



AGENDA

CULTURAL ARTS COMMISSION REGULAR MEETING

January 28, 2016

**FLOWER MOUND TOWN HALL
2121 CROSS TIMBERS ROAD, FLOWER MOUND, TEXAS**

6:30 P.M.

An agenda information packet is available online at www.flower-mound.com/AgendaCenter

Please silence or turn off all electronic devices in the Council Chambers.

A. CALL REGULAR MEETING TO ORDER

B. PUBLIC PARTICIPATION

Please fill out an "Appearance Before Cultural Arts Commission" form in order to address the Commission, and turn the form in prior to Public Participation to Administrative Assistant, Lisa Smith. Speakers are normally limited to three minutes. Time limits can be adjusted by the Chair to accommodate more or fewer speakers.

The purpose of this item is to allow the public an opportunity to address the Cultural Arts Commission on issues that are not the subject of a public hearing. Any item requiring a Public Hearing will allow the public to speak at the time that item appears on this agenda as indicated as a "Public Hearing". Cultural Arts Commission members may not deliberate and may only cite facts or current policy in response to public comments. Issues regarding daily operational or administrative matters should first be dealt with at the administrative level by calling the Flower Mound Public Library at 972.874.6200 during business hours.

C. ANNOUNCEMENTS

D. PRESENTATIONS

E. DIRECTOR'S REPORT

F. CONSENT AGENDA – Consent Items

This agenda consists of non-controversial or "housekeeping" items required by law. Items may be removed from the Consent Agenda by any Member by making such request prior to a motion and vote on the Consent Agenda.

1. Consider approval of minutes from a regular meeting of the Cultural Arts Commission held on October 22, 2015 and Work Session on December 10, 2015.

G. REGULAR ITEMS

2. Overview of potential grant funding: Brittni Barnett, Town of Flower Mound Grants and Financial Analyst.
3. Discuss draft of Request for Proposal for Arts Master Plan.

H. **COORDINATION OF SCHEDULES AND FUTURE AGENDA/MEETINGS**

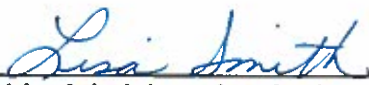
The next meeting held on February 25, 2016.

I. **ADJOURN MEETING**



Sue Ridnour, Director of Library Services

I do hereby certify that the Notice of Meeting was posted on the bulletin board in Town Hall of the Town of Flower Mound, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time: January 25, 2016 at 1:00 p.m., at least 72 hours prior to the scheduled time of said meeting.



Lisa Smith, Administrative Assistant

The Flower Mound Public Library is wheelchair accessible. Requests for accommodations or interpretative services must be made at least 48 hours prior to this meeting by contacting Lisa Smith, Administrative Assistant at (972) 874-6150.



CULTURAL ARTS COMMISSION AGENDA ITEM NO: 1 CONSENT ITEM

DATE: January 28, 2016

FROM: Sue Ridnour, Director of Library Services

ITEM: Consider approval of minutes from a regular meeting of the Cultural Arts Commission held on October 22, 2015 and a Work Session on December 10, 2015.

BACKGROUND INFORMATION: The Cultural Arts Commission held a regular meeting on October 22, 2015 and a Work Session on December 10, 2015.

BOARD REVIEW/CITIZEN FEEDBACK: N/A

ALTERNATIVE/OPTIONS: N/A

FISCAL IMPACT: N/A

LEGAL REVIEW: N/A

ATTACHMENTS:

1. Draft minutes from the October 22, 2015 regular Cultural Arts Commission meeting and a Work Session held on December 10, 2015.

RECOMMENDED MOTION AND/OR ACTION: Move to approve the minutes from a regular meeting of the Cultural Arts Commission held on October 22, 2015 and a Work Session held on December 20, 2015.

FLOWER MOUND CULTURAL ARTS COMMISSION MEETING OF OCTOBER 22, 2015

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THE FLOWER MOUND CULTURAL ARTS COMMISSION (CAC) MEETING HELD ON THE 22ND DAY OF OCTOBER 2015 IN THE FLOWER MOUND PUBLIC LIBRARY, LOCATED AT 3030 BROADMOOR LANE IN THE TOWN OF FLOWER MOUND, COUNTY OF DENTON, TEXAS AT 6:30 P.M.

The Cultural Arts Commission met in a regular session with the following members present:

Ron Miller	Chair, Place 1
Mary Perkins	Member, Place 3
Tammie Turner	Member, Place 4
Annette Weir	Member, Place 5
Donna Weston	Member, Place 6

Constituting a quorum with the following members absent:

Melissa Perez	Vice Chair, Place 2
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And the following members of the Town Staff participating:

Sue Ridnour	Director of Library Services
Lisa Smith	Administrative Assistant

A. CALL TO ORDER – 6:30 P.M.

Chair Miller called the meeting to order at 6:30 p.m.

B. ELECTION OF CHAIR AND VICE CHAIR

Member Turner moved to reelect Ron Miller as Chair. Member Perkins seconded the motion.

Commission deliberation

VOTE ON THE MOTION

AYES: Perkins, Weir, Turner, Miller

NAYS: None

ABSTAIN: Weston

Member Perkins moved to elect Annette Weir as Vice Chair. Member Turner seconded the motion.

Commission deliberation

VOTE ON THE MOTION

AYES: Perkins, Weir, Turner, Miller

NAYS: None

ABSTAIN: Weston

C. PUBLIC PARTICIPATION

None.

D. ANNOUNCEMENTS

- Voices of Flower Mound concert, October 24
- Cross Timbers Studio Tour, November 7-8

E. PRESENTATIONS

Nancy Wright of Lewisville Lake Symphony orchestra gave a presentation on the orchestra providing music and education to the North Texas area surrounding Lewisville Lake.

F. LIBRARY DIRECTOR'S REPORT

Sue Ridnour gave the Director's Report.

G. CONSENT AGENDA – Consent Items

1. Consider approval of the minutes from a regular meeting of the Cultural Arts Commission held on September 24, 2015.

Commission Deliberation

Member Perkins moved to approve the minutes of a regular meeting of the Cultural Arts Commission held on September 24, 2015. Member Turner seconded the motion.

VOTE ON THE MOTION

AYES: Perkins, Weir, Turner,

NAYS: None

ABSTAIN: Weston

H. REGULAR ITEMS

2. Review Art Party.

Commission Deliberation

Over 700 people attended the Art Party on October 16. With many positive comments from attendees, it was decided to hold the Art Party again next year. A list of changes to the event for next year was compiled.

3. Review October 14 meeting with Mayor and River Walk developer.

Commission Deliberation

Chair Miller and Vice Chair Weir met with the Mayor and River Walk developer on October 14 to view some of the sculptures already at the location. They will review the sculptures again when all are in place and landscaping is in.

4. Discuss and select dates for work session for the Arts Master Plan.

Commission Deliberation

It was decided the CAC members would have a work session regarding an Arts Master plan for the Town on December 10. Sue Ridnour will email the members a list of sample plans to review prior to the December meeting.

I. COORDINATION OF CALENDARSAND FUTURE AGENDAS/MEETINGS

The next regular Cultural Arts Commission meeting will be January 28, 2016.

J. ADJOURNMENT

Chair Miller adjourned the meeting at 7:55 p.m.

Sue Ridnour
Director of Library Services

Ron Miller
Chair

FLOWER MOUND CULTURAL ARTS COMMISSION WORK SESSION OF DECEMBER 10, 2015

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THE FLOWER MOUND CULTURAL ARTS COMMISSION (CAC) WORK SESSION HELD ON THE 10TH DAY OF DECEMBER 2015 IN THE FLOWER MOUND TOWN HALL, LOCATED AT 2121 CROSS TIMBERS ROAD IN THE TOWN OF FLOWER MOUND, COUNTY OF DENTON, TEXAS AT 6:30 P.M.

The Cultural Arts Commission met in a WORK session with the following members present:

Ron Miller	Chair
Annette Weir	Vice Chair
Mary Perkins	Member, Place 3
Tammie Turner	Member, Place 4
Donna Weston	Member, Place 6

Constituting a quorum with the following members absent:

Melissa Perez	Member, Place2
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And the following members of the Town Staff participating:

Sue Ridnour	Director of Library Services
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A. CALL TO ORDER – 6:30 P.M.

Ron Miller called the meeting to order at 6:48 p.m.

B. AGENDA ITEMS

1. Discussion of Arts Master Plan.

Commission deliberation.

After looking at arts master plans from other cities, the members discussed items to include in a Request for Proposal for an Arts Master Plan for the Town. Possible short, middle and long-range goals were discussed. Justifications for a Plan were discussed, including economic benefits, impact on academic performance, and developing the Town's image. Sue Ridnour will write a draft of the Request for Proposal to be discussed at a future meeting and submit a decision package for the 2016-17 budget to request financing to hire a consultant to write the Plan.

ADJOURNMENT

Chair Miller adjourned the meeting at 7:58 p.m.

Sue Ridnour
Director of Library Services

Ron Miller
Chair



CULTURAL ARTS COMMISSION AGENDA ITEM NO: 2 CONSENT ITEM

DATE: January 28, 2016
FROM: Sue Ridnour, Director of Library Services
ITEM: Arts Master Plan Request for Proposal.

BACKGROUND INFORMATION: The Cultural Arts Commission held a Work Session on December 10, 2015.

BOARD REVIEW/CITIZEN FEEDBACK: N/A

ALTERNATIVE/OPTIONS: N/A

FISCAL IMPACT: N/A

LEGAL REVIEW: N/A

ATTACHMENTS:

1. Arts Master Plan Request for Proposal draft.

RECOMMENDED MOTION AND/OR ACTION: Discuss the proposal for the Arts Master Plan Request.

Arts Master Plan Request for Proposal – DRAFT

PURPOSE OF THE RFP

To obtain proposals from qualified professionals to prepare a Cultural Arts Master Plan (CAMP) that will serve as a framework to guide the philosophy, policies, priorities and actions for support of cultural arts activities in Flower Mound for the next ten years (2016-2025.)

BACKGROUND

The Town of Flower Mound is located in the Dallas/Fort Worth Metroplex in southern Denton County. It encompasses 46 square miles and the population in 2014 was 69,092.

Town of Flower Mound Vision Statement

The vision of Flower Mound is to preserve our unique country atmosphere, heritage, and quality of life while cultivating a dynamic economic environment.

Cultural Arts Commission Mission Statement

The Flower Mound Cultural Arts Commission is a six member commission, appointed by the Town Council, that makes recommendations to the Town Council and Town staff in policy matters regarding arts and library goals, objectives and programs. Our mission is to promote a community brought together and enriched through the cultural arts and a vibrant library program. The primary objectives of the Commission are to:

- promote cultural activities emphasizing music, art, literature, drama and dance by and for the citizens of Flower Mound to enhance the overall quality of life of the community.
- promote culturally rewarding artistic experiences that members of the community find enjoyable.
- advise the Town Council and staff regarding policies, services, and programs including: cultural arts, art in public places, library services, and recorded history of Flower Mound.
- assist the staff and Town Council in the planning process for arts and library facilities and programs.

Demographics

The estimated number of households in Flower Mound in 2014 is 19,301 and is projected to be almost 21,000 by 2019. The median home value in 2013 was \$272,222. The median income for a household was \$114,298 and the average was \$135,490. The racial makeup of the town was 83.09% White, 9.32% Asian, 3.09% African American, 0.57% Native American, 0.06% Pacific Islander, and 2.33% from two or more races. Hispanic or Latino of any race were 8.4% of the population.

Residents under age 18 constitute 29.24% of the population, and those over age 65 make up 7.29%. Forty-six percent of Flower Mound residents are employed in management, finance or public administration. Fourteen percent work in sales and 27% in service. In 2006, 57% of residents were born in another state or country.

Education

More than 85 percent of the adult population of Flower Mound has had post-secondary education. The majority of Flower Mound is served by the Lewisville Independent School District (LISD). Flower Mound is also served by Northwest, Argyle, and Denton School Districts. Within the Flower Mound Public Library service area, there are 17 LISD elementary schools, six middle schools, two ninth-grade campuses and two high schools, along with numerous private schools and preschool programs.

COMPONENTS OF PLAN / SCOPE OF WORK

1. Inventory of existing arts-related businesses and organizations in Flower Mound and surrounding area
2. Assessment of existing arts venues in Flower Mound and surrounding area
3. Assessment of community interest and desires including but not limited to focus groups, surveys, stakeholder discussions
4. Comparisons to regional, state and national benchmarks
5. Partnerships possibilities: business community, nonprofits and other civic organizations, education
6. Assessment of available funding sources
7. Identification of Opportunities
8. Identification of Barriers
9. Short, medium and long-term recommendations
10. Impact assessment strategy

EVALUATION CRITERIA

- | | |
|---|-----------|
| 1. Qualifications | 25 points |
| a. List of similar projects | |
| b. Previous projects in north Texas | |
| c. References | |
| 2. Scope of Work | 30 points |
| a. Demonstrated understanding of desired components of plan | |
| b. Proposed methodology | |
| 3. Project Team | 15 points |
| a. Experience of lead individual | |
| b. Team members | |
| c. Subcontractors | |
| 4. Cost and timeline | 30 points |
| a. Ability to perform work within available budget | |
| b. Ability to meet project schedule | |