



PUBLIC ARTS  
COMMITTEE

Monday

November 29, 2010

Worksession 4:00 p.m.  
Special Meeting 5:00 p.m.

City Hall  
Cowles Council Chambers  
491 E. Pioneer Avenue  
Homer, Alaska

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PUBLIC ARTS COMMITTEE  
491 E. PIONEER AVE.  
HOMER, ALASKA

NOVEMBER 29, 2010  
THURSDAY, 4:00 P.M.  
COWLES COUNCIL CHAMBERS

**NOTICE OF MEETING  
WORKSESSION MEETING AGENDA**

- 1. CALL TO ORDER**
- 2. APPROVAL OF AGENDA**
- 3. PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA**
- 4. Regular Agenda Items**
- 5. COMMENTS OF THE AUDIENCE**
- 6. COMMENTS OF THE COMMITTEE MEMBERS**
- 7. ADJOURNMENT NEXT WORKSESSIONS WILL BE SCHEDULED FOR 10:00 A.M. FEBRUARY 17, 2011. THE NEXT REGULAR MEETING WILL BE AT 11:00 A.M. FEBRUARY 17, 2011** in the Cowles Council Chambers, City Hall located at 491 E. Pioneer Avenue, Homer, Alaska 99603.



**NOTICE OF MEETING  
SPECIAL MEETING**

- 1. CALL TO ORDER**
- 2. APPROVAL OF THE AGENDA**
- 3. PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA**
- 4. RECONSIDERATION**
- 5. APPROVAL OF MINUTES**  
*(Meeting Minutes are approved during regular meetings only)*
- 6. VISITORS**
- 7. STAFF & COUNCIL REPORT/COMMITTEE REPORTS/BOROUGH REPORTS**
  - A. Staff Report – Administrative Guidelines Status Page 7
    - a. Documents used when drafting revisions to guidelines. Page 9
    - b. Memorandum to Mayor and Council dated October 13, 2010 Page 49
    - c. Memorandum to Mayor and Council dated September 10, 2010 Page 67
    - d. Memorandum to Mayor and Council dated September 10, 2010 Page 87
    - d. Current Administrative Guidelines Page 91
- 8. PUBLIC HEARING**
- 9. PENDING BUSINESS**
  - A. Gateways
    1. Airport
    2. Baycrest Hill Overlook Area
    3. Marine Highways/Ferry Terminal
  - B. Website
- 10. NEW BUSINESS**
  - A. 2011 Strategic Plan Page 99
  - B. 2011 Meeting Schedule Page 101
- 11. INFORMATIONAL ITEMS**
  - A. November 2010 ASCA Communique Newsletter Page 107
  - B. Memorandum dated September 29, 2010 from Sheri Hobbs to Mayor and City Council Re: Airport Mural Page 119
  - C. PAC Statement for Visitor Information Guide Page 125
  - D. Firewise Mural Dedication Page 131
- 12. COMMENTS OF THE AUDIENCE**
- 13. COMMENTS OF THE CITY STAFF**
- 14. COMMENTS OF THE COUNCILMEMBER** *(If one is assigned)*
- 15. COMMENTS OF THE CHAIR**
- 16. COMMENTS OF THE COMMITTEE**
- 17. ADJOURNMENT/NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY, FEBRUARY 17, 2011 at 11:00 A.M.** in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer Alaska. **A WORKSESSION IS SCHEDULED FOR 10:00 A.M. FEBRUARY 17, 2011**



# Office of the City Clerk

Jo Johnson, CMC, City Clerk

Melissa Jacobsen, CMC, Deputy City Clerk II  
Renee Krause, CMC, Deputy City Clerk I



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## STAFF REPORT

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**TO:** PUBLIC ARTS COMMITTEE  
**FROM:** RENEE KRAUSE, CMC, DEPUTY CITY CLERK I  
**DATE:** NOVEMBER 24, 2010

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### Background

During the City Council meeting on November 22, 2010 the Council discussed approval of the proposed revisions to the Administrative Guidelines. The proposed changes were submitted to the City Attorney for review and comment. He will be issuing a written opinion on these documents.

In review of the recording the council recommended lines 329-333 #3 b. Artists Rights under "Additional Oversight by Public Arts Committee" be removed.

Lines 307-321 reference Exhibits A, B and C and there are no exhibits included. These should be attached. Research has indicated there are no such exhibits.

The reference throughout of a "Municipal Art Collection" is not clearly defined as to what actually is the Municipal Art Collection or what it incorporates.

The City Council has the right to broaden the spectrum of the Committee but it should be done by Ordinance not Resolution.

Line 35 – 49 Composition HCC Code 18.07.060 - The City Attorney noted appointments made by Council and in the Guidelines appointments made by the Mayor and confirmed by Council. HCC 18.07.060

Councilmember Howard questioned the inclusion of a time limit in the Resolution 10-81(A). She opined that the committee should be able to govern their time appropriately.

These resolutions were postponed to the December 13, 2010 Council meeting to allow receipt of the Attorney written opinions and review by Council.

I have included in this packet the memorandum regarding clarifications and designated changes as requested by Council and the Chair did attend the worksession that was held during the October 25, 2010 Council meeting on the changes.

I have prepared a copy of the codes from the State of Alaska Council on the Arts, the City of Anchorage, and the City of Tacoma, Washington where the bulk of the proposed changes to our administrative guidelines was gleaned. There was also research to several other cities in the United States that it appears contained the same language as those samples provided. The larger cities do establish Art Commissions instead of Committees being the only apparent differences.

**Recommendation**

Make the recommended changes from Council to the Resolution 10-81(A) for the December 13, 2010 council meeting. Make the deletions and changes to Ordinance as recommended by City Attorney Klinkner.



# PUBLIC ARTS COMMITTEE

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## ADMINISTRATIVE GUIDELINES

Renee Krause

11/23/2010

1  
2  
3  
4  
5  
6  
7

THIS DOCUMENT WAS DRAFTED FROM THE ALASKA STATE COUNCIL ON THE ARTS, ANCHORAGE MUNICIPAL CODE CHAPTER 4.60.150; CHAPTER 7, ALASKA STATUTE 35.27, CITY OF TACOMA, WASHINGTON MUNICIPAL CODE SUBCHAPTER 1.28A AND 1.28B; HOMER CITY CODE 18.07.

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8 Homer Public Arts Committee  
9 Administrative Guidelines PAC Approved 09.09.10 – ITALICS, BOLD AND UNDERLINED INDICATE  
10 ADDED OR CHANGED PORTIONS OF THE CURRENT ADMINISTRATIVE GUIDELINES.  
11 DELETIONS ARE SHOWN AS STRIKE THROUGH TEXT.  
12

13 The Public Arts Committee, hereafter referred to as PAC, was created in 2002 to administer Ordinance  
14 02-25 (A) of the Homer City Code. Frequently called the “1% for Art Program”, the ordinance wishes to  
15 foster culture and the arts in our community through the purchase and commissioning of works of art  
16 for municipal buildings and facilities. This manual guides the Committee in execution of its  
17 responsibilities.  
18

19 Public Arts Committee - Declaration of Purpose

21 It is hereby declared as a matter of public policy that support for artists and arts organizations,  
22 development and stewardship of public art, cultural tourism, arts education and cultural development  
23 are public necessities and essential for the continuing growth and development of Homer’s citizens,  
24 economy, and quality of life. The primary duty of the Public Arts Committee is to identify and actively  
25 encourage the development and sustainability of arts in the City by serving as the City’s primary  
26 resource in matters of art, culture, public art and cultural tourism.  
27

28 The Purpose of the Public Arts Committee is to:

- 29 A. Promote the arts as vital tools in building Homer’s community and economy for the benefit of  
30 all its citizens.
- 31 B. Promote and support a diversity of arts and cultural opportunities for our citizens to  
32 experience.
- 33 C. Act as a catalyst to bring government, arts and culture, and private sectors together for public  
34 benefit.
- 35 D. Create a unique identity and sense of place through development and stewardship of public  
36 art.
- 37 E. Encourage artistic excellence and expand exposure to a wide variety of art forms.
- 38 F. Foster the development of the local arts community, encouraging an environment for the  
39 success of working individual artists.
- 40 G. Encourage programs for cultural exchange and development.  
41

42 **Composition of the Public Arts Committee**

43  
44 All members of the Public Arts Committee shall have a demonstrated interest and familiarity with arts  
45 and culture, either through professional practice or volunteer work. The Committee will be composed  
46 of seven members, appointed by the Mayor. Each will serve a two year term.

47 The Public Arts Committee shall be composed of members who represent the following:

- 48 A. A working professional artist.
- 49 B. A person working in the public education community.
- 50 C. A City Council member.
- 51 D. A person who has had experience or training related to the arts, such as art history or  
52 employment in fields such as architecture, education, curation, conservation, performing arts, visual  
53 arts or related field.
- 54 E. A person representing the public at large.

55 F. Up to two members may be residents from outside the city limits. Preference shall be given to  
56 city resident applicants.

57

58 Terms of Committeemembers

59

60 A. Terms of the Public Arts Committee members shall be two (2) years.

61 B. Terms shall expire on April 28 of the designated year.

62 C. Each member shall serve until his or her successor has been appointed by City Council.

63 D. In the event that a position is vacated before the expiration of the term, except temporary  
64 vacancies as hereinafter provided, the position shall be filled by the City Council for the remainder of  
65 the unexpired term.

66 E. The appointment of any member of the Public Arts Committee who has been absent three or  
67 more consecutive meetings, whether regular or special, without notice shall automatically be  
68 terminated. The Staff or Clerk shall notify the member who is terminated and report to City Council  
69 that a vacancy exists and submit notice as required that there is a vacancy.

70 F. Public Arts Committee members serve in an advisory manner to City Council.

71 G. Public Arts Committee members shall serve without compensation.

72

73 Responsibilities-Powers and Duties of the Public Arts Committee

74

75 The Public Arts Committee is specifically responsible to:

76 A. Act in an advisory capacity to the City Council in all matters pertaining to the arts and culture  
77 of the City;

78 B. Recommend to the City Council the adoption of such ordinances, rules, and regulations as it  
79 may deem necessary for the administration and preservation of fine arts, performing arts and  
80 aesthetic aspects of the community;

81 C. Work cooperatively with city boards, commissions and committees, city departments, and  
82 private and public organizations in creating and promoting art and cultural programs and activities  
83 within the city;

84 D. By establishing policies, act as a catalyst bringing government, the arts and culture, and public  
85 sectors together for the benefit of all residents;

86 E. Establish policies that encourage, conduct, sponsor or co-sponsor public programs to further  
87 the development and public awareness of and interest in the arts;

88 F. Encourage the use of professional practices in working with artists;

89 G. Serve as the City's ambassadors to artists, arts organizations and the general public;

90 H. Communicate to the public about the City's arts program and policies;

91 I. Review and make recommendations upon all works of art to be acquired by the City, either by  
92 purchase, gift or otherwise pursuant to the City's Accession and Gift Policies.

93 J. Review and make recommendations with reference to any existing work of art in the  
94 Municipal Art Collection in connection with the relocation or alteration thereof, pursuant to the City's  
95 Deaccessioning policy;

96 K. Review and make recommendations upon all works of art to be removed from the Municipal  
97 Art Collection, pursuant to the Deaccessioning policy;

98 L. Promulgate policies and procedures for the development and implementation of public art in  
99 the city;

100 M. Prioritize public art projects in a way that identifies and defines the public art projects and  
101 programs to be developed from the 1 percent for art monies;

102 N. Provide stewardship to the Municipal Art Collection by reviewing the condition of the artwork  
103 every two years and making recommendations for its care, maintenance, or improvement, including  
104 routine maintenance, conservations, and emergency maintenance when required;

105 O. Record and maintain all data related to accessed works in the Municipal Art Collection;

106 P. Review and make recommendations for visual artwork and artistic elements be considered for  
107 placement on City of Homer property and upon request for placement on city rights-of-way;

108

#### 109 Officers and Committee

110

111 A. The Public Arts Committee shall have one Chair and one Vice Chair with terms of one year,  
112 elected by a simple majority of the committee;

113 B. The Chair and Vice Chair shall be elected during the meeting held in May of each year;

114 C. No member may serve more than two consecutive terms as Chair or Vice Chair;

115 D. The Chair shall preside over all meetings of the Public Arts Committee. In the event that the  
116 Chair is or will be absent the Vice Chair will fulfill the duties of the Chair;

117 E. If for any reason the Chair relinquishes his or her authority before the expiration of their term  
118 of office, the Vice Chair will assume the role of Chair. Elections will be held to select a new Vice Chair  
119 at the next regular meeting.

120 F. The Chair shall work with Staff or the Clerk in preparing the agenda for the meeting;

121

#### 122 Meetings of the Public Arts Committee

123

124 A. The Public Arts Committee shall meet quarterly on the ~~third~~ second Thursday ~~of the month~~  
125 February, May, August and November at 11:00 a.m. 5:00 p.m. The meeting shall not exceed ninety (90)  
126 minutes in length. A worksession will be held monthly on the second Thursday at ~~10:00 a.m. 4:00 p.m.~~  
127 and prior to each regular meeting.

128 B. Special meetings may be called by the Chair, Vice Chair or members of the committee as  
129 required to carry out business in a timely manner.

130 C. Scheduling of special meetings or worksession require a two week notice for proper  
131 advertisement by the City Clerk's office as required by law.

132 D. A quorum is required for a meeting to be conducted and any action taken by the committee  
133 members during that meeting.

134 E. Worksessions do not require the presence of a quorum. No action can be taken at a  
135 worksession it is primarily for discussion purposes only.

136 F. All meetings will be held in the Cowles Council Chambers or alternative location as designated.

137 G. All meetings are to be recorded in acceptable audio format according to established rules.

138

#### 139 Organization and Procedures

140

141 The following by-laws and administrative guidelines shall govern the procedures and operations of the  
142 Public Arts Committee;

143 A. To abide by the current edition of Robert's Rules of Order insofar as this treatise is consistent  
144 with these by-laws, the Homer City Code, Alaska State law or Borough Code;

145 B. Four members shall constitute a quorum;

146 C. A majority vote of the quorum is required to pass any motion.

147 D. Requests for items to be placed on the agenda must be submitted no later than 5:00 p.m. on  
148 Wednesday the week prior to the scheduled meeting or worksession;

- 149 E. Permanent records or minutes shall be kept of the proceedings of the regular monthly  
 150 meetings. The minutes will record the vote of each member upon every question. Every decision shall  
 151 be filed in the office of the City Clerk and shall be public record open to inspection.  
 152 F. The Public Arts Committee shall submit a report to City Council as required to update progress  
 153 on current projects.  
 154 G. Perform other duties as required by the City Manager and or City Council;  
 155 H. Oversee the 1% for Art Program  
 156 I The Public Arts Committee administrative guidelines are to be reviewed periodically and  
 157 updated as required.  
 158 J. Agendas are to follow the format as described in the City of Homer City Council Operating  
 159 Manual.

<u>PUBLIC ARTS COMMITTEE</u>	<u>DATE</u>
<u>ADDRESS</u>	<u>DAY AND TIME</u>
<u>CITY, STATE</u>	<u>LOCATION</u>

165 MEETING NOTICE

166 LIST TYPE OF MEETING - REGULAR WORKSESSION OR SPECIAL

- 167
- 168 1. CALL TO ORDER
  - 169 2. APPROVAL OF THE AGENDA
  - 170 3. PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA (3 Minute Time Limit)
  - 171 4. RECONSIDERATION
  - 172 5. APPROVAL OF MINUTES
  - 173 A. Meeting Minutes
  - 174 6. VISITORS
  - 175 7. STAFF & COUNCIL REPORT/COMMITTEE REPORTS/BOROUGH REPORTS
  - 176 8. PUBLIC HEARING (3 minute time limit)
  - 177 9. PENDING BUSINESS
  - 178 10. NEW BUSINESS
  - 179 11. INFORMATIONAL MATERIALS
  - 180 12. COMMENTS OF THE AUDIENCE
  - 181 13. COMMENTS OF THE CITY STAFF
  - 182 14. COMMENTS OF THE CHAIR
  - 183 15. COMMENTS OF THE COMMITTEE
  - 184 16. ADJOURNMENT/NEXT REGULAR MEETING IS SCHEDULED FOR DATE at TIME. in the Homer  
 185 City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

186

187 K. A member of the Public Arts Committee will be designated each worksession to take notes and  
 188 submit a draft synopsis to Staff for inclusion in the packet to track the progress by the committee on  
 189 projects and work product.

190

191

192

193 1. Determine whether or not a City capital improvement project is eligible for inclusion in the 1% for  
 194 Art Program.

195

196 1% for the Arts Program

197  
198 The State has recognized through the enactment of AS 35.27.010, and the City of Homer hereby  
199 recognizes by the enactment of this chapter, the responsibility of government to foster the  
200 development of culture and the arts through the purchase or commissioning of works of art for  
201 municipal buildings and facilities. It is therefore declared to be municipal policy that a portion of  
202 appropriations for capital expenditures for municipal buildings and facilities be devoted to the  
203 acquisition of works of art to be permanently placed or incorporated in such buildings or facilities.  
204 (Ord. 02-25(A), 2002.)

205  
206 Definitions

207 The following words, terms and phrases, when used, shall have the meaning ascribed to them in this  
208 section, except where the context clearly indicates a different meaning:

209 "Art" and "work of art" mean all forms of original creations of visual art, including but not limited to  
210 the following:

211 1. Sculptures: in the round, bas relief, high relief, mobile, fountain, kinetic or electronic, in any  
212 material or combination of materials.

213 2. Painting: all media, including portable and permanently affixed works, such as murals.

214 3. Graphic arts: printmaking and drawing.

215 4. Mosaics.

216 5. Photography.

217 6. Crafts: in clay, fiber and textiles, wood, metal, plastics and other materials.

218 7. Calligraphy.

219 8. Mixed media: any combination of forms or media, including collage

220  
221 "Construction, remodeling or renovation of municipal buildings and facilities" means any capital  
222 improvement projects paid for wholly or in part by the municipality to build, rebuild or improve any  
223 decorative or commemorative structure, park or parking facility or any building.

224  
225 "Total cost of construction, remodeling or renovation" means the total allotted funding for the subject  
226 project at the time of award of contract, exclusive of the costs of land acquisition, site investigation,  
227 and environmental clean up or remediation. (Ord. 02-25(A), 2002.)

228  
229 The Public Arts Committee shall be responsible for the following:

- 230  
231 ~~2-~~ A. Determine the dollars allocated for art within the budget of each eligible project;  
232 ~~3-~~ B. Name a Selection Committee for each project;  
233 ~~4-~~ C. Develop and monitor policies related to the selection and installation processes;  
234 ~~5-~~ D. Develop plans that insure the preservation of the art collection;  
235 ~~6-~~ Foster public appreciation for the art collection;  
236 ~~7-~~ Encourage the placement of art in other public spaces, whether publicly or privately owned.  
237 ~~8-~~ Continue to update Administrative Guidelines as needed.

238  
239 Procedures for the 1% for the Arts Program  
240 Eligible Projects

- 241  
242 1. Upon approval of the City budget, the City Manager will provide a copy of the capital  
243 improvement budget to the PAC, notating all projects he/she believes to be included in Ordinance 02-  
244 25(A).

245 2. Eligible projects include remodeling, renovation, new construction to municipal buildings or  
246 facilities when the cost of the project exceeds \$250,000.

247 3. Staff will update the ~~PAC committee~~ **Public Arts Committee** at least quarterly regarding any new  
248 capital improvement projects City Council has approved and will indicate whether the City Manager  
249 believes the 1% for Art Program is applicable.

250

### 251 **Project Budget**

252

253 1. 1% of the project cost will be allocated for the purchase of art, with a minimum project value of  
254 \$250,000 and a maximum of \$7,000,000. Therefore, the minimum budget is \$2,500 and the maximum is  
255 \$70,000. The budget may be increased by the addition of private funds or donations from non-city  
256 public funds.

257 2. **Project cost** is defined as the cost of the original contract awarded, excluding land acquisition,  
258 site investigation, environmental cleanup or remediation. Subsequent change orders and amendments  
259 to the contract do not increase or decrease the amount of funding available for artwork.

260 3. The art budget will include all costs associated with design, construction, installation, and  
261 acquisition of works of art.

262

### 263 **Selection Committees**

264

265 1. ~~PAC~~ **The Public Arts Committee** will form a new Selection Committee for each eligible project.  
266 Appointments will be made as early as possible in the construction process to encourage integration of  
267 art into the architecture of the building and design of the outdoor spaces.

268 2. A Selection Committee will be composed of at least five (5) members, including

269 a. One member from PAC,

270 b. One Artist

271 c. One member from the architectural/design team,

272 d. One member from a user group

273 e. Director of building in question **or his/her designated representative.**

274

275 The scope of the project may require the appointment of additional members.

276

277 3. The City staff liaison to the ~~PAC~~ **Public Arts Committee** will also assist the Selection Committee.  
278 This will facilitate clear communication and cooperation between the two committees.

279

280 4. Diversity

281 a- **The Public Arts Committee** ~~PAC~~ will specifically include members of the community who share a  
282 commitment to the goals of this Ordinance yet represent the diverse citizenry in our community.

283

284 5. Responsibilities of a Selection Committee

285 a. Selection Committee members will suggest the most suitable locations for artwork within  
286 the building or on the site, often in discussion with the architect or chief designer. It is also  
287 appropriate to allow artist's to submit proposals for locations not identified by the committee.

288 b. Selection Committee will organize interaction between the design team and artists to  
289 ensure that artists are sufficiently briefed about the project opportunities and restrictions. The  
290 goal is to generate top quality, responsive proposals.

291 c. Carefully review each eligible submission. This will frequently be a multi-step process, with  
292 time between meetings for personal reflection.



- 293 d. If necessary, a specific member of the Selection Committee or the staff liaison may be
- 294 directed to discuss modifications to a specific proposal with the artist. All such discussions shall
- 295 be confidential and members must exercise care so a specific artist does not construe such
- 296 discussion as acceptance of work.
- 297 e. Prepare list of Recommend Artwork for the named project and a short list of runners-up, if
- 298 possible. (Occasionally 1<sup>st</sup> choice work will not be available and this process may preclude the
- 299 need to reconvene the Committee.)
- 300 f. Committee Chairman will present the list of Recommend Artwork to the City Council for
- 301 final approval. Presentation may include a brief summary of the selection process, including
- 302 number of submittals, names of the selection committee members and other information that
- 303 encourages final acceptance by City Council members.
- 304 g. Staff will notify all selected artists of their award and thank all participants.
- 305 h. All participants, including Selection Committee members and all artists who submitted
- 306 proposals will be offered a formal opportunity to comment on the process. PAC will receive
- 307 these comments.
- 308

309 NOTE: The entire selection process must be handled confidentially. No decisions are final until  
 310 approved by City Council and final contracts are negotiated with the artists.

311 **Additional Oversight by Public Arts Committee under the 1% program**

- 312 1. Requests for Proposals
- 313
- 314 a. PAC, with the assistance of staff, will prepare an RFP for each eligible project. (See sample
- 315 in Exhibit A)
- 316
- 317 b. Staff will circulate the RFP, as required by City code. In addition, PAC will develop a
- 318 registration system for anyone who wants specific notification of announced RFP opportunities.
- 319
- 320 c. Packets of additional information that describes the project will be available in City Hall
- 321 and/or online. It will include the brochure, "Special Considerations for Art in Public Places" (See
- 322 Exhibit B)
- 323 2. Establishing Selection Criterion
- 324 a. PAC will provide each member of the Selection committee with a complete RFP, including
- 325 the "Special Considerations" brochure. Members will be asked to remember these
- 326 considerations in their art selections.
- 327 b. PAC will provide Selection Committees with an *Evaluation Checklist* (see Exhibit C).
- 328 c. PAC may specify that certain projects will show a preference for art by local or Alaskan
- 329 artists.

329 3. Legal Considerations

330 **The Public Arts Committee** PAC is a liaison between artists and the City, the principals in this program.

331 These guidelines will clarify the understanding between them:

- 332
- 333 a. Ownership of the Art:
- 334 All art purchased under the 1% for Art Ordinance will be owned by the City of Homer.
- 335
- 336 b. Artist's Rights:
- 337 Public artwork and art concepts will not be altered, modified, removed or moved from a site
- 338 which is integral to the concept for the work without the artist's written permission. If the City's
- 339 best and reasonable efforts to contact the artist have failed, the City may proceed with plans for
- 340 repair and relocation.

341 Maintenance of public artworks shall be the responsibility of the City and the City commits to  
342 keep them in a well-maintained state.

343 Copyright of public artworks and art concepts belong to the artist, but the City is granted the  
344 right to make two-dimensional reproductions for noncommercial purposes.

345 For the purposes of quality and design control, the artist shall have the right to supervise  
346 installation of the work, when done by third parties.

347

348 c. Artist's Promise to the City of Homer

349 The art is unique and original and does not infringe upon any copyright.

350 Neither the art nor a duplicate has been accepted for sale elsewhere.

351 The art is free and clear of any liens.

352 The fabricated and installed art will be free of defects in material and craftsmanship.

353 Maintenance requirements have been accurately described;

354

355 4. Contract with an Artist

356 a. The City of Homer will enter into a contract with each artist whose work is selected for  
357 inclusion in a City project. It will address description of the project, payment schedule, payment of  
358 special engineering or installation costs, due date. (See sample in Exhibit D).

359

360 **ACCESSION POLICY**

361 **To establish an orderly and consistent process for reviewing artwork for acceptance into the Municipal**  
362 **Art Collection ensuring that the collection is comprised of artwork of the highest quality.**

363

364 **Definition**

365 **Accession is to accept artwork in to the Municipal Art Collection**

366

367 **Policy**

368 **1. Accession procedures insure that the interests of all concerned parties are represented**  
369 **including the Public Arts Committee, the Public, the Artist, the Arts Community and the City of Homer.**

370 **2. Artwork shall be distinctive artistic merit and aesthetic quality and will enhance the diversity**  
371 **of the Municipal Art Collection.**

372 **3. Artwork shall be appropriate in and for its site, scale, material, form, and content for both its**  
373 **immediate and general social and physical environment.**

374 **4. Artwork shall be reasonably durable against theft, vandalism, weather, and excessive**  
375 **maintenance costs.**

376 **5. Accession implies the responsibility to preserve, protect, and display the artwork for public**  
377 **benefit.**

378 **6. Accession implies a work's permanency within the Municipal Art Collection, providing that the**  
379 **work retains its physical integrity, identity and authenticity.**

380 **7. Artwork will be acquired without restrictions as to its future use and disposition except with**  
381 **respect to copyrights and certain clearly defined residual rights contained in contracts with artists.**

382 **8. Artwork will be accessioned into the City of Homer's Municipal Art Collection only upon**  
383 **completion of all facets of the Commissioning or purchasing contract and final approval of City**  
384 **Council.**

385 **9. Each accessioned work into the Municipal Art Collection will be documented to the fullest**  
386 **extent possible, including artist's last known address and when available photograph.**

387 **10. The artist's signed contract or release transferring title for the artwork and clearly defining the**  
388 **rights and responsibilities of all parties will accompany every accessioned work and shall be in the**

389 documented records of the work. The artist's copyrights will be maintained in accordance with  
390 established Federal, State, Borough Law and Homer City Code.

391 11. In the case of interagency or interlocal agreements a copy of the agreement and signatures of  
392 all parties will be kept in the office of the City Clerk.

393 12. Accession results from projects and purchases generated as part of the Municipal Art program  
394 except in case of donations which will be reviewed in accordance with the City of Homer Public Arts  
395 Committee policy on gifts and if accepted will be accessed pursuant to this accession policy.

396

## 397 GIFT POLICY

### 398 Purpose

399 To identify a procedure and criteria for the Public Arts Committee to review proposed gifts of artwork.

400

### 401 Definition

402 Gifts are personal or real property that is donated or bequeathed with or without restrictions to the  
403 City of Homer for actual artwork, property for placement or funds for the acquisition of artwork.

404

### 405 Policy

406 1. The Public Arts Committee will review all proposed gifts as defined above and will evaluate  
407 the suitability of proposed gifts and make recommendations to the Homer City Council in accordance  
408 with Homer City Code which allows acceptance of donations.

409 2. Each Proposed gift will be reviewed for the following:

410 a. Aesthetic Quality – the proposed gift has significant aesthetic merit.

411 b. Appropriateness of Chosen Site or Location – scale of artwork is appropriate for the site  
412 including relationship between the artwork and the site and obstacles of the site.

413 c. Restrictions from the Donor – any restrictions must be clearly identified and if accepted  
414 expectations must be met by the City.

415 d. Originality of Artwork – artworks must be one of a kind or part of an original series  
416 reproductions of originals are not considered eligible for acceptance.

417 e. Relationship to the Collection as a Whole – the Public Arts Committee is committed to  
418 creating a diverse collection of art. The proposed gift must be compatible with the Municipal  
419 Art Collection without being over represented.

420 f. Technical Feasibility – the realistic ability for the proposed project to be built and installed as  
421 proposed in the selected location.

422 g. Technical Specifications – the Public Arts Committee must review the actual work if  
423 available or a scale drawing and or model consisting of site plans and elevations describing the  
424 following:

425 1. Surrounding site conditions if applicable

426 2. Dimensions

427 3. Materials and finishes

428 4. Colors

429 5. Electrical, Plumbing, or other utility requirements

430 6. Construction and installation method

431 7. Additional support material such as text verbally describing the artwork and  
432 specifications, models, or presentation drawings by a licensed engineer may  
433 be required.

434 h. Budget – cost to manage the project, prepare the site, deliver and or install the work,  
435 funds for signage/recognition, and any other cost should be disclosed by the donor in a budget. The

436 Public Arts Committee will determine if the costs are accurate and realistic and that the donor  
437 has clearly delineated responsibility for all costs associated with the project.

438 i. Timeline – expected timeline for donation or installation should be proposed by the donor.

439 The Public Arts Committee will determine if the timeline is realistic.

440 j. Durability – expected lifetime and staying power of the material used to create the artwork  
441 especially if set in the out of doors or in a non-archival exhibition setting and exposed to the  
442 elements.

443 k. Warranty – the donor agrees to be responsible for a warranty period of one (1) year from  
444 the date of final installation of the artwork to insure the integrity of the material, fabrication and  
445 installation when installed in or on a city owned facility or property.

446 l. Vandalism and Safety – the artwork will not be prone to vandalism or pose a safety hazard.  
447 Precautions against vandalism will be taken as much as feasibly possible.

448 m. Maintenance and Preservation – donor’s agreement to provide a technical and  
449 maintenance record including a plan for routine care with estimated costs. The donor must indicate  
450 if there are any unusual or ongoing costs to maintain artwork.

451 3. Donors proposing gifts will be informed of the importance of the above criteria in the Public  
452 Arts Committee consideration.

453 4. The Public Arts Committee will have final authority through the City Manager to review and  
454 recommend to Homer City Council to accept or reject the donated artwork.

455 5. All gifts that are recommended for acceptance will only be accessed into the Municipal Art  
456 Collection pursuant to the Accession Policy.

457

#### 458 PROCEDURE TO PROPOSE A DONATION OF ARTWORK TO THE CITY OF HOMER

459

460 The Public Arts Committee is charged with the responsibility of evaluating the suitability of a proposed  
461 artwork and making recommendation to the City Council as to whether or not to accept it as a gift. If  
462 accepted, the donated work becomes the responsibility of the City of Homer, which will inventory,  
463 insure, maintain and repair it as required by Homer City Code and Alaska State Law.

464

#### 465 Definition

466 Gifts are personal or real property that is donated devised or bequeathed with or without restrictions  
467 to the City of Homer. Gifts can be actual artwork, property for placement of artwork or funds for the  
468 acquisition of artwork.

469

470 Gift Policy is the policy that identifies the procedure and criteria for reviewing proposed gifts of  
471 artwork to the City of Homer and outlined in Homer City Code XXXXX.

472

473 Accession Policy is the policy that defines an orderly and consistent process for reviewing artwork for  
474 acceptance into the Municipal Art Collection insuring that the collection is comprised of artwork of the  
475 highest quality.

476

#### 477 Process

478 The Public Arts Committee will review all proposed gifts according to the Gift Policy. They will evaluate  
479 the suitability of the proposed gifts and make recommendations to the Homer City Council through the  
480 City Manager in accordance with applicable Homer City Code and Alaska State Law.

481

482 In order to provide the Public Arts Committee with the information necessary to evaluate the  
483 proposed artwork in accordance with the Gift Policy and Accession Policy the potential donor or

484 donor's representative must complete the Gift Proposal Application and submit to the City of Homer,  
485 City Clerk's Office.

486  
487 Presentation to the Public Arts Committee

488  
489 If applicable the donor will be scheduled to present his or her proposal to the Public Arts Committee at  
490 the next regular meeting. The donor is expected to present the actual artwork or model or scale  
491 drawings of the proposed piece. If it is not possible depending on the artwork a photograph may be  
492 accepted upon approval of a majority vote of the Public Arts Committee.

493  
494 The Public Arts Committee will review the proposal consider the presentation and make a  
495 recommendation at the meeting. If the proposal materials do not give the Public Arts Committee  
496 enough information to make an educated recommendation they may request to postpone  
497 recommendation until further information is provided by the donor.

498  
499 PRESERVATION OF THE MUNICIPAL ART COLLECTION

500  
501 1. Registry

502  
503 The City's art collection will be catalogued and a registry maintained. Each entry will include

- 504 a. name and contact information for the artist
- 505 b. title of the work, date created, dimensions
- 506 c. photographs of the work
- 507 d. the artist's cleaning and maintenance recommendation;
- 508 e. an artist's statement regarding the work, if possible.
- 509 f. An identification number \_\_\_\_\_ (year installed), \_\_\_\_\_ consecutive number (for example:
- 510 2006-#21). This number will also be affixed to the piece of art or to its label.
- 511 g. Exact location of the artwork.
- 512 h. ~~Techniques & Materials~~ and materials used in creating the artwork.

513  
514 The registry will be bound and stored in the library and City Clerk's Manager's Office. The City will also  
515 provide an official label for each piece of art that will be consistent in style and material.

516  
517 Color Photo of artwork

518  
519 Artist Name(s)

520 Title of Artwork

521 Year Completed/Date

522  
523 Medium Used

524 Size/Dimensions

525 Location

526  
527  
528 Physical Description of the piece.

529

530

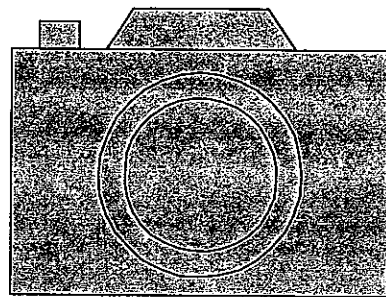
531 Short Summary about the Artist

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534 Summary Comment on the artwork.



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2- Inspection and maintenance of artwork **INSPECTION AND MAINTENANCE OF ARTWORK**

- a. ~~Annually PAC will inspect each piece of art in the collection to ensure that its condition is satisfactory.~~
- b. All building and grounds supervisors will be instructed to inform the Public Art Liaison **Staff or the Clerk** if vandalism is observed or the artwork requires maintenance.
- c. All cleaning and maintenance will follow the instructions provided by the artist.
- d. If the artwork requires extensive repairs, the City will make a good-faith effort to obtain advice from the artist. If no information is forthcoming, the City may proceed with its best practice.

3- ~~Deaccessioning~~ **DE-ACCESSIONING PURCHASED AND DONATED ITEMS**

The City has the responsibility for conserving the collection, and because the disposal of artworks may have serious implications for the artists, removing the items from the collection should be a deliberate and seldom-used procedure. It is the policy of the City not to dispose of works simply because they are not currently in fashion and not to dispose of works whose worth might not yet be recognized.

**Purchased or donated items which have been accepted into the Municipal Art Collection will be deaccessioned only at the direction of the City Council, which shall consider the recommendations and comments of the Public Arts Committee, Staff and any public comment received.**

**The City will comply with all applicable laws pertaining to de-accessioning of art items including contacting the donor and artist (if known). If documents provide for de-accessioning, such documents will determine the method and manner of the de-accessioning.**

**Examples of situations where de-accessioning would be considered include:**

- a. The item(s) has deteriorated beyond a reasonable means of conservation or in deteriorating, has lost its usefulness.**
- b. The authenticity, attribution, or genuineness of the item(s) is determined to be false or fraudulent.**
- c. The item(s) is redundant or is a duplicate that has no value as part of a series.**
- d. The item(s) is located in an area where jurisdiction will be transferred to another entity or is made inaccessible to the public.**

The Public Arts Committee may recommend any of the following courses of action as a result of a deaccessioning review. The Committee shall not be limited to these courses of action and may suggest new methods as may be demanded by a particular set of circumstances:

- a. Relocate the work of art. This course of action shall be given highest priority.
- b. Remove the work from display and maintain in a safe storage.
- c. **Yearly City Surplus Sale**
- d. **Private sale**
- e. **Exchange for another work by the artist**
- f. **Gifting the piece to a non-profit organization**
- g. **Recycling**

583 Destruction of the item(s) may be considered where the physical condition of the work is severely  
584 deteriorated or will be irreparably damaged by the de-accessioning process. In each case, the  
585 applicable laws will be followed before an item(s) is de-accessioned.

586  
587 In appropriate instances, appraisals of the item(s) to be de-accessioned will be sought from outside  
588 sources.

589  
590 ~~Encouraging Additional Public and Private Art in Public Spaces~~ ENCOURAGING ADDITIONAL PUBLIC  
591 AND PRIVATE ART IN PUBLIC SPACES, AND PROMOTING PUBLIC AWARENESS AND APPRECIATION FOR  
592 THE MUNICIPAL ART COLLECTION

- 593  
594 1. ~~PAC will be responsible for making recommendations to the City Council on whether proposed~~  
595 ~~donations of art shall be accepted by the City.~~  
596 2. Ordinance 02-25(A) encourages the addition of private money into the public art program. Any art  
597 purchased with such funds will be owned 100% by the City of Homer and the City will have responsibility  
598 for selection, installation, maintenance and repairs.
- 599  
600 3. The Public Arts Committee PAC may establish a Public Art Fund to provide a convenient method to  
601 accept donations.
- 602  
603 4. The Public Arts Committee PAC will be a resource for business owners who wish to include art in  
604 their business location.

605  
606 The Public Arts Committee will endeavor to obtain buy-in from affected city departments and a wide  
607 variety of governmental and non-governmental organization, as required, to ensure the successful  
608 implementation of the public art policy.

609  
610 The committee will work to establish partnerships with private funders to help the art policy  
611 proponents work with and advise patrons who are funding public-art projects privately. This will help  
612 guarantee that these projects meet a set of agreed-upon requirements and fulfill the goals and vision  
613 set forth in this policy.

614  
615 The Public Arts Committee will identify alliance opportunities with institutions, organizations, and the  
616 public. Partner with them to publicize and discuss how public art can help further the mission of their  
617 specific organization.

618  
619 Raise support among the press to help the fundraising efforts to educate and inform the public about  
620 the many different types of public art, and the wealth and ability of the local arts community.

621  
622 Keep the information flowing about the progress of any public art initiatives started.

623  
624 Promoting Public Awareness and Appreciation the City of Homer Art Collection

- 625  
626 1. Public Arts Committee PAC, with the assistance of users, will plan an installation ceremony upon  
627 completion of each project. Costs for this event will be from the annual PAC budget or underwritten by  
628 donors.

629

630 2- Public Arts Committee PAC will plan events and promotional tools that invite residents and visitors  
631 to enjoy the City of Homer art collection. These might include walking tour maps, guest lectures, on-line  
632 catalogue, etc.

633

634 The Public Arts Committee shall meet on the third Thursday of each month at 11 a.m. in the Cowles  
635 Council Chambers.

636

637 FUNDING FOR THE MUNICIPAL ART COLLECTION

638

639 A public art fund is established in accordance with Homer City Code, Chapter 18.07.090, Public Art  
640 Fund, as a separate, interest bearing account in the city general fund to receive money for the public  
641 art program from the following sources:

642

643 1. Funds for public art fees received from private development.

644

645 2. Funds donated to the city for public art.

646

647 3. Other funds appropriated by the council for public art.

648

649 Money in the public art fund shall be used solely to pay the costs of selecting, commissioning,  
650 acquiring, installing, maintaining, public education regarding, administrating, removing and insuring  
651 the works of public art, and any other expense related thereto.

652

653 Interest earned on money in the public art fund shall be deposited in the public art fund.

654

655 The public art fund is administered by the city with the advice of the Public Arts Committee.

656

657 The Public Arts Committee annually shall prepare a plan for expenditures from the public art fund for  
658 approval by the city council.

659

660 (Ord.09-51(A) §1, 2009)

661

662 Encourage the addition of private money into the public art program. Any art purchased with such  
663 funds will be owned 100% by the City of Homer and the City will have responsibility for selection,  
664 installation, maintenance and repairs.

665

666 (Ord. 02-25(A) 2002)

667



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## Sections

- 18.07.010 Purpose
- 18.07.020 Definitions
- 18.07.030 Art Funding Requirements for Public Buildings and Facilities
- 18.07.040 Implementation
- 18.07.050 Selection
- 18.07.060 Program Administration; Public Arts Committee
- 18.07.070 Exemptions
- 18.07.080 Miscellaneous Provisions
- 18.07.090 Public Art Fund.
- 18.07.100 Ownership and Management of Works of Public Art.

18.07.010 Purpose. The State has recognized through the enactment of AS 35.27.010, and the City of Homer hereby recognizes by the enactment of this chapter, the responsibility of government to foster the development of culture and the arts through the purchase or commissioning of works of art for municipal buildings and facilities. It is therefore declared to be municipal policy that a portion of appropriations for capital expenditures for municipal buildings and facilities be devoted to the acquisition of works of art to be permanently placed or incorporated in such buildings or facilities. (Ord. 02-25(A), 2002.)

18.07.020 Definitions. The following words, terms and phrases, when used in this chapter, shall have the meaning ascribed to them in this section, except where the context clearly indicates a different meaning: "Art" and "work of art" mean all forms of original creations of visual art, including but not limited to the following:

1. Sculptures: in the round, bas relief, high relief, mobile, fountain, kinetic or electronic, in any material or combination of materials.
2. Painting: all media, including portable and permanently affixed works, such as murals.
3. Graphic arts: printmaking and drawing.
4. Mosaics.
5. Photography.
6. Crafts: in clay, fiber and textiles, wood, metal, plastics and other materials.
7. Calligraphy.
8. Mixed media: any combination of forms or media, including collage

"Construction, remodeling or renovation of municipal buildings and facilities" means any capital improvement projects paid for wholly or in part by the municipality to build, rebuild or improve any decorative or commemorative structure, park or parking facility or any building.

"Total cost of construction, remodeling or renovation" means the total allotted funding for the subject project at the time of award of contract, exclusive of the costs of land acquisition, site investigation, and environmental clean up or remediation. (Ord. 02-25(A), 2002.)

18.07.030 Art funding requirements for public buildings and facilities. a. Plans and specifications for the original construction, remodeling or renovation of municipal buildings and facilities resulting in proposed capital expenditures exceeding the sum of \$250, 000 shall contain and provide for the inclusion of works of art of a value of one percent of the total cost of the construction, remodeling or renovation project. All appropriations for capital improvements falling within the provisions of this chapter shall be deemed to include funding to implement the requirements of this section.

b. If there is a change in the total cost of the project resulting from a change order or amendment to the project budget after the time of the award of the contract, the amount of funding for the artwork will not be changed.

c. Expenditure of sums required to be allocated to works of art under subsection 18.07.030 (A) shall be limited to all costs associated with design, construction, acquisition and royalties for the works of art,

excluding all contract administration and project administration costs.

d. Municipal funding of art projects for capital expenditures will be capped at \$70,000.00 (seventy thousand dollars). Art projects for capital expenditures exceeding \$7,000,000.00 (seven million dollars) will not be greater than \$70,000.00 (seventy thousand dollars) unless funding beyond \$70,000.00 (seventy thousand dollars) is from private contributions.

e. Private funding contributions for art projects in public buildings is encouraged and this funding is not considered part of the one percent. (Ord. 02-25(A), 2002.)

18.07.040 Implementation. a. During the preliminary design review of any project for construction, remodeling or renovation covered by this chapter any contractor, department or instrumentality of the municipality charged with the design preparation of this project shall consult with the Public Arts Committee regarding the implementation of section 18.07.030(A).

b. The Public Arts Committee shall develop and recommend to the administration and the Homer City Council administrative regulations setting forth the manner in which the requirements of this chapter shall be carried out. After the receipt and consideration of such recommendations, the City Manager will adopt administrative regulations, which will become effective upon City Council approval.

c. The requirements of section 18.07.030(A) shall not be waived except as provided for in section 18.07.070. (Ord. 02-25(A), 2002.)

18.07.050 Selection. a. Where the construction, creation or commissioning of works of art are to be incorporated in the building or facility or its grounds, such works of art shall be selected and recommended to the Council for approval by a jury of at least three members consisting of the architect or project designer, a representative of the user department, a representative of the Public Arts Committee and any other persons as may be designated by regulation and recommended to the Council for approval.

b. Where there will be an acquisition of existing works of art or the commissioning of works of art which will not be incorporated into the project design, selection shall be made or approved by a jury of at least three members consisting of a representative of the user department, one or more representatives of the Public Arts Committee and other persons as may be designated by regulation and recommended by the Council for approval. (Ord. 02-25(A), 2002.)

18.07.060 Program Administration; Public Arts Committee. a. The City Council shall appoint a Public Arts Committee consisting of seven members. Prior to making appointments, the City Council may solicit nominations from the Pratt Museum, community arts groups, and the public. Appointments will be for two year terms. Initial terms shall be staggered as follows: Four two-year terms; three one-year terms. In the event of a vacancy on the Public Arts Committee, the Mayor shall appoint a person to fill such vacancy for the unexpired term, subject to confirmation by the City Council. Members serve at the pleasure of the City Council. (Ord. 02-25(A), 2002; Ord. 07-19 §1, part, 2007.)

18.07.070 Exemptions. If it is found by the Public Arts Committee or City Manager that the inclusion of works of art in any specific project, as required by this chapter, would not provide any aesthetic benefit to the community or to the principal users of the building or facility, the Committee or City Manager may recommend to the City Council that there be granted a waiver from the requirements of this chapter in whole or in part. The Council shall make the final determination in any disputes arising from the administration of this section.(Ord. 02-25(A), 2002.)

18.07.080 Miscellaneous provisions. a. Sums allocated for the acquisition of works of art under the provisions of this chapter shall be deemed to be part of the construction costs of the project.

b. Where federal or state grant funds are to be used to match municipal funds for a construction, remodeling, or renovation project covered by this chapter, the grant application shall, where applicable and where permitted by the granting authority, be made for the total cost of such project, including portions to fund works of art under this chapter. Unless prohibited by the terms of such grants, any money received may be used to implement the requirements of this chapter. (Ord. 02-25(A), 2002.)

18.07.090 Public art fund. a. A public art fund is established as a separate, interest bearing account in the city general fund to receive money for the public art program from the following sources:

1. Funds for public art fees received from private development.
2. Funds donated to the city for public art.
3. Other funds appropriated by the council for public art.
- b. Money in the public art fund shall be used solely to pay the costs of selecting, commissioning, acquiring, installing, maintaining, public education regarding, administrating, removing and insuring the works of public art, and any other expense related thereto.
- c. Interest earned on money in the public art fund shall be deposited in the public art fund.
- d. The public art fund is administered by the city with the advice of the public arts committee.
- e. The public arts committee annually shall prepare a plan for expenditures from the public art fund for approval by the city council.(Ord.09-51(A) §1, 2009)

18.07.100 Ownership and management of works of public art. a. Ownership of all works of art acquired by or on behalf the city shall be vested in the city.

- b. The city shall place or construct public art at locations that are open to the public and where the public art shall be visible to the general public during, at a minimum, normal business hours.
- c. The removal from display by the city of public art owned by the city shall follow established guidelines for de-accessioning and shall be subject to review and recommendation by the public arts committee with final approval by the Council. (Ord. 09-51(A) §2, 2009.)

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# Alaska State Council on the Arts

State of Alaska > Department of Education & Early Development > Alaska State Council on the Arts > About Us

## Mission

The Alaska State Council on the Arts is a state agency that fosters the development of the arts for all Alaskans through education, partnerships, grants and services.

## History

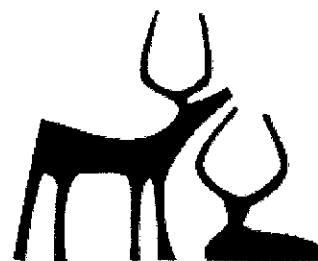
The impetus for creating the Alaska State Council on the Arts came from Washington, DC, where Congress, recognizing the need to encourage expression and communication through the performing, visual, and literary arts, established the National Foundation on the Arts and Humanities.

The new law called for Federal assistance to arts agencies in all 50 states. For those states that had not yet formed an arts council (of which Alaska was one), a one-time-only grant of \$25,000 was made available to organize an agency and conduct a survey of all existing facilities, organizations, and individuals engaging in the arts within the state.

**The Alaska Legislature formed ASCA in 1966 "to ensure that the role for the arts in the life of our communities will continue to grow and will play an ever more significant part in the welfare and educational experience of our citizens."**

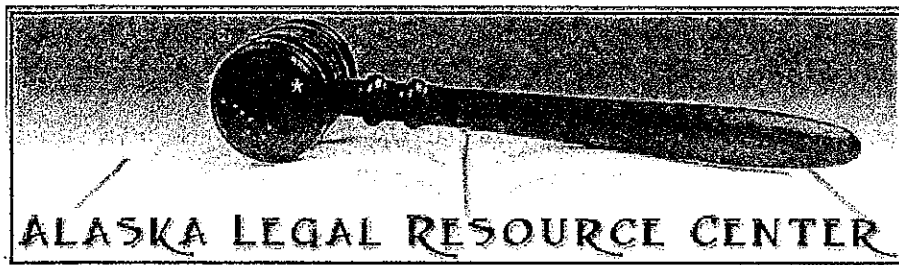
The eleven member council is a volunteer body appointed by the Governor to guide the development of the arts throughout the state. ASCA members set policy and serve on panels that review grants to arts programs. The Council's professional staff provides technical assistance and services to artists, arts organizations and arts supporters in Alaska.

Funds for ASCA programs and services are provided by the Alaska State Legislature, the National Endowment for the Arts and private donations. Since its inception, the Council's budget has ranged from \$5.5 million to \$900,000. It has provided over 4,000 grants totaling more than \$42 million to organization and individuals in nearly every community in the state.



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[2008 Annual Report](#)

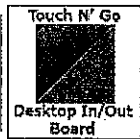




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Alaska Statutes.

Title 35. Public Buildings, Works, and Improvements  
Chapter 27. Art Works in Public Buildings and Facilities  
 Section 10. Purpose.

previous: Chapter 27. Art Works in Public Buildings and Facilities  
 next: Section 20. Art Requirements For Public Buildings and Facilities.

**AS 35.27.010. Purpose.**

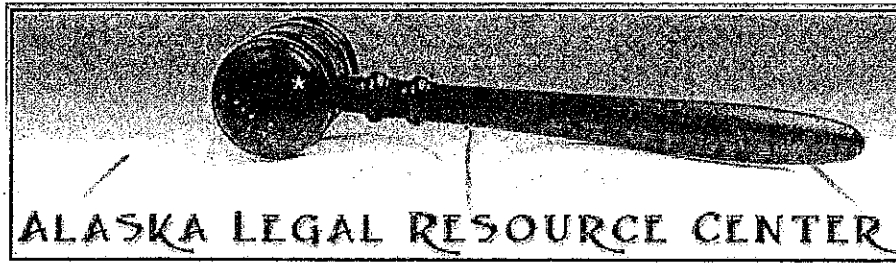
The state recognizes its responsibility to foster culture and the arts and the necessity for the viable development of its artists and craftsmen. The legislature declares it to be a state policy that a portion of appropriations for capital expenditures be set aside for the acquisition of works of art to be used for state buildings and other public facilities.

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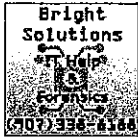
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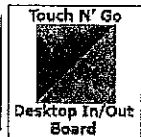
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Alaska Statutes.

Title 35. Public Buildings, Works, and Improvements  
Chapter 27. Art Works in Public Buildings and Facilities  
Section 20. Art Requirements For Public Buildings and Facilities.

previous: [Section 10. Purpose.](#)  
next: [Section 30. Definitions.](#)

**AS 35.27.020. Art Requirements For Public Buildings and Facilities.**

- (a) A building or facility constructed after June 30, 1975, or remodeled or renovated after June 30, 1975, shall include works of art, including but not limited to sculptures, paintings, murals or objects relating to Native art.
- (b) The department, before preparing plans and specifications for buildings and facilities, shall consult with the Alaska State Council on the Arts regarding the desirability of inclusion of works of art.
- (c) At least one percent or, in the case of a rural school facility, at least one-half of one percent of the construction cost of a building or facility approved for construction by the legislature after September 1, 1977, will be reserved for the following purposes: the design, construction, mounting and administration of works of art in a school, office building, court building, vessel of the marine highway system, or other building or facility which is subject to substantial public use.
- (d) A building or facility with an estimated construction cost of less than \$250,000 is exempt from the requirements of this chapter unless inclusion of works of art in the design and construction of the building or facility is specifically authorized by the department.
- (e) The artist who executes these works of art shall be selected by the architect for the department with the approval of the department, after consultation with the Alaska State Council on the Arts and the principal user of the public buildings or facilities.
- (f) The artist who executes these works of art in the public schools shall be selected by the superintendent of a school district in which a public school is to be built with the approval of the school board. Should the department find in the best interest of the state that the selection of the artist who executes these works of art by the superintendent may result in a cost overrun to the state or delay of construction, the department shall make the selection of the artist in consultation with the superintendent.
- (g) The architect, superintendent, department, and the Alaska State Council on the Arts shall encourage the use of state cultural resources in these art works and the selection of Alaska resident artists for the commission of these art works.

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#### Alaska Statutes.

**Title 35.** Public Buildings, Works, and Improvements  
**Chapter 27.** Art Works in Public Buildings and Facilities  
**Section 30.** Definitions.

previous: [Section 20.](#) Art Requirements For Public Buildings and Facilities.  
 next: [Chapter 30.](#) Consistency With Local Government Plans and Ordinances

### AS 35.27.030. Definitions.

In this chapter,

(1) "building" or "facility" means a permanent improvement constructed by the department; the term

(A) includes, but is not limited to,

- (i) schools, office buildings, and court buildings;
- (ii) other buildings which the commissioner determines are designed for substantial public use;
- (iii) boats and vessels of the marine highway system;
- (iv) transportation facilities which accommodate traveling passengers;

(B) excludes other transportation facilities;

(2) "commissioner" means the commissioner of transportation and public facilities;

(3) "construction cost" is that cost expended for the actual construction of the facility, exclusive of the costs of land acquisition, site investigation, design services, administrative costs, equipment purchases, and any other costs not specifically incurred within the construction contract or contracts awarded for the construction of the facility.

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## Chapter 7.40 FUNDS FOR WORKS OF ART IN PUBLIC FACILITIES\*

\***Cross references:** Arts advisory commission, § 4.60.150.

**State law references:** Art in public buildings and facilities, AS 35.27.

7.40.010 Definitions.

7.40.020 Purpose of chapter.

7.40.030 Art funding requirements for public buildings and facilities.

7.40.040 Implementation procedures.

7.40.050 Art selection.

7.40.060 Program administration.

7.40.070 Exemptions.

7.40.080 Miscellaneous provisions.

### 7.40.010 Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Art* and *work of art* mean all forms of original creations of visual art, including but not limited to the following:

1. Sculptures: in the round, bas relief, high relief, mobile, fountain, kinetic or electronic, in any material or combination of materials.
2. Painting: all media, including portable and permanently affixed works, such as murals.
3. Graphic arts: printmaking and drawing.
4. Mosaics.
5. Photography.
6. Crafts: in clay, fiber and textiles; wood, metal, plastics and other materials.
7. Calligraphy.
8. Mixed media: any combination of forms or media, including collage.

*Construction, remodeling or renovation of municipal buildings and facilities* means any capital improvement projects paid for wholly or in part by the municipality to build, rebuild or improve any decorative or commemorative structure, park or parking facility or any building. Where federal or state grant funds are to be used to match municipal funds, the grant application shall, where applicable and where permitted by the granting authority, be made for the total cost of construction, including portions to be dedicated to art funding under the terms of this chapter. Unless prohibited by the terms of such grants, any money received may be used to implement the requirements of this chapter.

*Total cost of construction, remodeling or renovation* means the total allotted funding for the subject project at the time of award of contract.

(AO No. 78-42)

**Cross references:** Definitions and rules of construction generally, § 1.05.020.

#### **7.40.020 Purpose of chapter.**

The state has recognized through the enactment of AS 35.27.010, and the municipality hereby recognizes by the enactment of this chapter, the responsibility of government to foster the development of culture and the arts through the purchase or commissioning of works of art for municipal buildings, schools or other municipal facilities. It is therefore declared to be municipal policy that a portion of appropriations for capital expenditures for municipal buildings and facilities be devoted to the acquisition of works of art to be permanently placed or incorporated in such buildings or facilities.

(AO No. 78-42)

#### **7.40.030 Art funding requirements for public buildings and facilities.**

Plans and specifications for the original construction, remodeling or renovation of municipal buildings, schools and facilities resulting in proposed capital expenditures exceeding the sum of \$250,000.00 to be undertaken after the effective date of the ordinance from which this section is derived shall contain and provide for the inclusion of works of art of a value of one percent of the total cost of the construction, remodeling or renovation project. All appropriations for capital improvements falling within the provisions of this chapter shall be deemed to include funding to implement the requirement of this section.

(AO No. 78-42)

#### **7.40.040 Implementation procedures.**

A. During the preliminary design review of any project for construction, remodeling or renovation covered by this chapter any contractor, department or instrumentality of the municipality or school district charged with the design preparation of the project shall consult with the urban design commission regarding the implementation of Section 7.40.030.

B. The urban design commission, together with the municipal arts advisory commission, shall develop and recommend to the administration and the assembly administrative regulations setting forth the manner in which the requirements of this chapter shall be carried out. The requirements of Section 7.40.030 shall not be waived except as provided in Section 7.40.070.

(AO No. 78-42; AO No. 81-135; AO No. 84-30)

#### **7.40.050 Art selection.**

A. Where the construction, creation or commissioning of works of art is to be incorporated in the building or facility or its grounds, such works of art shall be chosen or approved by a jury consisting of the architect or project designer, a representative of the user department and representatives of the urban design commission and the arts advisory commission and such other persons as may be designated by regulation.

B. Where there will be an acquisition of existing works of art or the commissioning of works of art which will not be incorporated into the project design, selection shall be made or approved by a jury consisting of representatives of the urban design commission and the arts advisory commission and such other persons as may be designated by regulation.

C. The mayor shall appoint a public art committee consisting of at least seven members and including at least one member of the urban design commission, at least one member of the

including at least one member of the urban design commission, at least one member of the arts advisory commission, at least one member of the historical and fine arts commission, at least one licensed architect and at least one professional artist. The commissions may recommend other candidates for appointment to the public art committee. A member of the public art committee may serve on a jury.

(AO No. 78-42; AO No. 81-135; AO No. 84-30; AR No. 84-341; AO No. 91-41)

**Cross references:** Urban design commission, § 4.40.125.

#### **7.40.060 Program administration.**

The department of community and economic development shall administer this chapter.

(AO No. 78-42; AO No. 91-41; AO No. 2005-137(S), § 3, 12-20-05)

#### **7.40.070 Exemptions.**

If it is found by the public art committee that inclusion of works of art in any specific project, as required by this chapter, would not provide any aesthetic benefit to the community or to the principal users of the building or facility, the committee may recommend to the administering department, division or individual designated in accordance with Section 7.40.060 that there be granted a waiver from the requirements of this chapter in whole or in part. The administering department, division or individual shall approve or disapprove the recommendation and so notify the user department. Any denial of exemption may be appealed to the administration within ten working days. The assembly will be advised of all recommendations for exemption.

(AO No. 78-42; AO No. 81-135; AO No. 91-41)

#### **7.40.080 Miscellaneous provisions.**

A. Compliance with Section 7.40.030 shall be calculated on the basis of cost estimates available prior to construction or on actual construction costs, whichever figure is known at the time the final selection of artwork is made.

B. Sums allocated for the acquisition of works of art under the provisions of this chapter shall for all purposes be deemed to be part of the construction costs of the project.

C. Sums required to be allocated to works of art under the provisions of Section 7.40.030 shall be limited to all costs associated with design, construction and royalties, excluding all contract administration and project administration costs.

D. If there is a change order or amendment to a project budget after acceptance of a bid for the project, the amount of funding for the artwork may not be changed.

(AO No. 78-42; AO No. 91-41)

**4.60.150 Arts advisory commission.**

There is established an arts advisory commission consisting of 11 members.

The commission shall:

- A. Advise the mayor and assembly concerning all matters pertaining to municipal involvement in the arts in the community except those programs officially under the purview of other advisory bodies.
- B. Receive requests for funds from community arts organizations and recommend to the mayor and assembly those projects and organizations which should receive municipal funding.
- C. Promote public and private cooperation in support of the arts.

(AO No. 77-130; AO No. 82-49; AO No. 84-81(S); AO No. 85-8; AO No. 223, § 1, expires 1-20-1998; AO No. 99-7, § 1, 1-26-99, expires 1-20-02; AO No. 2001-189, § 2, expires 1-20-05)

**Cross references:** Qualifications of members of boards and commissions, § 4.05.035; terms of members of boards and commissions, § 4.05.040; funds for works of art in public facilities, Ch. 7.40.

**State law references:** Alaska State Council on the Arts, AS 44.27.041.

**4.05.035 Qualifications of members.**

In addition to any other qualifications required by this Code, a board or commission member shall:

- A. If legally eligible, be a qualified voter of the municipality;
- B. Maintain domicile in the municipality while in office;
- C. If serving on an adjudicatory or regulatory board, be at least 18 years of age; and
- D. If under 18 years of age and serving on an advisory board or commission, meet the state requirements relating to employment of minors during the member's service on the board or commission.

(AO No. 78-126; AO No. 78-147(AM 1); AO No. 83-44; AO No. 89-53; AO No. 89-122(S-1))

**Cross references:** Arts advisory commission, § 4.60.150.





Subchapter 1.28A<sup>27</sup>

## TACOMA ARTS COMMISSION

## Sections:

- 1.28A.010 Creation of an Arts Commission.
- 1.28A.020 Short title.
- 1.28A.030 Tacoma Arts Commission – Declaration of purpose.
- 1.28A.040 Composition of the Tacoma Arts Commission.
- 1.28A.050 Terms of Commissioners.
- 1.28A.060 Members shall serve without compensation.
- 1.28A.070 Powers and duties of the Tacoma Arts Commission.
- 1.28A.080 Contracts for Cultural Services.
- 1.28A.090 Officers and Executive Committee.
- 1.28A.100 Meetings of the Tacoma Arts Commission.
- 1.28A.110 Organization and procedures.
- 1.28A.120 Administration.

**1.28A.010 Creation of an Arts Commission.**

An arts commission of the City of Tacoma, to be known as the “Tacoma Arts Commission,” is hereby established to serve as an advisory body to the Tacoma City Council. (Ord. 27835 Ex. A; passed Sept. 29, 2009)

**1.28A.020 Short title.**

This chapter may be referenced as the “Tacoma Arts Commission Code.” (Ord. 27835 Ex. A; passed Sept. 29, 2009)

**1.28A.030 Tacoma Arts Commission – Declaration of purpose.**

It is hereby declared, as a matter of public policy, that support for artists and arts organizations, development and stewardship of public art, cultural tourism, arts education, and cultural development are public necessities and essential for the continuing growth and development of Tacoma’s citizens, economy, and quality of life. The primary duty of the Tacoma Arts Commission is to identify and actively encourage the development and sustainability of the arts in the City by serving as the City’s primary resource in matters of art, culture, public art, and cultural tourism, as provided for in this chapter.

The Purpose of the Tacoma Arts Commission is to:

- \* A. Promote the arts as vital tools in building Tacoma’s community and economy for the benefit of all its citizens.
- \* B. Promote and support a diversity of arts and cultural opportunities for our citizens to experience.
- \* C. Act as a catalyst to bring government, arts and culture, and private sectors together for public benefit.
- D. Encourage strategic investments in arts organizations that increase public connection with the arts.
- \* E. Create a unique identity and sense of place through the development and stewardship of public art.
- F. Fund programs that encourage artistic excellence and expand exposure to a wide variety of art forms.
- \* G. Foster the development of the local arts community, encouraging an environment for the success of working individual artists.
- \* H. Promote programs for cultural exchange and development.. (Ord. 27835 Ex. A; passed Sept. 29, 2009)

**1.28A.040 Composition of the Tacoma Arts Commission.**

All members of the Tacoma Arts Commission shall have a demonstrated interest and familiarity with arts and culture, either through professional practice or volunteer work, and shall be residents within the boundaries of the City.

The Tacoma Arts Commission shall consist of 15 members who represent the following:

- A. A working professional artist.
- B. A person working in the Tacoma public education community.
- C. A person representing the Cross District Association or Community Council.
- D. Professional Positions: In addition to the above, the Tacoma Arts Commission shall always include a minimum of four individuals who have had professional experience or training related to the arts, originating from employment or study within the following disciplines: arts or art history, arts administration, architecture, art criticism, art education, curation, conservation, heritage arts, literature, music, new media, performing arts, public art, visual arts, or a related field. These positions shall be named Professional Positions 1 through 4.
- E. At-Large Positions: The remaining positions may be filled at-large from persons representative of acknowledged accomplishment or persons working

<sup>27</sup> Chapter 1.28 repealed and reenacted by subchapters 1.28A and 1.28B. Ord. 27835; passed Sept. 29, 2009.

outside of professional practice in the arts but who demonstrate a deep interest in and appreciation of cultural and artistic activities. These shall be referred to as At-Large Positions 1 through 8.

F. The provisions of this chapter and Subchapter 1.28A.050 shall be enforced as vacancies occur, following the adoption of this legislation. (Ord. 27835 Ex. A; passed Sept. 29, 2009)

**1.28A.050 Terms of Commissioners.**

A. Terms of the Commissioners of the Tacoma Arts Commission shall be three years.

B. Terms of all Commissioners shall begin on January 1 and end on December 31.

C. Each member shall serve until his or her successor is appointed and qualified.

D. In the event that a position is vacated before the expiration of the term, except temporary vacancies as hereinafter provided, the position shall be filled by the City Council for the remainder of the unexpired term.

E. The appointment of any member of the Tacoma Arts Commission who has been absent from three consecutive regular or special meetings of the Tacoma Arts Commission without the approval of said Tacoma Arts Commission shall automatically terminate. The Administrator shall notify any member whose appointment has automatically ended and report to the appointing authority that a vacancy exists on said Tacoma Arts Commission and that an appointment should be made for the unexpired term. The Tacoma Arts Commission shall have the power and authority to excuse any member from attendance at any regular business meeting or study session for good cause.

F. Any member of the Tacoma Arts Commission may be removed from said Tacoma Arts Commission prior to the expiration of his or her term by two-thirds vote of the City Council, subject to the provisions of subsection E.

G. Commissioners who move out of the City of Tacoma limits may carry out the duration of their term, but may not be reappointed. (Ord. 27835 Ex. A; passed Sept. 29, 2009)

**1.28A.060 Members shall serve without compensation.**

Members of the Tacoma Arts Commission shall serve without compensation. (Ord. 27835 Ex. A; passed Sept. 29, 2009)

**1.28A.070 Powers and duties of the Tacoma Arts Commission.**

The Tacoma Arts Commission shall have the power and duty to:

A. Act in an advisory capacity to the City Council in all matters pertaining to the arts and culture of the City;

B. Recommend to the City Council the adoption of such ordinances, rules, and regulations as it may deem necessary for the administration and preservation of fine arts, performing arts, and aesthetic aspects of the community;

C. Work cooperatively with City boards and commissions, City departments, and other public and private organizations in creating and promoting art and cultural programs and activities within the City;

D. By establishing policies, act as a catalyst bringing government, the arts and culture, and public sectors together for the cultural benefit of all;

E. On behalf of the City, establish policies that encourage, conduct, sponsor, or co-sponsor public programs to further the development and public awareness of, and interest in, the arts;

F. Review and evaluate funded programs to ensure compliance and effective stewardship of City funds;

G. Encourage the use of professional practices in working with artists;

H. Provide professional development services for artists through technical assistance;

I. Serve as the City's art ambassadors to artists, arts organizations, and the general public;

J. Officially recognize excellence in the arts and community outreach through the annual AMOCAT awards;

K. Communicate to the public about the City's arts programs and policies.

L. Review and make recommendations upon all works of art to be acquired by the City, either by purchase, gift, or otherwise pursuant to Accession and Gift Policies, adopted by Resolution No. 34963.

M. Review and make recommendations with reference to any existing work of art in the Municipal Art Collection in connection with the relocation or alteration thereof, pursuant to Deaccessioning policy, adopted by Resolution No. 34963.

N. Review and make recommendations upon all works of art to be removed from the Municipal Art Collection, pursuant to the Deaccessioning policy, adopted by Resolution No. 34963.

O. Promulgate policies and procedures for the development and implementation of public art in the City;

P. Prioritize public art projects in a way that identifies and defines the public art projects and programs to be developed from the 1 percent for art moneys identified in the Capital Facilities Program and/or other public art managed by the Municipal Art Program (Subchapter 1.28B TMC);

Q. Provide stewardship to the Municipal Art Collection by reviewing the condition of the artwork every two years and making recommendations for its care, maintenance, or improvement, including routine maintenance, conservations, and emergency maintenance when required;

R. Record, maintain, and house all data related to accessed works in the Municipal Art Collection;

S. Review and make recommendations for permit applications requesting that visual artwork and artistic elements be considered for placement on City of Tacoma property and upon request for placement upon City rights-of-way;

T. Review and make recommendations for artwork included as part of Building and Land Use permits or development agreements when required or requested. (Ord. 27835 Ex. A; passed Sept. 29, 2009)

#### **1.28A.080 Contracts for Cultural Services.**

A. Authority of Commission. The Tacoma Arts Commission, acting through its Administrator, is authorized to develop and oversee a Contracts for Cultural Services program to support public experiences of the performing, visual, literary, and other artistic disciplines for the good of the citizens of Tacoma.

B. The Tacoma Arts Commission shall establish relevant programs; recommend, review, and approve funding guidelines; determine funding levels for each program; participate in competitive selection processes; review and approve recommendations for funding; and evaluate outcomes. (Ord. 27835 Ex. A; passed Sept. 29, 2009)

#### **1.28A.090 Officers and Executive Committee.**

A. The Tacoma Arts Commission shall have one Chair and one Vice Chair with terms of one year, elected by simple majority of the Commissioners present at a regular meeting.

B. The Chair and Vice Chair will be elected before the first meeting of the year and will start their term at the first meeting of the year.

C. The Chair shall preside over all meetings of the Tacoma Arts Commission. In the absence of the Chair, the Vice Chair is authorized to perform and carry out all of the duties and obligations of the Chair.

D. If the Chair relinquishes his or her authority or quits before the term's end, the Vice Chair automatically becomes Chair.

E. In the event that the Vice Chair relinquishes his or her authority or quits before his or her term ends, a new general election will take place electing a new Vice Chair for the completion of the term.

F. The Executive Committee shall consist of the Chair and Vice Chair of the Tacoma Arts Commission, any other elected officers, and subcommittee chairs.

G. Committee chairs may be appointed by the Chair or elected by the Tacoma Arts Commission as a whole. (Ord. 27835 Ex. A; passed Sept. 29, 2009)

#### **1.28A.100 Meetings of the Tacoma Arts Commission.**

A. The Tacoma Arts Commission shall establish a regular time and place of meeting and shall hold at least six regular meetings a year.

B. Special meetings of the Tacoma Arts Commission may be called at any time by the Chair or by a minimum of any three or more members of the Tacoma Arts Commission upon personal notice being given to all members of the Tacoma Arts Commission. If personal notice cannot be given, written notice must be received by such members at least 24 hours prior to said meeting. (Ord. 27835 Ex. A; passed Sept. 29, 2009)

#### **1.28A.110 Organization and procedures.**

A. The Tacoma Arts Commission may make and alter any rules and regulations governing its organization and procedure not inconsistent with this chapter or any other ordinance of the City.

B. A simple majority of appointed, filled positions shall constitute a quorum.

C. A majority vote of the quorum is required to pass any motion.

D. The Tacoma Arts Commission shall have the power and authority to excuse any member from attendance at any regular business meeting or study session for good cause.

E. Requests for recommendations and study of matters within the area of interest of the Tacoma Arts Commission shall be submitted to the Executive Committee for review and inclusion on the agenda.

F. The Tacoma Arts Commission shall keep an accurate record of its proceedings and transactions. All minutes of the Tacoma Arts Commission's meetings shall be filed with the City Clerk.

G. The Tacoma Arts Commission shall submit an annual report to the City Council.

H. The Tacoma Arts Commission is subject to the provisions of the Open Meetings Act, chapter 42.30 RCW; to public disclosure provisions; and to the provisions of the Ethics Code, Chapter 1.46 TMC.

I. The Tacoma Arts Commission will adopt bylaws and/or administrative rules and regulations that conform to the authority of the Tacoma Municipal Code to support the implementation of Subchapters 1.28A and 1.28B. (Ord. 27835 Ex. A; passed Sept. 29, 2009)

#### **1.28A.120 Administration.**

The City Manager shall appoint an officer or employee of the City to act as Administrator of the Tacoma Arts Commission. The Tacoma Arts Commission shall be located within the Community and Economic Development Department.

The Tacoma Arts Administrator shall act as ex officio secretary and shall keep accurate records of the Tacoma Arts Commission's proceedings and transactions, conduct official correspondence, assist in organizing and supervising the Tacoma Arts Commission, and organize and supervise clerical and technical work of the Tacoma Arts Commission to the extent required to administer this chapter.

The Tacoma Arts Administrator shall be responsible for providing such other staff service as may be required by the Tacoma Arts Commission within the limits of the budget for the Community and Economic Development Department, as approved by the City Council.

In addition, the Tacoma Arts Administrator shall:

A. Implement and administer the "Contracts for Cultural Services" program;

B. Implement policies and procedures related to arts and cultural planning for the City of Tacoma;

C. Develop and implement cultural programming that supports the purposes of the Tacoma Arts Commission, as set forth in Chapter 1.28 TMC;

D. Act as resource and ombudsman for arts- and culture-related issues in the City;

E. Coordinate the development of a Municipal Art Plan in partnership with client departments and the Tacoma Arts Commission;

F. Manage the selection and implementation of public art projects for all City departments;

G. Manage the stewardship of the Municipal Art Collection, including maintenance and conservation;

H. Upon request by the Public Works Department, review permit applications for compliance with Tacoma Municipal Code Title 13, as related to bonus and variance requests involving art;

I. Represent the City of Tacoma on local, regional, and/or national steering committees, panels, and boards;

J. Make public presentations on issues related to arts and culture;

K. Provide information to civic groups, public agencies, and citizen groups interested in arts and culture;

L. Recommend such policies, rules, and regulations for adoption by the Tacoma Arts Commission, as are deemed necessary to carry out the purposes of this chapter;

M. Respond to requests for interpretations of the codes, policies, and procedures related to public art, as defined herein and within related documents adopted by the Tacoma Arts Commission;

N. Fulfill the essential duties and responsibilities, as outlined in the City of Tacoma's Arts Administrator job description;

O. Perform other duties as required by the City Manager, City Council or the Community and Economic Development Department.. (Ord. 27835 Ex. A; passed Sept. 29, 2009)

**Subchapter 1.28B****MUNICIPAL ART PROGRAM**

## Sections:

- 1.28B.010 Purpose.
- 1.28B.020 Definitions.
- 1.28B.030 Municipal Art Fund.
- 1.28B.040 Appropriate Use of Program Funds.
- 1.28B.050 Funding Basis.
- 1.28B.060 Appropriation.
- 1.28B.070 Utilities.
- 1.28B.080 Municipal Art Plan.
- 1.28B.090 Authority of the Commission.
- 1.28B.100 Severability.

**1.28B.010 Purpose.**

It is the purpose of this chapter and the policy of the City of Tacoma to dedicate 1 percent of the construction costs for Capital Improvement Projects to the selection, acquisition, fabrication, installation, maintenance, management, deaccessioning, community education, and documentation and registration of public art and to provide artists, client departments, and the public with the rules that define the Municipal Art Program. (Ord. 27835 Ex. A; passed Sept. 29, 2009)

**1.28B.020 Definitions.**

- A. "Alteration" means a physical change to a structure or a site. Alteration does not include normal maintenance and repair or total demolition.
- B. "Comprehensive Local Improvement Districts (LIDs)": streetscape improvements that are initiated by the City of Tacoma in highly visible areas, such as downtown, mixed-use centers, and business districts.
- C. "Construction Costs" means the total value of all construction work, as well as all finish work, painting, roofing, electrical, plumbing, heating, air-conditioning, elevators, fire-extinguishing systems, site work, and any other permanent work or permanent equipment.
- D. "Eligible Capital Improvement Project" means any visible or accessible project paid for, wholly or in part, by the City of Tacoma for the construction or alteration thereof of a structure, park, trail, Comprehensive LID, parking facility, or any portion thereof, within the City of Tacoma limits. Improvement projects that are developed privately or in partnership with the City and leased back to the City of Tacoma participate fully in the Municipal Art Program, pursuant to the provisions of this chapter. The City is not precluded from including a public art component in other capital projects not listed here and may do so voluntarily.

E. "Eligible Fund" means a source fund for construction projects from which art is not precluded as an object of expenditure.

F. "In Lieu Fee" is a payment made to the Municipal Art Fund instead of including artwork in the project. In Lieu Fees shall be equal to the value of 1 percent of construction costs. Projects may include artwork in a project less than the value of 1 percent for art and pay an In Lieu Fee equal to the balance. In Lieu Fees are identified in Title 13 TMC.

G. "Maintenance" means any work that is performed on a regularly scheduled basis, e.g., daily, weekly, monthly, seasonally, semiannually, but not less frequently than once per year, to service, check, or replace items that are not broken, or work that is not regularly scheduled but is required to maintain the asset so that repair does not become necessary.

H. "Municipal Art Collection" means any work of art that has been commissioned by or accepted by the Tacoma Arts Commission and is accessioned into the collective body of artwork owned and managed by the City.

I. "Municipal Art Fund" means a fund within the City of Tacoma into which eligible moneys dedicated to public art, including donations, are deposited.

J. "Municipal Art Plan" means a report that describes the funding sources, budgets, and descriptions of proposed and ongoing public art projects and establishes budgets and descriptions for new public art projects.

K. "Municipal Art Program" means the 1 percent for art program and all the associated management and implementation required to establish and maintain public art in the City of Tacoma.

L. "Municipal Art Program Contribution" means the value equal to 1 percent of construction costs that is paid into the Municipal Art Fund.

M. "Public art" means original artwork which is sited in a manner accessible and visible to the public and/or public employees and which has been approved as public art by the Tacoma Arts Commission acting on behalf of the Tacoma City Council.

N. "Public space" means any place or property within the City limits that is open to the general public for its use or that is in public view or is generally accessible and visible to the public. (Ord. 27835 Ex. A; passed Sept. 29, 2009)

**1.28B.030 Municipal Art Fund.**

There is hereby established a fund designated as the Municipal Art Fund into which shall be deposited Municipal Art Program Contributions, funds

designated or appropriated for public art, public art maintenance, any monetary gifts received, and/or In Lieu Fees.

A. The Municipal Art Fund shall be used exclusively as a means of isolating and identifying all monetary transactions pertaining to the Municipal Art Program. The Tacoma City Treasurer is hereby designated as the custodian of the Municipal Art Fund, and the disbursements of all money therefrom shall be made in the manner provided by law.

B. Separate accounts shall be established within the Municipal Art Fund to segregate receipts by source.

C. A percentage of the Municipal Art Fund shall be appropriated for administrative costs associated with the project.

D. Staff salaries will not be funded from the Municipal Art Fund; however, administrative costs, including directly related staff costs associated with specific projects may be charged against the Municipal Art Fund.

E. In order to offset maintenance costs for the Municipal Art Collection, a maintenance account shall be established within the Municipal Art Fund for purposes of maintaining and repairing any artwork in the Municipal Art Collection. Unless precluded by applicable law, appropriations for artwork shall provide 5 percent be set aside for such maintenance account. (Ord. 27835 Ex. A; passed Sept. 29, 2009)

#### **1.28B.040 Appropriate Use of Program Funds.**

The Municipal Art Fund shall support the following uses:

A. The selection, acquisition, and display of works of art, which may be an integral part of the project; or which may be placed in, on, or about the project or other public space;

B. Artist fees, design, planning, and predesign service contracts and commissions;

C. Expenses for technical assistance provided by architects and/or engineers to artists in order to design, document, and/or certify the artwork;

D. Repair and maintenance of City public artworks benefited by the Municipal Art Fund;

E. Citizen forums and educational workshops to gather information and/or educate about public art and the City's public art collection;

F. Documentation and public education material for the Municipal Art Program and public art projects; and

G. Public art project management. (Ord. 27835 Ex. A; passed Sept. 29, 2009)

#### **1.28B.050 Funding Basis.**

Calculations for eligible projects will follow these considerations:

A. Calculation Base. All authorizations and/or appropriations for eligible Capital Improvement Projects paid for wholly or in part by the City of Tacoma shall include an amount equal to at least 1 percent of such authorization and/or appropriation.

B. Each eligible project will pay a Municipal Art Program Contribution equivalent to 1 percent of the construction costs.

C. Funds appropriated as part of any one project, but not deemed necessary or appropriate in total or in part for said project site, may be accumulated in the Municipal Art Fund and expended for art in other City projects or existing public facilities that are owned or leased by the City.

D. If the source of funding or other appropriate laws with respect to any particular project precludes art as an object of expenditure of funds, the amount of funds so restricted shall be excluded from the total project cost in making aforesaid calculation.

E. If a component of the project is not eligible to participate in the Municipal Art Program, the value of that component will not be included in the calculation.

F. In all cases where the City appropriates funds that are used for a non-City construction project, 1 percent of eligible City funds shall be transferred to the Municipal Art Fund to be used for public art.

G. Grant Moneys: Grant-funded Capital Improvement Projects will participate unless artwork is explicitly prohibited. City department shall inform all funders that the City of Tacoma contributes amounts equivalent to 1 percent of construction costs for artists' services and/or artworks, as specified herein.

H. General Obligation Bond Proceeds. In the case of any City construction project that involves the use of General Obligation Bond proceeds, the resolution or ordinance submitted to the voters or the City Council shall include an allocation for public art equal to 1 percent of the eligible project cost. Bond proceeds shall be accounted for separately within the Municipal Art Fund and shall be applied directly to the project, if necessary, to comply with these requirements.

I. Comprehensive Local Improvement Districts (LID). Comprehensive LIDs shall contribute 1 percent of the City's contribution. Funding from

Comprehensive LIDs shall be accounted for separately within the Municipal Art Fund and shall be applied directly to the project. (Ord. 27835 Ex. A; passed Sept. 29, 2009)

#### **1.28B.060 Appropriation.**

At the time a City construction project is proposed, the client department shall calculate and include a budgeted line item identifying the Municipal Art Program Contribution in each eligible project.

The Finance Department shall confirm the calculations with the client department(s) and Tacoma Arts Commission staff and include the agreed upon appropriations for art in the proposed City biennial budget, including amendments. The amounts budgeted for art in particular projects may be adjusted to reflect City Council changes to the budget for the City construction project.

Final construction costs will be calculated from the bids accepted to construct a project. (Ord. 27835 Ex. A; passed Sept. 29, 2009)

#### **1.28B.070 Utilities.**

The Tacoma Public Utilities Department is not required to participate in the Municipal Art Program but may do so voluntarily.

General Government Utilities shall participate in the Municipal Art Program. (Ord. 27835 Ex. A; passed Sept. 29, 2009)

#### **1.28B.080 Municipal Art Plan.**

When the appropriation for the Municipal Art Fund is approved by the City Council, a draft report identifying budget sources, program strategies, prioritized projects, descriptions, and proposed budgets will be developed by the Tacoma Arts Administrator in partnership with client departments for review by the Tacoma Arts Commission. The Tacoma Arts Commission will review the list of eligible projects to determine which projects will be recommended to include public art.

Upon approval by the Tacoma Arts Commission, the Municipal Art Plan will be transmitted to the City Council for approval. (Ord. 27835 Ex. A; passed Sept. 29, 2009)

#### **1.28B.090 Authority of the Commission.**

The Tacoma Arts Commission is authorized to adopt rules and policies to administer the Municipal Art Program. The Tacoma Arts Commission will create policies, procedures, and regulations consistent with this chapter and Subchapter 1.28A to facilitate the implementation of responsibilities under Subchapters 1.28A and 1.28B. (Ord. 27835 Ex. A; passed Sept. 29, 2009)

#### **1.28B.100 Severability.**

If any section, subsection, sentence, clause, chapter, provision, or phrase of this chapter or its application to any person or circumstance is found to be unconstitutional or invalid by a court of competent jurisdiction, such decision shall not affect the validity of the remainder of the chapter or the application or the provisions to other persons or circumstances. (Ord. 27835 Ex. A; passed Sept. 29, 2009)





# Office of the City Clerk

Jo Johnson, CMC, City Clerk

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## MEMORANDUM

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**TO:** MAYOR HORNADAY AND CITY COUNCIL MEMBERS  
**FROM:** ANGIE NEWBY, CHAIR, PUBLIC ARTS COMMITTEE  
**DATE:** OCTOBER 13, 2010  
**RE:** ADMINISTRATIVE GUIDELINES UPDATE AND REVISIONS CLARIFICATION

---

### Introduction :

During the October 11, 2010 regular meeting Council requested Resolution 10-80 and 10-81 postponed for further clarification regarding the proposed changes and updates to the Administrative Guidelines the Public Arts Committee would like implemented.

The Public Arts Committee with the assistance of staff have diligently researched and compared other similar programs in Alaska and neighboring states in the Lower 48. The research indicated that the current guidelines and policies were woefully lacking and seriously out of date. This was pointed out to the Committee members with the advent of the Fire Wise Mural and the Jean Keene Memorial that there should be standard policies in place for the City of Homer to accept donations of works of art and established guidelines to make that transition go as smooth as possible.

Following is a narrative regarding the purpose of the change and/or addition of sections to the Administrative Guidelines.

- |              |   |
|--------------|---|
| Lines 6 - 10 | No Change - Original Paragraph establishing the Committee   |
| Lines 12-33  | New – Describes the purpose the of the committee<br>Gives direction to the committee for establishing goals<br>and projects   |
| Lines 35- 49 | New – Detail information on the make-up of the committee<br>Also allowing for members that are not city residents. This<br>Follows a format that is used in the other boards, commissions |

Page 2 of 3  
October 13, 2010  
Memorandum to Council  
Clarification on PAC Administrative Guidelines  
Updates and Revisions

- Lines 50-64           New – More detail description on the term of a committee Member following the format as previously established
- Lines 66-100        New – this section details the committee overall responsibilities and duties  
These duties regarding establishing policies is incorporated in the existing guidelines.
- Lines 101-113      New – Identifies the Officers and terms
- Lines 114-120      Revised – Addresses changes to the regular meeting schedule, times and Length being conscious of the effect of staff overtime in regards to budget constraints. The time change is necessary for retention of existing members who have additional constraints on their personal time during standard business hours. It is also to be a tool to encourage more participation from the public who otherwise are unable to attend a mid-day meeting.
- Lines 121-130      New - Establishes the standards for scheduling meetings, that a quorum is required to have a meeting, where the meetings are to be held and that all meetings are to be recorded. This is a standard for all city meetings, but is not addressed in the existing guidelines.
- Lines 131-182      New – Establishes procedures and operations. Following the current edition of Robert’s Rules of Order, Alaska Statutes and Borough Code; number of members that constitute a quorum; number of votes to pass a motion; deadline for adding items to the agenda; reporting to council; agenda format; and requiring notes to be taken by a designated committee member for inclusion in the next meeting packet. These guidelines are similar to established procedures for other commissions and boards.
- Lines 183-230      Revised/Updated – 1% for the Arts Program. Incorporates the Alaska Statute that enacts this program; identifies the definitions for different mediums used in creating works of art and what projects would include the 1% for art program; and additional responsibilities under the program.
- Lines 231 – 232    New – Section Title name change
- Lines 233-242      Revised – Line 240 PAC change to Public Arts Committee – reads well with the spelled out instead of using moniker.
- Lines 243-303      Revised – minimal changes to wording only.

- Lines 304-351 Revised – minimal changes to wording only.
- Line 353-388 New – Adding Accession Policy – this section is adding to give direction on establishing a process to review artwork for acceptance/inclusion into the Municipal Art Collection. The committee realizes that display space is at a premium with the municipal facilities and that not every piece of art is suitable for public display. This section establishes direction on what can be accepted by the City.
- Lines 389-490 New – Adding Gift Policy – this section deals with establishing the criteria for the committee to review proposed gifts of artwork. It outlines the policy or procedures for proposing a donation and the process and making a presentation to the committee.
- Lines 491-538 Revised – Updating the registry documentation adding pertinent information necessary to document the work of art; identifies who receives notice of apparent vandalism.
- Lines 539-581 Revised/Updated – Section on De-accessioning artwork updates policy on when an item in the collection can be de-accessioned and when this should be considered; and possible alternatives other than destruction or return to artist.
- Lines 582-628 Revised/Updated – Section addressing the responsibility of the committee to promote placing art in public and private businesses and creating overall awareness and appreciation for art and holding art related events, including brochures, advertisements, booths, etc.
- Lines 629-656 New – Establishing art fund and policy for receiving monetary donations and use of those funds.



1 Homer Public Arts Committee  
2 Administrative Guidelines PAC Approved 09.09.10 – ITALICS, BOLD AND UNDERLINED INDICATE  
3 ADDED OR CHANGED PORTIONS OF THE CURRENT ADMINISTRATIVE GUIDELINES.  
4 DELETIONS ARE SHOWN AS STRIKE THROUGH TEXT.

5  
6 The Public Arts Committee, hereafter referred to as PAC, was created in 2002 to administer Ordinance  
7 02-25 (A) of the Homer City Code. Frequently called the “1% for Art Program”, the ordinance wishes to  
8 foster culture and the arts in our community through the purchase and commissioning of works of art  
9 for municipal buildings and facilities. This manual guides the Committee in execution of its  
10 responsibilities.

11  
12 Public Arts Committee - Declaration of Purpose

13  
14 It is hereby declared as a matter of public policy that support for artists and arts organizations,  
15 development and stewardship of public art, cultural tourism, arts education and cultural development  
16 are public necessities and essential for the continuing growth and development of Homer’s citizens,  
17 economy, and quality of life. The primary duty of the Public Arts Committee is to identify and actively  
18 encourage the development and sustainability of arts in the City by serving as the City’s primary  
19 resource in matters of art, culture, public art and cultural tourism.

20  
21 The Purpose of the Public Arts Committee is to:

- 22 A. Promote the arts as vital tools in building Homer’s community and economy for the benefit of  
23 all its citizens.
- 24 B. Promote and support a diversity of arts and cultural opportunities for our citizens to  
25 experience.
- 26 C. Act as a catalyst to bring government, arts and culture, and private sectors together for public  
27 benefit.
- 28 D. Create a unique identity and sense of place through development and stewardship of public  
29 art.
- 30 E. Encourage artistic excellence and expand exposure to a wide variety of art forms.
- 31 F. Foster the development of the local arts community, encouraging an environment for the  
32 success of working individual artists.
- 33 G. Encourage programs for cultural exchange and development.

34  
35 Composition of the Public Arts Committee

36  
37 All members of the Public Arts Committee shall have a demonstrated interest and familiarity with arts  
38 and culture, either through professional practice or volunteer work. The Committee will be composed  
39 of seven members, appointed by the Mayor. Each will serve a two year term.

40 The Public Arts Committee shall be composed of members who represent the following:

- 41 A. A working professional artist.
- 42 B. A person working in the public education community.
- 43 C. A City Council member.
- 44 D. A person who has had experience or training related to the arts, such as art history or  
45 employment in fields such as architecture, education, curation, conservation, performing arts, visual  
46 arts or related field.
- 47 E. A person representing the public at large.

48 F. Up to two members may be residents from outside the city limits. Preference shall be given to  
49 city resident applicants.

50  
51 Terms of Committeemembers

52  
53 A. Terms of the Public Arts Committee members shall be two (2) years.

54 B. Terms shall expire on April 28 of the designated year.

55 C. Each member shall serve until his or her successor has been appointed by City Council.

56 D. In the event that a position is vacated before the expiration of the term, except temporary  
57 vacancies as hereinafter provided, the position shall be filled by the City Council for the remainder of  
58 the unexpired term.

59 E. The appointment of any member of the Public Arts Committee who has been absent three or  
60 more consecutive meetings, whether regular or special, without notice shall automatically be  
61 terminated. The Staff or Clerk shall notify the member who is terminated and report to City Council  
62 that a vacancy exists and submit notice as required that there is a vacancy.

63 F. Public Arts Committee members serve in an advisory manner to City Council.

64 G. Public Arts Committee members shall serve without compensation.

65  
66 Responsibilities-Powers and Duties of the Public Arts Committee

67  
68 The Public Arts Committee is specifically responsible to:

69 A. Act in an advisory capacity to the City Council in all matters pertaining to the arts and culture  
70 of the City;

71 B. Recommend to the City Council the adoption of such ordinances, rules, and regulations as it  
72 may deem necessary for the administration and preservation of fine arts, performing arts and  
73 aesthetic aspects of the community;

74 C. Work cooperatively with city boards, commissions and committees, city departments, and  
75 private and public organizations in creating and promoting art and cultural programs and activities  
76 within the city;

77 D. By establishing policies, act as a catalyst bringing government, the arts and culture, and public  
78 sectors together for the benefit of all residents;

79 E. Establish policies that encourage, conduct, sponsor or co-sponsor public programs to further  
80 the development and public awareness of and interest in the arts;

81 F. Encourage the use of professional practices in working with artists;

82 G. Serve as the City's ambassadors to artists, arts organizations and the general public;

83 H. Communicate to the public about the City's arts program and policies;

84 I. Review and make recommendations upon all works of art to be acquired by the City, either by  
85 purchase, gift or otherwise pursuant to the City's Accession and Gift Policies.

86 J. Review and make recommendations with reference to any existing work of art in the  
87 Municipal Art Collection in connection with the relocation or alteration thereof, pursuant to the City's  
88 Deaccessioning policy;

89 K. Review and make recommendations upon all works of art to be removed from the Municipal  
90 Art Collection, pursuant to the Deaccessioning policy;

91 L. Promulgate policies and procedures for the development and implementation of public art in  
92 the city;

93 M. Prioritize public art projects in a way that identifies and defines the public art projects and  
94 programs to be developed from the 1 percent for art monies;

95 N. Provide stewardship to the Municipal Art Collection by reviewing the condition of the artwork  
96 every two years and making recommendations for its care, maintenance, or improvement, including  
97 routine maintenance, conservations, and emergency maintenance when required;

98 O. Record and maintain all data related to accessed works in the Municipal Art Collection;

99 P. Review and make recommendations for visual artwork and artistic elements be considered for  
100 placement on City of Homer property and upon request for placement on city rights-of-way;

101  
102 Officers and Committee

103  
104 A. The Public Arts Committee shall have one Chair and one Vice Chair with terms of one year,  
105 elected by a simple majority of the committee;

106 B. The Chair and Vice Chair shall be elected during the meeting held in May of each year;

107 C. No member may serve more than two consecutive terms as Chair or Vice Chair;

108 D. The Chair shall preside over all meetings of the Public Arts Committee. In the event that the  
109 Chair is or will be absent the Vice Chair will fulfill the duties of the Chair;

110 E. If for any reason the Chair relinquishes his or her authority before the expiration of their term  
111 of office, the Vice Chair will assume the role of Chair. Elections will be held to select a new Vice Chair  
112 at the next regular meeting.

113 F. The Chair shall work with Staff or the Clerk in preparing the agenda for the meeting;

114  
115 Meetings of the Public Arts Committee

116  
117 A. The Public Arts Committee shall meet quarterly on the ~~third~~ second Thursday ~~of the month~~  
118 February, May, August and November ~~at 11:00 a.m. 5:00 p.m.~~ The meeting shall not exceed ninety (90)  
119 minutes in length. A worksession will be held monthly on the second Thursday at ~~10:00 a.m.~~ 4:00 p.m.  
120 and prior to each regular meeting.

121 B. Special meetings may be called by the Chair, Vice Chair or members of the committee as  
122 required to carry out business in a timely manner.

123 C. Scheduling of special meetings or worksession require a two week notice for proper  
124 advertisement by the City Clerk's office as required by law.

125 D. A quorum is required for a meeting to be conducted and any action taken by the committee  
126 members during that meeting.

127 E. Worksessions do not require the presence of a quorum. No action can be taken at a  
128 worksession it is primarily for discussion purposes only.

129 F. All meetings will be held in the Cowles Council Chambers or alternative location as designated.

130 G. All meetings are to be recorded in acceptable audio format according to established rules.

131  
132 Organization and Procedures

133  
134 The following by-laws and administrative guidelines shall govern the procedures and operations of the  
135 Public Arts Committee;

136 A. To abide by the current edition of Robert's Rules of Order insofar as this treatise is consistent  
137 with these by-laws, the Homer City Code, Alaska State law or Borough Code;

138 B. Four members shall constitute a quorum;

139 C. A majority vote of the quorum is required to pass any motion.

140 D. Requests for items to be placed on the agenda must be submitted no later than 5:00 p.m. on  
141 Wednesday the week prior to the scheduled meeting or worksession;

142 E. Permanent records or minutes shall be kept of the proceedings of the regular monthly  
143 meetings. The minutes will record the vote of each member upon every question. Every decision shall  
144 be filed in the office of the City Clerk and shall be public record open to inspection.

145 F. The Public Arts Committee shall submit a report to City Council as required to update progress  
146 on current projects.

147 G. Perform other duties as required by the City Manager and or City Council;

148 H. Oversee the 1% for Art Program

149 I The Public Arts Committee administrative guidelines are to be reviewed periodically and  
150 updated as required.

151 J. Agendas are to follow the format as described in the City of Homer City Council Operating  
152 Manual.

153  
154 PUBLIC ARTS COMMITTEE DATE  
155 ADDRESS DAY AND TIME  
156 CITY, STATE LOCATION  
157

158 MEETING NOTICE

159 LIST TYPE OF MEETING - REGULAR WORKSESSION OR SPECIAL

160  
161 1. CALL TO ORDER

162 2. APPROVAL OF THE AGENDA

163 3. PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA (3 Minute Time Limit)

164 4. RECONSIDERATION

165 5. APPROVAL OF MINUTES

166 A. Meeting Minutes

167 6. VISITORS

168 7. STAFF & COUNCIL REPORT/COMMITTEE REPORTS/BOROUGH REPORTS

169 8. PUBLIC HEARING (3 minute time limit)

170 9. PENDING BUSINESS

171 10. NEW BUSINESS

172 11. INFORMATIONAL MATERIALS

173 12. COMMENTS OF THE AUDIENCE

174 13. COMMENTS OF THE CITY STAFF

175 14. COMMENTS OF THE CHAIR

176 15. COMMENTS OF THE COMMITTEE

177 16. ADJOURNMENT/NEXT REGULAR MEETING IS SCHEDULED FOR DATE at TIME, in the Homer  
178 City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

179  
180 K. A member of the Public Arts Committee will be designated each worksession to take notes and  
181 submit a draft synopsis to Staff for inclusion in the packet to track the progress by the committee on  
182 projects and work product.

183  
184  
185  
186 1. Determine whether or not a City capital improvement project is eligible for inclusion in the 1% for  
187 Art Program.

188  
189 1% for the Arts Program



190  
191 The State has recognized through the enactment of AS 35.27.010, and the City of Homer hereby  
192 recognizes by the enactment of this chapter, the responsibility of government to foster the  
193 development of culture and the arts through the purchase or commissioning of works of art for  
194 municipal buildings and facilities. It is therefore declared to be municipal policy that a portion of  
195 appropriations for capital expenditures for municipal buildings and facilities be devoted to the  
196 acquisition of works of art to be permanently placed or incorporated in such buildings or facilities.  
197 (Ord. 02-25(A), 2002.)

198  
199 Definitions

200 The following words, terms and phrases, when used, shall have the meaning ascribed to them in this  
201 section, except where the context clearly indicates a different meaning:

202 "Art" and "work of art" mean all forms of original creations of visual art, including but not limited to  
203 the following:

204 1. Sculptures: in the round, bas relief, high relief, mobile, fountain, kinetic or electronic, in any  
205 material or combination of materials.

206 2. Painting: all media, including portable and permanently affixed works, such as murals.

207 3. Graphic arts: printmaking and drawing.

208 4. Mosaics.

209 5. Photography.

210 6. Crafts: in clay, fiber and textiles, wood, metal, plastics and other materials.

211 7. Calligraphy.

212 8. Mixed media: any combination of forms or media, including collage

213  
214 "Construction, remodeling or renovation of municipal buildings and facilities" means any capital  
215 improvement projects paid for wholly or in part by the municipality to build, rebuild or improve any  
216 decorative or commemorative structure, park or parking facility or any building.

217  
218 "Total cost of construction, remodeling or renovation" means the total allotted funding for the subject  
219 project at the time of award of contract, exclusive of the costs of land acquisition, site investigation,  
220 and environmental clean up or remediation. (Ord. 02-25(A), 2002.)

221  
222 The Public Arts Committee shall be responsible for the following:

- 223  
224 2- A. Determine the dollars allocated for art within the budget of each eligible project;  
225 3- B. Name a Selection Committee for each project;  
226 4- C. Develop and monitor policies related to the selection and installation processes;  
227 5- D. Develop plans that insure the preservation of the art collection;  
228 6- Foster public appreciation for the art collection;  
229 7- Encourage the placement of art in other public spaces, whether publicly or privately owned.  
230 8- Continue to update Administrative Guidelines as needed.

231  
232 Procedures for the 1% for the Arts Program

233 Eligible Projects

- 234  
235 1. Upon approval of the City budget, the City Manager will provide a copy of the capital  
236 improvement budget to the PAC, notating all projects he/she believes to be included in Ordinance 02-  
237 25(A).

238 2. Eligible projects include remodeling, renovation, new construction to municipal buildings or  
239 facilities when the cost of the project exceeds \$250,000.

240 3. Staff will update the ~~PAC committee~~ **Public Arts Committee** at least quarterly regarding any new  
241 capital improvement projects City Council has approved and will indicate whether the City Manager  
242 believes the 1% for Art Program is applicable.

243

#### 244 **Project Budget**

245

246 1. 1% of the project cost will be allocated for the purchase of art, with a minimum project value of  
247 \$250,000 and a maximum of \$7,000,000. Therefore, the minimum budget is \$2,500 and the maximum is  
248 \$70,000. The budget may be increased by the addition of private funds or donations from non-city  
249 public funds.

250 2. **Project cost** is defined as the cost of the original contract awarded, excluding land acquisition,  
251 site investigation, environmental cleanup or remediation. Subsequent change orders and amendments  
252 to the contract do not increase or decrease the amount of funding available for artwork.

253 3. The art budget will include all costs associated with design, construction, installation, and  
254 acquisition of works of art.

255

#### 256 **Selection Committees**

257

258 1. ~~PAC~~ **The Public Arts Committee** will form a new Selection Committee for each eligible project.  
259 Appointments will be made as early as possible in the construction process to encourage integration of  
260 art into the architecture of the building and design of the outdoor spaces.

261 2. A Selection Committee will be composed of at least five (5) members, including

262 a. One member from PAC,

263 b. One Artist

264 c. One member from the architectural/design team,

265 d. One member from a user group

266 e. Director of building in question **or his/her designated representative.**

267

268 The scope of the project may require the appointment of additional members.

269

270 3. The City staff liaison to the ~~PAC~~ **Public Arts Committee** will also assist the Selection Committee.  
271 This will facilitate clear communication and cooperation between the two committees.

272

273 4. Diversity

274 ~~a.~~ **The Public Arts Committee** ~~PAC~~ will specifically include members of the community who share a  
275 commitment to the goals of this Ordinance yet represent the diverse citizenry in our community.

276

277 5. Responsibilities of a Selection Committee

278 a. Selection Committee members will suggest the most suitable locations for artwork within  
279 the building or on the site, often in discussion with the architect or chief designer. It is also  
280 appropriate to allow artist's to submit proposals for locations not identified by the committee.

281 b. Selection Committee will organize interaction between the design team and artists to  
282 ensure that artists are sufficiently briefed about the project opportunities and restrictions. The  
283 goal is to generate top quality, responsive proposals.

284 c. Carefully review each eligible submission. This will frequently be a multi-step process, with  
285 time between meetings for personal reflection.

- 286 d. If necessary, a specific member of the Selection Committee or the staff liaison may be  
287 directed to discuss modifications to a specific proposal with the artist. All such discussions shall  
288 be confidential and members must exercise care so a specific artist does not construe such  
289 discussion as acceptance of work.
- 290 e. Prepare list of Recommend Artwork for the named project and a short list of runners-up, if  
291 possible. (Occasionally 1<sup>st</sup> choice work will not be available and this process may preclude the  
292 need to reconvene the Committee.)
- 293 f. Committee Chairman will present the list of Recommend Artwork to the City Council for  
294 final approval. Presentation may include a brief summary of the selection process, including  
295 number of submittals, names of the selection committee members and other information that  
296 encourages final acceptance by City Council members.
- 297 g. Staff will notify all selected artists of their award and thank all participants.
- 298 h. All participants, including Selection Committee members and all artists who submitted  
299 proposals will be offered a formal opportunity to comment on the process. PAC will receive  
300 these comments.
- 301

302 NOTE: The entire selection process must be handled confidentially. No decisions are final until  
303 approved by City Council and final contracts are negotiated with the artists.

304

305 **Additional Oversight by Public Arts Committee under the 1% program**

306

- 307 1. Requests for Proposals
- 308 a. PAC, with the assistance of staff, will prepare an RFP for each eligible project. (See sample  
309 in Exhibit A)
- 310 b. Staff will circulate the RFP, as required by City code. In addition, PAC will develop a  
311 registration system for anyone who wants specific notification of announced RFP opportunities.
- 312 c. Packets of additional information that describes the project will be available in City Hall  
313 and/or online. It will include the brochure, "Special Considerations for Art in Public Places" (See  
314 Exhibit B)
- 315 2. Establishing Selection Criterion
- 316 a. PAC will provide each member of the Selection committee with a complete RFP, including  
317 the "Special Considerations" brochure. Members will be asked to remember these  
318 considerations in their art selections.
- 319 b. PAC will provide Selection Committees with an *Evaluation Checklist* (see Exhibit C).
- 320 c. PAC may specify that certain projects will show a preference for art by local or Alaskan  
321 artists.

322 3. Legal Considerations

323 **The Public Arts Committee** PAC is a liaison between artists and the City, the principals in this program.  
324 These guidelines will clarify the understanding between them:

325

326 a. Ownership of the Art:

327 All art purchased under the 1% for Art Ordinance will be owned by the City of Homer.

328

329 b. Artist's Rights:

330 Public artwork and art concepts will not be altered, modified, removed or moved from a site  
331 which is integral to the concept for the work without the artist's written permission. If the City's  
332 best and reasonable efforts to contact the artist have failed, the City may proceed with plans for  
333 repair and relocation.

334 Maintenance of public artworks shall be the responsibility of the City and the City commits to  
335 keep them in a well-maintained state.

336 Copyright of public artworks and art concepts belong to the artist, but the City is granted the  
337 right to make two-dimensional reproductions for noncommercial purposes.

338 For the purposes of quality and design control, the artist shall have the right to supervise  
339 installation of the work, when done by third parties.

340

341 c. Artist's Promise to the City of Homer

342 The art is unique and original and does not infringe upon any copyright.

343 Neither the art nor a duplicate has been accepted for sale elsewhere.

344 The art is free and clear of any liens.

345 The fabricated and installed art will be free of defects in material and craftsmanship.

346 Maintenance requirements have been accurately described;

347

348 4. Contract with an Artist

349 a. The City of Homer will enter into a contract with each artist whose work is selected for  
350 inclusion in a City project. It will address description of the project, payment schedule, payment of  
351 special engineering or installation costs, due date. (See sample in Exhibit D).

352

353 **ACCESSION POLICY**

354 **To establish an orderly and consistent process for reviewing artwork for acceptance into the Municipal**  
355 **Art Collection ensuring that the collection is comprised of artwork of the highest quality.**

356

357 **Definition**

358 **Accession is to accept artwork in to the Municipal Art Collection**

359

360 **Policy**

361 **1. Accession procedures insure that the interests of all concerned parties are represented**  
362 **including the Public Arts Committee, the Public, the Artist, the Arts Community and the City of Homer.**

363 **2. Artwork shall be distinctive artistic merit and aesthetic quality and will enhance the diversity**  
364 **of the Municipal Art Collection.**

365 **3. Artwork shall be appropriate in and for its site, scale, material, form, and content for both its**  
366 **immediate and general social and physical environment.**

367 **4. Artwork shall be reasonably durable against theft, vandalism, weather, and excessive**  
368 **maintenance costs.**

369 **5. Accession implies the responsibility to preserve, protect, and display the artwork for public**  
370 **benefit.**

371 **6. Accession implies a work's permanency within the Municipal Art Collection, providing that the**  
372 **work retains its physical integrity, identity and authenticity.**

373 **7. Artwork will be acquired without restrictions as to its future use and disposition except with**  
374 **respect to copyrights and certain clearly defined residual rights contained in contracts with artists.**

375 **8. Artwork will be accessioned into the City of Homer's Municipal Art Collection only upon**  
376 **completion of all facets of the Commissioning or purchasing contract and final approval of City**  
377 **Council.**

378 **9. Each accessioned work into the Municipal Art Collection will be documented to the fullest**  
379 **extent possible, including artist's last known address and when available photograph.**

380 **10. The artist's signed contract or release transferring title for the artwork and clearly defining the**  
381 **rights and responsibilities of all parties will accompany every accessioned work and shall be in the**

382 documented records of the work. The artist's copyrights will be maintained in accordance with  
383 established Federal, State, Borough Law and Homer City Code.

384 11. In the case of interagency or interlocal agreements a copy of the agreement and signatures of  
385 all parties will be kept in the office of the City Clerk.

386 12. Accession results from projects and purchases generated as part of the Municipal Art program  
387 except in case of donations which will be reviewed in accordance with the City of Homer Public Arts  
388 Committee policy on gifts and if accepted will be accessed pursuant to this accession policy.

389  
390 **GIFT POLICY**

391 **Purpose**

392 To identify a procedure and criteria for the Public Arts Committee to review proposed gifts of artwork.

393  
394 **Definition**

395 Gifts are personal or real property that is donated or bequeathed with or without restrictions to the  
396 City of Homer for actual artwork, property for placement or funds for the acquisition of artwork.

397  
398 **Policy**

399 1. The Public Arts Committee will review all proposed gifts as defined above and will evaluate  
400 the suitability of proposed gifts and make recommendations to the Homer City Council in accordance  
401 with Homer City Code which allows acceptance of donations.

402 2. Each Proposed gift will be reviewed for the following:

403 a. Aesthetic Quality – the proposed gift has significant aesthetic merit.

404 b. Appropriateness of Chosen Site or Location – scale of artwork is appropriate for the site  
405 including relationship between the artwork and the site and obstacles of the site.

406 c. Restrictions from the Donor – any restrictions must be clearly identified and if accepted  
407 expectations must be met by the City.

408 d. Originality of Artwork – artworks must be one of a kind or part of an original series  
409 reproductions of originals are not considered eligible for acceptance.

410 e. Relationship to the Collection as a Whole – the Public Arts Committee is committed to  
411 creating a diverse collection of art. The proposed gift must be compatible with the Municipal  
412 Art Collection without being over represented.

413 f. Technical Feasibility – the realistic ability for the proposed project to be built and installed as  
414 proposed in the selected location.

415 g. Technical Specifications – the Public Arts Committee must review the actual work if  
416 available or a scale drawing and or model consisting of site plans and elevations describing the  
417 following:

418 1. Surrounding site conditions if applicable

419 2. Dimensions

420 3. Materials and finishes

421 4. Colors

422 5. Electrical, Plumbing, or other utility requirements

423 6. Construction and installation method

424 7. Additional support material such as text verbally describing the artwork and  
425 specifications, models, or presentation drawings by a licensed engineer may  
426 be required.

427 h. Budget – cost to manage the project, prepare the site, deliver and or install the work,  
428 funds for signage/recognition, and any other cost should be disclosed by the donor in a budget. The

- 429 Public Arts Committee will determine if the costs are accurate and realistic and that the donor  
 430 has clearly delineated responsibility for all costs associated with the project.  
 431 i. Timeline – expected timeline for donation or installation should be proposed by the donor.  
 432 The Public Arts Committee will determine if the timeline is realistic.  
 433 j. Durability – expected lifetime and staying power of the material used to create the artwork  
 434 especially if set in the out of doors or in a non-archival exhibition setting and exposed to the  
 435 elements.  
 436 k. Warranty – the donor agrees to be responsible for a warranty period of one (1) year from  
 437 the date of final installation of the artwork to insure the integrity of the material, fabrication and  
 438 installation when installed in or on a city owned facility or property.  
 439 l. Vandalism and Safety – the artwork will not be prone to vandalism or pose a safety hazard.  
 440 Precautions against vandalism will be taken as much as feasibly possible.  
 441 m. Maintenance and Preservation – donor’s agreement to provide a technical and  
 442 maintenance record including a plan for routine care with estimated costs. The donor must indicate  
 443 if there are any unusual or ongoing costs to maintain artwork.  
 444 3. Donors proposing gifts will be informed of the importance of the above criteria in the Public  
 445 Arts Committee consideration.  
 446 4. The Public Arts Committee will have final authority through the City Manager to review and  
 447 recommend to Homer City Council to accept or reject the donated artwork.  
 448 5. All gifts that are recommended for acceptance will only be accessed into the Municipal Art  
 449 Collection pursuant to the Accession Policy.

450 PROCEDURE TO PROPOSE A DONATION OF ARTWORK TO THE CITY OF HOMER

451  
 452  
 453 The Public Arts Committee is charged with the responsibility of evaluating the suitability of a proposed  
 454 artwork and making recommendation to the City Council as to whether or not to accept it as a gift. If  
 455 accepted, the donated work becomes the responsibility of the City of Homer, which will inventory,  
 456 insure, maintain and repair it as required by Homer City Code and Alaska State Law.

457  
 458 Definition  
 459 Gifts are personal or real property that is donated devised or bequeathed with or without restrictions  
 460 to the City of Homer. Gifts can be actual artwork, property for placement of artwork or funds for the  
 461 acquisition of artwork.

462  
 463 Gift Policy is the policy that identifies the procedure and criteria for reviewing proposed gifts of  
 464 artwork to the City of Homer and outlined in Homer City Code XXXXX.

465  
 466 Accession Policy is the policy that defines an orderly and consistent process for reviewing artwork for  
 467 acceptance into the Municipal Art Collection insuring that the collection is comprised of artwork of the  
 468 highest quality.

469  
 470 Process  
 471 The Public Arts Committee will review all proposed gifts according to the Gift Policy. They will evaluate  
 472 the suitability of the proposed gifts and make recommendations to the Homer City Council through the  
 473 City Manager in accordance with applicable Homer City Code and Alaska State Law.

474  
 475 In order to provide the Public Arts Committee with the information necessary to evaluate the  
 476 proposed artwork in accordance with the Gift Policy and Accession Policy the potential donor or

477 donor's representative must complete the Gift Proposal Application and submit to the City of Homer,  
478 City Clerk's Office.

479  
480 Presentation to the Public Arts Committee

481  
482 If applicable the donor will be scheduled to present his or her proposal to the Public Arts Committee at  
483 the next regular meeting. The donor is expected to present the actual artwork or model or scale  
484 drawings of the proposed piece. If it is not possible depending on the artwork a photograph may be  
485 accepted upon approval of a majority vote of the Public Arts Committee.

486  
487 The Public Arts Committee will review the proposal consider the presentation and make a  
488 recommendation at the meeting. If the proposal materials do not give the Public Arts Committee  
489 enough information to make an educated recommendation they may request to postpone  
490 recommendation until further information is provided by the donor.

491  
492 PRESERVATION OF THE MUNICIPAL ART COLLECTION

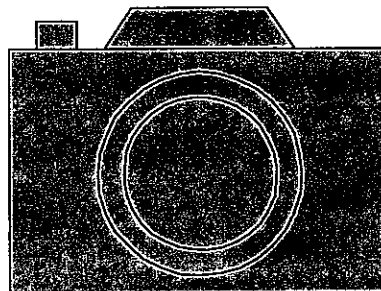
493  
494 1. Registry

495  
496 The City's art collection will be catalogued and a registry maintained. Each entry will include  
497 a. name and contact information for the artist  
498 b. title of the work, date created, dimensions  
499 c. photographs of the work  
500 d. the artist's cleaning and maintenance recommendation;  
501 e. an artist's statement regarding the work, if possible.  
502 f. An identification number \_\_\_\_\_ (year installed), \_\_\_\_\_ consecutive number (for example:  
503 2006-#21). This number will also be affixed to the piece of art or to its label.  
504 g. Exact location of the artwork.  
505 h. ~~Techniques & Materials~~ and materials used in creating the artwork.

506  
507 The registry will be bound and stored in the library and City Clerk's Manager's Office. The City will also  
508 provide an official label for each piece of art that will be consistent in style and material.

509  
510 Color Photo of artwork \_\_\_\_\_

511  
512 Artist Name(s)  
513 Title of Artwork  
514 Year Completed/Date  
515  
516 Medium Used  
517 Size/Dimensions  
518 Location



519  
520  
521 Physical Description of the piece.

525

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523

527 Summary Comment on the artwork.

524 Short Summary about the Artist

528

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2. Inspection and maintenance of artwork **INSPECTION AND MAINTENANCE OF ARTWORK**

- a. Annually PAC will inspect each piece of art in the collection to ensure that its condition is satisfactory.
- b. All building and grounds supervisors will be instructed to inform the Public Art Liaison **Staff or the Clerk** if vandalism is observed or the artwork requires maintenance.
- c. All cleaning and maintenance will follow the instructions provided by the artist.
- d. If the artwork requires extensive repairs, the City will make a good-faith effort to obtain advice from the artist. If no information is forthcoming, the City may proceed with its best practice.

3. ~~Deaccessioning~~ **DE-ACCESSIONING PURCHASED AND DONATED ITEMS**

The City has the responsibility for conserving the collection, and because the disposal of artworks may have serious implications for the artists, removing the items from the collection should be a deliberate and seldom-used procedure. It is the policy of the City not to dispose of works simply because they are not currently in fashion and not to dispose of works whose worth might not yet be recognized.

**Purchased or donated items which have been accepted into the Municipal Art Collection will be de-accessioned only at the direction of the City Council, which shall consider the recommendations and comments of the Public Arts Committee, Staff and any public comment received.**

**The City will comply with all applicable laws pertaining to de-accessioning of art items including contacting the donor and artist (if known). If documents provide for de-accessioning, such documents will determine the method and manner of the de-accessioning.**

**Examples of situations where de-accessioning would be considered include:**

- a. The item(s) has deteriorated beyond a reasonable means of conservation or in deteriorating, has lost its usefulness.**
- b. The authenticity, attribution, or genuineness of the item(s) is determined to be false or fraudulent.**
- c. The item(s) is redundant or is a duplicate that has no value as part of a series.**
- d. The item(s) is located in an area where jurisdiction will be transferred to another entity or is made inaccessible to the public.**

The Public Arts Committee may recommend any of the following courses of action as a result of a deaccessioning review. The Committee shall not be limited to these courses of action and may suggest new methods as may be demanded by a particular set of circumstances:

- a. Relocate the work of art. This course of action shall be given highest priority.
- b. Remove the work from display and maintain in a safe storage.
- c. Yearly City Surplus Sale**
- d. Private sale**
- e. Exchange for another work by the artist**
- f. Gifting the piece to a non-profit organization**
- g. Recycling**



576 Destruction of the item(s) may be considered where the physical condition of the work is severely  
577 deteriorated or will be irreparably damaged by the de-accessioning process. In each case, the  
578 applicable laws will be followed before an item(s) is de-accessioned.

579  
580 In appropriate instances, appraisals of the item(s) to be de-accessioned will be sought from outside  
581 sources.

582  
583 Encouraging Additional Public and Private Art in Public Spaces ENCOURAGING ADDITIONAL PUBLIC  
584 AND PRIVATE ART IN PUBLIC SPACES, AND PROMOTING PUBLIC AWARENESS AND APPRECIATION FOR  
585 THE MUNICIPAL ART COLLECTION

586  
587 1. PAC will be responsible for making recommendations to the City Council on whether proposed  
588 donations of art shall be accepted by the City.

589 2. Ordinance 02-25(A) encourages the addition of private money into the public art program. Any art  
590 purchased with such funds will be owned 100% by the City of Homer and the City will have responsibility  
591 for selection, installation, maintenance and repairs.

592  
593 3. The Public Arts Committee PAC may establish a Public Art Fund to provide a convenient method to  
594 accept donations.

595  
596 4. The Public Arts Committee PAC will be a resource for business owners who wish to include art in  
597 their business location.

598  
599 The Public Arts Committee will endeavor to obtain buy-in from affected city departments and a wide  
600 variety of governmental and non-governmental organization, as required, to ensure the successful  
601 implementation of the public art policy.

602  
603 The committee will work to establish partnerships with private funders to help the art policy  
604 proponents work with and advise patrons who are funding public-art projects privately. This will help  
605 guarantee that these projects meet a set of agreed-upon requirements and fulfill the goals and vision  
606 set forth in this policy.

607  
608 The Public Arts Committee will identify alliance opportunities with institutions, organizations, and the  
609 public. Partner with them to publicize and discuss how public art can help further the mission of their  
610 specific organization.

611  
612 Raise support among the press to help the fundraising efforts to educate and inform the public about  
613 the many different types of public art, and the wealth and ability of the local arts community.

614  
615 Keep the information flowing about the progress of any public art initiatives started.

616  
617 Promoting Public Awareness and Appreciation the City of Homer Art Collection

618  
619 1. Public Arts Committee PAC, with the assistance of users, will plan an installation ceremony upon  
620 completion of each project. Costs for this event will be from the annual PAC budget or underwritten by  
621 donors.

622

623 2. Public Arts Committee PAC will plan events and promotional tools that invite residents and visitors  
624 to enjoy the City of Homer art collection. These might include walking tour maps, guest lectures, on-line  
625 catalogue, etc.

626  
627 ~~The Public Arts Committee shall meet on the third Thursday of each month at 11 a.m. in the Cowles~~  
628 ~~Council Chambers.~~

629

630 **FUNDING FOR THE MUNICIPAL ART COLLECTION**

631

632 **A public art fund is established in accordance with Homer City Code, Chapter 18.07.090, Public Art**  
633 **Fund, as a separate, interest bearing account in the city general fund to receive money for the public**  
634 **art program from the following sources:**

635

636 **1. Funds for public art fees received from private development.**

637 **2. Funds donated to the city for public art.**

638 **3. Other funds appropriated by the council for public art.**

639

640 **Money in the public art fund shall be used solely to pay the costs of selecting, commissioning,**  
641 **acquiring, installing, maintaining, public education regarding, administrating, removing and insuring**  
642 **the works of public art, and any other expense related thereto.**

643

644 **Interest earned on money in the public art fund shall be deposited in the public art fund.**

645

646 **The public art fund is administered by the city with the advice of the Public Arts Committee.**

647

648 **The Public Arts Committee annually shall prepare a plan for expenditures from the public art fund for**  
649 **approval by the city council.**

650 **(Ord.09-51(A) §1, 2009)**

651

652 **Encourage the addition of private money into the public art program. Any art purchased with such**  
653 **funds will be owned 100% by the City of Homer and the City will have responsibility for selection,**  
654 **installation, maintenance and repairs.**

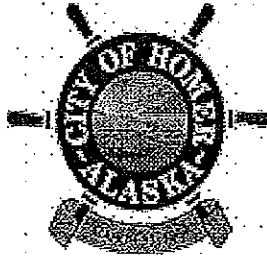
655 **(Ord. 02-25(A) 2002)**

656

# Office of the City Clerk

Jo Johnson, CMC, City Clerk

Melissa Jacobsen, CMC, Deputy City Clerk II  
Renee Krause, CMC, Deputy City Clerk I



491 E. Pioneer Avenue  
Homer, Alaska 99603-7624  
(907) 235-3130

(907) 235-8121  
Extension: 2227  
Extension: 2224

Fax: (907) 235-3143  
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## MEMORANDUM

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**TO:** MAYOR HORNADAY AND CITY COUNCIL MEMBERS  
**THROUGH:** CITY MANAGER WALT WREDE  
**FROM:** PUBLIC ARTS COMMITTEE  
**DATE:** SEPTEMBER 10, 2010  
**RE:** AMENDED AND UPDATED ADMINISTRATIVE GUIDELINES

---

### Introduction :

The Public Arts Committee after several meetings updating the Administrative Guidelines to current standards established and practiced in Alaska and the lower United States recommended approval by consensus at a special meeting held on September 9, 2010.

Following is the excerpt from those minutes:

### **PENDING BUSINESS**

#### A. Administrative Guidelines Update and Revisions

Chair Newby requested a motion to approve the updates and revisions. She noted that staff has done an exemplary job.

WOLFE/FELLOWS - MOVED TO APPROVE THE ADMINISTRATIVE GUIDELINES UPDATE AND REVISIONS AS SUBMITTED.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

### **Recommendation:**

The Public Arts Committee recommends City Council approve the Public Arts Committee Administrative Guidelines to Incorporate Amendments to the Composition, 1% for the Arts Program, Preservation, Promotion and Awareness, and De-Accessioning Sections; and to Add Sections Declaration of Purpose, Meetings, Organization and Procedures, Accession and Gift Policies, and Procedures to Propose a Donation.

CITY OF HOMER  
HOMER, ALASKA

City Clerk/  
Public Arts Committee

RESOLUTION 10-80

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA, ADOPTING THE AMENDED PUBLIC ARTS COMMITTEE ADMINISTRATIVE GUIDELINES TO INCORPORATE AMENDMENTS TO COMPOSITION, 1% FOR THE ARTS PROGRAM, PRESERVATION, PROMOTION AND AWARENESS, AND DE-ACCESSIONING SECTIONS; AND TO ADD SECTIONS DECLARATION OF PURPOSE, MEETINGS, ORGANIZATION AND PROCEDURES, ACCESSION AND GIFT POLICIES, AND PROCEDURES TO PROPOSE A DONATION.

WHEREAS, It was determined that a more uniform and standard policy and procedures manual, and forms were required to address the increasing public art collection held by the City of Homer; and

WHEREAS, The Public Arts Committee, after careful research and review, have amended and updated the Administrative Guidelines to include standards for the care, acceptance, operation, and procedures of the Public Arts Committee and the City of Homer Art Collection; and

WHEREAS, The Public Arts Committee shall perform its duties and responsibilities in accordance with the procedures and guidelines established herein.

NOW, THEREFORE, BE IT RESOLVED that the Homer City Council hereby amends the Public Arts Committee Administrative Guidelines to Incorporate Amendments to the Composition, 1% for the Arts Program, Preservation, Promotion and Awareness, and De-Accessioning Sections; and to Add Sections Declaration of Purpose, Meetings, Organization and Procedures, Accession and Gift Policies, and Procedures to Propose a Donation.

PASSED AND ADOPTED by the Homer City Council this \_\_\_\_\_ day of October, 2010.

CITY OF HOMER

\_\_\_\_\_  
JAMES C. HORNADAY, MAYOR

ATTEST:

\_\_\_\_\_  
JO JOHNSON, CMC, CITY CLERK

Fiscal Note: N/A

4 The Public Arts Committee, hereafter referred to as PAC, was created in 2002 to administer Ordinance  
5 02-25 (A) of the Homer City Code. Frequently called the “1% for Art Program”, the ordinance wishes to  
6 foster culture and the arts in our community through the purchase and commissioning of works of art  
7 for municipal buildings and facilities. This manual guides the Committee in execution of its  
8 responsibilities.

9

10 **Public Arts Committee - Declaration of Purpose**

11

12 *It is hereby declared as a matter of public policy that support for artists and arts organizations,*  
13 *development and stewardship of public art, cultural tourism, arts education and cultural development*  
14 *are public necessities and essential for the continuing growth and development of Homer’s citizens,*  
15 *economy, and quality of life. The primary duty of the Public Arts Committee is to identify and actively*  
16 *encourage the development and sustainability of arts in the City by serving as the City’s primary resource*  
17 *in matters of art, culture, public art and cultural tourism.*

18

19 *The Purpose of the Public Arts Committee is to:*

- 20 A. *Promote the arts as vital tools in building Homer’s community and economy for the benefit of all*  
21 *its citizens.*
- 22 B. *Promote and support a diversity of arts and cultural opportunities for our citizens to experience.*
- 23 C. *Act as a catalyst to bring government, arts and culture, and private sectors together for public*  
24 *benefit.*
- 25 D. *Create a unique identity and sense of place through development and stewardship of public art.*
- 26 E. *Encourage artistic excellence and expand exposure to a wide variety of art forms.*
- 27 F. *Foster the development of the local arts community, encouraging an environment for the*  
28 *success of working individual artists.*
- 29 G. *Encourage programs for cultural exchange and development.*

30

31 **Composition of the Public Arts Committee**

32

33 *All members of the Public Arts Committee shall have a demonstrated interest and familiarity with arts*  
34 *and culture, either through professional practice or volunteer work. The Committee will be composed of*  
35 *seven members, appointed by the Mayor. Each will serve a two year term.*

36 *The Public Arts Committee shall be composed of members who represent the following:*

- 37 A. *A working professional artist.*
- 38 B. *A person working in the public education community.*
- 39 C. *A City Council member.*
- 40 D. *A person who has had experience or training related to the arts, such as art history or*  
41 *employment in fields such as architecture, education, curation, conservation, performing arts, visual arts*  
42 *or related field.*
- 43 E. *A person representing the public at large.*
- 44 F. *Up to two members may be residents from outside the city limits. Preference shall be given to*  
45 *city resident applicants.*

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**Terms of Committeemembers**

- A. *Terms of the Public Arts Committee members shall be two (2) years.*
- B. *Terms shall expire on April 28 of the designated year.*
- C. *Each member shall serve until his or her successor has been appointed by City Council.*
- D. *In the event that a position is vacated before the expiration of the term, except temporary vacancies as hereinafter provided, the position shall be filled by the City Council for the remainder of the unexpired term.*
- E. *The appointment of any member of the Public Arts Committee who has been absent three or more consecutive meetings, whether regular or special, without notice shall automatically be terminated. The Staff or Clerk shall notify the member who is terminated and report to City Council that a vacancy exists and submit notice as required that there is a vacancy.*
- F. *Public Arts Committee members serve in an advisory manner to City Council.*
- G. *Public Arts Committee members shall serve without compensation.*

**Responsibilities-Powers and Duties of the Public Arts Committee**

The Public Arts Committee is specifically responsible to:

- A. *Act in an advisory capacity to the City Council in all matters pertaining to the arts and culture of the City;*
- B. *Recommend to the City Council the adoption of such ordinances, rules, and regulations as it may deem necessary for the administration and preservation of fine arts, performing arts and aesthetic aspects of the community;*
- C. *Work cooperatively with city boards, commissions and committees, city departments, and private and public organizations in creating and promoting art and cultural programs and activities within the city;*
- D. *By establishing policies, act as a catalyst bringing government, the arts and culture, and public sectors together for the benefit of all residents;*
- E. *Establish policies that encourage, conduct, sponsor or co-sponsor public programs to further the development and public awareness of and interest in the arts;*
- F. *Encourage the use of professional practices in working with artists;*
- G. *Serve as the City's ambassadors to artists, arts organizations and the general public;*
- H. *Communicate to the public about the City's arts program and policies;*
- I. *Review and make recommendations upon all works of art to be acquired by the City, either by purchase, gift or otherwise pursuant to the City's Accession and Gift Policies.*
- J. *Review and make recommendations with reference to any existing work of art in the Municipal Art Collection in connection with the relocation or alteration thereof, pursuant to the City's Deaccessioning policy;*
- K. *Review and make recommendations upon all works of art to be removed from the Municipal Art Collection, pursuant to the Deaccessioning policy;*
- L. *Promulgate policies and procedures for the development and implementation of public art in the city;*
- M. *Prioritize public art projects in a way that identifies and defines the public art projects and programs to be developed from the 1 percent for art monies;*

- 93 N. Provide stewardship to the Municipal Art Collection by reviewing the condition of the artwork  
94 every two years and making recommendations for its care, maintenance, or improvement, including  
95 routine maintenance, conservations, and emergency maintenance when required;  
96 O. Record and maintain all data related to accessed works in the Municipal Art Collection;  
97 P. Review and make recommendations for visual artwork and artistic elements be considered for  
98 placement on City of Homer property and upon request for placement on city rights-of-way;  
99

100 **Officers and Committee**

- 101  
102 A. The Public Arts Committee shall have one Chair and one Vice Chair with terms of one year,  
103 elected by a simple majority of the committee;  
104 B. The Chair and Vice Chair shall be elected during the meeting held in May of each year;  
105 C. No member may serve more than two consecutive terms as Chair or Vice Chair;  
106 D. The Chair shall preside over all meetings of the Public Arts Committee. In the event that the Chair  
107 is or will be absent the Vice Chair will fulfill the duties of the Chair;  
108 E. If for any reason the Chair relinquishes his or her authority before the expiration of their term of  
109 office, the Vice Chair will assume the role of Chair. Elections will be held to select a new Vice Chair at the  
110 next regular meeting.  
111 F. The Chair shall work with Staff or the Clerk in preparing the agenda for the meeting;  
112

113 **Meetings of the Public Arts Committee**

- 114  
115 A. The Public Arts Committee shall meet quarterly on the ~~third~~ second Thursday of the month  
116 February, May, August and November at ~~11:00 a.m.~~ 5:00 p.m. The meeting shall not exceed ninety  
117 (90) minutes in length. A worksession will be held monthly at ~~10:00 a.m.~~ 4:00 p.m. and prior to each  
118 regular meeting.  
119 B. Special meetings may be called by the Chair, Vice Chair or members of the committee as required  
120 to carry out business in a timely manner.  
121 C. Scheduling of special meetings or worksession require a two week notice for proper  
122 advertisement by the City Clerk's office as required by law.  
123 D. A quorum is required for a meeting to be conducted and any action taken by the committee  
124 members during that meeting.  
125 E. Worksessions do not require the presence of a quorum. No action can be taken at a worksession  
126 it is primarily for discussion purposes only.  
127 F. All meetings will be held in the Cowles Council Chambers or alternative location as designated.  
128 G. All meetings are to be recorded in acceptable audio format according to established rules.  
129

130 **Organization and Procedures**

- 131  
132 The following by-laws and administrative guidelines shall govern the procedures and operations of the  
133 Public Arts Committee;  
134 A. To abide by the current edition of Robert's Rules of Order insofar as this treatise is consistent  
135 with these by-laws, the Homer City Code, Alaska State law or Borough Code;  
136 B. Four members shall constitute a quorum;  
137 C. A majority vote of the quorum is required to pass any motion.  
138 D. Requests for items to be placed on the agenda must be submitted no later than 5:00 p.m. on  
139 Wednesday the week prior to the scheduled meeting or worksession;

- 140 E. Permanent records or minutes shall be kept of the proceedings of the regular monthly meetings.  
 141 The minutes will record the vote of each member upon every question. Every decision shall be filed in the  
 142 office of the City Clerk and shall be public record open to inspection.  
 143 F. The Public Arts Committee shall submit a report to City Council as required to update progress on  
 144 current projects.  
 145 G. Perform other duties as required by the City Manager and or City Council;  
 146 H. Oversee the 1% for Art Program  
 147 I The Public Arts Committee administrative guidelines are to be reviewed periodically and updated  
 148 as required.  
 149 J. Agendas are to follow the format as described in the City of Homer City Council Operating  
 150 Manual.

151			
152	PUBLIC ARTS COMMITTEE		DATE
153	ADDRESS		DAY AND TIME
154	CITY, STATE		LOCATION

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MEETING NOTICE  
 LIST TYPE OF MEETING - REGULAR WORKSESSION OR SPECIAL

- 159 1. **CALL TO ORDER**  
 160 2. **APPROVAL OF THE AGENDA**  
 161 3. **PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA (3 Minute Time Limit)**  
 162 4. **RECONSIDERATION**  
 163 5. **APPROVAL OF MINUTES**  
 164 A. Meeting Minutes  
 165 6. **VISITORS**  
 166 7. **STAFF & COUNCIL REPORT/COMMITTEE REPORTS/BOROUGH REPORTS**  
 167 8. **PUBLIC HEARING (3 minute time limit)**  
 168 9. **PENDING BUSINESS**  
 169 10. **NEW BUSINESS**  
 170 11. **INFORMATIONAL MATERIALS**  
 171 12. **COMMENTS OF THE AUDIENCE**  
 172 13. **COMMENTS OF THE CITY STAFF**  
 173 14. **COMMENTS OF THE CHAIR**  
 174 15. **COMMENTS OF THE COMMISSION**  
 175 16. **ADJOURNMENT/NEXT REGULAR MEETING IS SCHEDULED FOR DATE at TIME. in the Homer City**  
 176 **Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.**

- 177  
 178 K. A member of the Public Arts Committee will be designated each worksession to take notes and  
 179 submit a draft synopsis to Staff for inclusion in the packet to track the progress by the committee on  
 180 projects and work product.  
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~~1. Determine whether or not a City capital improvement project is eligible for inclusion in the 1% for Art Program.~~

**1% for the Arts Program**

*The State has recognized through the enactment of AS 35.27.010, and the City of Homer hereby recognizes by the enactment of this chapter, the responsibility of government to foster the development of culture and the arts through the purchase or commissioning of works of art for municipal buildings and facilities. It is therefore declared to be municipal policy that a portion of appropriations for capital expenditures for municipal buildings and facilities be devoted to the acquisition of works of art to be permanently placed or incorporated in such buildings or facilities. (Ord. 02-25(A), 2002.)*

**Definitions**

*The following words, terms and phrases, when used, shall have the meaning ascribed to them in this section, except where the context clearly indicates a different meaning:*

*"Art" and "work of art" mean all forms of original creations of visual art, including but not limited to the following:*

- 1. Sculptures: in the round, bas relief, high relief, mobile, fountain, kinetic or electronic, in any material or combination of materials.*
- 2. Painting: all media, including portable and permanently affixed works, such as murals.*
- 3. Graphic arts: printmaking and drawing.*
- 4. Mosaics.*
- 5. Photography.*
- 6. Crafts: in clay, fiber and textiles, wood, metal, plastics and other materials.*
- 7. Calligraphy.*
- 8. Mixed media: any combination of forms or media, including collage*

*"Construction, remodeling or renovation of municipal buildings and facilities" means any capital improvement projects paid for wholly or in part by the municipality to build, rebuild or improve any decorative or commemorative structure, park or parking facility or any building.*

*"Total cost of construction, remodeling or renovation" means the total allotted funding for the subject project at the time of award of contract, exclusive of the costs of land acquisition, site investigation, and environmental clean up or remediation. (Ord. 02-25(A), 2002.)*

*The Public Arts Committee shall be responsible for the following:*

- ~~2.~~ *A. Determine the dollars allocated for art within the budget of each eligible project;*
- ~~3.~~ *B. Name a Selection Committee for each project;*
- ~~4.~~ *C. Develop and monitor policies related to the selection and installation processes;*
- ~~5.~~ *D. Develop plans that insure the preservation of the art collection;*
- ~~6.~~ *Foster public appreciation for the art collection;*
- ~~7.~~ *Encourage the placement of art in other public spaces, whether publicly or privately owned.*
- ~~8.~~ *Continue to update Administrative Guidelines as needed.*

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*Procedures for the 1% for the Arts Program*

**Eligible Projects**

1. Upon approval of the City budget, the City Manager will provide a copy of the capital improvement budget to the PAC, notating all projects he/she believes to be included in Ordinance 02-25(A).
2. Eligible projects include remodeling, renovation, new construction to municipal buildings or facilities when the cost of the project exceeds \$250,000.
3. Staff will update the ~~PAC committee~~ *Public Arts Committee* at least quarterly regarding any new capital improvement projects City Council has approved and will indicate whether the City Manager believes the 1% for Art Program is applicable.

**Project Budget**

1. 1% of the project cost will be allocated for the purchase of art, with a minimum project value of \$250,000 and a maximum of \$7,000,000. Therefore, the minimum budget is \$2,500 and the maximum is \$70,000. The budget may be increased by the addition of private funds or donations from non-city public funds.
2. *Project cost* is defined as the cost of the original contract awarded, excluding land acquisition, site investigation, environmental cleanup or remediation. Subsequent change orders and amendments to the contract do not increase or decrease the amount of funding available for artwork.
3. The art budget will include all costs associated with design, construction, installation, and acquisition of works of art.

**Selection Committees**

1. ~~PAC~~ *The Public Arts Committee* will form a new Selection Committee for each eligible project. Appointments will be made as early as possible in the construction process to encourage integration of art into the architecture of the building and design of the outdoor spaces.
2. A Selection Committee will be composed of at least five (5) members, including
  - a. One member from PAC,
  - b. One Artist
  - c. One member from the architectural/design team,
  - d. One member from a user group
  - e. Director of building in question *or his/her designated representative.*

The scope of the project may require the appointment of additional members.

3. The City staff liaison to the ~~PAC~~ *Public Arts Committee* will also assist the Selection Committee. This will facilitate clear communication and cooperation between the two committees.
4. Diversity
  - a. ~~The Public Arts Committee~~ *PAC* will specifically include members of the community who share a commitment to the goals of this Ordinance yet represent the diverse citizenry in our community.

- 279  
280 5. Responsibilities of a Selection Committee  
281 a. Selection Committee members will suggest the most suitable locations for artwork within  
282 the building or on the site, often in discussion with the architect or chief designer. It is also  
283 appropriate to allow artist's to submit proposals for locations not identified by the committee.  
284 b. Selection Committee will organize interaction between the design team and artists to  
285 ensure that artists are sufficiently briefed about the project opportunities and restrictions. The  
286 goal is to generate top quality, responsive proposals.  
287 c. Carefully review each eligible submission. This will frequently be a multi-step process, with  
288 time between meetings for personal reflection.  
289 d. If necessary, a specific member of the Selection Committee or the staff liaison may be  
290 directed to discuss modifications to a specific proposal with the artist. All such discussions shall  
291 be confidential and members must exercise care so a specific artist does not construe such  
292 discussion as acceptance of work.  
293 e. Prepare list of Recommend Artwork for the named project and a short list of runners-up, if  
294 possible. (Occasionally 1<sup>st</sup> choice work will not be available and this process may preclude the  
295 need to reconvene the Committee.)  
296 f. Committee Chairman will present the list of Recommend Artwork to the City Council for  
297 final approval. Presentation may include a brief summary of the selection process, including  
298 number of submittals, names of the selection committee members and other information that  
299 encourages final acceptance by City Council members.  
300 g. Staff will notify all selected artists of their award and thank all participants.  
301 h. All participants, including Selection Committee members and all artists who submitted  
302 proposals will be offered a formal opportunity to comment on the process. PAC will receive  
303 these comments.  
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305 NOTE: The entire selection process must be handled confidentially. No decisions are final until  
306 approved by City Council and final contracts are negotiated with the artists.  
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**Additional Oversight by Public Arts Committee under the 1% program**

1. Requests for Proposals
  - a. PAC, with the assistance of staff, will prepare an RFP for each eligible project. (See sample in Exhibit A)
  - b. Staff will circulate the RFP, as required by City code. In addition, PAC will develop a registration system for anyone who wants specific notification of announced RFP opportunities.
  - c. Packets of additional information that describes the project will be available in City Hall and/or online. It will include the brochure, "*Special Considerations for Art in Public Places*" (See Exhibit B)
2. Establishing Selection Criterion
  - a. PAC will provide each member of the Selection committee with a complete RFP, including the "*Special Considerations*" brochure. Members will be asked to remember these considerations in their art selections.
  - b. PAC will provide Selection Committees with an *Evaluation Checklist* (see Exhibit C).
  - c. PAC may specify that certain projects will show a preference for art by local or Alaskan artists.
3. Legal Considerations

*The Public Arts Committee PAC is a liaison between artists and the City, the principals in this program. These guidelines will clarify the understanding between them:*

  - a. Ownership of the Art:

All art purchased under the 1% for Art Ordinance will be owned by the City of Homer.
  - b. Artist's Rights:

Public artwork and art concepts will not be altered, modified, removed or moved from a site which is integral to the concept for the work without the artist's written permission. If the City's best and reasonable efforts to contact the artist have failed, the City may proceed with plans for repair and relocation.

Maintenance of public artworks shall be the responsibility of the City and the City commits to keep them in a well-maintained state.

Copyright of public artworks and art concepts belong to the artist, but the City is granted the right to make two-dimensional reproductions for noncommercial purposes.

For the purposes of quality and design control, the artist shall have the right to supervise installation of the work, when done by third parties.
  - c. Artist's Promise to the City of Homer

The art is unique and original and does not infringe upon any copyright.

Neither the art nor a duplicate has been accepted for sale elsewhere.

The art is free and clear of any liens.

The fabricated and installed art will be free of defects in material and craftsmanship.

Maintenance requirements have been accurately described;
4. Contract with an Artist

355 a. The City of Homer will enter into a contract with each artist whose work is selected for  
356 inclusion in a City project. It will address description of the project, payment schedule, payment of  
357 special engineering or installation costs, due date. (See sample in Exhibit D).

358 *ACCESSION POLICY*

359 *To establish an orderly and consistent process for reviewing artwork for acceptance into the Municipal*  
360 *Art Collection ensuring that the collection is comprised of artwork of the highest quality.*

361 *Definition*

362 *Accession is to accept artwork in to the Municipal Art Collection*

363

364 *Policy*

365 1. *Accession procedures insure that the interests of all concerned parties are represented including*  
366 *the Public Arts Committee, the Public, the Artist, the Arts Community and the City of Homer.*

367 2. *Artwork shall be distinctive artistic merit and aesthetic quality and will enhance the diversity of*  
368 *the Municipal Art Collection.*

369 3. *Artwork shall be appropriate in and for its site, scale, material, form, and content for both its*  
370 *immediate and general social and physical environment.*

371 4. *Artwork shall be reasonably durable against theft, vandalism, weather, and excessive*  
372 *maintenance costs.*

373 5. *Accession implies the responsibility to preserve, protect, and display the artwork for public*  
374 *benefit.*

375 6. *Accession implies a work's permanency within the Municipal Art Collection, providing that the*  
376 *work retains its physical integrity, identity and authenticity.*

377 7. *Artwork will be acquired without restrictions as to its future use and disposition except with*  
378 *respect to copyrights and certain clearly defined residual rights contained in contracts with artists.*

379 8. *Artwork will be accessioned into the City of Homer's Municipal Art Collection only upon*  
380 *completion of all facets of the Commissioning or purchasing contract and final approval of City Council.*

381 9. *Each accessioned work into the Municipal Art Collection will be documented to the fullest extent*  
382 *possible, including artist's last known address and when available photograph.*

383 10. *The artist's signed contract or release transferring title for the artwork and clearly defining the*  
384 *rights and responsibilities of all parties will accompany every accessioned work and shall be in the*  
385 *documented records of the work. The artist's copyrights will be maintained in accordance with*  
386 *established Federal, State, Borough Law and Homer City Code.*

387 11. *In the case of interagency or interlocal agreements a copy of the agreement and signatures of all*  
388 *parties will be kept in the office of the City Clerk.*

389 12. *Accession results from projects and purchases generated as part of the Municipal Art program*  
390 *except in case of donations which will be reviewed in accordance with the City of Homer Public Arts*  
391 *Committee policy on gifts and if accepted will be accessed pursuant to this accession policy.*

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**GIFT POLICY**

*Purpose*

*To identify a procedure and criteria for the Public Arts Committee to review proposed gifts of artwork.*

*Definition*

*Gifts are personal or real property that is donated or bequeathed with or without restrictions to the City of Homer for actual artwork, property for placement or funds for the acquisition of artwork.*

*Policy*

*1. The Public Arts Committee will review all proposed gifts as defined above and will evaluate the suitability of proposed gifts and make recommendations to the Homer City Council in accordance with Homer City Code which allows acceptance of donations.*

*2. Each Proposed gift will be reviewed for the following:*

- a. Aesthetic Quality – the proposed gift has significant aesthetic merit.*
- b. Appropriateness of Chosen Site or Location – scale of artwork is appropriate for the site including relationship between the artwork and the site and obstacles of the site.*
- c. Restrictions from the Donor – any restrictions must be clearly identified and if accepted expectations must be met by the City.*
- d. Originality of Artwork – artworks must be one of a kind or part of an original series reproductions of originals are not considered eligible for acceptance.*
- e. Relationship to the Collection as a Whole – the Public Arts Committee is committed to creating a diverse collection of art. The proposed gift must be compatible with the Municipal Art Collection without being over represented.*
- f. Technical Feasibility – the realistic ability for the proposed project to be built and installed as proposed in the selected location.*
- g. Technical Specifications – the Public Arts Committee must review the actual work if available or a scale drawing and or model consisting of site plans and elevations describing the following:*
  - 1. Surrounding site conditions if applicable*
  - 2. Dimensions*
  - 3. Materials and finishes*
  - 4. Colors*
  - 5. Electrical, Plumbing, or other utility requirements*
  - 6. Construction and installation method*
  - 7. Additional support material such as text verbally describing the artwork and specifications, models, or presentation drawings by a licensed engineer may be required.*
- h. Budget – cost to manage the project, prepare the site, deliver and or install the work, funds for signage/recognition, and any other cost should be disclosed by the donor in a budget. The Public Arts Committee will determine if the costs are accurate and realistic and that the donor has clearly delineated responsibility for all costs associated with the project.*
- i. Timeline – expected timeline for donation or installation should be proposed by the donor. The Public Arts Committee will determine if the timeline is realistic.*
- j. Durability – expected lifetime and staying power of the material used to create the artwork especially if set in the out of doors or in a non-archival exhibition setting and exposed to the elements.*

- 440 k. *Warranty – the donor agrees to be responsible for a warranty period of one (1) year from the*  
441 *date of final installation of the artwork to insure the integrity of the material, fabrication and*  
442 *installation when installed in or on a city owned facility or property.*
- 443 l. *Vandalism and Safety – the artwork will not be prone to vandalism or pose a safety hazard.*  
444 *Precautions against vandalism will be taken as much as feasibly possible.*
- 445 m. *Maintenance and Preservation – donor’s agreement to provide a technical and maintenance*  
446 *record including a plan for routine care with estimated costs. The donor must indicate if there*  
447 *are any unusual or ongoing costs to maintain artwork.*
- 448 3. *Donors proposing gifts will be informed of the importance of the above criteria in the Public Arts*  
449 *Committee consideration.*
- 450 4. *The Public Arts Committee will have final authority through the City Manager to review and*  
451 *recommend to Homer City Council to accept or reject the donated artwork.*
- 452 5. *All gifts that are recommended for acceptance will only be accessed into the Municipal Art*  
453 *Collection pursuant to the Accession Policy.*
- 454  
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456  
457 *PROCEDURE TO PROPOSE A DONATION OF ARTWORK TO THE CITY OF HOMER*

458  
459 *The Public Arts Committee is charged with the responsibility of evaluating the suitability of a proposed*  
460 *artwork and making recommendation to the City Council as to whether or not to accept it as a gift. If*  
461 *accepted, the donated work becomes the responsibility of the City of Homer, which will inventory, insure,*  
462 *maintain and repair it as required by Homer City Code and Alaska State Law.*

463  
464 *Definition*

465 *Gifts are personal or real property that is donated devised or bequeathed with or without restrictions to*  
466 *the City of Homer. Gifts can be actual artwork, property for placement of artwork or funds for the*  
467 *acquisition of artwork.*

468  
469 *Gift Policy is the policy that identifies the procedure and criteria for reviewing proposed gifts of artwork*  
470 *to the City of Homer and outlined in Homer City Code XXXXX.*

471  
472 *Accession Policy is the policy that defines an orderly and consistent process for reviewing artwork for*  
473 *acceptance into the Municipal Art Collection insuring that the collection is comprised of artwork of the*  
474 *highest quality.*

475  
476 *Process*

477 *The Public Arts Committee will review all proposed gifts according to the Gift Policy. They will evaluate*  
478 *the suitability of the proposed gifts and make recommendations to the Homer City Council through the*  
479 *City Manager in accordance with applicable Homer City Code and Alaska State Law.*

480  
481 *In order to provide the Public Arts Committee with the information necessary to evaluate the proposed*  
482 *artwork in accordance with the Gift Policy and Accession Policy the potential donor or donor's*  
483 *representative must complete the Gift Proposal Application and submit to the City of Homer, City Clerk's*  
484 *Office.*

485  
486 *Presentation to the Public Arts Committee*

487  
488 *If applicable the donor will be scheduled to present his or her proposal to the Public Arts Committee at*  
489 *the next regular meeting. The donor is expected to present the actual artwork or model or scale*  
490 *drawings of the proposed piece. If it is not possible depending on the artwork a photograph may be*  
491 *accepted upon approval of a majority vote of the Public Arts Committee.*

492  
493 *The Public Arts Committee will review the proposal consider the presentation and make a*  
494 *recommendation at the meeting. If the proposal materials do not give the Public Arts Committee enough*  
495 *information to make an educated recommendation they may request to postpone recommendation until*  
496 *further information is provided by the donor.*

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500 PRESERVATION OF THE MUNICIPAL ART COLLECTION

501  
502 1. Registry

- 503  
504 The City's art collection will be catalogued and a registry maintained. Each entry will include  
505 a. name and contact information for the artist  
506 b. title of the work, date created, dimensions  
507 c. photographs of the work  
508 d. the artist's cleaning and maintenance recommendation;  
509 e. an artist's statement regarding the work, if possible.  
510 f. An identification number \_\_\_\_\_ (year installed), \_\_\_\_\_ consecutive number (for example:  
511 2006-#21). This number will also be affixed to the piece of art or to its label.  
512 g. Exact location of the artwork.  
513 h. ~~Techniques & Materials~~ *and materials used in creating the artwork.*

514  
515 The registry will be bound and stored in the library and City Clerk's ~~Manager's~~ Office. The City will also  
516 provide an official label for each piece of art that will be consistent in style and material.

517  
518 *Color Photo of artwork*

519  
520 *Artist Name(s)*

521 *Title of Artwork*

522 *Year Completed/Date*

523

524 *Medium Used*

525 *Size/Dimensions*

526 *Location*

527

528

529 *Physical Description of the piece.*

533

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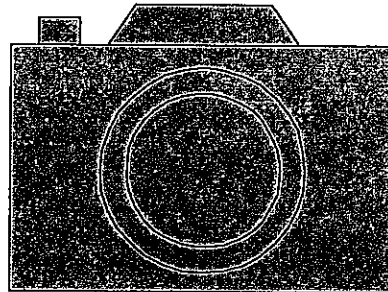
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531

535 *Summary Comment on the artwork.*

532 *Short Summary about the Artist*

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2. ~~Inspection and maintenance of artwork~~ INSPECTION AND MAINTENANCE OF ARTWORK
- ~~a. Annually PAC will inspect each piece of art in the collection to ensure that its condition is satisfactory.~~
- b. All building and grounds supervisors will be instructed to inform the Public Art ~~Liaison Staff or the Clerk~~ if vandalism is observed or the artwork requires maintenance.
- c. All cleaning and maintenance will follow the instructions provided by the artist.
- d. If the artwork requires extensive repairs, the City will make a good-faith effort to obtain advice from the artist. If no information is forthcoming, the City may proceed with its best practice.

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~~3.~~ Deaccessioning DE-ACCESSIONING PURCHASED AND DONATED ITEMS

The City has the responsibility for conserving the collection, and because the disposal of artworks may have serious implications for the artists, removing the items from the collection should be a deliberate and seldom-used procedure. It is the policy of the City not to dispose of works simply because they are not currently in fashion and not to dispose of works whose worth might not yet be recognized.

*Purchased or donated items which have been accepted into the Municipal Art Collection will be deaccessioned only at the direction of the City Council, which shall consider the recommendations and comments of the Public Arts Committee, Staff and any public comment received.*

*The City will comply with all applicable laws pertaining to de-accessioning of art items including contacting the donor and artist (if known). If documents provide for de-accessioning, such documents will determine the method and manner of the de-accessioning.*

*Examples of situations where de-accessioning would be considered include:*

- a. The item(s) has deteriorated beyond a reasonable means of conservation or in deteriorating, has lost its usefulness.*
- b. The authenticity, attribution, or genuineness of the item(s) is determined to be false or fraudulent.*
- c. The item(s) is redundant or is a duplicate that has no value as part of a series.*
- d. The item(s) is located in an area where jurisdiction will be transferred to another entity or is made inaccessible to the public.*

The Public Arts Committee may recommend any of the following courses of action as a result of a deaccessioning review. The Committee shall not be limited to these courses of action and may suggest new methods as may be demanded by a particular set of circumstances:

- a. Relocate the work of art. This course of action shall be given highest priority.
- b. Remove the work from display and maintain in a safe storage.
- c. *Yearly City Surplus Sale*
- d. *Private sale*
- e. *Exchange for another work by the artist*
- f. *Gifting the piece to a non-profit organization*
- g. *Recycling*

*Destruction of the item(s) may be considered where the physical condition of the work is severely deteriorated or will be irreparably damaged by the de-accessioning process. In each case, the applicable laws will be followed before an item(s) is de-accessioned.*

*In appropriate instances, appraisals of the item(s) to be de-accessioned will be sought from outside sources.*

593  
594 ~~Encouraging Additional Public and Private Art in Public Spaces~~ ENCOURAGING ADDITIONAL PUBLIC  
595 AND PRIVATE ART IN PUBLIC SPACES, AND PROMOTING PUBLIC AWARENESS AND APPRECIATION FOR  
596 THE MUNICIPAL ART COLLECTION

- 597  
598 1. ~~PAC will be responsible for making recommendations to the City Council on whether proposed~~  
599 ~~donations of art shall be accepted by the City.~~  
600 2. Ordinance O2-25(A) encourages the addition of private money into the public art program. Any art  
601 purchased with such funds will be owned 100% by the City of Homer and the City will have responsibility  
602 for selection, installation, maintenance and repairs.
- 603  
604 3. ~~The Public Arts Committee~~ PAC may establish a Public Art Fund to provide a convenient method to  
605 accept donations.
- 606  
607 4. ~~The Public Arts Committee~~ PAC will be a resource for business owners who wish to include art in  
608 their business location.

609  
610 *The Public Arts Committee will endeavor to obtain buy-in from affected city departments and a wide*  
611 *variety of governmental and non-governmental organization, as required, to ensure the successful*  
612 *implementation of the public art policy.*

613  
614 *The committee will work to establish partnerships with private funders to help the art policy proponents*  
615 *work with and advise patrons who are funding public-art projects privately. This will help guarantee that*  
616 *these projects meet a set of agreed-upon requirements and fulfill the goals and vision set forth in this*  
617 *policy.*

618  
619 *The Public Arts Committee will identify alliance opportunities with institutions, organizations, and the*  
620 *public. Partner with them to publicize and discuss how public art can help further the mission of their*  
621 *specific organization.*

622  
623 *Raise support among the press to help the fundraising efforts to educate and inform the public about the*  
624 *many different types of public art, and the wealth and ability of the local arts community.*

625  
626 *Keep the information flowing about the progress of any public art initiatives started.*

627  
628 ~~Promoting Public Awareness and Appreciation the City of Homer Art Collection~~

629  
630 1. ~~Public Arts Committee~~ PAC, with the assistance of users, will plan an installation ceremony upon  
631 completion of each project. Costs for this event will be from the annual PAC budget or underwritten by  
632 donors.

633  
634 2. ~~Public Arts Committee~~ PAC will plan events and promotional tools that invite residents and visitors  
635 to enjoy the City of Homer art collection. These might include walking tour maps, guest lectures, on-line  
636 catalogue, etc.

637  
638 ~~The Public Arts Committee shall meet on the third Thursday of each month at 11 a.m. in the Cowles~~  
639 ~~Council Chambers.~~

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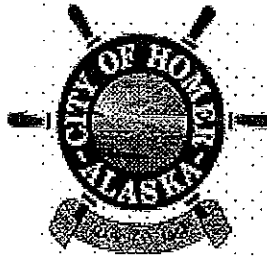
642  
643 *FUNDING FOR THE MUNICIPAL ART COLLECTION*  
644  
645 *A public art fund is established in accordance with Homer City Code, Chapter 18.07.090, Public Art Fund,*  
646 *as a separate, interest bearing account in the city general fund to receive money for the public art*  
647 *program from the following sources:*  
648  
649 1. *Funds for public art fees received from private development.*  
650 2. *Funds donated to the city for public art.*  
651 3. *Other funds appropriated by the council for public art.*  
652  
653 *Money in the public art fund shall be used solely to pay the costs of selecting, commissioning, acquiring,*  
654 *installing, maintaining, public education regarding, administrating, removing and insuring the works of*  
655 *public art, and any other expense related thereto.*  
656  
657 *Interest earned on money in the public art fund shall be deposited in the public art fund.*  
658  
659 *The public art fund is administered by the city with the advice of the Public Arts Committee.*  
660  
661 *The Public Arts Committee annually shall prepare a plan for expenditures from the public art fund for*  
662 *approval by the city council.*  
663 *(Ord.09-51(A) §1, 2009)*  
664  
665 *Encourage the addition of private money into the public art program. Any art purchased with such funds*  
666 *will be owned 100% by the City of Homer and the City will have responsibility for selection, installation,*  
667 *maintenance and repairs.*  
668 *(Ord. 02-25(A) 2002)*  
669  
670



# Office of the City Clerk

Jo Johnson, CMC, City Clerk

Melissa Jacobsen, CMC, Deputy City Clerk II  
Renee Krause, CMC, Deputy City Clerk I



491 E. Pioneer Avenue  
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## MEMORANDUM

---

**TO:** MAYOR HORNADAY AND CITY COUNCIL MEMBERS  
**THROUGH:** CITY MANAGER WALT WREDE  
**FROM:** PUBLIC ARTS COMMITTEE  
**DATE:** SEPTEMBER 10, 2010  
**RE:** AMENDED MEETING DAY, TIME AND LENGTH

---

### Introduction :

The Public Arts Committee recommended approval by consensus of changing the regular meeting day, time and length to better accommodate current members time constraints and to assist in recruiting new members to participate.

Following is the excerpt from the Special Meeting held on September 9, 2010:

### **PENDING BUSINESS**

#### A. Draft Amended Resolution Meeting Day & Time Changes

Discussion regarding the proposed meeting time and date changes for the November meeting since the second Tuesday is a holiday and city offices were closed. It was determined there were conflicts and the committee decided on November 4, 2010 to meet.

A discussion ensued on deleting the change in meeting day from the resolution. Staff explained that the resolution affected only the meeting time change to 5:00 p.m. as the meeting schedule is set in December for the upcoming year in a separate resolution. Ms. Krause explained that the last regular meeting for 2010 is in November and will be at 5:00 p.m. with the approved resolution. The meeting day of the month will be addressed in the resolution in December. If the committee meets in October or December those would be special meetings. The Committee members expressed concern that changing the meeting day will be overlooked in the December resolution. Staff was directed to change the third Thursday to the second Thursday in the proposed resolution.

WOLFE/FELLOWS – MOVED TO APPROVE THE AMENDED RESOLUTION CHANGING THE MEETING TIME TO 5:00 P.M. AND THE MEETING DAY TO THE SECOND THURSDAY OF MONTH FOR THE REGULAR QUARTERLY MEETING DATES.

Page Two  
September 10, 2010  
PAC Memorandum Amend Meeting Time

It was noted that worksessions would be at 4:00 p.m. each month and before the regular meetings.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

**Recommendation:**

The Public Arts Committee recommends City Council approve the amendments to the regular meeting day, time of meetings and meeting length.



CITY OF HOMER  
HOMER, ALASKA

City Clerk/  
Public Arts Committee

RESOLUTION 10-81

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA, AMENDING THE HOMER PUBLIC ARTS COMMITTEE ADMINISTRATIVE GUIDELINES TO ESTABLISH THE SECOND THURSDAY AT 5:00 P.M. NOT TO EXCEED NINETY MINUTES AS THE REGULAR QUARTERLY MEETING DAY, TIME, AND LENGTH.

WHEREAS, The Public Arts Committee acts in an advisory capacity to the City Manager and the City Council; and

WHEREAS, The Public Arts Committee has determined that changing the time of meetings to later in the afternoon would aide recruitment of new members and retain current membership; and

WHEREAS, The Public Arts Committee mindful of the budgetary constraints and to keep staff overtime to a minimum will limit the meeting time to no longer than ninety (90) minutes; and

WHEREAS, The Public Arts Committee introduced the amendment at a Special Meeting held June 23, 2010 and took final action to approve the amendment at the Special Meeting on September 9, 2010; and

WHEREAS, The Public Arts Committee meetings will be held in the months of February, May, August, and November with regular meetings the ~~third~~second Thursday of each month at ~~11:00 a.m~~5:00 p.m.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, amends the Public Arts Committee Administrative Guidelines to establish the second Thursday at 5:00 p.m. not to exceed ninety minutes as the regular quarterly meeting day, time, and length.

PASSED AND ADOPTED by the Homer City Council this \_\_\_\_ day of October, 2010.

CITY OF HOMER

\_\_\_\_\_  
JAMES C. HORNADAY, MAYOR

ATTEST:

\_\_\_\_\_  
JO JOHNSON, CMC, CITY CLERK

Fiscal Note: N/A



# Homer Public Arts Committee Administrative Guidelines

CURRENT  
AS OF  
11/24/10

The Public Arts Committee, hereafter referred to as PAC, was created in 2002 to administer Ordinance 02-25 (A) of the Homer City Code. Frequently called the “1% for Art Program”, the ordinance wishes to foster culture and the arts in our community through the purchase and commissioning of works of art for municipal buildings and facilities. This manual guides the Committee in execution of its responsibilities.

## Composition of the PAC

The Committee will be composed of seven members, appointed by the Mayor. Each will serve a two year term.

## Responsibilities

The Public Arts Committee is specifically responsible to

1. Determine whether or not a City capital improvement project is eligible for inclusion in the 1% for Art Program.
2. Determine the dollars allocated for art within the budget of each eligible project;
3. Name a Selection Committee for each project;
4. Develop and monitor policies related to the selection and installation processes;
5. Develop plans that insure the preservation of the art collection;
6. Foster public appreciation for the art collection;
7. Encourage the placement of art in other public spaces, whether publicly or privately owned.
8. Continue to update Administrative Guidelines as needed.

## Eligible Projects

1. Upon approval of the City budget, the City Manager will provide a copy of the capital improvement budget to the PAC, notating all projects he/she believes to be included in Ordinance 02-25(A).
2. Eligible projects include remodeling, renovation, new construction to municipal buildings or facilities when the cost of the project exceeds \$250,000.
3. Staff will update the PAC committee at least quarterly regarding any new capital improvement projects City Council has approved and will indicate whether the City Manager believes the 1% for Art program is applicable.

## **Project Budget**

1. 1% of the project cost will be allocated for the purchase of art, with a minimum project value of \$250,000 and a maximum of \$7,000,000. Therefore, the minimum budget is \$2,500 and the maximum is \$70,000. The budget may be increased by the addition of private funds or donations from non-city public funds.
2. *Project cost* is defined as the cost of the original contract awarded, excluding land acquisition, site investigation, environmental cleanup or remediation. Subsequent change orders and amendments to the contract do not increase or decrease the amount of funding available for artwork.
3. The art budget will include all costs associated with design, construction, installation, and acquisition of works of art.

## **Selection Committees**

1. PAC will form a new Selection Committee for each eligible project. Appointments will be made as early as possible in the construction process to encourage integration of art into the architecture of the building and design of the outdoor spaces.
2. A Selection Committee will be composed of at least five (5) members, including
  - a. One member from PAC,
  - b. One Artist
  - c. One member from the architectural/design team,
  - d. One member from a user group
  - e. Director of building in question.

The scope of the project may require the appointment of additional members.

3. The City staff liaison to the PAC will also assist the Selection Committee. This will facilitate clear communication and cooperation between the two committees.
4. Diversity
  - a. PAC will specifically include members of the community who share a commitment to the goals of this Ordinance yet represent the diverse citizenry in our community.

## 5: Responsibilities of a Selection Committee

- a. Selection Committee members will suggest the most suitable locations for artwork within the building or on the site, often in discussion with the architect or chief designer. It is also appropriate to allow artist's to submit proposals for locations not identified by the committee.
- b. Selection Committee will organize interaction between the design team and artists to ensure that artists are sufficiently briefed about the project opportunities and restrictions. The goal is to generate top quality, responsive proposals.
- c. Carefully review each eligible submission. This will frequently be a multi-step process, with time between meetings for personal reflection.
- d. If necessary, a specific member of the Selection Committee or the staff liaison may be directed to discuss modifications to a specific proposal with the artist. All such discussions shall be confidential and members must exercise care so a specific artist does not construe such discussion as acceptance of work.
- e. Prepare list of Recommend Artwork for the named project and a short list of runners-up, if possible. (Occasionally 1<sup>st</sup> choice work will not be available and this process may preclude the need to reconvene the Committee.)
- f. Committee Chairman will present the list of Recommend Artwork to the City Council for final approval. Presentation may include a brief summary of the selection process, including number of submittals, names of the selection committee members and other information that encourages final acceptance by City Council members.
- g. Staff will notify all selected artists of their award and thank all participants.
- h. All participants, including Selection Committee members and all artists who submitted proposals will be offered a formal opportunity to comment on the process. PAC will receive these comments.

NOTE: The entire selection process must be handled confidentially. No decisions are final until approved by City Council and final contracts are negotiated with the artists.

## Additional Oversight by PAC

### 1. Requests for Proposals

- a. PAC, with the assistance of staff, will prepare an RFP for each eligible project. (See sample in Exhibit A)
- b. Staff will circulate the RFP, as required by City code. In addition, PAC will develop a registration system for anyone who wants specific notification of announced RFP opportunities.
- c. Packets of additional information that describes the project will be available in City Hall and/or online. It will include the brochure, "*Special Considerations for Art in Public Places*" (See Exhibit B)

### 2. Establishing Selection Criterion

- a. PAC will provide each member of the Selection committee with a complete RFP, including the "Special Considerations" brochure. Members will be asked to remember these considerations in their art selections.
- b. PAC will provide Selection Committees with an *Evaluation Checklist* (see Exhibit C).
- c. PAC may specify that certain projects will show a preference for art by local or Alaskan artists.

### 3. Legal Considerations

PAC is a liaison between artists and the City, the principals in this program. These guidelines will clarify the understanding between them:

#### a. Ownership of the Art:

All art purchased under the 1% for Art Ordinance will be owned by the City of Homer.

#### b. Artist's Rights:

Public artwork and art concepts will not be altered, modified, removed or moved from a site which is integral to the concept for the work without the artist's written permission. If the City's best and reasonable efforts to contact the artist have failed, the City may proceed with plans for repair and relocation.

Maintenance of public artworks shall be the responsibility of the City and the City commits to keep them in a well-maintained state.

Copyright of public artworks and art concepts belong to the artist, but the City is granted the right to make two-dimensional reproductions for noncommercial purposes.

For the purposes of quality and design control, the artist shall have the right to supervise installation of the work, when done by third parties.

c. Artist's Promise to the City of Homer

The art is unique and original and does not infringe upon any copyright.

Neither the art nor a duplicate has been accepted for sale elsewhere.

The art is free and clear of any liens.

The fabricated and installed art will be free of defects in material and craftsmanship.

Maintenance requirements have been accurately described;

4. Contract with an Artist

- a. The City of Homer will enter into a contract with each artist whose work is selected for inclusion in a City project. It will address description of the project, payment schedule, payment of special engineering or installation costs, due date. (See sample in Exhibit D).

**Preservation of the art collection**

1. Registry

The City's art collection will be catalogued and a registry maintained. Each entry will include

- a. name and contact information for the artist
- b. title of the work, date created, dimensions
- c. photographs of the work,
- d. the artist's cleaning and maintenance recommendation;

- e. an artist's statement regarding the work, if possible.
- f. An identification number \_\_\_\_\_ (year installed),  
\_\_\_\_\_ consecutive number (for example: 2006-#21). This number  
will also be affixed to the piece of art or to its label.
- g. Exact location of the artwork.
- h. Techniques & Materials

The registry will be bound and stored in the library and City Manager's Office. The City will also provide an official label for each piece of art that will be consistent in style and material.

## 2. Inspection and maintenance of artwork

- a. Annually PAC will inspect each piece of art in the collection to ensure that its condition is satisfactory.
- b. All building and grounds supervisors will be instructed to inform the Public Art Liaison if vandalism is observed or the artwork requires maintenance.
- c. All cleaning and maintenance will follow the instructions provided by the artist.
- d. If the artwork requires extensive repairs, the City will make a good-faith effort to obtain advice from the artist. If no information is forthcoming, the City may proceed with its best practice.

## 3. Deaccessioning

The City has the responsibility for conserving the collection, and because the disposal of artworks may have serious implications for the artists, removing the items from the collection should be a deliberate and seldom-used procedure. It is the policy of the City not to dispose of works simply because they are not currently in fashion and not to dispose of works whose worth might not yet be recognized.

The Public Arts Committee may recommend any of the following courses of action as a result of a deaccessioning review. The Committee shall not be limited to these courses of action and may suggest new methods as may be demanded by a particular set of circumstances:

- a. Relocate the work of art. This course of action shall be given highest priority.
- b. Remove the work from display and maintain in a safe storage.



### **Encouraging Additional Public and Private Art in Public Spaces**

1. PAC will be responsible for making recommendations to the City Council on whether proposed donations of art shall be accepted by the City.
2. Ordinance 02-25(A) encourages the addition of private money into the public art program. Any art purchased with such funds will be owned 100% by the City of Homer and the City will have responsibility for selection, installation, maintenance and repairs.
3. PAC may establish a Public Art Fund to provide a convenient method to accept donations.
4. PAC will be a resource for business owners who wish to include art in their business location.

### **Promoting Public Awareness and Appreciation the City of Homer Art Collection**

1. PAC, with the assistance of users, will plan an installation ceremony upon completion of each project. Costs for this event will be from the annual PAC budget or underwritten by donors.
2. PAC will plan events and promotional tools that invite residents and visitors to enjoy the City of Homer art collection. These might include walking tour maps, guest lectures, on-line catalogue, etc.

The Public Arts Committee shall meet on the third Thursday of each month at 11 a.m. in the Cowles Council Chambers.



# Public Arts Committee Strategic Plan for 2010

## Mission Statement:

The Public Arts Committee exists to identify and actively encourage the development and sustainability of arts in the city.

## Implementation of Mission Statement

- To be actively involved in the arts community, encourage public art, and advocate for Homer as an arts community.
- Work to include art in public and private spaces within the City of Homer.
- Work to further develop the look and feel of an arts community.
- Utilize the arts as an economic development tool.
- Advocate and partner with the Chamber of Commerce, Local Businesses, Private Clubs, State Agencies and others through beautification, signage, etc.
- Advocate for projects that involve public and private partnerships.
- Keep current on what is happening in the City by attendance and membership to other city related functions and meetings.
- Make regular quarterly reports to Council to increase visibility and communication.
- To work with city staff and the city manager to increase awareness within all departments to include public art when planning all city upgrades, renovations and new projects.

## Goals and Objectives for 2010:

- Educate the Council and public about the mission and projects of public arts.
- Encourage membership to include a council member.
- Understand the budget process and timelines.
- Coordinate with Parks Maintenance Personnel to modify landscaping at the mural wall on Pioneer Ave.
- Coordinate with Public Works Personnel to remove damaged Poopdeck trail sign and surplus it.
- Create an annual calendar, to help the Committee keep up with the wheels of city government, including items such as when to make annual budget requests.
- Create listing of what the Committee would like to be aware of - such as budget meetings, worksessions, CIP recommendations, Projects.
- Submit compiled emails and information collected from 2009 & 2010 Street Faire event for staff to implement bulk email notifications.
- Have the 2011 Strategic Plan in place by the end of November of current year.
- Participate in Street Faire
- Work towards creating a comprehensive Policy and Procedures Manual and forms to be used to control and document inventory of public art.
- Change meeting time and day to the second Thursday, worksession at 4:00 p.m. and meetings at 5:00 p.m.
- Increasing and establishing a budget line item within the administration budget
- Have budget request ready to submit to the City Manager by September 30<sup>th</sup>
- Promote art in signage.

### Outreach

- Advocate for public art by writing and publishing a point of view piece in the newspaper once a year. Work with media sources to have public art articles in the newspaper.
- Continue to advertise in the Homer News visitor map.
- Include information about public art on the Public Arts Committee page of the city website.( The Committee will make recommendations to staff on page content)
- Investigate bulk email or social networking.
- Have an informational booth at local events where large crowds gather.

### Opportunities

- Grants
- "Gateways to Homer" signage – Baycrest, Homer Airport, Ferry/End of the Road,
- Partner with Chamber of Commerce on neighborhood economic zones

### Committee Responsibilities

- Have a work list and stick to it.
- Hold regular monthly work sessions, and quarterly meetings within the time allotted.
- Hold special meetings when needed.
- Include other community members by inviting them to work sessions
- Have good follow through.
- Come to meetings prepared: read the packet ahead of time, make motions as needed

#### Committee Members:

- ❖ Advocate art to other organizations, bring awareness and encourage art
- ❖ Tell staff when you will miss a meeting.
- ❖ Solicit and invite prospective new members to attend a meeting.

#### Chair:

- ❖ Work in concert with staff on the agenda.
- ❖ Delegate assignments to committee members.
- ❖ Conduct efficient, productive meetings within established time.

# Office of the City Clerk

Jo Johnson, CMC, City Clerk  
Melissa Jacobsen, CMC, Deputy City Clerk II  
Renee Krause, CMC, Deputy City Clerk I



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## MEMORANDUM

TO: COUNCIL'S ADVISORY BODIES  
FROM: JO JOHNSON, CMC, CITY CLERK  
DATE: OCTOBER 21, 2010  
SUBJECT: 2011 MEETING SCHEDULE

A handwritten signature in cursive script, appearing to read "Jo Johnson", is written over the "FROM:" line of the memorandum.

Please review the 2011 meeting schedule and approve, making amendments if needed. The entire 2011 meeting schedule is included in the Draft Resolution. The Resolution will be presented to Council on December 13, 2010 for adoption.

You should prepare a memorandum indicating the action taken, or an excerpt of the minutes. Please return to the City Clerk prior to December 3, 2010.



CITY OF HOMER  
HOMER, ALASKA

City Clerk

DRAFT RESOLUTION 10-XXX

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA, ESTABLISHING THE 2011 REGULAR MEETING SCHEDULE FOR THE CITY COUNCIL, ECONOMIC DEVELOPMENT ADVISORY COMMISSION, LIBRARY ADVISORY BOARD, PARKS AND RECREATION ADVISORY COMMISSION, ADVISORY PLANNING COMMISSION, PORT AND HARBOR ADVISORY COMMISSION, LEASE COMMITTEE, PERMANENT FUND COMMITTEE, PUBLIC ARTS COMMITTEE AND TRANSPORTATION ADVISORY COMMITTEE.

WHEREAS, Pursuant to Homer City Code Section 1.14.020, the City Council annually sets the schedule for regular and some special meetings, noting the dates, times and places of the City Council, Advisory Commissions, and the Library Advisory Board meetings; and

WHEREAS, The public is informed of such meetings through the kiosks located at Captain's Coffee, Harbormaster's Office, Redden Marine Services of Homer, and the City Clerk's Office, Clerk's Calendar on KBBI, the City Clerk's Home Page on the Internet, and postings at the Clerk's Office at City Hall, and the Public Library; and

WHEREAS, HCC 1.14.020 - 040 states that meetings may be advertised in a local paper of general circulation at least three days before the date of the meeting and that special meetings should be advertised in the same manner or may be broadcast by local radio at least twice a day for three consecutive days or two consecutive days before the day of the meeting plus the day of the meeting; and

WHEREAS, HCC 1.14.010 notes that the notice of meetings applies to the City Council and all commissions, boards, committees, subcommittees, task forces and any sub-unit of the foregoing public bodies of the City, whether meeting in a formal or informal meeting; that the failure to give the notice provided for under this chapter does not invalidate or otherwise affect any action or decision of a public body of the City; however, this sentence does not change the consequences of failing to give the minimum notice required under State Statute; that notice will ordinarily be given by the City Clerk; and that the presiding officer or the person or persons calling a meeting are responsible for notifying the City Clerk of meetings in sufficient time for the Clerk to publish notice in a newspaper of general circulation in the City; and

WHEREAS, This Resolution does not preclude additional meetings such as emergency meetings, special meetings, worksessions, and the like; and

WHEREAS, Council adopted Resolution 06-144 on October 9, 2006 establishing the Regular Meeting site for all bodies to be the City Hall Cowles Council Chambers.

NOW, THEREFORE, BE IT RESOLVED by the Homer City Council, that the 2011 meeting schedule is established for the City Council, Economic Development Advisory Commission, Library Advisory Board, Parks and Recreation Advisory Commission, Advisory Planning Commission, Port and Harbor Advisory Commission, Lease Committee, Permanent Fund Committee, Public Arts Committee and Transportation Advisory Committee of the City of Homer, Alaska, as follows:

Holidays - City Offices closed:

January 1*, New Year's Day, Saturday so will be observed on Friday, December 31, 2010	February 21*, Presidents' Day, the third Monday	March 28*, Seward's Day, last Monday	May 30*, Memorial Day, last Monday	July 4**, Independence Day, Monday	September 5*, Labor Day, first Monday
October 18*, Alaska Day, Tuesday	November 11*, Veterans Day, Friday	November 24*, Thanksgiving Day, Thursday	November 25*, Friday, the day after Thanksgiving	December 25**, Christmas, Sunday so will be observed on Monday, December 26	

\*Indicates holidays - City offices closed.

\*\*If on a Sunday, the following Monday is observed as the legal holiday; if on a Saturday, the preceding Friday is observed as the legal holiday pursuant to the City of Homer Personnel Rules and Regulations.

CITY COUNCIL (CC)

January 10, 24	February 14, 28	March 14, 28	April 11, 25	May 9, 23***	June 13, 27
July 11**, 25	August 8, 22	September 12, 26	October 4 Election	October 10, 24, for Oath of Office, 17	Canvass Board October 7 or 10
November 1 Run- Off Election	November 14**, 28	December 12****	December 19***** if needed		

City Council's Regular Committee of the Whole Meetings at 5:00 p.m. to no later than 5:50 p.m. prior to every Regular Meeting which are held the second and fourth Monday of each month at 6:00 p.m. \*\*\* The City Council traditionally reschedules regular meetings that fall on holidays or High School Graduation days, for the following Tuesday. Council will not conduct a First Regular Meeting in July.



AML Annual Conference Week is tentatively scheduled for November 7 - 11, 2011.

\*\*There will be no First Regular Meeting in July or November.

\*\*\*\* The City Council traditionally cancels the last regular meeting in December and holds the first regular meeting and one to two Special Meetings as needed. Generally the second Special Meeting the third week of December, will not be held.

**ECONOMIC DEVELOPMENT ADVISORY COMMISSION (EDC)**

January 11	February 8	March 8	April 12	May 10	June 14
July 12	August 9	September 13	October 11	November 8	December 13

Economic Development Advisory Commission Regular Meetings are held on the Second Tuesday of each Month at 6:00 p.m.

**LIBRARY ADVISORY BOARD (LAB)**

January 4	February 1	March 1	April 5	May 3	June 7
July 5	August 2	September 6	October 4	November 1	December 6

Library Advisory Board Regular Meetings are held on the first Tuesday of each month at 6:00 p.m.

**PARKS AND RECREATION ADVISORY COMMISSION (P/R)**

January 20	March 17	May 19	June 16
July 21	August 18	September 15	November 17

Parks and Recreation Advisory Commission Regular Meetings are held on the third Thursday of the months of January, March, May, June, July, August, September, and November at 6:30 p.m.

**PLANNING COMMISSION (P/C)**

January 5, 19	February 2, 16	March 2, 16	April 6, 20	May 4, 18	June 1, 15
July 20**	August 3, 17	September 7, 21	October 5, 19	November 2, 16	December 7**

Advisory Planning Commission Regular Meetings are held on the first and third Wednesday of each month at 7:00 p.m. \*\*There will be no First Regular Meeting in July or Second Regular Meeting in December.

**PORT AND HARBOR ADVISORY COMMISSION (P/H)**

January 26	February 23	March 23	April 27	May 25	June 22
July 27	August 24	September 28	October 26	November 16	December 21

Port and Harbor Advisory Commission Regular Meetings are held on the fourth Wednesday of each month at 5:00 p.m. The Regular Meetings in the months of November and December are traditionally scheduled for the third Wednesday of the month.

LEASE COMMITTEE (LC)

January 13	April 14	July 14	October 13
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Lease Committee Regular Meetings are held quarterly on the second Thursday of each month at 3:00 p.m.

PERMANENT FUND COMMITTEE (PFC)

January 13	April 14	July 14	October 13
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Permanent Fund Committee Regular Meetings are held quarterly on the second Thursday of the month at 5:15 p.m.

PUBLIC ARTS COMMITTEE (PAC)

February 17	May 19	August 18	November 17
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Public Arts Committee Regular Meetings are held quarterly on the third Thursday of the months of February, May, August, and November at 11:00 a.m.

TRANSPORTATION ADVISORY COMMITTEE (TAC)

February 15	May 17	August 16	November 15
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Transportation Advisory Committee Regular Meetings are held quarterly on the third Tuesday of the months of February, May, August, and November at 5:30 p.m.

PASSED AND ADOPTED by the Homer City Council this \_\_\_\_\_ day of December, 2010.

CITY OF HOMER

\_\_\_\_\_  
JAMES C. HORNADAY, MAYOR

ATTEST:

\_\_\_\_\_  
JO JOHNSON, CMC, CITY CLERK

Fiscal Impact: Adverting of meetings in regular weekly meeting ad and advertising of any additional meetings.



Linda Beach, *In the Spotlight*, 2010 Art Bank Acquisition

## November 2010 ASCA Communiqué

### In This Issue

Artist Opportunities

New State Writer

2010 Governor's Awards Photographs

Teaching Artist Advisory Committee Report

Grant Awards

Insightful Interview with Nicholas Galahin

Poetry Out Loud

Contact Us

[Join Our Mailing List!](#)

### Grant Deadlines

December 1, FY11: Grant Deadlines Career Opportunity, Workshop, Community Arts Development, Master Artist and Apprentice, and Arts Education Project Grant. Call ASCA staff before applying. To apply go to

### Note from Char

One of the most rewarding aspects of this job is the opportunity I have to visit with arts and culture organizations around Alaska. Recently I was able to meet with board members of arts organizations in Juneau, the Petersburg Arts Council and some visual artists in Petersburg. For me, these conversations are a constant education, and the visits really inform the work that we do. It's really difficult to see what's happening in arts and culture in Alaska from a desk in Anchorage.

Beginning in January, 2011, I'll be visiting many of your communities to have important conversations about the Alaska State Council on the Arts strategic plan (please, don't groan!) For those of you who participated in the meetings 5 years ago when we were writing our current plan, you know how critical this information is for our agency. Because we are a state agency, our strategic plan needs to come from YOU, not from us. Our goals need to be your goals, and that's why at these meetings I listen a lot. You do the talking. You also tell us what you think we do well at ASCA, and what we don't do so well. It's all valuable information.

I'll be holding meetings with arts organizations, artists and other

<http://alaska.cqweb.org/>

### Calls for Art on CaFE

Now the online application site for all ASCA Calls for Art: [www.callforentry.org](http://www.callforentry.org) (CaFE)  
From our main page click on Artist Opportunities for more information.

### Looking for Work in the Arts?

Look no further - here is a great listing of available positions in all areas - museums, performing arts and galleries.  
<http://www.workinthearts.net/>

### Quick Links

[ASCA Website](#)  
[CGO\(Culture Grants Online\)](#)

members of communities, to gauge whether or not the goals and strategies in our current plan are still applicable. We also will be doing an online survey to gather more statistical data about what you do and how we can be of service. If you hear I'm in your community, please come to meet with me - if you get an online survey, please take the time to complete it. This is your chance to have input about our work for the next five years, and it's critical that we hear from each of you.

We also co hosted the Governor's Awards for the Arts and Humanities on October 21<sup>st</sup> in Fairbanks. A huge thank you goes to the Fairbanks Arts Association, the Alaska Humanities Forum, the Office of the Governor and all of you who supported the event. But most of all, kudos to the recipients of the awards. Being able to recognize the individuals and organizations working to make life in Alaska better is an honor and a privilege.

Have a great Thanksgiving holiday - Charlotte

## Artist Opportunities

### Percent for Art Calls:

(1.) The Kodiak Island Borough School District's Percent for Art Committee, in conjunction with the Kodiak Island Borough School District, is requesting proposals for artwork to be commissioned for three recently completed construction projects:

New Kodiak Schools Aquatic Training Facility: \$116,838.95  
Old Harbor School Career Tech Addition and Gym Renovation: \$13,485.00  
Ouzinkie School Gym Expansion and Renovation: \$13,829.75

Proposal Deadline:  
Monday, January 31, 2011

(2.) The Department of Transportation and Public Facilities is requesting qualifications from artists for interior artwork to be commissioned for a new Alaska Army National Guard (AKARNG) Readiness Center located in Bethel, Alaska.

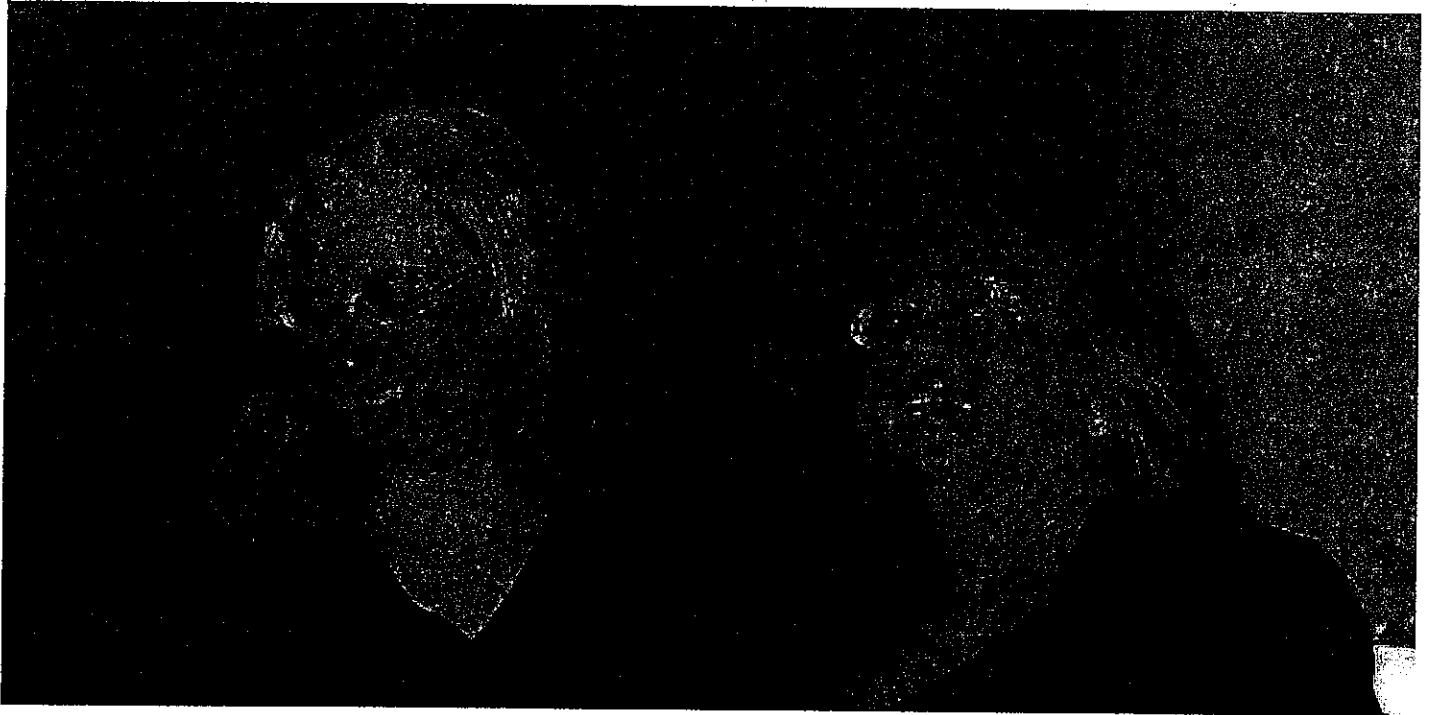
Budget: \$40,000 USD

Proposal Deadline: Tuesday, November 30, 2010.

Visit [www.eed.state.ak.us/aksca](http://www.eed.state.ak.us/aksca) to view the RFP under Artist Opportunities.

## New State Writer Laureate

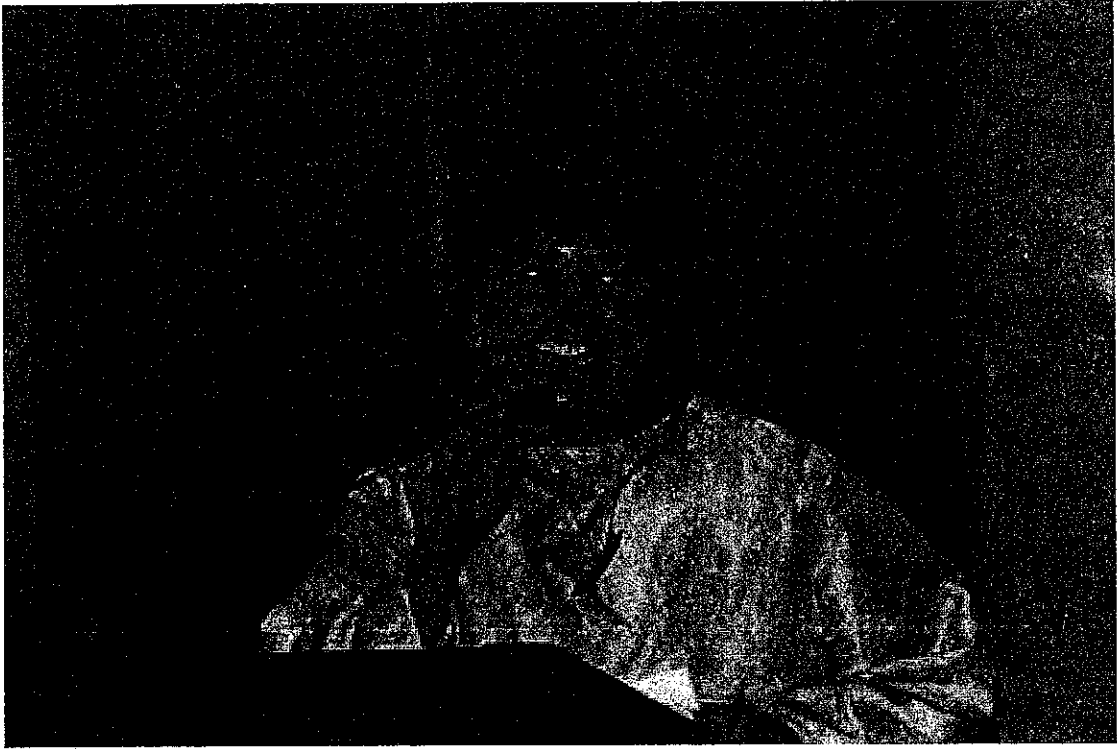
Congratulations PEGGY SHUMAKER for being selected as Alaska State Writer Laureate for 2010-2012.



Current State Writer Laureate Nancy Lord introduces Peggy Shumaker, Alaska's new State Write Laureate at the Governor's Awards for the Arts and Humanities.

**Governor's Awards for the Art and Humanities October 21, 2010**

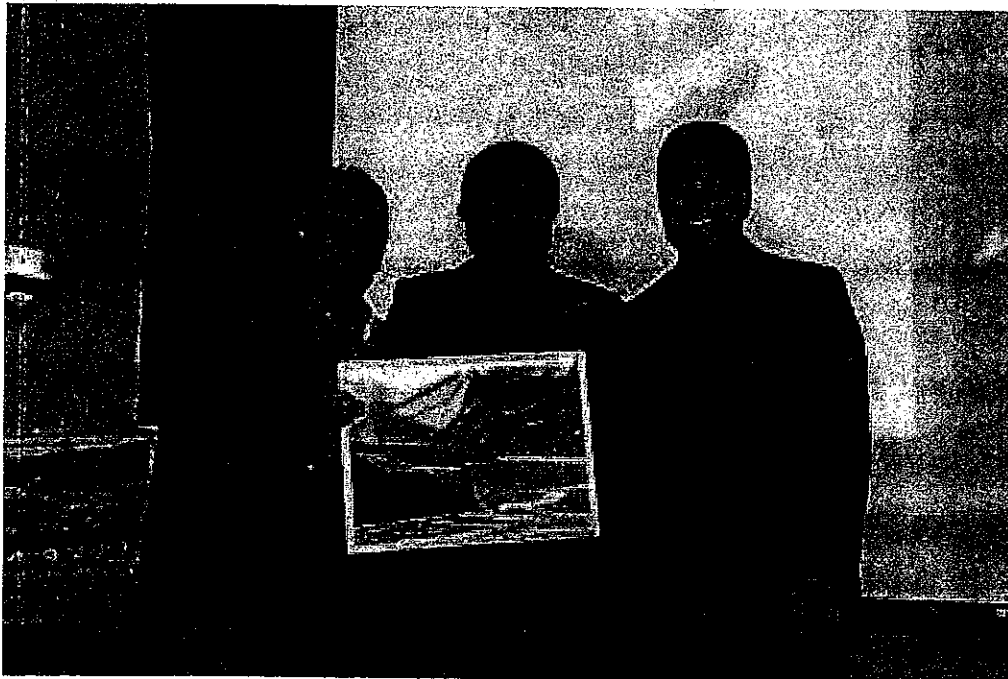
Here are just a few of the photographs from the Governor's Awards for more please visit our website at [www.eed.state.ak.us/aksca](http://www.eed.state.ak.us/aksca). 2010 Governor's Awards created by Fairbanks artist David Mollett.



Sonya Kelliher-Combs  
Individual Artist Award

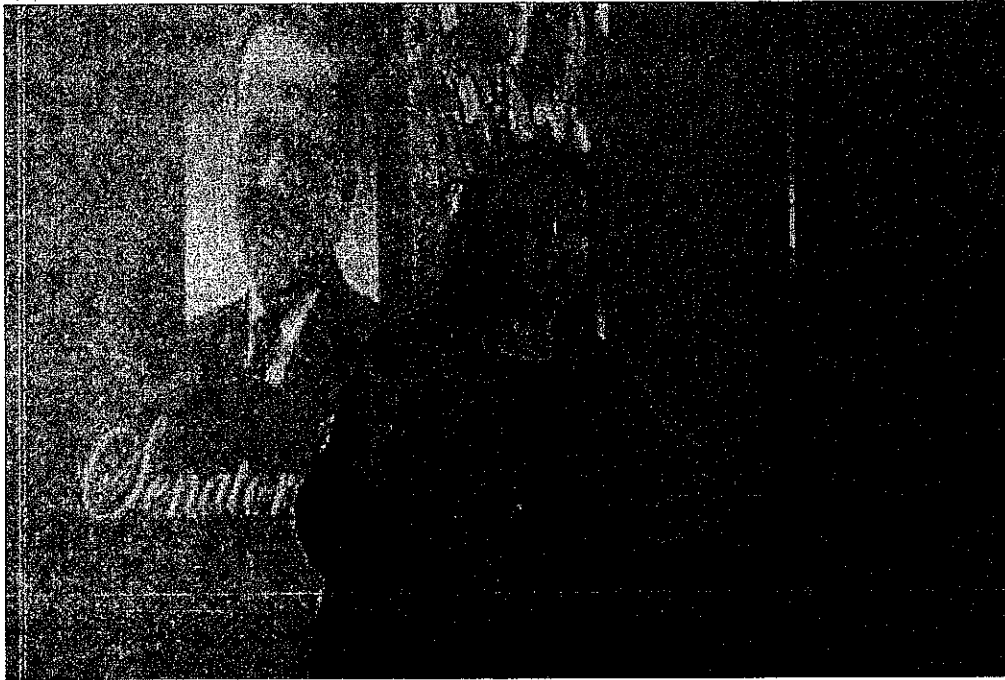


Dr. Gordon Pullar and Governor Sean Parnell  
Distinguished Service to the Humanities Award



Richard Beneville, Josie Stiles and Governor Sean Parnell

## Arts Organization Award - Nome Arts Council



Judith Bittner accepting Resolution to Honor Ted Stevens on behalf of the Stevens Family

### Teaching Artist Advisory Committee Report

The Alaska State Council on the Arts Teaching Artist Advisory Committee held its first face to face meeting on September 24. Committee members Leslie Kimiko Ward, Eddie Woods, Ed Littlefield, Ann Tibault, Evon Zerbetz met on Friday afternoon continuing the discussion about the new directions of the Arts in Education program as it relates to Teaching Artists. The national trend for artists going into the schools is one of a two career professional: a working artist and a working educator. In Alaska, this means a shift in the artist roster from a focus on working artists to focus on practicing professional artist with complementary skills of an educator. The Teaching Artist Advisory Committee has been a good sounding board for the changes in the roster application process and in helping the Arts in Education program through its continuing changes.

On Saturday, school district representatives from around the state and nonprofit organizations that partner with schools districts joined the artists for a free-wheeling discussion on the upcoming year. Kodiak School District, Cooper River School District and Bering Straits School District are all working with ASCA on a three year project exploring ways to reinvigorate the Artists in Schools residency program. They each gave a report on their programs and gave good feedback on the School and District Guides for Successful Residencies. Representatives from the Kennedy Center Partners in Education program were also in attendance and helped move the discussion forward with a sharing of their activities with both Teaching Artists and helping school teachers learn how to integrate the arts into their everyday classroom.

The next meeting of the Teaching Artists will be in the spring when artists from across the state will be invited to attend a Teaching Artist Symposium. The Symposium will be a great time start strengthening our community of Teaching Artists. Networking, panel discussions, creative time, and other activities will all be part of the retreat. If you are interested in becoming a Teaching Artist, or are already on the roster, or know of someone who might be interested please feel free to contact Ruth Glenn at [ruth.glenn@alaska.gov](mailto:ruth.glenn@alaska.gov) for more information on how the Alaska State Council on the Arts is helping to keep the arts alive in our schools.





Back row: Tom Quass, Kodiak Arts Council (Kennedy Center Partner); Evon Zerbetz, Ketchikan Teaching Artist; Kim Sweeney, Bering Straits School District; June Rogers, Fairbanks Arts Association; Ruth Glenn, Arts in Education Director-ASCA ; Eddie Woods, Homer Teaching Artist; Debby Harris, Kenai Peninsula School District; Julie Millington, Alaska Center for the Performing Arts (Kennedy Center Partner);  
 Front row: Charlotte Fox, Executive Director, ASCA; Susan Gill, Kodiak School District; Leslie K. Ward, Anchorage Teaching Artist; Karen Stomberg, Fairbanks North Star School District; Ann Tibault, Fairbanks Teaching Artist.

### Recent Grant Awards

The Alaska State Council on the Arts awarded over \$83,000 in grants at its September meeting. The list below includes arts education grants through the Rasmuson Foundation Arts Initiative. The next grant deadline for Community Arts and Workshop grants is December 1, 2010. Grant deadlines for Arts Education Project, Excursion and Access Grants are ongoing. For more information, go to: [www.eed.state.ak.us/aksca](http://www.eed.state.ak.us/aksca).

Community	Program	Grantee	Grant Award
Anchorage	Career Opportunity Grant	Sheila Wyne	\$1,000
Anchorage	Career Opportunity Grant	Donald Joseph Rearden	\$1,000
Anchorage	Career Opportunity Grant	Garry Kaulitz	\$1,000
Anchorage	Community Arts Development Grant	ADP Community Services	\$1,000
Anchorage	Arts Education Access Grant	Mirror Lake Elementary	\$900
Anchorage	Arts Education Access Grant	Begich Middle School	\$1,000
Anchorage	Arts Education Excursion Grant	Turnagain Elementary	\$600
Anchorage	Arts Education Project Grant	Camp Fire USA	\$5,850
Anchorage	Arts Education Project Grant	Atheneum School	\$5,640

Anchorage	Arts Education Project Grant	Airport Heights Elem	\$5,900
Anchorage	Workshop Grant	AK Center for the Books/49 Writers Inc.	\$840
Anchorage	Workshop Grant	Alaska Art Education Association	\$1,500
Anchorage	Workshop Grant	Trailer Art Center	\$1,500
Chugiak	Arts Education Excursion Grant	Chugiak High School	\$600
Chugiak	Arts Education Excursion Grant	Mirror Lake Middle School	\$600
Cordova	Community Arts Development Grant	Cordova Arts and Pageants	\$3,000
Fairbanks	Career Opportunity Grant	Sara Tabbert	\$1,000
Fairbanks	Workshop Grant	Fairbanks Summer Arts Festival	\$1,500
Glennallen	Arts in Education New Visions Grant	Copper River School District	\$10,000
Homer	Career Opportunity Grant	Mavis Muller	\$1,000
Homer	Arts Education Excursion	McNeil Canyon Elementary	\$180
Homer	Arts Education Project	Homer Council on the Arts	\$4,000
Homer	Arts Education Project	Pier One Theatre	\$3,500
Juneau	Arts Education Project	Glacier Valley Parent Group	\$3,618
Kodiak	Arts in Education New Visions Grant	Kodiak Island Borough School District	\$10,000
Sitka	Community Arts Development Grant	Sitka Cancer Survivors' Society	\$2,000
Soldotna	Arts Education Excursion	Soldotna Elementary	\$960
Unalakleet	Arts in Education New Visions Grant	Bering Strait School District	\$10,000
Wasilla	Community Arts Development Grant	Valley Performing Arts, Inc.	\$2,000
Wasilla	Arts Education Excursion	John Shaw Elementary	\$1,000
Willow	Arts Education Excursion	Willow Elementary	\$1,000

### Insightful Interviews with Alaska Visual Artists

This series of interviews is about four Alaska artists, their favorite local destinations and their connections to community.

### Insightful Interview with Nicholas Galanin By Dawnell Smith



Nicholas Galanin, Sitka  
Visual artist, musician  
Multi-disciplinary

*Where do you live and how does it influence your art?*

I currently live in Sitka, Alaska. My environment is very influential on my work. I travel often; the solitude is welcomed when I am home producing new works. I have a connection to this place, its history and the land. We're on an island and its one big neighborhood.

*Do you have a favorite neighborhood?*

I love many neighborhoods from New York City to Alaska. Wherever you go, there you are. Sitka is on Baranof Island and its basically one big neighborhood.

*Explain what versatility means to you and why it matters in your work.*

I have always chosen to work with concepts, not to be limited by medium. This keeps my studio interesting for sure. The things I do and research are really varied. I'm working on some printmaking right now and I've never done that before. I'm also working on a petro-glyph series - stone carving - and video work as well. And I'm doing a photo series.

*Where would you send visitors to your community and Alaska in general?*

To the Home Skillet Festival in Sitka during the third week of July -- and I would say go anywhere in Alaska during the summer months.

*Where do you like to go when you want to think?*

I usually have a book of ideas on me at all times, though jogging has always been a wonderful place for my mind.

*What would an Alaska arts itinerary look like if you designed it?*

As stunning as the state; I guess an itinerary for me would revolve around music. The Home Skillet Festival, the state fair in Haines, summer music festivals all over the state.

*Describe a perfect day as an artist, as a human being.*

As an artist that is half human, half Indian, I would say gourmet breakfast with my children, a morning jog, a productive afternoon in the arts studio; dinner with live music and an evening recording or playing music around a fire with friends.

*Where do people run into your art in the course of their daily lives?*

The intertubes, select publications, galleries and museums, the radio, CDs.

*How is Alaska important to your art?*

I think my life experiences in general have been important in my art, not specifically limited to Alaska. It's an evolving process of making work that reaches, speaks to and communicates with a community or audience. It doesn't have to be about one place or culture. You can reach people of different cultures through aspects of your work. I'm inspired by work from all over the world and I'd like my work to do that for others too.

*What three Alaskan art venues matter to you most?*

This depends on the work in the venue. I saw some wonderful shows at the MTS Gallery in Anchorage. I'm really fond of the Whitechapel Art Gallery in London from when I went to school there. That was a wonderful spot. I have a working gallery here, but it's more of a studio space.

*What might surprise visitors about your hometown?*

That it's not really a Russian city. The Tlingit have been here for years.

*Is there a local or state art venue that deserves more recognition?*

Maybe more funding. I would like to see more active collecting by these venues that would support the current arts scene while preserving a very important time - the present.

*Does the way you work change with the seasons?*

Yes, I think the sun brings most Alaskans outdoors in the summer time. I do a lot less traveling for art shows in the summer when I'm really busy. Wintertime is more productive in terms of art and shows and everything. I don't really have a schedule and a lot of time it comes down to deadlines and how busy I am with other things.

*What do you do in your free time?*

Music. I play guitar and like to do folk, the blues, all kinds of music. I write it and play it and listen to it. I'm working on a hip-hop project right now with music and dance. It might be more indigenous in concept and context.

*How does coming from Alaska influence how others respond to you in other part of the country and world?*

Being from Alaska is a polite means of separating from the negative American stereotype sometimes generated abroad. Recently folks are more intrigued about our thoughts on Sarah Palin. I'm sure everywhere people imagine what your art is like because of where you're from, like when you're from a small town. I think being creative is necessary to utilize solitude here. A lot of original ideas and thought processes get generated.

Poetry Out Loud

NATIONAL ENDOWMENT FOR THE ARTS & POETRY FOUNDATION PRESENT

POETRY

NATIONAL RECITATION CONTEST

POETRY MATTERS

Thousands of teachers and students are inspired, have fun and success in making poetry matter through the Poetry Out Loud: National Recitation Contest ([www.poetryoutloud.org](http://www.poetryoutloud.org)). This recitation contest is a great way to teach poetry and help students with written and oral communication skill. And, Poetry Out Loud satisfies most of the National Council for Teachers of English (NCTE) English Language Arts Standards.

Each school has its own poetry bee; Poetry Out Loud was designed so that teachers may easily implement this contest in the classroom. The winners of each school participate in a regional competition with those winners going to Juneau in February for the statewide final held February 22. While in Juneau the participants visit University of Alaska Southeast, the legislature and other points of interest. They also receive coaching prior to the competition. This year's statewide judges are: Dick Dauenhauer, Sherry Simpson, Dave Kiffer, Derick Burleson and Seth Kantner. The state winner will travel to Washington, DC in April for the national finals held April 27-29. Poetry Out Loud awards more than \$100,000 in prizes to students and schools at the state and national levels. The Alaska state winner will receive a scholarship and their school will receive \$500 for their school library.

Teachers love the program because it fits well into their literature curriculum, creates an entry point for students to appreciate poetry, strengthens community in the classroom, reaches students whom they've never thought would take to poetry and take to the stage. In addition to memorizing and performing great poems, students will have the opportunity to discuss poetry and-if the teacher wishes to use the supplemental lesson plans-to write poetry of their own. Here's what Mardell Kiesel, Site Director for the Alaska State Writing Consortium says about the program:

"I can attest from professional and personal experiences, that POL is one of the MOST powerful, academic opportunities to be organized and offered in our state and across the nation. I have witnessed students who could not find their voice in the classroom, yet were able to stand on stage and recite a favorite poem with passionate elocution. I have been among the gathered who did not have a dry eye as a second-language learner (6 years in the US) delivered three poems that brought standing ovations. ALL of the students and teachers who participate in POL at any level are deserving of applause and accolades!"

The Juneau Arts & Humanities Council coordinates the program. If you are interested in more information please contact Franny Field, (907) 586-2787 [franny@jahc.org](mailto:franny@jahc.org). November 22, 2010 is the deadline to officially sign up your school to become part of the National Poetry Out Loud competition.

## Contact Us

### COUNCIL CONTACT INFORMATION:

Roy Agloinga (Nome) [royagloinga@gmail.com](mailto:royagloinga@gmail.com)  
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Benjamin Brown CHAIR (Juneau) [benjamino1789@hotmail.com](mailto:benjamino1789@hotmail.com)  
Diane Borgman (Homer) [borgwoman@hotmail.com](mailto:borgwoman@hotmail.com)  
Peggy MacDonald Ferguson (Fairbanks) [pegferguson@gci.net](mailto:pegferguson@gci.net)  
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Aryne Randall (Wasilla) [aryne.k.randall@wellsfargo.com](mailto:aryne.k.randall@wellsfargo.com)  
Patricia "Jinx" Whitaker (Fairbanks) [jinxwhitaker@earthlink.net](mailto:jinxwhitaker@earthlink.net)

### STAFF CONTACT INFORMATION:

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Saunders McNeill, Native & Community Arts Program Director  
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Andrea Noble, Visual and Literary Arts Program Director  
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Gina Signe Brown, Administrative Manager  
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Christa Rayl, Office Assistant  
(907) 269-6610 [christa.rayl@alaska.gov](mailto:christa.rayl@alaska.gov)

Ruth Glenn, Arts in Education Program Director  
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Janelle Matz, Alaska Contemporary Art Bank Manager  
(907) 269-6604 [janelle.matz@alaska.gov](mailto:janelle.matz@alaska.gov)



If you would like a printer friendly version of this newsletter, please go to our website  
[www.eed.state.ak.us/aksca](http://www.eed.state.ak.us/aksca) at to Publications under Of Interest titled June 2010.

For additional contact information, please visit our web site: [www.eed.state.ak.us/aksca](http://www.eed.state.ak.us/aksca)

*Duplicate Newsletter?*

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Please contact [Christa Rayl](mailto:Christa.Rayl)*

MEMORANDUM

TO: Mayor Hornaday and City Council  
THRU: Walt Wrede, City Manager *W. Wrede*  
FROM: Sheri Hobbs, Personnel/Airport Terminal Manager *Sheri*  
DATE: September 29, 2010  
RE: Airport Terminal Display

The Airport Terminal currently has photographs and displays from several parks and refuges. In the Spring of 2009 the Public Arts Committee suggested the idea of Gateway projects which would include an art display for the airport or combining the existing displays into one. Marianne Aplin the Manager at Islands and Ocean Visitor Center with the Alaska Maritime National Wildlife Refuge was on the arts committee and suggested a combined public lands display.

Marianne began working with Kachemak Bay State Park, Katmai National Park and Preserve and the Lake Clark National Park and Preserve to develop an exhibit for the airport showcasing public lands in the Homer area. The exhibit cost was \$32,500. The U.S. Fish and Wildlife Service contributed \$20,000, Alaska State Parks \$10,000 and the National Park Service \$2,500. The City is providing space at the terminal. The Fish and Wildlife Service will maintain the exhibit per a MOU between the City and the U.S. Fish and Wildlife Service. After over a year of development the exhibit is now ready for installation at the airport.

I have attached a copy of the exhibit. The background will be wallpapered to our existing walls. An oak book holder will be attached to the wall in which a flip book will be installed. I have attached a copy of the information that will be included in the flip book. The pages labeled insert will include visitor information such as traveling, accommodations and other services at the public lands which can be removed and updated.

The Alaska Maritime National Wildlife Refuge has requested hosting an open house at the airport once the exhibit is complete. I will notify Mayor and Council once the date is scheduled. It has been a long process and I truly appreciate the efforts of Marianne Aplin to recommend the project and coordinate it and the time and effort staff from each of the other agencies took to develop their part of the exhibit. I believe this exhibit will be an exciting, informative and educational addition to the airport.





Memorandum of Understanding

between

U.S. Fish and Wildlife Service, Region 7  
1011 East Tudor Road  
Anchorage, Alaska 99503-6199

and

City of Homer  
491 E. Pioneer Avenue  
Homer, AK 99603

This Memorandum of Understanding between the U.S. Department of Interior, Fish and Wildlife Service – Region 7 (hereinafter referred to as the “Service”) acting through the Regional Director (hereinafter referred to as “Director”), or designee and The City of Homer (hereinafter referred to as the “City”), acting through the City Manager or his designee.

The purpose of this agreement is to allow the Service and the City to jointly produce the Gateway to Public Lands Exhibit (hereinafter referred to as “Exhibit”) to be installed in the city airport terminal building in Homer, Alaska. The exhibit will provide travelers to Homer with information on opportunities to learn about state and federal public lands that Homer serves as a Gateway to. (Alaska Maritime National Wildlife Refuge, Lake Clark National Park, Katmai National Park, and the Kachemak Bay State Park.

WITNESSETH:

WHEREAS, it is the purpose of the Service to provide recreational opportunities within Service administrative units when compatible with the primary conservation objectives of such units, and

WHEREAS, interpretive and educational material and programs enhance the appreciation of our nation’s fish and wildlife resources and thereby encourage utilization of recreational opportunities provided on Service administrative units, and

WHEREAS, the USFWS desires to promote interpretation, education, and wildlife-dependent recreation information and is one of the federal entities headquartered in Homer, Gateway to multiple state and federal public lands;

WHEREAS, the City is a local government entity which promotes cooperative economic development that preserves the essence of community while enhancing the quality of life.

NOW THEREFORE. Pursuant to authority contained in the Act of October 15, 1966 (16 U.S.C. 460k-2,4) ; and other laws supplementary thereto and amendatory thereof, and in consideration of the mutual benefits which will accrue to the Service and City, the parties agree as follows:

- I. AUTHORIZATON: The Service and the City agree to continue their partnership in offering public lands information to travelers in the Homer Airport hereinafter described

for a period of 5 years commencing on the day following the ratification of this agreement by the Service.

II. CITY AND SERVICE RESPONSIBILITIES: For the periods set forth above, the Service will provide the necessary materials, services, funds and otherwise perform all things necessary for, or incidental to, the performance of this agreement. The city will provide the necessary facility It is mutually agreed as follows: the Service and the City will jointly sponsor an exhibit on public lands that Homer serves as a gateway for, including the Alaska Maritime National Wildlife Refuge.

III. SCOPE OF WORK:

A. Specifically, the Service shall:

1. Plan, manage, and provide coordination of public lands entities and any vendors to design, fabricate, and install a public lands exhibit in the Homer Airport terminal building.
2. Coordinate with a city representative to install the exhibit.
3. Maintain the exhibit in good condition.
4. Provide any peripherals such as computer or television screens and flip books with annual repair/replacement costs.
5. Seek funds to integrate artwork in the exhibit to reflect the character of the community and the public lands being interpreted.
6. The Service will own the public lands exhibit in the Homer Airport Terminal Building.
7. Advise and receive approval from the City for any changes to the exhibit after installation.

B. Specifically, the City shall:

1. Provide space free of charge for the 'Gateway to Public Lands' exhibit.
2. Participate in the exhibit development process by appointing a point of contact to review drafts.
3. Provide staff to coordinate and assist with installation of the exhibit.
4. Notify the Service of any maintenance or repairs needed to the exhibit.

IV. PERIOD OF PERFORMANCE

The period of performance for this agreement shall be five years. This agreement will automatically renew for one additional 5-year period on October 1 of the last year, unless reasonable notice of cancellation is given by either party before the date of renewal. If no changes have been made in the agreement during the life of the agreement, the agreement may be renewed by memorandum. While the Service and City reserve the right to terminate the agreement, or any part thereof, at any time upon reasonable notice without the necessity of any legal process, the Service and City agree to hold a meeting prior to termination discussing the reasons for termination.

V. PROJECT OFFICERS

- A. For the Service: Steve Delehanty, Refuge Manager, Alaska Maritime National Wildlife Refuge, 95 Sterling Highway, Suite 1, Homer, AK 99603; 907-235-6546; [Steve\\_Delehanty@fws.gov](mailto:Steve_Delehanty@fws.gov)
- B. For the City: Sheri Hobbs, Airport Terminal Manager, 491 E Pioneer, Homer, AK 99603; 907-235-8121 ext 2225; [shobbs@ci.homer.ak.us](mailto:shobbs@ci.homer.ak.us)

VI. SPECIAL PROVISIONS

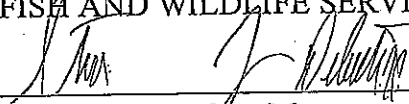
- E.
  - A. This MOU may be modified or amended as necessary upon written consent of all parties or may be terminated by either party with a 30 day written notice to all other parties. No change to this agreement shall be binding upon the Service or City unless and until reduced to writing and signed by both/all parties.
  - B. The parties to this agreement agree to be responsible for damages to their own property and injuries to their own employees/volunteers, except for damages/injuries resulting from the fault or negligence of the other party. Any claim for damage to property or persons made against the Government will be pursued in accordance with the provision of the Federal Tort Claims Act.
  - C. No member of, or Delegate to, Congress shall be admitted to any share or part of this agreement, or any benefits that may arise there from; but this provision shall not be construed to extend to this agreement if made with a corporation for its general benefit.
- F. The City shall obtain the prior review and approval of the Service for all printed and other informational materials distributed to the public by City in connection with this agreement/project.
- G. This MOU does not affect any final transfer of funds, property, or services on behalf of the U.S. Fish and Wildlife Service. Any discussion of such transfers by the U.S. Fish and Wildlife Service is for planning purposes only, and the actual transfers will be accomplished in accordance with applicable laws, regulations, and procedures.
- H. The principle contacts for this MOU are:
  - a. For the Service: Steve Delehanty, Refuge Manager, Alaska Maritime National Wildlife Refuge, 95 Sterling Highway, Suite 1, Homer, AK 99603; 907-235-6546; [Steve\\_Delehanty@fws.gov](mailto:Steve_Delehanty@fws.gov)
  - b. For the City: Walt Wrede, C, 491 E Pioneer, Homer, AK 99603; 907-235-8121; [wwrede@ci.homer.ak.us](mailto:wwrede@ci.homer.ak.us)

VII. TERMINATION

The Service or its agents or contractors may also enter the City Airport terminal facility and remove any equipment and uninstalled materials or structures.

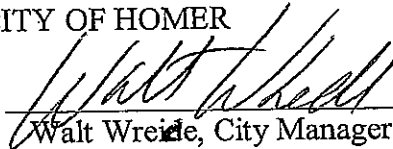
IN WITNESS WHEREOF, the parties hereto have caused this Memorandum of Understanding to be executed as of the date of last signature below.

U.S. FISH AND WILDLIFE SERVICE

  
\_\_\_\_\_  
Steve Delehanty, Refuge Manager

16 June 2010  
(Date)

CITY OF HOMER

  
\_\_\_\_\_  
Walt Wreide, City Manager

7/30/10  
(Date)



Homer's outstanding community thespians perform regularly at Pier One Theatre. Sometimes it is a musical comedy by a local playwright; other nights you'll be moved to tears and laughter by performances of classic or new "edgy" plays. Locals especially love applauding their friends and neighbors who volunteer their time to enrich our cultural life.

The Mariner Theater at the Homer High School is another focal point for community cultural events during the year including the annual Nutcracker performance in December. The Kenai Peninsula Orchestra as well as school bands and choruses

also perform in the Theater.

Homer also has its own movie theatre showing double features, first run movies every night, and frequent matinees. It is located in downtown Homer on Pioneer Avenue.

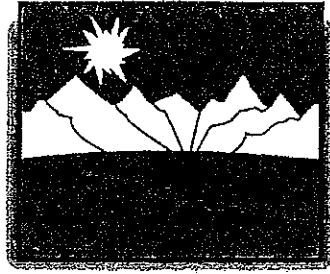
Watch for current events in the local newspapers, tune in to the local radio station for announcements of current happenings or stop by the Homer Chamber of Commerce Visitor Center. Call 235-7740 or visit the Chamber online at [www.homer.alaska.org](http://www.homer.alaska.org).

The City of Homer and the Homer Public Art Committee

## THE ARTS

unabashedly embrace and encourage ART in public and private spaces throughout the area. With projects from 1% for the Arts in new construction, in City facilities and along roadways, and through collaboration with local businesses, the goal is celebrating Homer as THE Alaskan arts community! Prime PUBLIC ART viewing spots are the Library, Animal Shelter, Fire Hall, City Hall and Pioneer Ave.





## HOMER REAL ESTATE

Print Works  
Attention: Meg

Public Arts insert for VIG

The City of Homer and the Homer Public Art Committee unabashedly embrace and encourage ART in public and private spaces throughout the area. With projects from 1% for the Arts in new construction, in City facilities and along roadways, and through collaboration with local businesses, the goal is celebrating Homer as THE Alaskan arts community! Prime PUBLIC ART viewing spots are the Library, Animal Shelter, Fire Hall, City Hall and Pioneer Ave.





## Renee Krause

---

**From:** Angie Newby [angienewby@alaska.com]  
**Sent:** Monday, October 04, 2010 2:00 PM  
**To:** Renee Krause  
**Cc:** Margaret Visger; Gaye Wolfe  
**Subject:** FW: Public art  
**Attachments:** Visitor Guide info.doc

**Importance:** High

Boy I dropped the ball on this one...need to do things as soon as I leave the meetings. Anyway, short blurb submitted and meg will let me know if there is room for more...She needs a couple of photos but she is not sure what she will use. Meg suggested a horizontal photo, which would be the performing arts wall, and a vertical, so I am thinking something from the Library or Animal shelter. She needs these asap...

Angie Newby, CCIM, CRS  
Homer Real Estate  
1529 Ocean Dr  
Homer, AK 99603-0997  
Direct - (907) 235-5294  
Sell - (907)299-1514  
[angienewby@alaska.com](mailto:angienewby@alaska.com)  
<http://www.homerrealestate.com>

-----Original Message-----

**From:** Angie Newby [mailto:angienewby@alaska.com]  
**Sent:** Monday, October 04, 2010 1:58 PM  
**To:** 'Margaret Visger'  
**Cc:** Renee Krause  
**Subject:** RE: Public art  
**Importance:** High

I am soooooooooooooooooooooooooooooo sorry, I have too many volunteer hats on this week! Hope this works. I will ask Renee to email you a vertical and a horizontal photo of a couple of things that maybe you can use.

Angie Newby, CCIM, CRS  
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Homer, AK 99603-0997  
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-----Original Message-----

**From:** Margaret Visger [mailto:margaret@printworksonline.com]  
**Sent:** Tuesday, July 20, 2010 9:04 AM  
**To:** angienewby@alaska.com  
**Subject:** Public art

Hi Angie,

I don't know if Paul got back to you about public art in the visitors guide.  
We will discuss it at our next meeting July 30 and let you know.

Thanks,

Meg

---

Margaret (Meg) Visger  
Art Director  
Print Works  
907-235-8500 ext 234  
1-800-935-5105 ext 234 (within Alaska)  
Fax 907-235-2537  
[margaret@printworksonline.com](mailto:margaret@printworksonline.com)

**Renee Krause**

---

**From:** Angie Newby [angienewby@alaska.com]  
**Sent:** Monday, October 11, 2010 11:12 AM  
**To:** 'Meg Cicciarella'  
**Cc:** Renee Krause  
**Subject:** RE: FireWise to Dedicate Mural at Homer Volunteer Fire Dept. Wed., Oct. 27 at 1:00 p.m.

I would love to be there. It looks great. So guess I'll be there as PAC Chair and we'll try and get the other committee members there as well.

*Angie Newby*, CCIM, CRS

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**From:** Meg Cicciarella [mailto:kpb.firewise.meg@gmail.com]  
**Sent:** Friday, October 08, 2010 12:56 PM  
**To:** horn@acsalaska.net; hoganhomercouncil@gmail.com; bhfish@gci.net; roberts2@alaska.net; davelyn@gci.net; mewjcw@acsalaska.net; bryanzak@aol.com; Rinke, Hans J (DNR); Nathan Lojewski; fourlarue@aol.com; achartier@svt.org; Bannock, Duane; Kristie Babcock; Reese, Judith C (DNR); Angie Newby; Bob Painter; Elaine Grabowski; marcia@kbbi.org; michael.armstrong@homernews.com; newsroom@homertribune.com; Cicciarella, Bob; bcraig@borough.kenai.ak.us; Mike Chihuly; cmokracek@borough.kenai.ak.us; Baisden, James; mtilly@ci.kenai.ak.us; fayrene@alaska.net; moosepassfireems@yahoo.com; bearcreek@seward.net; Sharon; Victoria Kohn; doug\_newbould@fws.gov; Walt Wrede; Landua, Glenda; jack.sinclair@alaska.gov  
**Subject:** FireWise to Dedicate Mural at Homer Volunteer Fire Dept. Wed., Oct. 27 at 1:00 p.m.

**YOU ARE CORDIALLY INVITED TO PARTICIPATE IN  
THE DEDICATION OF THE FIREWISE MURAL  
"KEEP FIRE IN THE FOREST"  
TO THE CITY OF HOMER  
WED., OCT. 27, 1 P.M. HOMER VOLUNTEER FIRE DEPARTMENT**

**RSVP  
with your representative's name, title and contact phone and email  
BY FRI. OCT. 15 BY REPLY EMAIL**

\*\*For background on the mural, read the attached story written by NPFA newsletter editor Cheryl Blake for the NPFA national newsletter





Fall 2010

# Firewise Communities®

## “The How-To Newsletter”

*This quarterly provides articles and helpful hints on how to incorporate Firewise principles.*

### THE FIREWISE COMMUNITY — The Firewise Cycle: Synergy Among Stakeholders

When it comes to protecting communities from wildfire, there are many players who have a stake in making sure that people, homes, property and the surrounding land are kept safe. When these parties can come together and act collectively, the results can be astounding and inspiring. There is no thing – and nothing – that can stand in their way.

Whether you are a firefighter (from a local fire department, most familiar in dealing with structural fires, or a wildland fire specialist facing down a raging wildfire), a homeowner, a property owner, an insurance agent, a developer, a landscape architect, a gardener or even a tenant renting a residence in the wildland/urban interface, you are one of these players and you can play a role in the ultimate success of your community’s Firewise efforts.

Though your motivations may be different, your ultimate goal is actually very similar – the safety of your community when faced with the threat of wildfire. The firefighter wants to be safer when facing fire events and wants homeowners and other residents to be Firewise; the homeowner wants to protect his/her home but may need guidance or assistance to put goals into action; and a local business may have use for resources, such as chips, slash or pine needles, resulting from Firewise activities or may be able to provide needed equipment for achieving a Firewise goal. By assessing what your own role may be, you can also identify who your collaborators could be. And then comes the outreach and teamwork. The benefits are many, with all parties winning. So, as you consider your Firewise plans for the coming year, remember to think beyond your own sphere to the other players with whom you can engage and support, leading to very satisfying results.



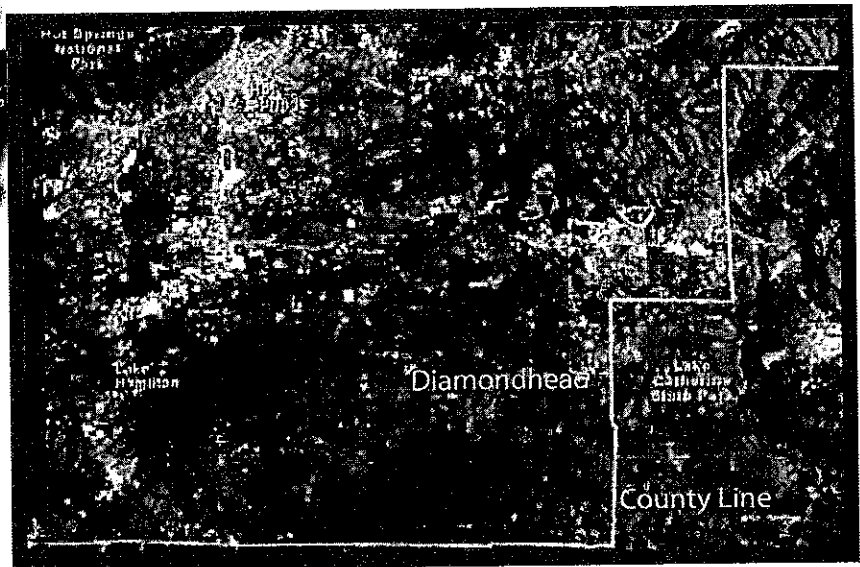
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# THE FIREWISE COMMUNITY — EXAMPLE

## DIAMONDHEAD, ARKANSAS CAPITALIZING ON COMMUNITY SYNERGY



*The Diamondhead community is made up of more than 600 homes, providing haven to some 2,400 residents settled along the outskirts of the bustling Hot Springs area. Known as the spa city, Hot Springs creates a busy atmosphere for those that want to blend the beauty of a natural setting with the comforts of a metropolitan area. Lake Catherine sits just outside this Arkansas hot spot and is the backdrop around which the Diamondhead community was constructed. A subdivision of sorts, full of variations in homes, homeowners and organizations, its community members offer a broad spectrum of opinions, personalities and agendas. Five years ago, the Lake Hamilton Fire Department introduced the community to the Firewise program. It wasn't long before the program took on a presence of its own among residents.*

As a result of the community's participation, Lake Hamilton Fire Department has recorded a 30 percent reduction in "out of control" burns. What's more, Firewise has provided a voice and a cause for homeowners to be directly involved with mitigation efforts. The positive impact of the community's synergistic work with its fire department has gone beyond Diamondhead, rippling out to Lake Catherine State Park (also a Firewise community), Camp Tanako (a nearby church camp), and the Hot Springs/Garland County area as a whole.

In fact, Firewise has become a safety program synonymous with the fire department and mitigation efforts in Diamondhead households across the lake. Its successful growth in the community is based on the fact that the local fire crew and homeowners, alike, took broad wildfire safety strategies and made them specific to the needs of the area.

Firewise principles are most successful when a group takes what the National Fire Protection Association has created and

inspired and focuses those principles on wildfire concerns that exist in their community and surrounding area. With the support of a largely retired population, a dedicated fire crew, and a nicely involved community, this Diamondhead Firewise program represents a superb example of true community ownership, leadership and inter-agency coordination.

Following are descriptions of some of the community groups who make the synergy possible in Diamondhead and the events and activities that constitute the community's inspiring Firewise efforts.

**Diamondhead Lions Club** — Each year, a fishing derby is hosted for special needs children. Lions Club members take this opportunity to involve local Arkansas Forestry Commission representatives, inviting Smokey Bear and providing as much Firewise safety literature and presentations as possible. The large crowd then visits Lake Catherine where sponsors work to make the day a fun community event for all. A turnout of just over 300 is normal for this excellent outreach effort, which also attracts dignitaries and media representatives from surrounding counties.

**Diamondhead Community Church** — The Men's Group works each year to apply Firewise safety strategies to Camp Tanako, a local church camp that serves more than 10,000 children annually. Through a spring clean up, the defensible space of each dormitory, worship center and activity area is maintained. This group also coordinates with local Arkansas Forestry Commission staff and the Lake Hamilton Fire Department to complete prescribed burns in the area surrounding the camp. Children return each summer to a lean, clean and green landscape at this lovely camp along the Lake Catherine shoreline. The defensible space immediately surrounding and indirectly protecting the area makes the lives of hundreds of children safer every year.

**Diamondhead Beautification Committee** — This committee follows Firewise strategies to maintain and develop flower beds, update landscaping surrounding central community buildings, and ensure that road right-of-ways are kept free of debris. Committee members are often seen at the Diamondhead entrance adding dirt and pruning vegetation to keep the main entry route to the area inviting and ultimately accessible. This group can be counted on to monitor areas that may become too thick or overgrown to be considered safe from wildfire. As access is a key piece to wildfire safety, it is obvious that beautification is not the only mission of this group of dedicated women and men.

**Diamondhead Safety Committee** — This committee has a unique relationship with the fire department, as they serve in the capacity of liaisons regarding anything relevant to emergency planning. The members of the committee ensure that evacuation routes and plans discussed in the community wildfire plan remain safe should they be needed. The Lake Hamilton crew relies on this committee to ensure that homes are properly marked with clear addresses, and most importantly, that escape routes, access, safety zones and landing areas are maintained to address the usual wear and tear of erosion, natural disasters, and human-caused change to the landscape.

residences and moved it to a safer, more controllable space.

**Diamondhead Public Work Department** — Another dimension to fire safety in Diamondhead is the maintenance of power-line right-of-ways and the clearance of road right-of-ways. It offers yet another prevention mechanism for the community, since these cleared away areas serve as natural firebreaks. These existing breaks make the defensible space of each Diamondhead home that much more effective in the face of possible wildfire, where properties are so wooded and natural.



*Smokey Bear visits the Diamondhead community.*



*Lake Hamilton Fire Department works with campers and volunteers at Camp Tanako on fire extinguisher tactics.*

**Property Owner's Association** — For nearly five years, the Diamondhead Property Owner's Association (POA) has maintained a community burn pile, whereby a specific area is cleared away to serve as a common locale for community members to dump their mulch, lawn clippings, brush, and burnable trash and junk, free of charge. Through this novel approach, these materials are burned safely while being monitored closely by the POA and fire department. The solitary location of the community burn pile allows for maximum supervision of a single area, rather than the more dangerous burning of individual piles throughout the Diamondhead subdivision. Since burning debris was the highest cause of Arkansas wildfires in 2009, this burn pile provides a much-needed service to the community while also serving as an excellent prevention tool. In following strategies so critical to Firewise-style safety, this highly successful idea has eliminated a high-level wildfire hazard away from



While there is nothing particularly special about the community of Diamondhead, the combined efforts of its various individuals, groups, and organizations do something very special to protect homes and homeowners from the very real wildfire threat in Arkansas. The committees highlighted could sponsor any number of community efforts, yet they choose to support Firewise safety strategies and, in doing so, have seen tangible results in wildfire reduction and improvements to public safety. Whether influenced by the fire department, the local Arkansas

Forestry Commission staff, the historic wildfire presence in the area, or their proximity to Hot Springs, it is clear that the area's residents are conscientious of mitigation needs and the impact that prevention can have on possible emergency situa-

tions in the future. Within the Firewise Communities/USA program, Diamondhead and the Lake Hamilton Fire Department exemplify an excellence in teamwork of which Arkansas can be proud.

*How-To thanks Adriane Harrell and Matthew Simpson of the Arkansas Forestry Commission for contributing the information and photographs for this Community Example.*

### Green Waste from Yard Cleanups — What to Do?

Autumn is one of those times when you break out the rakes and the clippers, the hedge trimmers and the hacksaws. You clear the downed limbs, trim and treat the broken ones, and rake the fallen leaves and pine needles. You climb up to roof level and clear the gutter and rooftop of any debris, especially those that could offer easy ignition during an approaching wildfire. Maybe your community even brings in a chipper to help break down the bigger tree limbs and cuttings. Whatever your fall cleanup



involves, the end result is a sizeable pile of yard waste. And the question for many is: What's the best way to deal with this green waste that's good for my pocketbook, my community, and the environment.

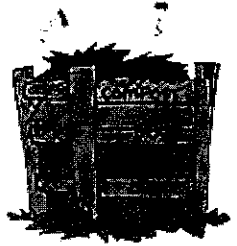
According to the Environmental Protection Agency (EPA), yard trimmings and food residuals together constitute 26 percent of the U.S. municipal solid waste stream.

That's a considerable load to send to landfills, where green waste can become an environmental liability in the form of methane gas — which, if not properly captured, becomes the potent greenhouse gas that contributes to global warming.

You might counter, "Well, we can always just burn the debris." And while that's an easy, economical option used by many living in rural areas, burning leaves and other yard waste is not the

most environmental or healthful solution. It can cause air pollution and lead to uncontrolled fires when not overseen properly. And for people with asthma, allergies, chronic bronchitis and other lung ailments, it can make breathing difficult. Some states ban leaf burning, and some communities may ban or restrict the activity or where it can be done. If using this option, be sure to know what your community or state permits.

A safe, economical solution for dealing with green waste, which individuals, communities and municipalities all can adopt, is composting — which is the decomposition of plant remains and other once-living material to make a dark, crumbly, earthy substance that can be used to enrich garden soil. It also can help to vastly reduce the waste disposed of in landfills.



Among its other benefits, composting can help clean contaminated soil, prevent pollution and reduce the need for water, fertilizers and pesticides. There is a broad range of information available online to help you get started, as well as companies that specialize in green waste disposal. Visit the following websites for some useful information about composting and how you can get started at your own home or in your own community:

[www.epa.gov/epawaste/conserve/rrr/composting/index.htm](http://www.epa.gov/epawaste/conserve/rrr/composting/index.htm)

[www.vegweb.com/composting](http://www.vegweb.com/composting)

[www.HowToCompost.org](http://www.HowToCompost.org)

Information for this article was found at the above websites. *How-To* thanks the EPA, vegweb.com and HowToCompost.org for their helpful resources.

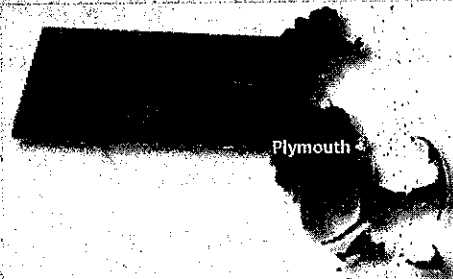
### How-To Shout Out

*How-To* gives a shout out to Massachusetts State Forestry for its efforts to get the Commonwealth to adopt Firewise® standards, particularly in fire-prone regions.

To learn more, read:

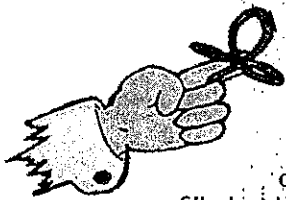
<http://www.wickedlocal.com/plymouth/news/x1876471510/State-asks-planners-to-adopt-Firewise-standards>

Do you know of a state, region or community whose efforts deserve special recognition? Write Michele Steinberg at [msteinberg@nfpa.org](mailto:msteinberg@nfpa.org) and share your story.





### Helpful Reminders on Facilitating a Firewise Community USA ... Where You Live



As with individuals, communities are unique. Even in areas with similar natural fuels and housing layouts, the dynamics of the residents are different; no one pattern fits all. Communities are filled with individuals with varying leadership qualities, interest in fire prevention, volunteer ethic, and sense of neighborhood awareness. Complacency and apathy quite often need to be overcome.

Even though the overall process of reaching a Firewise Community nomination is ongoing, the real challenge is making the process mesh with the dynamics of your specific community. Some communities require much hand-holding, others less, and still others might never agree, for whatever reasons, to apply for Firewise recognition. Even in this worst-case scenario there is something to be gained because, at the very least, you can leave the community with a Community Wildfire Protection Plan.

To facilitate the process, leading to a positive outcome, it can be helpful to keep the following actions in mind:

- Select a community that has at least a moderate wildfire risk, preferably one that has experienced a recent wildfire event.
- Identify the Firewise "sparkplug," an individual who holds a passion for the community, has an appreciation for fire protection, and has the respect of the neighborhood. This is usually the most important and challenging task. Once you've found your sparkplug, she/he can help with organizing your community's Firewise Committee.
- Engage the local fire department; these individuals usually know the area's dynamics.

- Work with the homeowner or neighborhood association; they will know the local residents, local politics, and what makes the community tick.

- Involve partners such as a civic club, conservation group, or any association that has something in common with the residents-at-large.

- Conduct a hazard assessment that is completed by individuals with knowledge of wildland fire behavior and who may have received wildland/urban interface training. Then devise a mitigation plan completed with collaboration, at a minimum, of representatives from a forestry agency, a local governing body, and the local fire service. The mitigation plan must prioritize hazard mitigation treatments and also address means of reducing structural ignitability that could be caused by wildfire.

- Gain approval of the plan from the Firewise committee, which must be willing to invest a minimum of \$2 per capita on Firewise efforts. This cost can be in-kind contributions, volunteer service work, or equipment used toward fire-proofing the community.

- Offer suggestions about ways to make Firewise Day meaningful and fun – with an emphasis on fun.

- Assist the committee with the nomination form and other on-line resources.

*How-To thanks Stanley Anderson, of the Alabama Forestry Commission, for providing the information for this important reminder.*

## How-To Chat with Dave Nuss



In this issue of the How-To Newsletter, Dave Nuss, Division Manager of NFPA's Wildland Fire Operations Division discusses how the division can best serve members for the wildland fire community as well as how community protective efforts such as fire drills, fire escape, and other safety measures can be employed to protect the community in a comprehensive and effective manner. Nuss was involved in the Wildland Fire Operations Division for 10 years in his role as manager. The division's activities include: fire prevention, fire safety, and fire investigation. He will expand on NFPA's national and international wildfire prevention efforts, as well as NFPA's wildfire codes and standards for public safety in residential areas, commercial buildings, and non-residential areas.

store and non-residential areas and a variety of other safety and fire protection programs for fire and fire safety. Prior to his promotion, Nuss had worked for NFPA's Firewise Program providing support and training to NFPA members, fire service organizations, and other health and safety organizations. He has also progressed through the ranks to deputy chief and chief for over 22 years of service in California and Oregon. In addition, he served as a member of the National Fire Protection Association's Firewise Program and as an advisor to the National Fire Academy's Firewise Program.

**H-T:** What do you see as the most important wildfire safety issues NFPA can address?

**DN:** I feel NFPA has long been the leader in delivering safety messages that target specific issues and work effectively in changing people's behavior when it comes to reducing or reacting to factors that can save their lives. The key to reducing the losses from wildfire is getting home and property owners to understand the role fire plays in their environment and what steps they need to take to mitigate the potential impact of that inevitable process on their homes. NFPA is well positioned with the Firewise program to deliver that message.

**H-T:** Why did NFPA create a Wildland Fire Operations Division?

**DN:** Losses from wildfire and the costs associated with protection and control are increasing substantially. At the same time, development of homes in the WUI is ever-increasing while fire conditions seem to be worsening due to climatic conditions and policies of the past. It appears things will only get worse. As the premier fire-safety source, NFPA recognizes the need to take definitive action. The Division was created with the idea that an effective strategy to reduce losses requires a multi-prong approach. The Division provides NFPA the opportunity to identify a variety of programs and partnerships to address the issue.

**H-T:** How does the new Division support Firewise?

**DN:** Firewise has always been, and will continue to be, NFPA's key program for addressing wildfire losses. Our experience with Firewise shows there are tangent issues related to the principles outlined in Firewise that may need additional effort. These might include hazard assessment training, other channels of communication to reach different audiences, or more direct on-the-ground support to communities. Through NFPA's broader outreach and funding, we can make Firewise more effective and encourage its implementation in a greater number of communities. Firewise will continue to be the cornerstone of NFPA's wildfire outreach and advocacy.

**H-T:** What is the most remarkable outcome you've seen arising from the Firewise effort?

**DN:** I am continually impressed with the broad reach that Firewise brings to a community. That has been its key to success.

It does take all interests in a community; homeowners, emergency responders, elected officials, industry and allied organizations, to have the necessary effect. With Firewise we have hundreds of examples of collaborations that have taken place to make a community safer. It continually proves itself as an effective, grassroots, bottom-up, inclusive community process that really makes a positive difference.

**H-T:** What do you think is the greatest challenge to getting more communities and other stakeholders involved in Firewise?

**DN:** Continued resourcing of a voluntary program such as Firewise is always a challenge. State and local coordinators are stretched thin, community volunteers are busy, funding resources are drying up, and homeowners have less time and opportunity to take on-going responsibility for their property. All these factors hamper our ability to initiate and sustain Firewise in many areas. And a large number of people who live in the WUI just don't understand and recognize the risk they live with, and the simple and inexpensive things they can do to have a positive impact. But those challenges also represent opportunities, and organizations like NFPA and those we partner with will need to get creative in assisting with overcoming those challenges. I'm optimistic because I see greater recognition at the federal and state levels that there really is a problem that needs to be addressed and that is at risk for increasing.

**H-T:** What are the two or three key things you've learned in your first 6 months as Division Director?

**DN:** I am probably preaching to the choir here, but one thing that has been so evident in my first six months is the level of dedication and energy of the Firewise staff (Michele Steinberg, Cheryl Blake, and Linda Coyle). They are passionate about what they do and will go out of their way to assist the effort whenever and wherever they can. Just as obvious is the energy of so many of the community leaders we work with. Their dedication is amazing and I suspect they truly are the unsung heroes in their neighborhoods. Finally, I see the quality of the Firewise program and materials and how that helps with the overall implementation and effectiveness of the program.

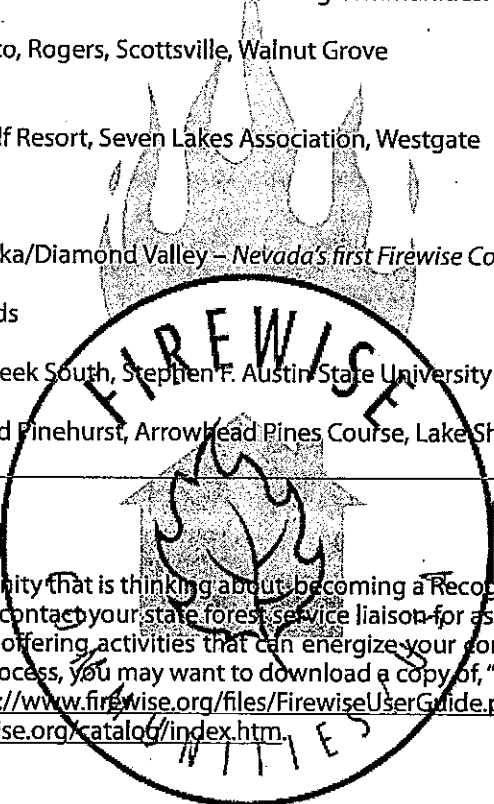
Q & A Continued on bottom of Page 7

## FIREWISE BY THE NUMBERS

The saying "The more, the merrier," is certainly applicable to Firewise Communities/USA®. Only with Firewise, it also means greater awareness and safety for your home and community. We're delighted to report that there are now 39 states with active Firewise communities, as Nevada has two new communities recognized. The more Firewise Communities/USA there are, the more of you there are who will be preparing to prevent fire from reaching your homes and property.

Since the Summer issue of "How-To", 32 new communities received recognition status, for a total of 599 communities with Firewise status. *How-To Newsletter* is pleased to welcome the following communities:

Arkansas – Bethel Heights, Holland, Nebco, Rogers, Scottsville, Walnut Grove  
Arizona – Sunset Vista Estates  
California – Graeagle  
Florida – Great Outdoors RV Nature & Golf Resort, Seven Lakes Association, Westgate  
Idaho – Avery, Warm Springs Mesa  
Kentucky – Evona  
Montana – Libby  
Nevada – Crescent Valley/Beowawe, Eureka/Diamond Valley – *Nevada's first Firewise Communities/USA sites!*  
Oklahoma – Ravia, Skiatook, Tishomingo  
South Carolina – Pine Creek, Walker Woods  
Tennessee – Leadmine Bend  
Texas – Canyon Ridge Springs, Council Creek South, Stephen F. Austin State University  
Washington – Forest Ridge, Gull Cove  
Wisconsin – Arrowhead North, Arrowhead Pinehurst, Arrowhead Pines Course, Lake Sherwood, Potawatomi Estates



If your community or you know of a community that is thinking about becoming a Recognized Firewise Communities/USA®, please visit [www.firewise.org](http://www.firewise.org). Remember, you can contact your state forest service liaison for assistance; he or she is an excellent resource for guidance in formulating your plan and offering activities that can energize your community or visit the Firewise web site for more information. To help jump start the process, you may want to download a copy of, "A User Reference Guide to the Firewise Communities/USA® Recognition Program" at <http://www.firewise.org/files/FirewiseUserGuide.pdf> or order a copy at no charge from the Firewise online catalog at <http://www.firewise.org/catalog/index.htm>.

Q & A Continued From Page 6

### How-To Chat with Dave Nuss

**H-T:** *What are some goals you hope the Wildland Fire Operations Division can achieve that will expand synergy among and within Firewise communities?*

**DN:** We need to find ways for communities to share "best practices" with each other. That may be through something like the Backyards and Beyond conference, through a re-design of the Firewise and NFPA websites, or through some other mechanism. We need to take a close look at the messages we are conveying to make sure they are the most effective for helping people understand the risk they face and what they can do to minimize it. We need to ask the users of the program for their ideas to improve the program and how best to implement and sustain it. And we need to find ways to assist with funding so that it doesn't become the reason communities cannot fully participate in Firewise.

### 2010 Renewals

*Don't wait until December 31!*

In addition to the many communities joining us this year, our previously recognized communities must renew their status. Make sure you keep your community's status as a recognized Firewise Communities/USA up-to-date by letting us know about your Firewise Day and your volunteer action.

Once your community has held its Firewise Day, you can report your activity online at <http://www.firewise.org/usa>. Click on "Application and Renewal" and then on the "Fill Out the Online Form" button. You'll enter your name and password there. Be sure to provide all information for a timely renewal.

Need assistance? We are here to help you. Contact Michele Steinberg at [msteinberg@nfpa.org](mailto:msteinberg@nfpa.org) or call 1-617-984-7487.

## The Value of Partnerships

Whether your community is a newcomer to Firewise or has long-time association, there are numerous avenues for creating synergy with your stakeholders. One incentive that has boosted the synergy for a number of Firewise communities nationwide is grants. While NFPA's Firewise program is not set up to provide grants, there are opportunities available through federal and state agency grant programs to use funds to conduct wildfire mitigation activities in communities.

For example, in Oklahoma, the Forestry Service only began promoting Firewise among its rural fire coordinators earlier this year, to complement its long history of providing technical



advice and assistance to communities. In particular, the Forestry Service had its rural fire coordinators share information about Firewise grant opportunities. The response, according to Oklahoma state liaison Kelly Hurt, was overwhelming.

"In short order, the number of Oklahoma communities participating in the Firewise program jumped to approximately 50," said Hurt. "In fact, the response was so great that Oklahoma's entire grant funding for new communities was expended."

Additionally, Oklahoma's offering of wildfire risk reduction grants, only available to Firewise communities, has served as further incentive for communities to join the Firewise program and develop practical Firewise mitigation projects.

Hurt noted, "Our fire departments are providing a great deal of community leadership to initiate Firewise projects. The offer of a grant that proactively addresses problem areas, such as invasive cedars, is very appealing to the state's communities. And, this grant encourages them to put thought and effort into the plan so that they can then make the real, on-the-ground changes that will save lives and protect property."

He concluded, "Overall, the leveraging of pre-existing forestry outreach programs and coupling of the risk reduction grant to the planning grant created unexpected synergies for us, in Oklahoma. These included our communication of the Firewise message, completion of Firewise projects, and a mobilization of communities, as well as enhancement of their sustainability and project quality."

Meanwhile, in Alabama, Firewise activities – originally begun in the early 2000s – had stalled. The state's first community to receive Firewise Community USA recognition status did not re-certify and little progress had been made in other communities, according to Stanley Anderson, of the Alabama Forestry Commission.

Things changed, though, when a grant opportunity came along that would assist a woodland subdivision with installing wildfire protection measures as a demonstration project. "This led to the community submitting a nomination to become a Firewise Community/USA, noted Anderson, "and this community has successfully re-certified every year since."

Then, in 2007, the Alabama Forestry Commission was successful in earning a re-design grant from the USDA Forest Service, State and Private Forests, to fund a three-year Wildland/Urban Interface (WUI) Project, through which the forestry commission would provide financial assistance to homeowners and communities in high wildfire-risk areas toward becoming Firewise. Participating communities were required to employ hazardous fuel mitigation treatments and perform all the necessary steps for submitting a nomination as a recognized Firewise Communities/USA site. As a result, four communities have received recognition status.

While outside of these grants, Anderson noted that Alabama has four more communities that are getting very close to meeting the requirements for nomination to attain Firewise recognition status, he enumerated the benefits that the grants offered those communities that used them to achieve their Firewise status. "The grants provided communities at risk of wildfire damages with between \$10,000 and \$25,000, depending on the scope of the project. They also proved to be a useful tool for encouraging and implementing hazardous mitigation treatments such as brush cutting in areas adjacent to structures and other values at risk, carrying out prescribed burning, and increasing defensible space around structures, as well as installing firebreaks and establishing emergency ingress/egress corridors."

In turn, the communities matched the grant amount with services, in-kind funding, or volunteer use of labor and equipment. And the end result was four more communities making Firewise practices a part of their mitigation efforts.

To learn about grants that could benefit your Firewise efforts, contact your state liaison, or visit [http://www.firewise.org/usa/grant\\_funding\\_sources.htm](http://www.firewise.org/usa/grant_funding_sources.htm).

How-To thanks Kelly Hurt, Oklahoma state liaison, and Stanley Anderson, of the Alabama Forestry Commission, for information they contributed for the writing of this Firewise Leader.

**Editor's Note:** If your community has a story or unique activity that may benefit other communities, we encourage you to share it with us. It may very well benefit other communities or help a community get started with the Firewise Communities/USA process. Submit your description and photos to Michele Steinberg at: [msteinberg@nfpa.org](mailto:msteinberg@nfpa.org).

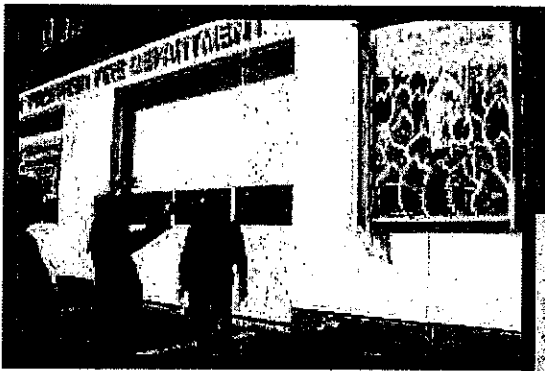
## YOUTH CORNER

### Youth's Winning Poster Becomes a Firewise Mural

In 2008, the Alaska Division of Forestry held a poster contest in conjunction with their Firewise Education and Outreach Program. The poster contest, the ceramic mural and the Firewise Team were made possible by a Western States Fire Assistance competitive grant provided by the U.S. Forest Service to the Alaska Division of Forestry with matching funds provided by the Kenai Peninsula Borough and the Alaska Division of Forestry.

The following article is reprinted from the HOMER TRIBUNE, authored by Naomi Klouda.

Meg Cicciarella, Kenai Peninsula Firewise Team Leader, shows how a mural going up at the Homer Fire Department will look when complete and discusses it with Arts Committee member Gaye Wolfe. It is based on a winning poster entry by Maggie LaRue, with tile pieces created by art students at the Kenai Peninsula College.



Homer student Maggie LaRue's Firewise poster may have only started out in crayon, but it went a long way toward winning the hearts of judges in a 2008 Firewise awareness contest.

Now, two years later, Maggie's drawing is being recreated in tile by Kenai Peninsula College art students, and will be installed at the Homer Fire Department as a permanent message about how to be safe from fires.

"This is a gift to the City of Homer, paid for by the Division of Forestry," said Gaye Wolfe, member of the Homer Public Arts Advisory Commission. When finished, the ceramic mural will be visible from several vantage points; a vivid depiction of a home in the woods framed, then further outlined in colorful ceramic pieces.

"It's a work in progress," said Meg Cicciarella, the Kenai Peninsula Firewise Team leader. "It all began with a poster contest conducted across the peninsula by the Division of Forestry, in conjunction with the Firewise Education and Outreach Program."

The winning entry was designed by the daughter of Bonnie and Blake LaRue, when she was 11 years old. From there, her poster was used as a basis for a mural developed, sculpted and de-



Original artwork by Maggie LaRue.

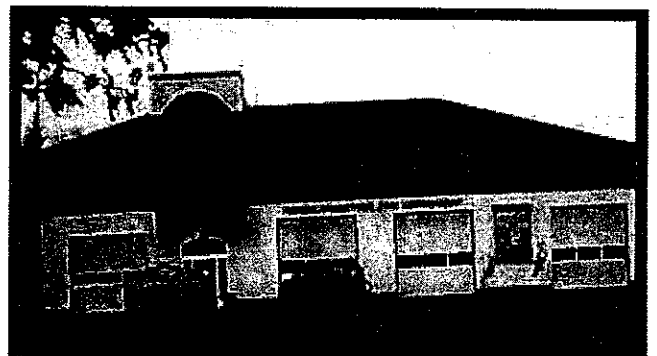
signed by Professor Joy Fall's ceramic students at KPC.

"It was divided into sections, and each student made a portion of the mural," Cicciarella explained. "That's why you'll see the tiles are not square, not flat, but multi-dimensional."

The tiles were brought down to Homer in May-June, as Cicciarella worked with local contractor Gary Kulesza of Burning Daylight Construction to help figure out the framing and a roof shelter. Angie Newby, director of the Homer Public Arts Advisory Commission, helped select the public installation. Cicciarella said the drawing illustrates an important set of precautions.

"A lot of people in Homer might not see themselves as living in the woods, but they do live in a rural setting surrounded by forest," she said. "We have to take precautions to keep our property safe and partner with wildland firefighters."

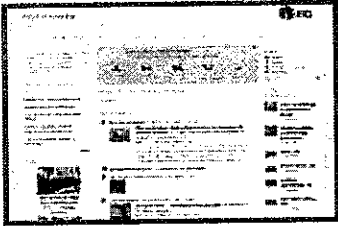
Since last year's significant fire at Mile 17 on East End Road, experts have been asking Homer residents to work to remove firewood away from the home, and clear out dead brush and trees in order to be more "Firewise."



(For additional information about the mural, see page 11, Web Sources for Meg Cicciarella's email address.)

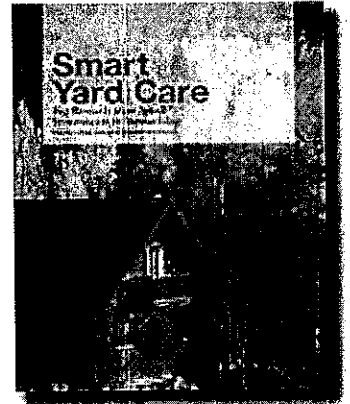
## Engaging Fellow Firewise Friends

As you make your own efforts and engage with other like-minded communities, you will find there are many ways to go about pursuing and renewing Firewise status. A useful way to share your successes and learn from those of others is to join MyFirewise – the networking site for communities living in the wildland/urban interface. During August, MyFirewise reached a milestone, with its membership up to 615. To sign up, visit <http://network.firewise.org>. If you're a Facebook user, you can become a fan of the Firewise page there ([www.facebook.com/Firewise](http://www.facebook.com/Firewise)) and connect with even more Firewise friends. You can also follow Michele Steinberg for Firewise tweets at <http://twitter.com/Firewise>, where you can keep abreast of all kinds of Firewise-related news and information.



## Reading Up

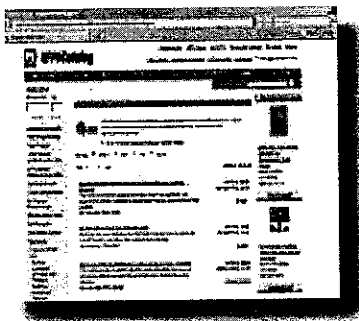
*Smart Yard Care: Big Rewards from Small Investments in Stewardship* is a new handbook that takes a holistic look at Firewise practices. For example, burning debris is a major cause of unwanted wildfires. As much fun as torching dried leaves and branches can be, there are some environmentally friendly alternatives. Thoughtful homeowners, especially those in Mid-Atlantic states, will find good information to help reduce, reuse or recycle yard waste. This also may help decrease unwanted fire starts. In addition, the handbook also provides useful tips on dealing with invasive species and living with wildlife, as well as protecting your homes and landscapes from wildfire. To purchase copies of the book, go to <http://www.hort.vt.edu/mastergardener/smartyardstorefront.html>. Single copies are \$20 each; cartons of 50 are \$600. The handbook was produced with National Fire Plan funds through a partnership of the National Park Service and the Virginia Cooperative Extension. For more information, e-mail [Barb\\_Stewart@nps.gov](mailto:Barb_Stewart@nps.gov).



For additional information on wildfire and Firewise articles, visit the Firewise Article Archive at [www.Firewise.org/library/index.php](http://www.Firewise.org/library/index.php). You'll have access to countless Firewise articles at the click of your mouse!

## Have you had a chance to visit the new Firewise Catalog?

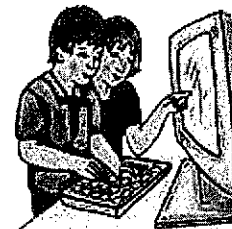
The Firewise catalog has a new look, new feel and now it's easier to navigate. This summer the Firewise catalog was moved to NFPA's website, [www.nfpa.org](http://www.nfpa.org). But you can still get there if you are visiting the Firewise website [www.firewise.org](http://www.firewise.org). Click on the catalog tab and then click on "click here"; you will automatically be redirected to the new catalog. Once there, just click on *Firewise®: Wildfire Safety* in the left hand column and the print and audiovisual materials that you have always ordered will appear. You still won't be charged for the product, nor the shipping. If you have any questions, please feel free to contact either Linda Coyle at [lcoyle@nfpa.org](mailto:lcoyle@nfpa.org) or Cheryl Blake at [cblake@nfpa.org](mailto:cblake@nfpa.org).



## Web Sources

To access information addressed in this issue of *How-To Newsletter*, visit the following websites:

- MyFirewise — <http://network.firewise.org>
- Firewise on Twitter — <http://twitter.com/Firewise>
- Firewise on Facebook — [www.facebook.com/Firewise](http://www.facebook.com/Firewise)
- Additional tips courtesy of Alabama Forestry Commission — [http://www.forestry.alabama.gov/PDFs/50\\_Ways\\_to\\_Protect\\_Your\\_home.pdf](http://www.forestry.alabama.gov/PDFs/50_Ways_to_Protect_Your_home.pdf)  
[http://www.forestry.alabama.gov/PDFs/Five\\_Ways\\_to\\_Protect\\_Your\\_Forestland\\_from\\_Wildfire.pdf](http://www.forestry.alabama.gov/PDFs/Five_Ways_to_Protect_Your_Forestland_from_Wildfire.pdf)
- Smart Yard Care: *Big Rewards from Small Investments in Stewardship* — <http://www.hort.vt.edu/mastergardener/smartyardstore-front.html>
- Environmental Protection Agency (tips on composting) — <http://www.epa.gov/epawaste/conservation/rrr/composting/index.htm>
- More Composting Information— [www.vegweb.com/composting](http://www.vegweb.com/composting) and [HowToCompost.org](http://HowToCompost.org)
- Information on Firewise grants and resources — [http://www.firewise.org/usa/grant\\_funding\\_sources.htm](http://www.firewise.org/usa/grant_funding_sources.htm)
- Maggie's Mural – If you have an interest in the process of what it took to go from the paper drawing to a plan for tile-making, hand-carved tiles vs: pre-manufactured, working with the tile contractors and the college, approaching city officials, and other aspects of this incredible project please feel free to contact Meg Cicciarella at [kpb.firewise.meg@gmail.com](mailto:kpb.firewise.meg@gmail.com). Meg will be more than happy to share the ins and outs of this project.



## NFPA Offers Newly Revised Home Ignition Zone course

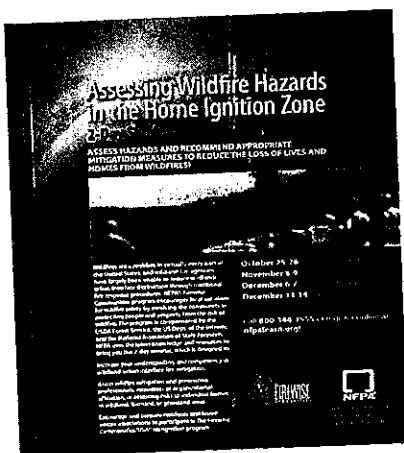
NFPA is offering the *Assessing Wildfire Hazards in the Home Ignition Zone* two-day workshop this fall at four locations:

**October 25-26**  
Holiday Inn Denver  
3333 Quebec Street  
Denver, CO  
303-321-3500

**November 8-9**  
Silver Cloud  
1046 First Avenue  
Seattle, WA  
206-204-9800

**December 6-7**  
Crowne Plaza Anaheim Resort  
12021 Harbor Blvd  
Garden Grove, CA  
714-867-5555

**December 13-14**  
Doubletree Orlando Resort Int'l  
10100 International Drive  
Orlando, FL  
800-327-0363



The workshop will help you to identify hazards and reduce risks in the home ignition zone before a wildfire starts. Recent research has led to a greater understanding of how wildland fires ignite homes. By applying new knowledge of how wildland/urban interface fires occur and by using new approaches, future wildland/urban interface fire disasters can be significantly reduced.

This 2-day workshop is designed to (1) provide a basic understanding of fire behavior and structure ignition from wildfires, (2) increase an understanding and competency in wildland/urban interface fire mitigation, (3) provide an understanding of the risk assessment methods based on NFPA 1144: *Standard for Reducing Structure Ignition Hazards from Wildland Fire*, (4) identify corrective mitigation measures for the resident to implement to reduce the risk of ignition, and (5) provide an understanding of safety measures for new construction and community design, based on NFPA 1141: *Standard for Fire Protection Infrastructure for Land Development in Suburban and Rural Areas*.

To find out about seminar sessions or to register, visit [www.nfpalearn.org](http://www.nfpalearn.org) or call 1-800-344-3555.

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