



ADMINISTRATIVE DIRECTIVE

PUBLIC ART PROGRAM PUBLIC INVOLVEMENT POLICY	NUMBER 7.01-3	PAGE 1 of 2
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I. PURPOSE

The purpose of this administrative directive is to develop protocol for public art public involvement.

II. POLICY

It is the policy of the City of Tucson to engage stakeholders of a Capital Improvement Project (CIP), including the public art component, and provide opportunities for stakeholders to participate in the public art selection process or be informed about the process. The Public Art Project Panel is the primary point of interface with the public.

III. PUBLIC INVOLVEMENT PROCESS

- A.** When a CIP is being planned, the project manager or department shall notify AFTSA. AFTSA public art staff and the project manager, with other consultants as appropriate, shall determine how the artist will interface with the project's public process.
- B.** The public involvement for the public art component shall be coordinated to correspond to the public involvement for the CIP as appropriate.
- C.** All Calls to Artists and artist contracts shall state that the selected artists may be required to attend one or more public meetings for the project.
 - 1.** The Public Art Project Panel shall be convened as appropriate to review the artist's preliminary designs.
 - 2.** The artist must attend a public meeting to present a drawing and/or maquette of the proposed artwork.
- D.** The Public Art Project Panel shall be reconvened to review the artist's proposed design and consider comments from the public meeting for the purpose of approving the artwork to proceed to the production phase.
- E.** The artist will be approved to proceed to the production phase by the project manager following Public Art Project Panel approval of the design to production phase.

IV. INSTANCE OF CONTROVERSY

In the instance of high level of controversy, the project manager and AFTSA shall consult with the City Manager or designee to determine the appropriate course of action which could include but is not limited to cancellation, redesign, resubmission for additional public input, and/or consultation with Mayor and Council.



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Appendices None

References None

Review Responsibility and Frequency The Deputy City Manager will review this directive annually, based on date of publication. Last review date: September 8, 2016.

Authorized



City Manager's Office



Date

Michael Ortega