

	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					
	Activities and Tasks	Person Responsible	Tools, Techniques, Resources	Timeline/Deadline	Status	Notes
	OBJECTIVE: PREPARE FOR PUBLIC ART					
1	Adopt the work plan	Commissioners	Work Plan	9/14/2020	Complete	Create a five part workplan for commission review Feb - June 2020.
2	Conduct inventory	Commissioners	access to email and camera	10/1/2020	Complete	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.
3	Create a webpage	City Staff	www.ajcity.net/public_art, Civic Plus	8/30/2020	Complete	Establish a page on the city website to display all the art projects identified in the inventory, provide a map of their locations, include ordinance and commission information, and other documentation.
4	Mapping of Public Art	City Staff	GIS	12/1/2020	Complete	Create a GIS database with locations of existing art and future sites
5	Public Art Pamphlet	City Staff	Design Programs	10/1/2020	Complete	Create an easy to follow pamphlet for developers which outline the guidelines for public art
6	Establish a priority project list	Commissioners and City Staff	department analysis and ranking process		In Progress	Based upon information collected from departments, create the priority list and seek implementation based upon the list.
7	Create artist database	Commissioners and City Staff	Use of available city database and GIS		In Progress	Create a database of artists to contact when the city has projects. This database should include name, address, email/phone, type of artist.
8	Create a donation policy	Commissioners and City Staff	consultant, other community programs, city legal/management		In Progress	Create a process for accepting donations in addition to transfer of ownership and artist commissions.
9	Create a draft request for proposal	City Staff	city sample RFP with legal requirements		In Progress	Create a template for public art RFP. Identify key components.
	OBJECTIVE: ASSESS AND ENGAGE STAKEHOLDERS					
10	Create a community involvement and marketing plan	City Staff	City network	10/30/2020	In Progress	Create a method and conduit for community outreach and involvement in order to publize the work of the commission and future public art projects. LOGO
	OBJECTIVE: DESIGN LONG TERM GOALS AND OBJECTIVES					
11	Establish art design principles	Commissioners and City Staff	city ordinance, community samples	12/30/2020		Have discussions on what are the guiding design principles of public art in AJ.
12	Design an art restoration and maintenance program	City Staff	city ordinance, community samples	12/30/2020		The public art ordinance calls for monitoring of public art for maintenance/upkeep and restoration.
	OBJECTIVE: MANAGE AND MAINTAIN PUBLIC ART PROGRAM					
13	Update work plan	Commissioners	Work Plan	2/1/2021		Annual review and update of work plan
14	Monthly financial report	City Staff	Munis finanical system	Begin August 2020		New city financial software to begin July 2020. The first financial report will be available during the August commission meeting.
15	Implementation of maintenance and insurance verification program	Commissioners and City Staff	Tracking system	on-going		The public art ordinance calls for monitoring of public art for maintenance/upkeep and insurance requirements
16	Marketing of Public Art in AJ	City Staff	design programs	on-going		Maintain website with pictures, create a brochure, work with Chamber and ED on Tourism