



EVERGREEN PARK & RECREATION DISTRICT

TEMPORARY AND PERMANENT PUBLIC ART POLICY AND PROCEDURES

PURPOSE

The purpose of the Public Art Placement Policy and Procedures is to help the Evergreen Park & Recreation District (EPRD) to achieve its mission by enhancing the quality of life in the mountain community of Evergreen through public art.

EPRD intends to use art works to enhance Evergreen's parks and recreation centers, and to provide support for public enjoyment of the arts. Furthermore, EPRD will ensure that once a work is installed in a park or recreation center, the public shall have access to the art works and will support an implementation process, which follows stated policies and procedures.

PUBLIC ART DEFINITION

Public Art is original artwork selected, commissioned, created or donated for location in the public domain, and created by an artist. It may have any of the following attributes:

1. Painting; photography; sculpture; bas relief; murals; fiber works, neon, glass, metal, mosaics, prints, calligraphy, and other mediums along with recyclable and movable artworks. Earth works and landscape features; landmarks and street furniture designed with artist input are also potential attributes of public art.
2. Artworks that are permanent, transitory, functional, integrated or discrete to their site.
3. Artworks created by artists for specific locations for aesthetic, celebratory or memorial purposes.
4. Artworks produced by visual artists through involvement with a specific community for the enhancement of a community space (e.g. in a neighborhood).
5. Artworks resulting from a collaborative process of artists, architects and urban designers acting as a design team to create unique physical environments or features.

An artist is defined as "any person, who by virtue of training or practice, exhibition history and/or critical review is recognized as skilled in making works of art". This definition shall include a wide range of skill levels.

ROLES AND RESPONSIBILITIES

After approval of the Public Art Placement Policy and Procedures, the EPRD Board of Directors will review the Public Art Placement Policies and Procedures as needed. The Executive Director of EPRD will be responsible for all the aspects of administration of the policies and procedures governing art in District parks and recreation centers according to this policy and procedure statement.

The Executive Director, or delegate, will also perform the function of managing art placement, and shall be responsible for implementation and communication, including

announcement of selections of art works, liaison to artists, and any other participants in the process. Assigned staff, with input from the EPRD Board of Directors, will determine sites for public art placement, assess risk management issues (for example - safety, maintenance, and vandalism) of proposed projects or art pieces, and will provide feedback to the Executive Director and Board of Directors on any safety/risk management/vandalism concerns or other issues.

The EPRD Board of Directors reserves the right to reject any piece of art, or to have a piece of art removed after it is placed.

GIFTS AND DONATIONS

EPRD may consider the offer of donations and gifts of artwork for placement in a public park or recreation center. The EPRD Board of Directors shall evaluate each proposal using established criteria that considers artistic merit, site suitability, significance of the subject, liability and maintenance. Consideration of a proposal to gift an artwork shall be made on the understanding that no District funds shall be required for production or installation of the artwork, except when EPRD itself decides to act as a sponsor or co-sponsor. Donors should consider establishing a reserve fund of 10% of the value of the artwork for EPRD to perform maintenance and repair, if required. As noted within the *EPRD Permanent Art Donation Procedure and Transfer Form*, such funds will be held in a dedicated EPRD fund specifically for maintenance, repair and/or acquisition of art works.

If a work of art becomes the property of EPRD, it is the responsibility of the District to relocate, store, maintain, insure, repair, remove, and otherwise care for the piece.

If the fair market value is estimated to be more than \$1,000, an appraisal of the artwork must be conducted by an independent qualified arts professional and submitted to EPRD. (The name and address of the appraiser must be included on the official donation letter.) EPRD must be satisfied that the appraised amount is an accurate determination of the fair market value of the artwork.

SITE SELECTION CRITERIA

When considering a possible site for an artwork, it is the role of the Executive Director, with recommendation to the EPRD Board of Directors, to determine the relative importance of each of the considerations listed below for a given proposal. The EPRD Board of Directors shall compare a project to these considerations to assure that a proposal contributes positively to the community.

1. Relationship of artwork and site shall be considered in terms of the physical dimensions, social dynamics, local character and surrounding context of the site, existing or planned,
2. The visibility of the site by the general public,
3. Public safety,
4. Helps to improve the design of an area by emphasizing a particular location through landmarks, gateways and/or linkages to other parts of the community,
5. Interior and exterior vehicular and pedestrian traffic patterns,
6. Site design including landscaping, drainage, grading, lighting and seating considerations,
7. Relationship of proposed artwork to existing artworks within the site vicinity,

8. Environmental impact such as noise, sound, light and odor,
9. Public accessibility to the art work, particularly handicap access,
10. Impact on adjacent property owners' views,
11. Impact on operational functions (snowplowing, etc.) of the District,
12. The possibility of vandalism,
13. The cost of site development, and
14. Compatibility of the design and location with the historical character of the site.

ARTWORK SELECTION CRITERIA (for permanent pieces only)

1. Conceptual compatibility of the design with the immediate environment of the site,
2. Appropriateness of the design to the function of the site,
3. Preservation and integration of natural features for the project,
4. Appropriateness of the materials and design (texture, color, line, shape and value) to the expression of the artist's concept,
5. Representation of a broad variety of tastes within the community and the provision of a balanced inventory of Art in Public Places to insure a variety of style, design and media throughout the community,
6. Permanence of structural and surface components, and
7. Art as a communicative function.

PUBLIC ART INVENTORY

EPRD shall maintain a hard copy and digital inventory of artworks acquired through the Public Art Placement Policy. The inventory shall identify the required care of artworks in the collection and shall assist in the development of a maintenance schedule. The inventory shall include the following: Site, title, artist, media, materials, dimensions, value of the artwork, and any additional insurance information. Also, all information shall be included necessary for the care and maintenance of the work as determined by the Public Art Committee and reviewed by EPRD. Once the artwork has been selected, a list of materials used in the work, recommendations for cleaning, and notice of any structural factors that may impact on the maintenance procedures will be provided to EPRD. In addition, an estimate of the life span of the work shall be included. The records of each project shall be a part of the Public Art Inventory, and these records shall be kept in the Administrative Offices of EPRD.

CARE AND MAINTENANCE OF ART WORKS ON EPRD PROPERTIES

EPRD shall assume the responsibility for the care, maintenance and repair of artworks in its permanent collection. Temporary display public works of art shall remain the responsibility of the artist, donor or authorized representative. The established maintenance needs and protocol for each piece of permanent art will be documented and provided to EPRD maintenance staff. Maintenance records shall be kept with other art records in the Administrative Offices of EPRD.

SALE OF TEMPORARY ART PLACED ON EPRD PROPERTY

Art pieces may identify the artist(s), and contact information along with title and medium. However, if the piece is for sale there shall not be a price stated. Interested buyers must contact the artist and make their own arrangements. If an item is sold, the seller must remove it from District property immediately after completing sale to a buyer. In the event a work is purchased during its temporary installation on District property, the artist, donor or

authorized representative of that work will have the opportunity to replace it for the duration of the exhibit, at his/her own expense and with approval by the EPRD Executive Director of the replacement piece.

RETENTION PERIODS

Temporary works of art placed in recreation centers, including photography, shall be replaced quarterly, as a general rule (excluding permanent donated pieces). Assigned staff and the Executive Director are responsible for ensuring that art is rotated according to this policy.

No permanent donated artwork will be de-commissioned unless the condition of the artwork dictates otherwise, and only following recommendation of a majority of the EPRD Board of Directors. De-commissioning should only be considered:

1. When the work in the collection is so severely damaged or vandalized as to make repair impractical, or;
2. When the work is structurally unsound and a threat to public safety, or;
3. When the use of the site has changed to the extent that the work is endangered on that site and should be moved to another site or returned to the artist or designee.
4. When the Executive Director, assigned staff, or EPRD Board members determine that a piece of permanent art is no longer suitable.

The District retains the option to de-commission and sell any piece of artwork owned by the District, but only after providing the original donor an opportunity to first purchase the piece. This may include pieces that cannot be stored, as well as pieces that have become inappropriate for some reason other than condition of the piece.

COPYRIGHTS OF ART WORKS

Copyright, by federal legislation, including any and all drawings, designs, images, specifications, photographs and documents, remain the property of the artist, unless the artist has approved otherwise. EPRD may reproduce an image or images of artwork for non-profit public relations, documentation and educational purposes. If artwork is displayed in any publication issued by EPRD, the name of the artist shall be displayed.

PUBLIC ART PLACEMENT GUIDELINES

The identified procedures serve as guidelines by which projects and art placement can best come to fruition. The Public Art Placement Policy and Procedures are intended only for EPRD public art works and projects, and is not intended to address private developments or other government agencies.