



# City of Naperville

400 S. Eagle Street  
Naperville, IL 60540  
<http://www.naperville.il.us/>

## Meeting Agenda SECA Commission

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Wednesday, August 19, 2026

6:00 PM

Meeting Room C

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### **PUBLIC COMMENT:**

*TO PROVIDE PUBLIC COMMENT DURING THE MEETING: To address the Commission in person during the meeting, members of the public should sign up in person at the meeting location on the day of the meeting. Signup is available for 30 minutes prior to the start of the meeting.*

#### **TO SUBMIT WRITTEN COMMENTS OR A POSITION OF SUPPORT OR OPPOSITION:**

*You may submit written comments and position statements to the commission at [www.naperville.il.us/bc-comment](http://www.naperville.il.us/bc-comment) in advance of the meeting. Comments will be received from the time the agenda is published until 24 hours before the meeting start time. Comments and position statements received during this timeframe will be shared with the commission and posted in the Meeting Details section on the City's meeting management system in the day of the meeting. Comments received outside this time frame will not be transmitted or posted. Written comments will not be read aloud during the meeting.*

*PARTICIPATION GUIDELINES: The citizen participation guidelines are outlined in: 2-1-16 - CITIZEN PARTICIPATION of the Naperville Municipal Code.*

*ALL VIEWPOINTS AND OPINIONS WELCOME: All viewpoints are welcome, positive comments and constructive criticism are encouraged. Speakers must refrain from harassing or directing threats or personal attacks at Commission members, staff, other speakers or members of the public. Comments made to intentionally disrupt the meeting may be managed as necessary to maintain appropriate decorum and allow for city business to be accomplished.*

*IF YOU SIGN UP TO SPEAK: The Chairman will call your name at the appropriate time during the Commission meeting. Once your name is called you may identify yourself for the public record. Speak clearly and try to limit remarks directly to the matter under discussion. Speakers are limited to three minutes and are called in the order they sign up.*

### **A. CALL TO ORDER:**

### **B. ROLL CALL:**

### **C. PUBLIC FORUM:**

### **D. OLD BUSINESS:**

1. [26-0991](#) Approve the SECA Commission meeting minutes of July 15, 2026

#### **E. NEW BUSINESS:**

1. [26-0990](#) Discuss Community Arts

#### **F. ADJOURNMENT:**

*Any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the Community Services Department at least 48 hours in advance of the scheduled meeting. The Community Services Department can be reached in person at 400 S. Eagle Street, Naperville, IL., via telephone at 630-305-5300 or via e-mail at [napervilleclerks@naperville.il.us](mailto:napervilleclerks@naperville.il.us). Every effort will be made to allow for meeting participation.*



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**File #:** 26-0991, **Version:** 1

**Meeting Date:** 8/19/2026

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## **SECA COMMISSION SIMPLE AGENDA ITEM**

### **ACTION REQUESTED:**

Approve the SECA Commission meeting minutes of July 15, 2026

**DEPARTMENT:** Community Services

**SUBMITTED BY:** Jake Fiedler, Special Events Coordinator

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## Naperville

### **Meeting Minutes - Draft**

**Wednesday, July 15, 2026**

**6:00 PM**

**Meeting Room C**

**SECA Commission**

**PUBLIC COMMENT:****A. CALL TO ORDER:**

Chairman Brodhead called the meeting to order at 6:00 PM.

**B. ROLL CALL:**

**Present** 8 - Judith Brodhead, Rich Gannon, Rachna Prasad, Lai So, Ashfaq Syed , Arthur Zards, Linda Kuhn, and Gregory Gustin  
**Absent** 2 - Shree Gurusamy, and Tom Miers

**Commissioner Kuhn made a motion to allow Commissioner Zards to participate by phone, seconded by Commissioner Prasad. The motion was approved by unanimous voice vote.**

Also present: Jake Fiedler, Special Events Coordinator; Melanie Marcordes, Director of Community Services

**C. PUBLIC FORUM:**

None

**D. OLD BUSINESS:**

1. Approve the SECA Commission meeting minutes of June 17, 2026

**Attachments:** [Meeting Minutes 06.17.26 Draft](#)

**Commissioner So made a motion to approve the SECA Commission meeting minutes of June 17, seconded by Gannon. The motion was approved by unanimous voice vote.**

**E. NEW BUSINESS:**

1. Discuss Food and Beverage purchases

The Commission discussed food and beverage purchases and reached a consensus on the 2027 policy.

**Commissioner Gannon made a motion that no funds from the SECA grant be used for any food or beverage purchases, seconded by Kuhn. The motion was approved by unanimous voice vote.**

2. Receive an update on the CY27 SECA Grant application

Fiedler presented a report on the CY27 SECA Grant application.

3. Receive an update on the SECA Policies and Procedures Manual

Fiedler presented a report on the SECA Policies and Procedures Manual.

4. Receive an update on the CY26 SECA grant funded initiatives

Fiedler presented a progress report of initiatives funded by the CY26 SECA grant.

**F. ADJOURNMENT:**

Commissioner Gannon made a motion to adjourn the SECA Commission meeting of July 15, 2026, at 6:47 PM, seconded by Prasad. The motion was approved by unanimous voice vote.

/S/ Jake Fiedler  
Jake Fiedler  
Special Events Coordinator

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**File #:** 26-0990, **Version:** 1

**Meeting Date:** 8/19/2026

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**SECA COMMISSION AGENDA ITEM**

**ACTION REQUESTED:**

Discuss Community Arts

**DEPARTMENT:** Community Services

**SUBMITTED BY:** Jake Fiedler, Special Events Coordinator

**BOARD/COMMISSION REVIEW:**

N/A

**BACKGROUND:**

Review Section Three - Community Arts in the SECA Policy and Procedures Manual for Applicants. Section Three is the last piece to be discussed.

**DISCUSSION:**

Section Three - Community Arts

The City of Naperville is committed to contributing to the intellectual, emotional and creative life of the community by facilitating engaging art experiences and dynamic public spaces. Public art, in all its forms, helps the City of Naperville stand apart from other communities and having a plan and policy for the arts will not only ensure visitors keep coming back, but will also brighten the lives of residents.

In 2022, the City Council approved the City of Naperville Public Arts Program ("Program") and designated the responsibility for program administration to the SECA Commission and Special Events Coordinator. A detailed overview of the Program is below.

**A. Mission of the City of Naperville Public Arts Program**

To create opportunities for artists to implement a diversity of art and art experiences that bring people together and inspire, beautify, and enhance Naperville public spaces.

**B. Public Arts Program - Goals**

- City beautification
- Integrate diversity of works into public spaces to promote tourism and contribute to the economic vitality of Naperville
- Facilitate public art initiatives
- Commemorate historic dates and events
- Provide an opportunity for artists to display original pieces/performances
- Represent a variety of media, styles, locations, and community interests

- Build awareness and promote understanding about public art and the benefits of the arts
- Serve as a point of contact for artists
- Establish a process for review, approval, installation, maintenance, and decommission
- Offer a competitive selection process and recommend works based on thoughtfully designed criteria by art professionals

### **C. Application - Annual Call for Arts Projects**

The SECA Commission and Community Services Department staff will facilitate a Call for Arts Projects as part of the fall SECA Grant Fund Program application cycle. Criteria to evaluate submissions will include, but not be limited to, the following:

- Qualities/purpose of art
- Intentionality of design
- Thought process of impact
- Diversity
- Originality/redundancy
- Location
- Conservation
- Public safety/accessibility
- Agreements/public liability

The SECA Commission will perform a review of all applications and reach consensus on a Unified Recommendation for award. The City Council will have final approval. Upon approval, the SECA Commission and Special Events Coordinator, will coordinate installation/performance and any necessary permitting with the artist.

Both non-profit [501 (c)] organizations and individual artists who do not have a 501 (c) designation may apply to the SECA Grant-Community Arts/Public Arts Program. Applicants are eligible for concurrent SECA Grant Fund Program awards and may submit more than one application per funding year.

### **D. Placement**

The project must be completed within 12 months of approval date or must have received an approved extension by the SECA Commission.

### **E. Agreements**

Works of art selected and implemented pursuant to the Public Arts Program may be placed in, on, or about any public place owned by the City of Naperville by agreement with the art owner. If the art is to be placed on private property, an agreement with the private property owner must be submitted for approval. Upon award, the artist and the City of Naperville will sign an agreement outlining terms including, but not limited to, liability, maintenance, permitting, and removal.

### **F. Ownership**

Unless otherwise stated, the City of Naperville does not own, collect royalties on, or hold copyrights for temporary works of art approved by the SECA Commission.

As detailed in the Agreement, the artist, or organization creating the artwork, grants the City of



Naperville the limited right to reproduce the artworks for the purposes of promoting the Public Arts Program and Public Arts Program events via print and electronic communications methods. As a general rule, the City of Naperville will require that it own permanent art installations on City-owned property involving City funding in excess of \$5,000.

### **G. Documentation**

The Special Events Coordinator is responsible for keeping a catalog of permanent pieces in the Public Arts Program. The catalog will include a file on each work with information including, but not limited to, artist, grant application and final award amount, placement date, location, medium, photos, maintenance invoices and/or damage documentation, and decommission date.

### **H. Decommissioning**

The SECA Commission and/or the Special Events Coordinator will be responsible for partnering with the artist to facilitate the thoughtful and careful removal of pieces. Works of art may be considered for decommissioning if any of the following conditions are met:

- Display has reached approved decommission date stated in the application
- Has physically deteriorated
- Is a duplicate, or considered excess
- Is fraudulent or not authentic work
- Displays faults of workmanship or materials
- An appropriate space for display no longer exists
- It is attached or embedded in a structure slated for destruction
- Requested by the artist
- Other

### **I. Education**

The SECA Commission will facilitate public education and community engagement components of the Program. To the extent possible, commissioners will collaborate with organizations on events and activities designed to provide a greater understanding of public art and gather feedback on desired arts experiences. These may include, but are not limited to, artist lectures, exhibitions of works, and community surveys.