



## HERITAGE AND ARTS COMMISSION PUBLIC ART PROGRAM POLICY STATEMENT

### VISION STATEMENT

The Public Art Program is committed to enhance the physical beauty of the Town of Tiburon and add to the public experience of art which will enrich the spirit and pride of our community.

### GOALS

The Public Art Program is committed to expand opportunities for our citizens to experience public art creating a more pleasing environment and improving our quality of life.

The Program will:

- Promote awareness of public art and provide opportunities for individuals to identify with and feel ownership of commissioned artworks.
- Utilize public art as a vehicle to educate children and provide avenues for their unique artistic expressions to enrich the community.
- Involve artists in the planning and design of public art projects.
- Commission artists to create artworks that are responsive to the sites selected without blocking view corridors or impeding the use of public open space. The art work should create possibilities for collaboration between artists, design professionals including architects, landscape architects, planners, engineers and city officials.

### DEFINITIONS

**Accessioning:** The process of selecting an artwork into a Public Art Collection whether by commissioning, purchase, or donation.

- **Role of the Heritage and Arts Commission:** The Commission formed by Resolution 31-2014 of the Tiburon Town Council has among its duties "To recommend the appropriate selection, placement, modification and/or maintenance of art...in the Town of Tiburon".
- The Commission may appoint a committee to help with the selections. The Heritage and Arts Commission recommends an artist to be approved by the Town Council as the Artist Laureate of Tiburon. Part of the Artist Laureate's duty will be to work with the Commission to select sites along with the Parks and Open Space Commission, the Public Works Department, and other relevant local organizations.

**Deaccessioning:** The process of permanently removing an artwork from the Public Art Collection by sale, destruction and/or removal from public display.

### ELIGIBLE ARTWORKS

In general, all forms of artistic expression created by professional artists are eligible for inclusion in the Public Art Program. Free-standing works as well as works that have been integrated into the underlying architecture or landscape are included for consideration. The artwork may consist of both permanent and temporary installations.

Design elements which are mass produced such as playground equipment, benches, decorative or ornamental pieces will be considered only if they are integral to the artists overall design. Services or utilities necessary to operate or maintain an artwork shall not be deemed part of the artwork itself.

## ARTIST SELECTION PANELS

The Heritage and Arts Commission may form an ad hoc panel to recommend artists for individual public art projects or groups of projects. The panel can review the credentials, prior work, qualifications, and proposals submitted by artists for a particular public art project. The panel should be sensitive to the public nature of the project and maintain confidentiality of all the discussions. The Heritage and Arts Commission will make final recommendation to Town Council on all art/artist selections. The Heritage & Arts Commission may assign additional duties to the panel as necessary.

## ARTISTS RESPONSIBILITIES

Artists shall submit the following:

- Qualifications
- Visuals
- Proposals and/or project materials requested.
- If selected, the artist will execute and complete the artwork in a timely and professional manner as contracted.
- The artist will make presentations to the Heritage and Arts Commission or other reviewing bodies as determined by Town Manager.
- Public presentations and community education workshops may be requested for any public art project as needed.

## OTHER AGENCIES' RESPONSIBILITIES

The Town Manager will assign Staff as necessary to review proposed contracts or agreements of selected artists and make recommendations regarding the following:

- Liability and insurance requirements.
- Legal issues.
- Safety issues.
- Code requirements.
- Timelines.
- Installation issues will be discussed with the Town Engineer.
- Appropriate documentation will be completed which may include design, other drawings, photographs or videos.

## SITE SELECTION

The Heritage and Arts Commission will maintain an inventory of current artworks and a map of the peninsula which will show where artwork is located. The map will provide information where future artwork can be placed. The Commission can either choose a location where artwork would be a valuable addition to the community and solicit proposals for that specific site or identify appropriate artwork and determine which site would be the best location. The criteria to be used for site selection would include:

- Compatibility with the principal purpose of the location; work must not block view corridors or impede use of public open space.
- Suitability of the artwork's scale and character.
- Availability of suitable physical space.
- Environmental suitability of the artwork.
- Cost to establish and maintain the artwork at the site.
- Availability of funding sources.

The Heritage and Arts Commission will coordinate the site selection process with appropriate Town Staff and other Town bodies as determined by Town Manager.

## FUNDING

The Public Art Program recognizes that funding and maintenance of public art can be challenging. The Program anticipates utilizing the following methods:

- Public funds could be used to acquire and maintain public art if built into the Town's budget as a specific line item.
- A percentage for art could be built into town funded capital improvement projects.
- Business sponsorships could be developed for specific proposed art selections or for the Public Art Program in general.
- Donations for public art could be sought from private sector groups, both for-profit and/or non-profit.
- Individuals may make donations.
- Grants and/or matching grants could be sought from national and local foundations and institutions.

## ARTIST SELECTION

The Heritage and Arts Commission will select artists using one of the following methods:

- Request for Qualifications. (RFQ)
- Request for Proposal. (RFP)
- Invitational competition.
- Pre-qualified list.

The method used will vary depending on the type of project and the specific requirements of the project. The goal is to select artists in a well-documented and transparent process that are best suited to the project in mind. The following factors will be considered when reviewing proposals by the artist and the artwork:

- Reasonable maintenance requirements as specified by the artist. Consideration will be given to who will perform the maintenance procedures; the Town, the artist or private parties.
- Works of art will be designed considering public safety and decency.
- Consideration will be given to issues of security, theft, vandalism.
- The design of the art will be site specific. Works must not block view corridors or impede use of key public open space.

## OVERVIEW OF THE PUBLIC ART APPROVAL PROCESS

The general outline of the approval process will be as follows:

- Select a site or group of sites
- The artist selection panel will determine if the proposed public art project fits the Public Art Program.
- The Heritage and Arts Commission will recommend the project to Town Council.
- The Town Staff will prepare a Staff Report and comment on the project.
- The Town Council will consider approval of the project.