

Public Art Advisory Committee

Thursday, February 4, 2021

*****3:30 PM*****

Note new time

Electronic Meeting
ZOOM MEETING PLATFORM

AGENDA

Electronic Meeting

(Pursuant to Iowa Code section 21.8)

An electronic meeting is being held because a meeting in person is impossible or impractical due to concerns for the health and safety of Commission members, staff and the public presented by COVID-19.

You can participate in the meeting and can comment on an agenda item by going to <https://zoom.us/j/99498852255> via the internet to visit the Zoom meeting's registration page and submit the required information.

Once approved, you will receive an email message with a link to join the meeting. If you are asked for a meeting or webinar ID, enter the ID number found in the email. A meeting password may also be included in the email. Enter the password when prompted.

If you have no computer or smartphone, or a computer without a microphone, you may call in by telephone by dialing (312) 626-6799. When prompted, enter the meeting or webinar ID. The ID number for this meeting is: 994 9885 2255

Once connected, you may dial *9 to "raise your hand," letting the meeting host know you would like to speak. Providing comments in person is not an option.

3:30 PM - Call to order

3:30 PM - Introductions of members and public attending the meeting.

3:35 PM - Public discussion of any item not on the agenda

3:40 PM - Consideration of minutes of the January 7, 2021 meeting

3:40 PM - Updates

- Follow up to Strategic Plan review from last month – determine process to move forward on several of the items
- Artists Database
- Poetry in Public

3:45 PM - Review of Rubrics

4:00 PM - Review of Kiwanis Park Community Garden RFP

4:10 PM - Review of Matching Fund Description

4:20 PM – Review of Neighborhood Art Program

4:25 PM - Review Potential Locations for 2 remaining rotating sculpture pads

4:35 PM - Review of Temporary Art Display Program

**4:50 PM - Committee announcements or Committee reports
Staff Reports**

4:55 PM - Adjournment

If you will need disability-related accommodations in order to participate in this program/event, please contact Marcia Bollinger, Neighborhood and Development Services at 319-356-5237 or marcia-bollinger@iowa-city.org. Early requests are strongly encouraged to allow sufficient time to meet your access needs.

Minutes
Public Art Advisory Committee
January 7, 2021 5:30 PM
Zoom Meeting Platform

Preliminary

Electronic Meeting (Pursuant to Iowa Code section 21.8)
An electronic meeting was held because a meeting in person was impossible or impractical due to concerns for the health and safety of council members, staff and the public presented by COVID-19.

Members Present: Eddie Boyken, Jan Finlayson, Ron Knoche, Steve Miller, Nancy Purington, Juli Seydell-Johnson, Sandy Steil, Andrea Truitt, Dominic Dongilli

Members Absent: None

Staff Present: Marcia Bollinger, Wendy Ford

Public Present: None

Call to Order

Miller called the meeting to order at 5:37 p.m.

Introductions of Members and Public attending the Meeting

There were none.

Public Discussion of Any Item Not on the Agenda

None.

Consideration of Minutes of the December 3, 2020 Meeting

Purington moved to accept the minutes. Seydell-Johnson seconded. Approved unanimously.

Project Evaluation Rubrics #2 – Jan Finlayson and Andrea Truitt will present update on proposed rubrics for committee review.

Truitt updated the committee on work they have completed on the rubrics but stated that they would have more information available in the next day or so for the committee to review at the February meeting.

Determine date for next round of Matching Funds

The committee decided to wait until the Rubrics and Artists Registry have been finalized before determining a schedule for the next round of Matching Funds. The target would be to roll out in February and review submissions by April. Bollinger mentioned that there is \$7000 available still to be committed from the FY21 allocation.

River Front Crossings Sculpture Pads – discussion regarding schedule for project as well as alternative locations for remaining two sculpture pads.

Bollinger stated that the committee had decided at the November 2020 meeting that they wanted to install three rotating sculpture pads in the Riverfront Crossings Park along the western most trail that runs closest to the river. She said that the committee had allocated \$10,000 for the first-year project costs which could fund the installation of 5 rotating sculpture pads at approximately \$500 per pad, plus a \$1500 one-year honorarium paid to the participating artists. With three pads planned for Riverfront Crossings, she asked that the committee provide direction on how to proceed with the remaining funding available for 2 pads. The options could include either reallocating the \$4000 funding to another project or placing the two pads in different location. After discussion, there was consensus that the committee would prefer to see the remaining 2 sculpture pads be considered for other locations within the City. The committee discussed the schedule and felt that a call should be put out in March or April and the installation date would be in June.

Purington expressed her interest in locating these temporary displays along well travel streets within the City specifically, the trail area along Dubuque Street near the Park Road bridge.

Bollinger stated that staff would provide a list of possible locations at the February 4 meeting for further consideration by the committee.

Review of remaining Action Items in the Public Art Strategic Plan that have not been addressed

Bollinger reviewed those items that have not been addressed as part of creation of the Public Art Management Plan, subcommittees currently evaluating Public Outreach or Community Artists Outreach efforts. The committee discussed the following and determined a process* to ensure that each item was further pursued.

Encourage people to see art in new ways, in unexpected places and spaces

- Develop projects/programs/criteria that encourage these opportunities
- Expand opportunities to create functional art installations
- Expand opportunities to engage public in unexpected ephemeral art experiences

*Include these actions into the Iowa City Public Art Management Plan (ICPAMP) as part of Section 4.3 – Policies and Procedures Related to Allocation of Annual Funding for Public Art. To be drafted by staff and reviewed by PAAC.

Develop criteria to define what determines progress; quantitative and qualitative. Review annually.

- Programming outcomes are reviewed annually and this information is used to refine programming for the year.

*Include criteria and process in the ICPAMP as part of Section 4.4 – Policies and Procedures to determine completion of goals and objectives. To be drafted by staff and reviewed by PAAC.

Conduct an inventory and prioritize potential areas for future consideration of public art and arts activities throughout Iowa City, particularly underserved areas; update annually.

- Sites identified and prioritized including interior and exterior.
- Seek out non-traditional locations.
- Each site/location evaluated for arts options encouraging fresh ideas for opportunities.
- Information used to refine projects and activities for next year.

* Inventory and potential areas for future projects partially completed. Building/facilities not evaluated and needs to be scheduled. Two criteria (non-traditional locations and encourage fresh ideas to be included in ICPAMP – Section 4.3.

Create a framework to define how these locations can be made available for temporary art exhibits as well as an evaluation process by which an artist can propose a project in an undiscovered public location.

- Revisit draft of Temporary Art Installation Policy.
- Research Art on Loan program and determine how or if to pursue this option.

* Review and update draft Temporary Art Installation Policy and look at Art on Loan programs.

Expand the concept of public art with spontaneous arts experiences in non-traditional settings.

- Develop special arts experiences in unique settings designed and/or organized when feasible.

*Include these actions into the ICPAMP as part of Section 4.3 – Policies and Procedures Related to Allocation of Annual Funding for Public Art. To be drafted by staff and reviewed by PAAC.

Develop and implement a policy for soliciting and accepting donations, memorial gifts or loans of artwork.

- Review existing policies and amend/add as necessary.
- Promote opportunities on regular basis.

* Donation policy included in the ICPAMP Section 5.5. Schedule process to evaluate how and when to promote opportunity and how venues will be provided. TBD

Develop a staffing and resource model to ensure the goals of the Public Art Program are achieved.

- Develop Public Art Program goals and outcomes.
- Determine programming priorities for five-year period.
- Determine estimate of administrative requirements.
- Determine funding sources/opportunities for administrative costs.

* Determine schedule for drafting a Five Year Plan for the Public Art Program – to be presented as part of budget discussions which start in October of each year. TBD

Identify and secure funding sources that will provide for a sustainable, reliable resource to ensure the realization of the Public Art Strategic Plan.

Options could include:

- **Hotel/motel tax set-aside**
- **Private development percent for art** – Enables development bonus (density/height/etc.) if

private developers provide a percent of total development costs to be utilized for the arts. Currently available in the Riverfront Crossings Redevelopment Area.

- **Percent for public art** – Consider including percent of capital project costs to install public art as part of the project (bridges, streetscapes, etc.) if deemed appropriate.

- **General Fund annual allocation**

- **Endowment Fund (Community Foundation of Johnson County)**

- **Grants**

- **Private fundraising**

- Evaluate options, develop recommendation and propose to the City Council.
- Continue to evaluate supplementary funding sources and/or partnerships as they become available.
- Evaluate funding annually and incorporate strategic increases as necessary.

*Continue to evaluate and consider grant opportunities and projects that might be appropriate for private fundraising. Ongoing

Identify strategies to cover maintenance and conservation of public art.

- ~~Conduct a regular condition assessment of all the artworks in the City's public art collection to determine which pieces need maintenance or conservation, or should be evaluated for deaccessioning.~~

- Prioritize conservation needs.
- Identify and secure funding to provide the necessary treatment and secure those funds in a revolving fund accessible when needed.
- Secure the services of a professional conservator for assessment and/or conservation if necessary. Conditional assessments of the entire public art collection conducted and priorities developed.

*Determine cost of current maintenance needs and develop schedule for implementation. TBD

Develop a process to incorporate Public Art Program staff, the PAAC and/or artists into early design discussions and planning for capital projects including infrastructure, public facilities and open spaces.

- Inform and involve City departments about the plans and potential for implementation of the Public Art Master Plan and the Guidelines and Procedures for Public Art.
- Identify and meet with key departments where public art partnerships and collaboration can be developed, and identify opportunities for partnerships and collaboration on public art projects at the time of construction or later.
- Work with existing City departments/committees considering wayfinding projects that may incorporate artwork.

*Determine process and schedule. TBD/ongoing

Promote incorporation of public art in private development.

- Encourage City staff to work with private developers on the potential value of public art and possible opportunities to include art as part of their developments.
- Explore the feasibility for an ordinance requiring public art in private development; provide incentives as possible.

*Determine process and schedule. TBD/ongoing

Develop annual report to be presented to the City Council detailing accomplishments and spending over the past year.

- Reinstitute an annual report.

*Produce annual report each July describing previous Fiscal Year projects.

Updates

- Artists Database – Bollinger stated that the website adjustments would soon be made and expected the registry to be available soon for submissions by artists and access by the public.
- Kiwanis Park Community Garden art project – Bollinger stated that she and Finlayson were meeting with interested neighbors of Kiwanis Park on Saturday, January 9 at 2:00 PM to visit the community garden site and discuss initial concepts for the project. They would also discuss the process by which they would solicit artists’ interest – either through a Request for Proposal or a Request for Qualification. An update will be provided about the project at the February meeting.
- Capitol Street Parking Ramp project – Bollinger stated that the minutes of the December 2, 2020 Public Art Advisory Committee, which included discussion of the project as well as the images that were shared with the committee, were included in the December 10, 2020 City Council Information Packet. There has been no feedback from the City Council members or the general public regarding the project proposal or design of the mural that she has been made aware of.
- Lucas Farms Neighborhood Art Project – Bollinger stated she has reached out the Lucas Farms neighborhood representatives and hopes to work with them in the near future about initiating the Neighborhood Art Project in the next couple months.
- Poetry in Public – Bollinger stated that limitations related to displaying the selected poetry in public buildings and the limited ridership on City buses due to COVID that the decision was made to proceed with posting all 2020 selected poetry over this summer and look to 2022 to host another round of poetry submissions.
- Subcommittee meetings – Bollinger mentioned that both the Community Arts Collaboration and Public Outreach subcommittees were meeting within the next couple weeks.

Committee announcements or Committee reports

None

Staff reports

None

Adjournment

Knoche motions to adjourn. Finlayson seconded. Meeting was adjourned at 7:06 p.m.

**Public Art Advisory Committee
Attendance Record
2020/2021**

Name	Term Expires	4/2/20	4/20/20	5/7/20	6/4/20	7/2/20	8/6/20	9/3/20	10/1/20	11/5/20	12/3/20	1/7/21
Ron Knoche		X	X	O/E	X	X	X	X	X	X	X	X
Juli Seydell-Johnson		X	X	X	X	O/E	X	X	X	X	X	X
Vero Rose Smith	12/31/20	X	O/E	X	--	--	--	--	--	--	--	X
Steve Miller	12/31/20	X	X	X	X	X	X	O/E	X	X	X	X
Eddie Boyken	12/31/21	X	X	X	X	X	O/E	X	X	X	X	X
Jan Finlayson	12/31/20	--	--	--	X	X	O/E	X	O/E	X	X	X
Nancy Purington	12/31/22	X	X	X	X	X	X	X	X	X	X	X
Andrea Truitt	12/31/22	X	X	X	X	X	O/E	X	O/E	X	X	X
Dominic Dongilli	12/31/23	--	--	--	--	X	X	X	X	X	O/E	X
Sandy Steil	12/31/23	--	--	--	--	--	--	--	--	O/E	X	X

PUBLIC ART MATCHING FUND PROGRAM AWARDS SCORE SHEET

Application Ranking Criteria

Organization/Applicant: _____

	low		high	Comment
Project Details-Description of the project to be funded				
Is the overall application clear and complete?	1	2	3	
Does application clearly describe the artwork/event and materials?	1	2	3	
Are there images/site plans & how well do they illustrate project?	1	2	3	
Does project adhere to PAAC definition of public art?	1	2	3	
Is project located in public space and available to the general public?	1	2	3	
Does artist show the technical ability to carry out the project's scope?	1	2	3	
Project Costs and Budget				
Was it clear as to what expenses matching funds would cover?	1	2	3	
Were funds outside of the matching funds available? Will matching funds make a difference in the overall project budget/ability to be executed?	1	2	3	
Project Outcomes				
Degree to which activity has specific outcomes and measures	1	2	3	
Does project engage with broader community?	1	2	3	
Does project have community partners? How well are they integrated?	1	2	3	

TOTAL SCORE _____

PUBLIC ART MATCHING FUND PROGRAM AWARDS RUBRIC

I. PROJECT DETAILS AND DESCRIPTION

Overall Application		
3. Application is clear, concise, and well composed. This project is substantially different from regular programming or has not been done before by the City. Case for support is exemplary and merits investment from the City.	2. The application is clear. This project has elements that are different from the applicant’s regular programming. Case for support is adequate.	1. IAC: Application is unclear or poorly composed. This project has been done by the applicant previously or closely resembles artwork/events already available in Iowa City. Case for support is inadequate or does not merit City investment.
Artwork/event and materials description		
3. Project and description are exemplary and clearly advance the mission, vision, and goals laid out in the Iowa City Public Art Management Plan.	2. Project and description satisfactorily advance the mission, vision, and goals laid out in the Iowa City Public Art Management Plan.	1. Project and description are unclear and do not advance the mission, vision, and goals laid out in the Iowa City Public Art Management Plan.
Images/plans and project illustration		
3. Work samples are of high quality and clearly demonstrate exceptional capabilities in artistic concept and form.	2. Work samples are of average quality and demonstrate capabilities in artistic concept and form.	1. Work samples are of poor quality or demonstrate inadequate capabilities in concept and form.
PAAC Definition of public art		
3. Artwork/event dynamically engages with, and extends the definition of public art found in the Iowa City Public Art Management Plan.	2. 3. Artwork/event clearly fits within the definition of public art found in the Iowa City Public Art Management Plan.	1. 3. Artwork/event does not clearly fit within the Iowa City Public Art Management Plan.
Project location		
3. Project location is considerably and strategically thought out to reach target audience. Project is appropriate for the location. Artist/contractor utilizes City Parks/Facility Inventory in Iowa City Public Art Management Plan.	2. Project location is suitable for the project. The project is appropriate for the location.	1. Project location is random and project does not suit chosen location.

Technical ability to carry out scope of project		
3. IAC: Project has strong implementation objectives. Timeline demonstrates thoughtful planning and detailed consideration. Confident project will be realized through a clear, reasonable timeline. Artist and partner responsibilities are clearly defined.	2. IAC: Project has identified implementation objectives. Timeline demonstrates planning and consideration of most tasks needed. Artist and partner responsibilities are defined.	1. IAC: Project has unclear implementation objectives and timeline. Raises concerns about project achievability. Artist and partner responsibilities are undefined or unclear.

II. PROJECT COSTS AND BUDGET

PAAC matching fund expenses		
3. Project budget and intended use of matching funds are clear and appropriate.	2. Project budget and intended use of matching funds are identified.	1. Project budget and intended use of matching funds are unclear or inadequate.
Funds from other sources/impact of PAAC funds		
3. Project demonstrates financial support by leveraging diverse sources of cash and in-kind match are well defined. Impact of PAAC funding is great.	3. Project demonstrates financial support by leveraging diverse sources.	3. Sources of matching funds are unclear or inadequate.

III. PROJECT OUTCOMES

Specific outcomes and measures		
3. Project uses strong qualitative and quantitative measures to analyze achievement of arts goals and implementation objectives. Project has appropriate methods in place to collect data on evaluation measures.	2. Project identifies methods or measures to analyze achievement of arts goals and implementation objectives.	1. Evaluation methods and measures are weak, inadequate or unclear.
Engagement with broader community		
3. Target community for project is well defined, its relevance to project is evident. Plans to disseminate and provide equitable access to project are exemplary.	2. Target community for the project is identified. Plans to disseminate project and provide equitable access to project are satisfactory.	1. Target community for the project is not defined. Plans to disseminate and provide equitable access to project are inadequate.

Community partner integration		
<p>3. There is clear demonstration of collaborative partnership. All involved parties share significant responsibility for the successful outcome of the project.</p>	<p>2. There is some demonstration of collaboration. There is investment on both sides, but it is imbalanced.</p>	<p>1. There is little to no demonstrated partnership. If there are listed partners, partners appear minimally involved.</p>

Kiwanis Park Community Garden Art Project

Request for Qualifications

Introduction

The Iowa City Public Art Advisory Committee and the Ty'n Cae Neighborhood Association are seeking an artist who would be interested in designing and installing artwork as part of the Kiwanis Park Community Gardens. The artist would be responsible for communicating with neighborhood residents about the project, seeking their input on the design, location, features, etc. and creating and installing the artwork by June 30, 2021.

The goal of the project is to create a visual attraction within the community garden space that invites visitors as well as gardeners to relax, enjoy the surrounding gardens, and encourage a connection between those who use it and its visitors.

Project Details

Kiwanis Park is located at 1519 Teg Drive. The park is a total of 14 acres and is named after the International Service Club Kiwanis. Their motto is "Kiwanis is a global organization of volunteers dedicated to improving the world, one child and one community at a time." The Dane Family, who farmed the land for generations and donated the land to the City in 1993 for parkland development are members of the Kiwanis organization and requested it be named accordingly. The family continues to be interested in park improvements and feels a child in the art is an excellent and powerful idea.

An introductory meeting was held at the park on January 9, 2021 to look at the site and share ideas. From those discussions and email conversations, a list of general concepts was developed:

- Inclusion of child in the art
- Incorporate the diversity of park users
- Something small for a small park
- Interest to all ages, including children
- More realistic vs. abstract
- Celebration of growth in nature
- Something functional and attractive.
- Compliment the natural design of the park with muted tones and changes in elevation
- Have the neighborhood children contribute in some way
- Include a small seating area - either benches or limestone rocks.
- Concrete pouring or other material that contains (actual) child hand prints of children who use the park.

It is not expected that all components of this list are included in the artwork.

The project will involve the selected artist meeting at least once to further discuss the concept for the artwork. This can be onsite or via zoom/virtual platform. The artist will then create a selection of concepts for the neighbors to review as part of a second meeting or via email communications.

Budget

The budget for the project is \$10,000 which must include all costs of design, fabrication and installation of the artwork.

Submission requirements

Interested artists are being asked to provide:

- Applicant's contact information including name, business name (if applicable), physical address, mailing address, telephone, and email.
- Statement of Interest.
- Maximum two-page resume that outlines professional accomplishments.
- A minimum of six (6) and maximum of eight (8) images of past works. Identify images with project title, location, date completed, media, dimensions, budget, commissioning agency, project partners, and/or brief description of the project/conceptual information.

NOTE* We are NOT looking for proposals at this time. This is simply a request for qualifications that will then provide the neighbors the opportunity to review and select a collaborative artist for the project. **Preference will be given to Iowa City artists or those who create art or exhibit their art in Iowa City.**

Project Schedule

Submission Deadline – Friday, February 26, 2021 – 5:00 PM

Selection of Artist – Friday, March 12, 2021

First meeting with neighbors – Week of March 15, 2021

Design concepts created and made available to neighbors – Friday, April 9, 2021

Determine Final Design – Friday, April 23, 2021

Installation Completed – June 30, 2021

Public Art Matching Funds

The Iowa City Public Art program was created in 1997 to enhance the appearance of the city through the selection and integration of art in the public environment. Although most artwork purchased and installed by the Iowa City Public Art Program has been initiated by the Public Art Advisory Committee, it is possible for members of the community to submit beneficial ideas that merit consideration for possible funding/support. The Matching Fund Program is available for art projects (visual, audio or performance based) that are located in Iowa City and accessible to the general public.

Deadlines for submissions:

Maximum request for matching funds is \$2000.

Submissions are reviewed by the Iowa City Public Art Advisory Committee (PAAC) which typically meets on the first Thursday of the month at 5:30 PM in the Helling Conference Room of the Iowa City City Hall, 410 E. Washington St.

ELIGIBLE PROPOSALS:

- Publicly accessible and viewable within Iowa City– on public or private property (approval of owner required).
- Murals, sculpture, installations that are permanent or temporary that will withstand human and weather elements associated with the installation location.
- Visual, audio or performance-based projects.
- Projects that will be installed/completed by

ELIGIBLE EXPENSES

- Materials and supplies necessary for the creation of the artwork
- Wages/stipend for artists/performers to create the work
- Contract labor for installation such as site prep, concrete pouring, tile installation

ELIGIBLE MATCHING FUNDS

- In-kind services, commodities, other grants, personal contributions, and other donations

PROPOSALS AND EXPENSES NOT ELIGIBLE

- Events or performances that are a part of an applicant's regular programs
- Those that do not have the arts as their primary focus
- Those intending to influence public policy or to proselytize a belief
- Those that advertise or promote a for-profit business

- Those for which patrons will be charged admission
- Fees to secure a site (permits, purchasing land)
- Food/Beverages • Events with a primary focus of fundraising

WHO CAN APPLY

Organizations, schools, individuals and government units located within Iowa City such as:

- Individual artists
- Nonprofit 501(c) (3) arts organizations
- Privately owned/operated businesses

SELECTION CRITERIA

Artwork proposals will be reviewed and evaluated by the Public Art Advisory Committee on the following criteria:

- Verification that the location of the artwork is secured and publicly accessible.
- Ability of the artist/applicant to complete the project within the proposed time frame and budget.
- Commitment of proposed partners involved in the project. Application should include verification of that support and a clear explanation of the responsibilities of each entity involved in the project.
- Ability/willingness of the artist/applicant to work with the PAAC /staff.
- Ability of the applicant to provide matching funds.
- Artwork meets design, funding availability, and appropriateness of the artwork for the site and how well it "contributes to the identity and viability of the community and promotes the image of Iowa City".
- Verification that temporary art displays will not permanently impact location of installation or adequate funds are available to make necessary repairs to bring the site back to the original condition.

SUBMISSION REQUIREMENTS

- Application
- Artist background information including samples of relevant past work or documentation of like-experience and skill.
- A narrative statement to demonstrate that the artwork will be accessible at a location that is open and freely available to the general public.
- A narrative of the artist's concept including project details, if applicable:
 - Size, weight, medium, materials

- A site plan with building and grade elevation and/or images of building facades showing the placement of the proposed artwork within the site proposed.
- Installation details (foundation, mounting, distance to street)
- Maintenance requirements of permanent installations and commitment of applicant to carry out that maintenance for a period no less than 2 years.
- Visual representations of the artwork will be submitted in one of the following formats:
 - jpgs (image resolution 1800 pixels on longest side);
 - A model of the artwork, or
 - A graphic or artist illustration depicting several views of the artwork.
- The artist will acknowledge that ownership will be considered at time of review.

NEIGHBORHOOD PUBLIC ART PROJECT PROCEDURES

The Neighborhood Public Art Project has been established to move the focus of the Iowa City Public Art Program to art in the neighborhoods and to allow neighborhoods to actively participate in the selection, site location, possible production and installation of art in their neighborhoods.

The following is the process for implementation of the Iowa City Neighborhood Public Art project:

NEIGHBORHOOD SELECTION PROCESS

Neighborhoods will be notified through the Office of Neighborhood Outreach of the opportunity to participate in the Neighborhood Art Project. A letter of interest must be submitted by the neighborhood association that will include the following:

- How the neighborhood intends to solicit input from the entire neighborhood.
- An estimated schedule of the process.
- Who will be the chief neighborhood contact person for the project
- How the artist will be selected and what role they will play in working with the neighborhood.

ARTWORK SELECTION PROCESS

Neighborhoods must solicit all residents of the neighborhood to participate in the selection process to determine the type of artwork that they wish to acquire/commission, and the location(s) of the proposed artwork. The neighborhood should begin the decision-making process *with* a "concept" artist. This artist should be able to collaboratively work with the neighborhood through the mechanics of design and artist selection. The Public Art staff can assist to the neighborhoods to locate potential "concept" artists. Any fee for the "concept" artist would be part of the budget for the neighborhood art project. Once a type of artwork is decided upon, the neighborhood will work with the concept artist in determining the design, composition, scale, etc. of the artwork, utilizing the selection criteria established for the Public Art Program. This artist can also assist in the development of calls to artists (if applicable) for the neighborhood and guide the neighborhood through a selection process. It is also completely acceptable that the concept artist submits a proposal for the completed neighborhood art project.

All existing criteria established through the Iowa City Public Art Program; procedures for site selection, maintenance, accession and deaccession/relocation must be met in the consideration of the artwork.

REVIEW PROCESS

The neighborhood must present their concept plan for the artwork, proposed site(s) and method of artwork or project artist selection, and proposed budget to the Public Art Advisory Committee (PAAC)

for initial consideration. The PAAC will use the attached "Neighborhood Art Project Proposal Review Criteria" as a guideline for decision making.

After approval of the concept, site location and budget, a Call-to-Artists (if necessary) will be developed by the neighborhoods with the assistance of staff and the PAAC. Selection of the artist/artwork by the neighborhood will be in accordance with the Acquisition Procedures developed for the Public Art Program. PAAC will then review of the final project and authorize commencement of the project.

REVIEW CRITERIA

In reviewing the concept plans for the Neighborhood Art project proposals, the Public Art Advisory Committee should consider the following:

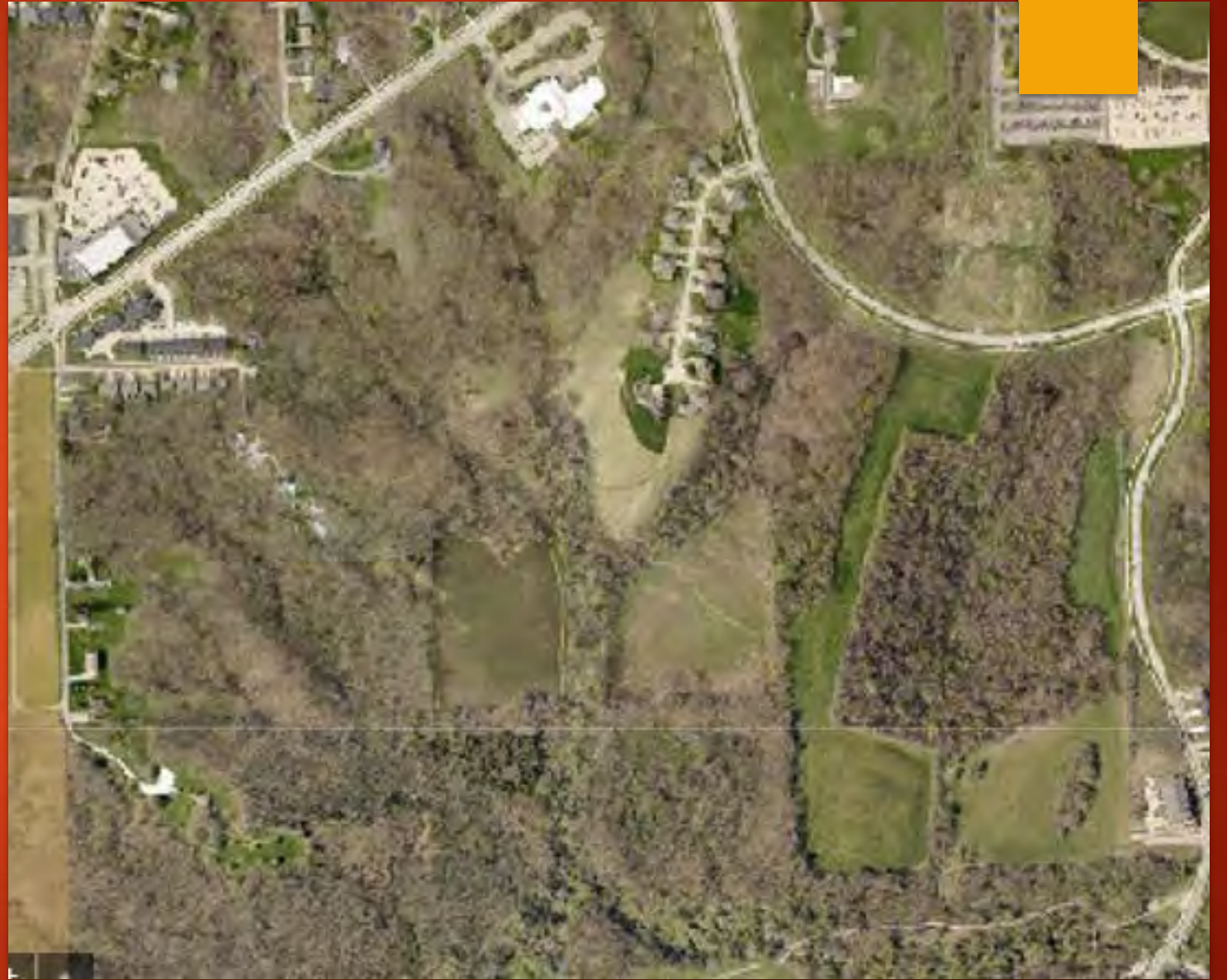
- Has the neighborhood provided the opportunity for all residents to participate in the process?
- Has there been participation in the process by professional artists in creating a project or designing/creating the artwork being proposed?
- Have all long-term maintenance requirements been addressed?
- Have initial contacts been made regarding availability of the site for installation of the artwork?
- Are the existing criteria established through the Iowa City Public Art program capable of being met (i.e. Acquisition, Maintenance, deaccession/relocation), particularly:
 - Site Selection
 - located on public property
 - visible and accessible
 - does not disrupt traffic flow
 - durability of artwork in relation to location
- Has the Artist selection process been determined and is it feasible?
- Is the proposed budget reasonable?

NEIGHBORHOOD MENTORING PROCESS

Upon completion of their art project, the participating neighborhood may be asked to work with and share their experiences with one other neighborhood association interested in participating in the Neighborhood Art Project.

Hickory Hill Park

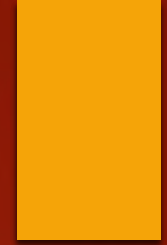
North End
800 Conklin St



Hickory Hill Park

South End
1439 E Bloomington





Mercer Park
1317 Dover

College
Green Park
600 E College





Terry Trueblood
Recreation
Center
579 McCollister

Peninsula Park

1790 Canton



Waterworks
Prairie Park
2875 N Dubuque



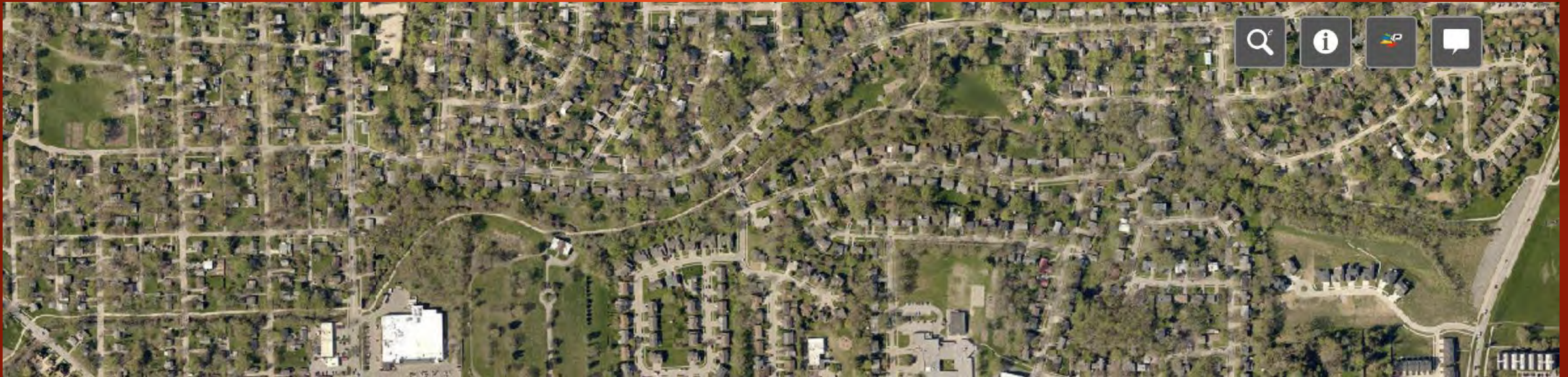
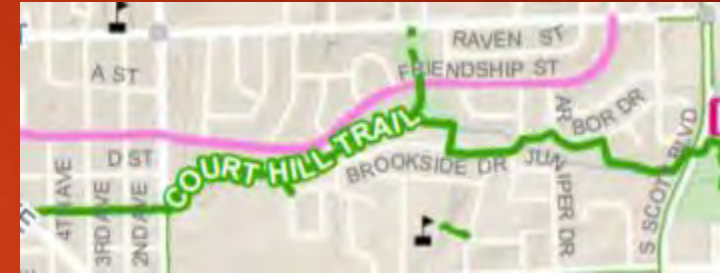


Fraunholtz-Miller
Park
4329 St. Patrick Dr.



Court Hill Trail

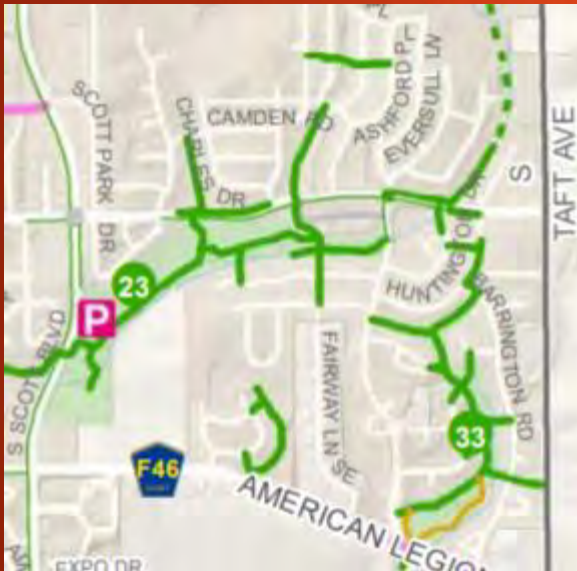
West End – Creekside Park to Scott Blvd.

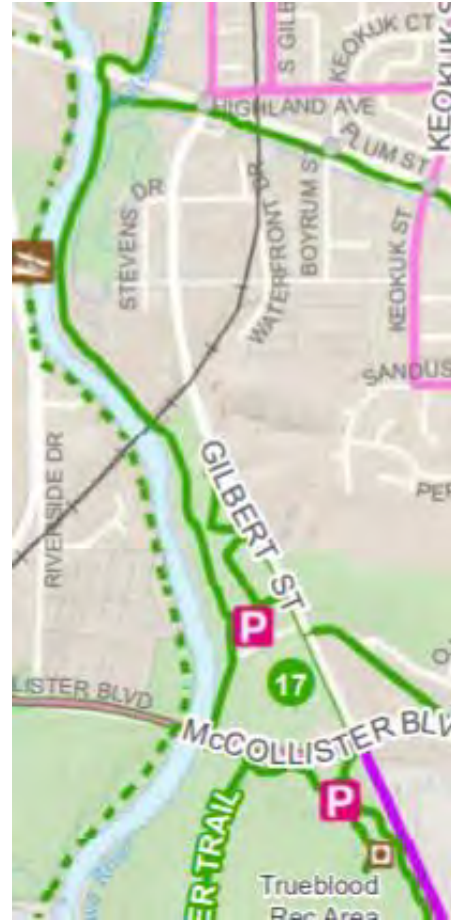


Court Hill Trail

East End

Scott Blvd through
Windsor Ridge





Iowa River Trail



Ned Ashton House and Grounds



Peninsula Park

City of Iowa City

Temporary Display Policy and Application

The City of Iowa City wishes to foster the creation and installation of temporary exterior public displays on select public buildings. A limited number of exterior locations are available for the display of posters, banners, sculptures and/or other artwork that promotes community organizations, activities and events and/or shares original works of art. Display locations are hosted by the City as a free service and space is available at the locations listed in Attachment A.

Displays are limited to one month - the first day through the last day of the approved month.

Application Process

Applicants must submit application materials directly to the responsible staff listed on Attachment A no sooner than 8 weeks but *at least* four (4) weeks prior to the intended installation date. The applicant may be required to be available for discussion with staff or the Iowa City Public Art Advisory Committee regarding the proposal. Applications are reviewed on a first-come, first-serve basis. Incomplete applications will not be considered.

Content Criteria/Standards

Displays are intended to:

- welcome visitors
- promote specific community (non-commercial) activities and events
- provide an attractive seasonal display
- note historic events and/or anniversaries of community interest
- share works of original art

Displays are not intended to:

- advertise political candidates or issues
- contain injurious, offensive, or sexually explicit language or pictures
- advertise for commercial business
- solicit for fundraising or charitable contributions
- promote religious holidays or events
- be a performance based event as these are covered under separate policies
- suggest or promote the use of alcohol, tobacco or illegal drugs

Each display shall include as part of the display:

- the name and contact information for the group or individual preparing the display must be part of the display
- specific information about the activity or event (i.e. time, date, and place) If applicable

Installation/Material Requirements:

- Installations must be able to withstand human and weather elements associated with the installation location.
- Installation method must be acceptable to responsible staff so as to ensure a safe, secure display.

City of Iowa City Responsibilities

- Review submitted applications within a timely manner and provide notice of decision no later than 20 calendar days before the proposed installation after application submission.
- Grant applicant sole ownership of the final design and artwork and will not copyright the final design and artwork.
- Provide general coordination assistance with installation, removal, and promotion.
- Provide promotion of the installation as agreed upon with the applicant.

Applicant Responsibilities

- Propose high quality display that responds to guidelines.
- Provide funding for fabrication, installation, maintenance, insurance, deinstallation, and site restoration.
- Obtain necessary insurance policies, as determined by the City's Risk Manager naming City of Iowa City as an additional insured.
- Coordinate with designated staff the installation of display (tools, materials, utilities and equipment not provided by the City).
- Provide information regarding display and creator to the City for purposes of promotion and press releases.
- Monitor and maintain the artwork during the display period.
- Oversee deinstallation of artwork and site remediation. Artwork not removed by the end of the agreed upon dates will be removed and disposed of by City staff.

Determination of Eligibility for Display

The designated department staff will determine the eligibility of the display according to this Temporary Display Policy. Staff may seek the review by the Iowa City Public Art Advisory Committee in order to make that decision. If it is determined not to meet this Temporary Display Policy, the applicant will be informed of this decision, and the applicant will be offered the opportunity to modify the display to meet the eligibility requirements.

Disclaimers

- The City assumes no responsibility for loss, damage or destruction of items on display.
- The City does not accept responsibility for ensuring that all points of view are represented in any single display. Granting of permission to a display does not imply the City's endorsement of content nor will the City accept responsibility for the accuracy of statements made in such display.
- The City reserves the right to refuse display space to displays which, in its opinion, do not meet this Temporary Display Policy.

City of Iowa City
Temporary Display Application

Name of Applicant: _____ Date: _____

Address: _____ Phone #: _____

E-Mail Address: _____

Secondary Contact info: _____ Phone #: _____

Address: _____

E-Mail Address: _____

List of Participants/organizations involved in the display (attach additional sheet, if necessary):

Name	Contact Person	Email/Phone #
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Project Title: _____

Proposed Location: _____

Alternate Location: _____

Proposed Start Date of Display: _____

Type of Installation: Mural Canvas Gallery Display Sculpture

Other: _____

For the purposes of determining if the proposal meets the Temporary Display Policy, describe the purpose of the proposed installation:

Materials proposed to be used:

Describe how the display is proposed to be installed:

*****ATTACH A DETAILED IMAGE OF THE PROPOSED DESIGN TO THIS FORM*****
including dimensions and details on where it will be installed

How will the costs of the project be funded?

I agree to all provisions outlined in the Temporary Display Policy. I further agree that no alteration shall be made to the display as described in this application without written approval by the City.

Applicant Signature: _____ Date: _____

Applicant Signature: _____ Date: _____