

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	Responsible Party(ies)	Tools, Techniques, Resources	Timeline/Deadline	Status	Notes
OBJECTIVE: WORK PLAN					
Adopt/Annual update of the work plan	Commissioners	Work Plan	9/14/2020	In Progress	Annual review and update of work plan
Staff report of available public art funds	City Staff	City and developer funding for public art	Begin August 2020	In Progress	City staff reports to Art Commission as funds are available for projects.
OBJECTIVE: Marketing Art in AJ					
Marketing of Public Art in AJ	City Staff	Create a marketing plan with City staff	on-going	In Progress	Maintain website with photos, city map and information. Work with City PIO to send out information about key activities. Review and update public art brochure as needed. Work with Chamber and ED on Tourism. Completed site-specific projects can be added to CodaWorks and Westaf database.
Conduct public art inventory and assessment	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 locations. Write a condition report and take photos of wear or damage. (do you want this as a separate bullet point?)
Create an art webpage on the City's website	City Staff	www.ajcity.net/public_art.Civic.Plus	8/30/2020	Complete	Establish a page on the city website to display public art projects identified in the inventory, provide a map of their locations, include ordinance and commission information, and other documentation. If possible, include background information about the artwork and artist.
Mapping of Public Art	City Staff	GIS	12/1/2020	Complete-	Create a GIS database with locations of existing art and future project sites. Add fields to GIS map for internal use.
Public Art Pamphlet	City Staff	Design Programs	10/1/2020	In Progress	Create an easy to follow pamphlet for developers which outlines the guidelines for public art.
OBJECTIVE: PUBLIC ART PROJECT PLAN					
Develop a Public Art <i>Project Plan</i>	City Staff, Art Commission, Consultant(s)	Municipal and developer contributions; review similar plans	TBD	In Progress	A Project Plan will list current and upcoming projects with budget, location, description and timeline. City staff and Art Commission offer recommendations. Plan begins once funding is secured. Art Commission recommends 3 initial projects: Dog Park, Roundabout and Silly Mountain Park.
Establish a priority list of public art projects	Commissioners and City Staff	Department analysis and ranking process	5/8/2021	Complete	Based on information from departments, create a list of priority art locations. On May 8, 2021 Commissioners selected three initial project locations for when funds are available: 1. Dog Park 2. Roundabout 3. Silly Mountain Park. Budget for Project 1: Minimum \$50,000. Other project budgets TBD depending on funding.
Establish key goals and function of each public art project with placemaking principles in mind	Commissioners and City Staff	City ordinance, community samples	12/30/2020	In Progress	Discussed key points for the role of public art, and the artist selection process at the May 8, 2021 workshop. Each project will have an independent RFQ that outlines the main project goals. For example, the dog park art project will be themed with dog-related imagery, possibly functional, appeal to dog owners, enhance the park site. Each project will have its own artist selection panel with Commissioners and stakeholders.
Create a draft request for qualifications: RFQ	City Staff and consultant	City sample RFQ with legal requirements	8/1/2021	In Progress	Create a template for public art RFP. Identify key components, including site, budget, eligibility, description and goals of project.
Create a draft public art agreement	City Staff and consultant	City sample of a public art agreement	9/1/2021	In Progress	Work with city staff to create a draft document outlining responsibilities of the city and artist.
Create artist database in the future for quick turnaround projects	Commissioners and City Staff	General Call to Artists for inclusion in a database for occasional small, quick turnaround projects.	TBD		Create an artist database for when the city has a short timeline for a project. An RFQ for each project is the preferred method to access a wider pool of qualified artists for individual projects.
Create a donation policy	City Staff and consultant	Consultant, other community programs, city legal/management	TBD		Create a process for accepting donations in addition to transfer of ownership and artist commissions.
OBJECTIVE: PUBLIC ART MASTER PLAN					
Develop a Public Art <i>Master Plan</i>	City Staff, Art Commission, Consultant(s)	Review similar plans	TBD		Public Art Master Plan vs Annual Public Art Project Plan. Consider a Master Plan once funding for 2-3 years has been secured. A Master Plan involves considerable public involvement for program direction: survey creation, data collection, art collection status, research, and will offer recommendations on funding, artwork location, policies, goals and strategies.
Create a community involvement and marketing plan	City Staff	City network	10/30/2020	In Progress	Create a method for community outreach and involvement in order to publicize the work of the Commission and future public art projects. Create page on public art site for residents to send queries and opinions to city staff. When ready to launch a Public Art Master Plan, establish dedicated webpage for community input. Hold several in-person outreach meetings for residents. Invite the public to attend art concept meetings with the artist. Work with PIO to create press releases to announce new projects, dedications, and public art master plan events. See Marketing of public art in AJ for current objectives..
Design an art maintenance and restoration plan	City Staff	City ordinance	12/30/2020	In Progress	The public art ordinance calls for monitoring public art for maintenance and conservation. Assign staff or others to create a spreadsheet and/or location on the GIS map (for internal use) that lists each artwork, with type and frequency of maintenance. Document with photos.

OBJECTIVE: DESIGN LONG TERM GOALS AND OBJECTIVES
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OBJECTIVE: MANAGE AND MAINTAIN PUBLIC ART PROGRAM

Implementation of maintenance and insurance verification program	Commissioners and City Staff	Tracking system	3/1/2022		The public art ordinance calls for monitoring of public art for maintenance/upkeep and insurance requirements
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