee minutes
  - Volunteer to act as a “Budget Advisor” to the Commission (experience with spreadsheets and Excel a huge plus!)
  - Help to draft the Tammy de Weerd’s Awards in the Arts Call for Nominations
  - Volunteer to begin outline of Art Week classes and reach out to selected instructors
  - Volunteer to spearhead effort to organize, set up, maintain, and man an arts activity booth at Public Works event June 8th
  - Volunteer to step down from PAC do to quorum issues



## FY2022 Budget to Actual Comparison

	Total Budget	YTD Actual	Budget Remaining
<b>REVENUES</b>			
Donations/Sponsorships			
Concerts on Broadway			\$ -
Initial Point Gallery		\$ 52.00	\$ (52.00)
Traffic Box Wraps			\$ -
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ 52.00</b>	<b>\$ (52.00)</b>
<b>EXPENSES</b>			
Arts Development*	\$ 2,000.00		\$ 2,000.00
<i>*May include expenses related to training/conferences and/or general arts development outreach efforts</i>			
Concerts on Broadway	\$ 10,000.00		\$ 10,000.00
Performing Arts	\$ 7,000.00	\$ 3,000.00	\$ 4,000.00
Initial Point Gallery	\$ 700.00	\$ 37.08	\$ 662.92
School Dist Art Show Awards	\$ 50.00	\$ 350.00	\$ (300.00)
Art Week	\$ 2,800.00		\$ 2,800.00
Public/Private Mural Program			\$ -
Public Art Plan Consultant & Final Document			\$ -
Other Expenses**	\$ 1,450.00		\$ 1,450.00
<i>**May include expenses associated with the Dairy Days Art Show and/or Art Week</i>			
<b>SUBTOTAL</b>	<b>\$ 24,000.00</b>	<b>\$ 3,387.08</b>	<b>\$ 20,612.92</b>
<b>PUBLIC ART PROJECTS</b>			
Art in Public Places Mural series (Carryforward)	\$ 18,800.00		
MAPS - Traffic Box Wraps			
MAPS - Public Art/Signage in Parks (Carryforward)	\$ 50,000.04		
MAPS - Public Art/Signage in Parks	\$ 78,096.12		
<b>TOTAL PUBLIC ART PROJECTS</b>	<b>\$ 146,896.16</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL EXPENSES</b>	<b>\$ 170,896.16</b>	<b>\$ 3,387.08</b>	<b>\$ 20,612.92</b>



# SPONSORSHIP REQUEST

## FOR THE MERIDIAN ARTS COMMISSION

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### About the Huckleberry Star Theater

We are a community summer theater in the Boise, Idaho area. We were founded in 2021 and focus on family-friendly Broadway-style musicals. We are recipients of many BroadwayWorld Boise 2021 awards including “Best Live Production of 2021” and “Best Musical of 2021”. Our mission is:

- to foster close-knit, long-lasting communities among cast members and patrons
- to encourage face-to-face participation in the live performing arts where risks are taken, skills are developed and comfort zones are expanded
- to increase family-friendly musical theater in the Boise, Idaho area with some of the best-loved musicals.

### Sponsorship money usage

We use sponsorship funds to help offset production costs such as lighting, sound, costumes, and licensing that are not completely covered by ticket sales. It will also help us expand to multiple shows in 2023 and beyond to give more opportunity to community members to be part of our productions.

### Benefits to the Meridian Arts Commission

- Meridian Arts Commission logo placed on our website as a sponsor
- Your logo would appear on a full-page color ad (5.5”x8.5”) in our program booklet.
- Social media spotlight as one of our major sponsors
- We’d also recognize you in the curtain speeches before each show

**Thank you for your support of the local arts!**

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Mailing address: 5152 S. Margaret Ave. Meridian, ID 83642  
 208-353-5500    TheHuckleberryStar@gmail.com    TheHuckleberryStar.com



INITIAL POINT GALLERY PRESENTS

Item 4.

# Abstract

A NEW ART EXHIBIT FEATURING:

Larry Balsan

April Davis

Benjamin Hunt

Michael Norsk

Gary Holt Peer

OPENING RECEPTION:

APRIL 1, 2022 4:30 - 7:00

SHOW RUNS THROUGH MAY 5

*Arts*  
Meridian Commission

MERIDIAN CITY HALL, THIRD FLOOR 8AM - 5PM



## PUBLIC ART COMMITTEE MEETING

Parks and Recreation Conference Room, 33 East Broadway Avenue Meridian, Idaho

Tuesday, March 15, 2022 at 4:30 PM

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### MINUTES

#### ROLL-CALL ATTENDANCE

Lizzie Taylor     Raeya Wardle  
 Jessica Peters  
 Bobby Gaytan, Chair

#### APPROVAL OF MINUTES [ACTION ITEM]

- Minutes from February 15, 2022 Public Art Committee Meeting  
 Lizzie Taylor motioned to approve the minutes, Jessica Peters seconded the motion, all ayes

#### DISCUSSION ITEMS [ACTION ITEMS]

- Updates: Meridian Mural Series:** Key Detail at unBound Library, Sector Seventeen locations  
 Key Detail: Bobby and Cassandra met with Key Detail and Meridian Library District representatives about the unBound library on 3/15/2022 – Key Detail will be submitting three sketches for the next step (they can use the two sketches that aren't going to be used). This part of the process is primarily between the library and Key Detail; City of Meridian doesn't have a role at this point, aside from facilitation.  
 Artists' costs from NYC will be hefty, so we may see if a hotel will sponsor the mural/their travel by providing a free room. (Note, we have no obligation to cover their travel costs.)

Sector Seventeen: Garrett joined the meeting to share that there is strong WARD (West Ada Recreation District) support for a mural on the east side of the pool (facing the ballfields), preferably with a history/pool/water theme. We need to review the square footage. Redesign fee is \$500 with the bee design and \$1,000 for a complete redesign. Legal will need to draw up an MOU between the City and

WARD, and MAC will approve moving forward with the WARD and pool for the location.

Jessica Peters motioned to recommend moving forward with the Meridian pool and WARD for the Sector Seventeen mural location; Lizzie Taylor seconded the motion; all ayes.

3. **Review, Make Edits and Recommendations: Five Mile Creek Pathway Trailhub RFQ + RFP:** New working name for site, progress on RFQ + RFP, general timeline and process overview  
Committee members will review and send edits/comments to Jessica by Sunday 3/20, who will combine comments into one document, conduct a full edit, and submit to Cassandra by 3/31. The call should be ready by the MAC meeting for final approval.
4. **Discuss and Make Recommendations for Public Art Plan:** Review VIA Partnership's sample scope of work for a full Public Art Plan, Discuss possible next steps, Make recommendations  
Cassandra presented a scope of work proposal from VIA Partnership for a full Public Art Plan. We still need proposals from two other companies (Forecast? Get input from City of McCall?). We can then propose a budget amendment to City Council to contract someone to complete the public art plan. This is within city's strategic comprehensive plan to complete the public art plan soon.  
Lizzie Taylor made a motion to recommend working with an outside professional arts entity to complete the MAC Public Art Plan, and to conduct research for an upcoming city budget amendment. Raeya Wardle seconded the motion, all ayes.

#### **NEW BUSINESS [ACTION ITEM]**

5. **Discuss and Make Recommendations: Tully Skate Park Mural Project Proposal**  
Cassandra presented the history and condition of the current mural at Tully Skate Park, which has been graffitied and cleaned by Parks, unfortunately much of the mural is missing. Cassandra presented a proposal for a new mural project at Tully Skate Park. The new mural proposal would be a partnership between a student artist and a professional artist mentor. PAC discussed the project. Bobby raised the need for regular upkeep/maintenance of the mural, which may deter graffiti/tagging/defacement. Raya Wardle expressed positivity about the student and youth involvement, which is one of Meridian and the Arts Commission's strengths. Note: we don't need to use Bonfire for the selection process due to the budget amount \$1,500 for student artist (design and participation in installation) and \$2,000 for professional artist services, which includes \$1,500 for mentorship and installation, and \$500 budget for materials, mentorship, and installation. Bobby identified and recommended a local mural artist, Miguel Almeida. Almeida is a professional level muralist, and has prior public art experience and credentials including past experience with public art and murals. Almeida is also a person

involved with skater culture. Jessica and Cassandra both expressed having considered the same artist, before Bobby before recommended him to the subcommittee. Bobby will reach out to see if he is interested in participating, and if so, the Arts and Culture Coordinator and legal will work with him to draft a professional services agreement. We will draft a call to artists (RFP) to select the student design. MAC will approve the call. Jessica Peters motioned to move forward with the project with a \$3,500 budget from MAPS, Lizzie Taylor seconded the motion, all ayes.

**NEXT MEETING - APRIL 19, 2022**

**ADJOURNMENT** Raeya Wardle moved that we adjourn, Lizzie Taylor seconded, all ayes.

# Neighborhood Grant Application Open



**Meridian City Council has allocated \$50,000 for Neighborhood Grants to be awarded to Meridian residents and organizations for projects that bring Meridian neighbors together and improve the community. Applicants may apply for Neighborhood Grant funds in any amount up to \$50,000 and may request funds for more than one project. Applications are due by May 13, 2022. All residents and organizations in Meridian are welcome to apply!**

**APPLY NOW**



[www.meridiancity.org/neighborhoodgrant](http://www.meridiancity.org/neighborhoodgrant)

**Call for Artists - RFQ + RFP**  
**Five Mile Creek Pathway Trailhub Public Art Project**



**TOTAL PROJECT BUDGET:**

Up to \$50,000 has been approved for the Five Mile Creek Pathway Trailhub public art project.

**REQUEST FOR QUALIFICATION APPLICATION DEADLINE:**

June 1, 2022

**CONTACT:**

Questions, via e-mail:

Cassandra Schiffler, Arts and Culture Coordinator

[mac@meridiancity.org](mailto:mac@meridiancity.org)

Mail or deliver applications to: Meridian Arts Commission

Attn: Cassandra Schiffler, Arts and Culture Coordinator

33 E. Broadway Avenue

Meridian, Idaho 83462

**PROJECT DESCRIPTION:**

The Meridian Arts Commission (MAC) and Meridian Parks and Recreation request artists or artist teams to submit qualifications for the design, fabrication, and installation of a public artwork at the Five Mile Creek Pathway Trailhub at 3430 N. Ten Mile Road. Up to four qualified finalists will be selected to develop and submit public art proposals and will receive \$1,000 for their initial design proposals. The artist or artist team with the final selected proposal will be awarded a contract (or contracts) of up to \$50,000. The artist or artist team will be responsible for artist fees, insurance, engineering, fabrication, and installation, and any site preparation and restoration, permitting, travel, meeting with City of Meridian staff as necessary, contingencies, and all related incidental expenses.

Possibilities for Public Art include, but are not limited to: Free standing sculpture, kinetic sculpture, functional or interactive artwork, archway, or other visual artwork that is highly visible to facility users, passersby, and motorists on the busy Ten Mile Road.

**ELIGIBILITY:**

Artists who are 18 years or older are eligible to respond. This project is open to applicants regardless of race, gender, gender identity, sexual orientation, religion, nationality, or disability. Teams of artists, designers, and/or engineers are welcome to apply. Treasure Valley and Northwest area artists are encouraged to apply. Incomplete, ineligible, or late submissions will be deemed ineligible and will not be considered.

**ANTICIPATED PROJECT SCHEDULE:\***

April 15, 2022	Call to Artists (RFQ/RFP) issued
June 1, 2022 5:00 p.m.	Application Deadline for RFQ
June 10, 2022	Selection Panel evaluates RFQ responses, selects finalists
Late June, 2022	Finalists notified, invited to respond to RFP
July 2022	Optional Pre-proposal onsite meeting, not mandatory
July 2022	Due date for W-9 and finalists' signed agreements with City to develop finalists' project proposals
September 30, 5:00 p.m.	Deadline for submission of finalists' project proposals
October 2022	Selection Panel, artist presentations, preliminary evaluations, and recommendations
November 2022	Selection Panel final evaluations, recommendations on proposals
December 2022	Meridian Arts Commission and City Council approvals
December 2022	Artists notified of decision
January 20 2023	Due Date for selected artist's signed agreement with City
January 2023 – June 2023	Fabrication
June 2023	Installation

\*Schedule and timeline are subject to change.

**PROJECT LOCATION:**

The Five Mile Creek Pathway Trailhub is new trailhead facility located at 3430 N. Ten Mile Road (north of Ustick Rd, across from the City wastewater treatment plant). The recently completed Trailhub will serve as the first ever gateway to the Five Mile Pathway, one of the City's priority pedestrian routes. The 1.5-acre park/trailhead facility offers vehicle parking, drinking water, seating and gathering space, and both traditional and low-water landscaping. A public restroom and site furnishings, including bike parking and repair facilities, will be added in spring 2022. Possibilities for art placement include the plaza/gathering space between the columnar basalt benches, and in or around the planter area(s) north of the parking lot entry. The attached site plan illustrates possible locations and dimensions. Alternate siting may be proposed as long as the art is located within the Trailhub boundary, is highly visible, and remains clear of existing irrigation easements (noted on the site plan).

The Five Mile Pathway is Meridian's longest multi-use bike and pedestrian route, with almost 5 miles of connected pathway. The pathway provides connection, recreation, and transportation for the City. Citizens walk, bike, run, and exercise on the path. For the most part, the pathway runs near the Five Mile Creek.

Prior to the 1890s, Five Mile Creek was one of three waterways that fed into the Boise River from the south. As settlers moved in and built irrigation canals to support farms and communities, the Creek could no longer handle the increased surface water, and was engineered to function as a

drain for the local irrigation district. Five Mile Creek currently returns water to the Boise River and serves as habitat to birds (including ducks, redwing blackbirds, and others) and the occasional small mammal (muskrats, for instance). Near the Trailhub is Reta Huskey Park, a City park in a suburban neighborhood.

### **DESIRED OUTCOMES**

The public art project should create and/or enhance the overall Five Mile Creek Pathway Trailhub identity. The objective of the project is to create a theming element, or elements, that give the Trailhub a true identity and sense of place and address the characteristics of the site as a Trailhub and gateway to the Five Mile Pathway, running along Five Mile Creek. The desired public artwork should function as a visible and memorable landmark for the site.

Key themes and visual elements for the artwork may include, but are not limited to:

- Waterway or creek imagery, especially historic, functional, and recreational uses
- Bike parts or trailhub parts such as cogs, wheels, or cycles
- Pedestrian movement themes that evoke momentum, motivation, and activation
- Gateway themes: passages, starting points, jumping-off place, beginnings, origins
- Other ideas relating to the history and context described in this RFP

Artists are encouraged to submit functional or interactive pieces. Artists are encouraged to submit works that are highly visible to users, passersby, and motorists on the busy Ten Mile Road.

The artwork must be safe appropriate for the project site, and its design, regardless of material or medium. The artwork must conform to all applicable City ordinances and policies, including building and sign codes.

### **APPLICATION INSTRUCTIONS:**

1. **Application for Request for Qualifications (RFQ).** To be considered for this project, eligible artists or artist teams must submit the following materials, and materials must be received by the Arts and Culture Coordinator via email at [mac@meridiancity.org](mailto:mac@meridiancity.org) as a single merged PDF file, or mailed, or delivered to 33 E. Broadway Avenue, Meridian, Idaho 83462 by **5:00 p.m. on June 1, 2022 at 5:00pm:**
  - a. One- to two-page letter of interest including: current contact information, reasons for interest in creating artwork for the Five Mile Creek Pathway Trailhub, and a summary of the artist's or team's experience with similar projects;
  - b. List of 3 references with contact information;
  - c. Biography or resume highlighting past experience, no more than two pages in length;
  - d. Up to 10 digital images (high resolution, no larger than 1 MB each), representative of the artist's work. If submitted by mail or delivered, artworks should be saved on CD or thumb drive. If submitted via email, artworks should be formatted to fill a full page of the single merged PDFs; and
  - e. Image list including titles, dimensions, media, and dates of original work.
2. **Application for Request for Proposals (RFP) (open to selected finalists only).** The selected finalists will be invited to prepare proposals in response to this RFP. A stipend of \$1,000 for preparation of the proposal will be available to each finalist upon execution of a written



agreement with the City and submission of a completed W-9 form. To respond to the RFP, finalists must submit all of the following materials to MAC by 5:00 p.m. on September 30, 2022:

- a. One- to two-page narrative describing the artwork and how it meets the project's desired outcomes;
- b. Budget with line items for things such as: artist fees, materials, insurance, engineering, fabrication, installation, any site preparation and restoration, permitting, travel, contingencies, and all related incidental expenses;
- c. Any drawings, mock-ups, or photographs of the proposed conceptual designs;
- d. Details of materials to be used, dimensions, anticipated maintenance, and any other significant information; and
- e. three-dimensional maquette in a suitable for selection panel viewing.

Materials submitted will not be returned; do NOT submit original artwork. The City of Meridian is a public agency; any information submitted is subject to release to the public as required by Idaho Public Records Law. Submitted materials must be physically received by the Arts and Culture Coordinator, at the address above, by 5:00 p.m., on specified deadlines. Responses that are postmarked or en route, but not received, by specified deadlines will be considered late and will not be considered. Artists will receive all notifications by letter sent via email.

**SELECTION PANEL:** The selection panel may include project stakeholders representing the Meridian Parks and Recreation Department, the Meridian Arts Commission, Meridian City Elected Officials and staff, the neighboring residential and business communities, as well as arts professionals.

#### **SELECTION PROCESS:**

**RFQ Finalists selected.** In June 2022, the Selection Panel will convene and evaluate all responses to the RFQ. Following evaluation, the Selection Panel may select up to four finalists, or may re-open the RFQ. Selection criteria will include:

- a. Adherence to the RFQ (10 points)
- b. Artistic quality, craftsmanship, and level of professionalism of artwork represented in images (30 points)
- c. Appropriateness of experience/expertise with similar public art project sites (30 points)
- d. Professionalism and artistic experience represented in resume or bio (30 points)

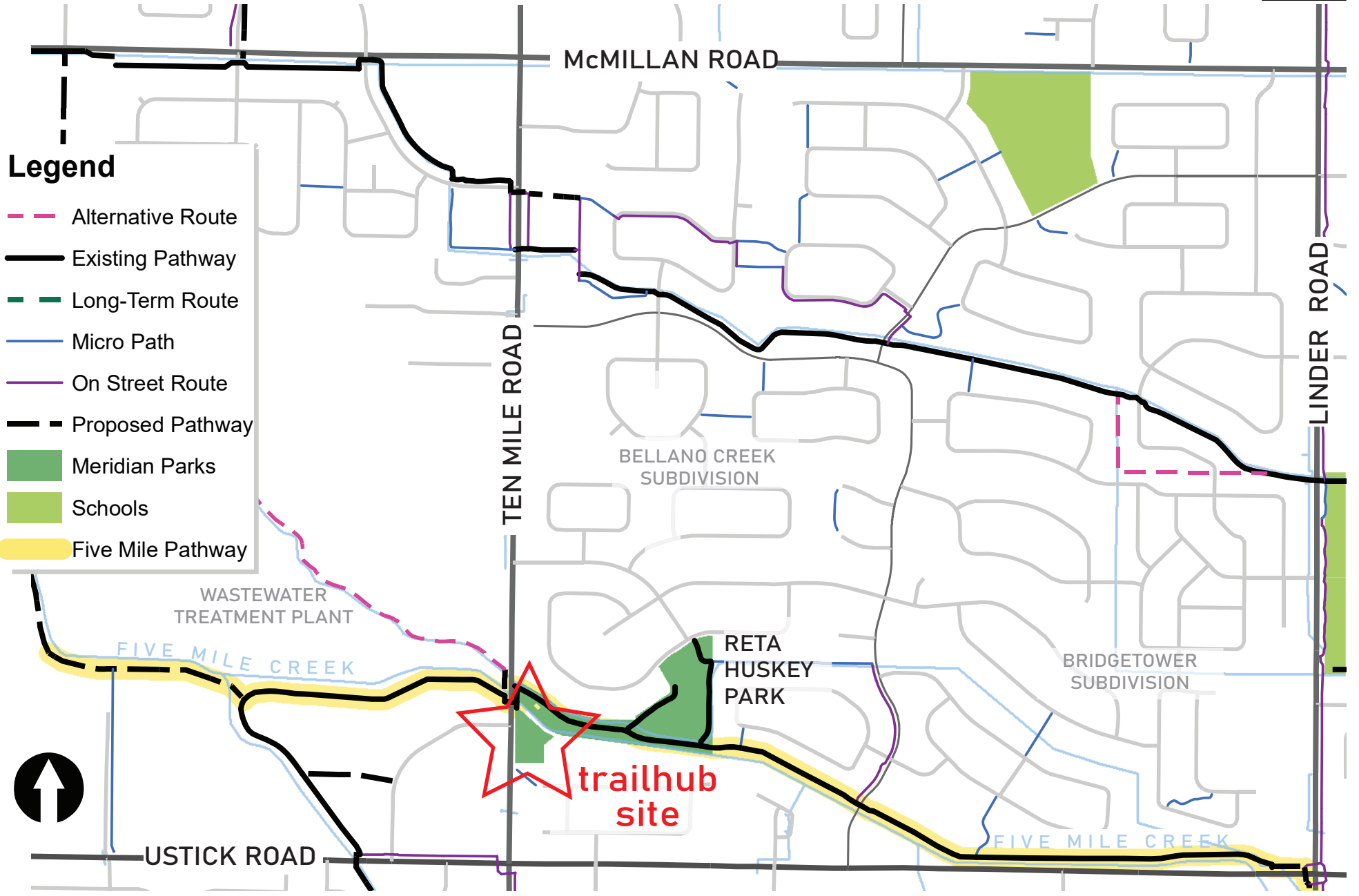
**3. Preliminary evaluation of proposals.** In October 2022, the Selection Panel will convene to conduct a preliminary evaluation of the finalists' proposals to the RFP. Finalists will present their proposals to the panel. Following this evaluation, the Selection Panel will make recommendations to select or improve projects, make recommendations for alterations to projects for final evaluation, or may recommend that the RFQ or RFP be reopened. Preliminary evaluation criteria will include:

- a. Adherence to the RFP (5 points)
- b. Professionalism of work proposed (10 points)
- c. Timeline and cost (10 points)
- d. Appropriateness and safety of proposed artwork for project site (5 points)
- e. Artwork's ability to address the context of its site location and placement (20 points)
- f. Artwork's ability to address the context of the Five Mile Creek, Five Mile Pathway, and/or the Trailhub (20 points)
- g. Artwork's level of visibility and positive memorable impact (10 points)

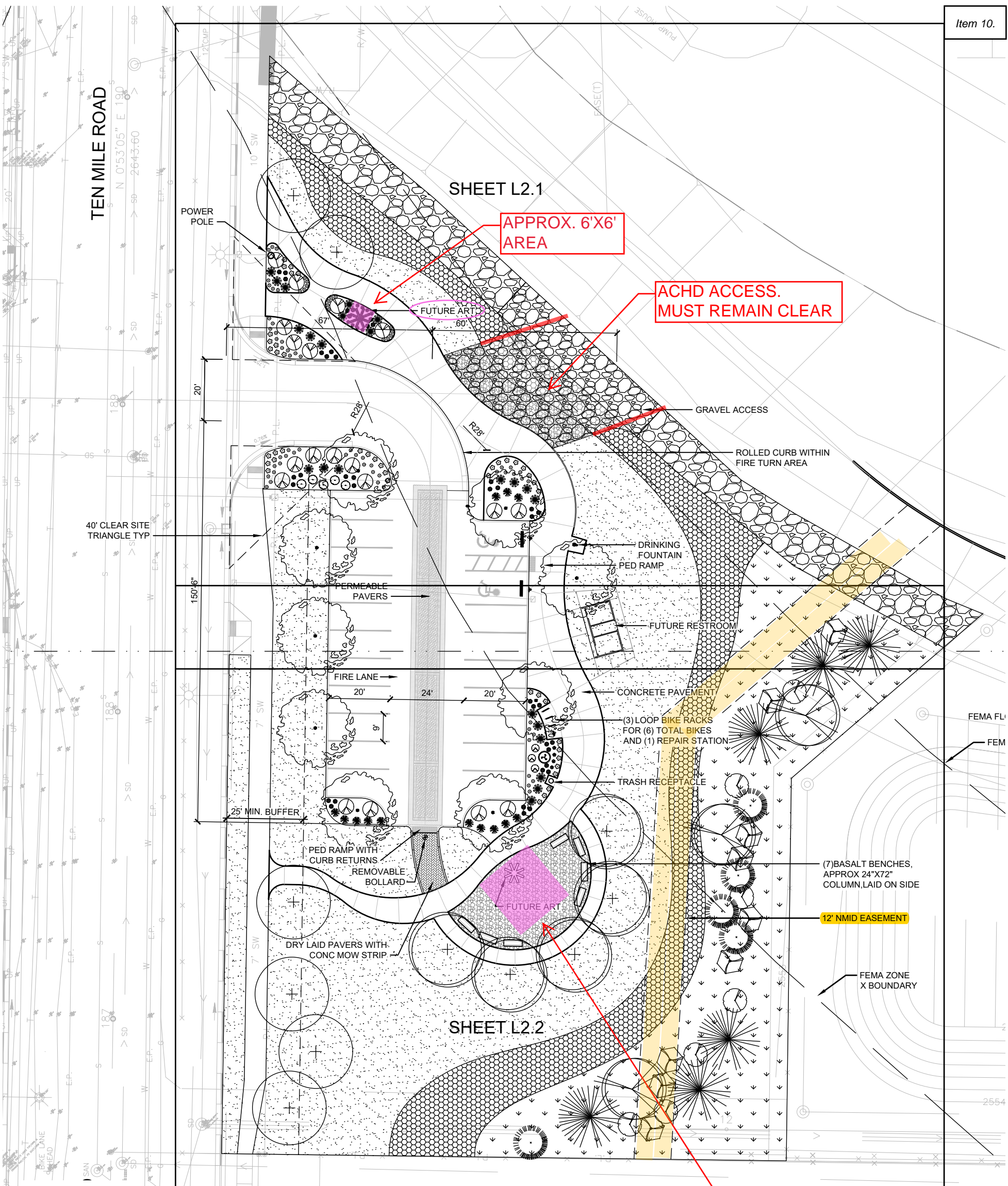
- h. Consistency with Meridian’s history, character, community values, City policies, and Meridian’s vision of being the West’s premier community in which to live, work and raise a family (10 points)
  - i. Presentations (10 points)
4. **Final evaluation of proposals; artist or artist team selected.** In November 2022, the Selection Panel will convene to make its final evaluation of all responses to the RFP. Following evaluation, the Selection Panel may recommend selection of one proposal, or that the RFQ or RFP be reopened. Evaluation criteria will include the criteria set forth above. The Selection Panel will forward its recommendation to MAC for consideration on December 8, 2022. MAC may accept or modify such recommendation and forward its recommendation to Meridian City Council. Meridian City Council will consider such recommendation in making the final decision.
5. **Selected proposal installed.** Following selection, the selected Artist will fabricate and install the artwork, in accordance with a written agreement with the City, and with the project’s final budget and timeline. A budgeted amount of \$50,000 is currently available for the selected artist’s commission, which amount includes the cost of artist fees, insurance, engineering, fabrication, and installation, any site preparation and restoration, permitting, travel, meeting with City of Meridian staff as necessary, contingencies, and all related incidental expenses.

### Legend

- Alternative Route
- Existing Pathway
- Long-Term Route
- Micro Path
- On Street Route
- - Proposed Pathway
- Meridian Parks
- Schools
- Five Mile Pathway



## CONTEXT MAP Ten Mile Trailhub at Five Mile Creek



TEN MILE ROAD

SHEET L2.1

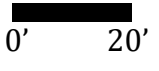
SHEET L2.2

APPROX. 6'X6' AREA

ACHD ACCESS. MUST REMAIN CLEAR

12' NMID EASEMENT

AREA OF SQUARE = 20'X20'



# FIVE MILE CREEK TRAILHUB AT TEN MILE ROAD

**NOTE:** This plan illustrates possible Art locations, with approximate spatial dimensions. Alternate siting may be proposed as long as the art is located within the Trailhub boundary and meets other RFQ requirements for sculptural pieces or functional art.

# Tully Skate Park

Skate Park Mural's Background, Current Condition,  
and Potential New Mural Project Proposal

# Image of Mural condition from last summer (2021)

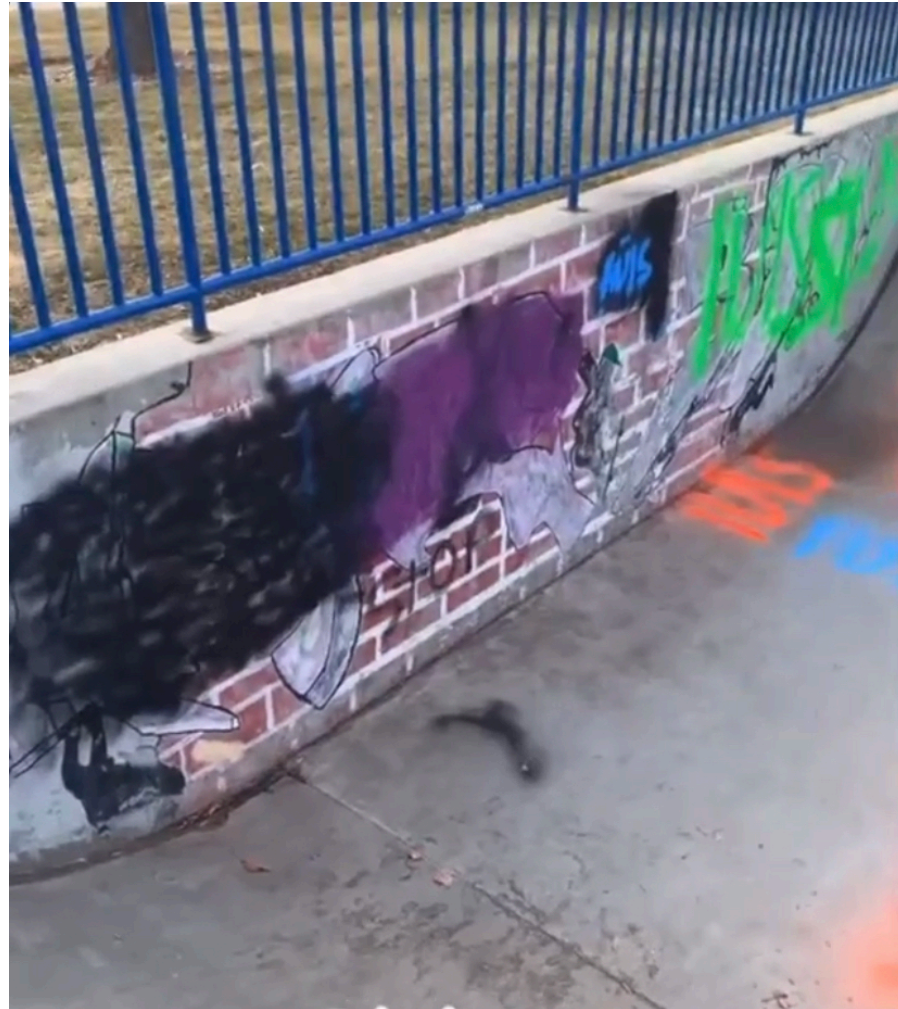


# History of Mural

- ▶ Created 10 or more years ago
- ▶ Project undertaken by former MAC commissioner and Parks & Rec instructor
- ▶ Created by students at an alternative High School
- ▶ Themed of “Bike” and “Skate”
- ▶ Graffiti style, figures outlined



# Graffiti from 3-3-22





# After clean up efforts:



# After clean up efforts:



# Arts and Culture Coordinator's Project Proposal

- ▶ Keeping with the background and history of the mural designed by youth, this project's Call to Artists could be open to youth (13-19 year olds)
- ▶ In order to ensure longevity and design, the youth artist could be partnered with a professional local muralist; providing mentorship opportunity; positive public relations; support and encouragement of youth creativity
- ▶ Fulfills MAC's Strategic Plan Goals of I. Public Arts: placement in parks system, defining unique identity
- ▶ Fulfills MAC's Strategic Plan Goals of II. Arts Education for Youth

# Timeline

- ▶ Select 3 professional muralists to submit proposal/invoice for scope of services
- ▶ Create Call to Youth Artists for design
- ▶ Call Deadline: Friday, June 17<sup>th</sup>?
  - ▶ Selection panel of Public Art Committee, muralist, and Parks representative to approve in late June, Arts Commission to approve July 14, Council to approve agreements
  - ▶ Agreements in place end of July
  - ▶ Parks will prime wall in late July/early August
  - ▶ Installation in August or September

# Budget

- ▶ \$1,500 for youth's selected final design and installation, \$1,500 to professional muralist services of mentorship and installation, plus \$500 for supplies (\$2,000 Professional Services Agreement total with muralist) for consultation and oversight of youth installation
- ▶ Equal dollar amounts put youth and professional on equal footing
- ▶ \$3,500 project total from MAPS (Meridian Art in Public Spaces) funds



Miguel Almeida is an illustrator/designer based in Boise, Idaho. He works both digitally and traditionally to create colorful illustrations. His personal work is largely inspired by his upbringing as a first generation Mexican American. He combines colors inspired by mexican folk art and heavy line work to create a modern graphic style.

Have a project in mind? Want to collaborate or just connect? Feel free to shoot me an E-mail. I am always looking forward to new clients and connecting.



## Miguel Almeida

- ▶ Identified by Public Art Committee for professional art reputation, community reputation, past public murals and artworks, connection to skate culture
- ▶ PAC chair, Bobby Gaytan, to reach out to Miguel to check interest
- ▶ If interested, Cassandra and Emily to draft PSA for mentorship, mural supplies (including anti-graffiti coating), and installation
- ▶ Will oversee youth installation, mentorship