

GOAL: THE PUBLIC ART COMMISSION WILL DEVELOP AND IMPLEMENT A STRATEGIC WORK PLAN TO SUPPORT THE LONG TERM GOAL OF INCORPORATING PUBLIC ART IN APACHE JUNCTION OVER THE NEXT THREE YEARS.

Activities and Tasks	Person Responsible	Tools, Techniques, Resources	Timeline/Deadline	Status	Notes
OBJECTIVE: PREPARE FOR PUBLIC ART					
Adopt the work plan	Commissioners	work plan	6/30/2020		Create a five part workplan for commission review Feb - June 2020.
Create action plan for conducting inventory	Heather Patel	email and mapping system	7/1/2020		This action plan will provide a framework for collecting public art information in the community
Conduct inventory	Commissioners	access to email and camera	7/30/2020		Collect the following on each piece of public art: photograph, name of artist, name of art, date of installation, location, and medium. Include potential future sights
Create a draft request for proposal	Heather Patel	city sample RFP with legal requirements	8/30/2020		Create a template for public art RFP. Identify key components.
Create a donation policy	Heather Patel, Commissioners	consultant, other community programs, city legal/management	12/30/2020		Create a process for accepting donations in addition to transfer of ownership and artist commissions.
Create artist database	Commissioners, Heather Patel	Use of available city database and GIS	on-going		Create a database of artists to contact when the city has projects. This database should include name, address, email/phone, type of artist.
Develop list of community ideas	Commissioners, Heather Patel	access to email and camera	on-going		Create a list of public art projects for inspiration. Commissioners will share this information during each meeting. Staff will maintain a list of ideas
OBJECTIVE: ASSESS AND ENGAGE STAKEHOLDERS TO IDENTIFY OPPORTUNITIES FOR PUBLIC ART					
Create a list of grant opportunities	Heather Patel	grant systems	7/30/2020		Create a list of potential funding sources to assist in the implementation of public art projects.
Department discussion/analysis: P&R, PW, ED	Heather Patel	Scheduling with department contacts	9/30/2020		Invite key city departments to a commission meeting to discuss their goal for public art, potential sites, future projects, and how the commission can assist with public art.
Develop process for ranking/scoring of the priority project list	Commissioners	Use of available city database systems, community samples	9/30/2020		A rank and rating system will be created to determine which projects the commission will focus on in priority order.
Create a community involvement and marketing plan	Heather Patel, Al Bravo	City network	10/30/2020		Create a method and conduit for community outreach and involvement in order to publicize the work of the commission and future public art projects.
Joint session with P&Z and Parks Commission	Commissioners	City network	1/30/2021		Host a joint session with interested parties to talk public art, share materials created through the work plan.
Engage housing developers	Heather Patel, Dev. Services staff	Invitations extended during critical phase of development	on-going		Seek assistance from P&Z to encourage housing developers to talk with the commission about incorporating art in their projects.
OBJECTIVE: DESIGN LONG TERM GOALS AND OBJECTIVES					
Identify a comprehensive art project	Commissioners	commissioner project ideas, community	10/30/2020		Using ideas collected and assessing potential future projects/locations, the commission will identify a
Establish art design standards/principles	Commissioners	city ordinance, community samples	12/30/2020		Have discussions on what are the guiding design principles and standards of public art in AJ.
Identify theme and sense of place	Commissioners	city ordinance, community samples	12/30/2020		Have discussions and hold community discussions to identify key community themes for art which create a sense of place in AJ. This list will not restrict artists, rather assist with the process for creating public art.
Design an art restoration and maintenance program	Heather Patel	city ordinance, community samples	12/30/2020		The public art ordinance calls for monitoring of public art for maintenance/upkeep and restoration
OBJECTIVE: LAUNCH ACTION PLANS FOR PUBLIC ART PROGRAM					
Create a webpage	Heather Patel, Barbara Kelly	www.ajcity.net/public_art, Civic Plus	8/30/2020		Establish a page on the city website to display all the art projects identified in the inventory.
Mapping of Public Art	Heather Patel, GIS staff	GIS	9/30/2020		Create a GIS database with locations of existing art and future sites
Establish a priority project list	Commissioners, Heather Patel	department analysis and ranking process	10/30/2020		Based upon information collected from departments, create the priority list and seek implementation
Public Art development compliance	Heather Patel	design programs	12/30/2020		Create an easy to follow pamphlet for developers which outline the guidelines for public art
Marketing of Public Art in AJ	Heather Patel, Barbara Kelly	design programs	on-going		Maintain website with pictures, create a brochure, work with Chamber and ED on Tourism
OBJECTIVE: MANAGE AND MONITOR THE PERFORMANCE AND PROGRESS OF PUBLIC ART IN AJ					
Update work plan	Commissioners	work plan	2/1/2021		Annual review and update of work plan
Monthly financial report	Heather Patel	Munis financial system	Begin August 2020		New city financial software to begin July 2020. The first financial report will be available during the August commission meeting.
Implementation of maintenance and insurance verification program	Commissioners, Heather Patel	Tracking system	on-going		The public art ordinance calls for monitoring of public art for maintenance/upkeep and insurance requirements