

County of Yolo

Administrative Policies and Procedures Manual

TITLE: PUBLIC ARTS	DEPARTMENT: COUNTY ADMINISTRATIVE OFFICE
TYPE: POLICY	DATE: November 18, 2008

A. General

The County of Yolo wishes to expand the public's experience with the visual arts; to make available to county residents artwork of the highest quality that will in turn enhance the quality of life in Yolo County and to help create a more visually pleasing and humane environment. The arts, and through them the artist and arts groups of Yolo, provide educational, cultural, entertainment and recreational benefits available to and used by the citizens of the county, in this way contributing to the quality of life.

The purpose of this policy is to integrate the work and creativity of artists into the planning, design, and construction of county facilities, buildings, and public spaces; to enhance and enrich the county's physical environment and public spaces; to celebrate the multi-cultural and diverse character of Yolo County; to contribute a sense of ownership and pride in public facilities and spaces to Yolo County residents and to engage the residents in creative partnerships. This public arts policy contains the county policies and procedures applicable to all County departments. All County capital projects (excluding roads projects) with budgets over one hundred and fifty thousand dollars (\$150,000) including all bond projects (unless specifically exempt), grant-funded projects, and all other capital projects funded from other sources are subject to this policy.

B. Definitions

1. "Board" means the Board of Supervisors of Yolo County.
2. "Applicable projects" means all county capital projects (excluding roads projects) with budgets over one hundred and fifty thousand dollars (\$150,000) including all bond projects, grant-funded projects, and all other capital projects funded from other sources are subject to this policy. Projects involving only remodeling for maintenance purposes, such as roof repairs, elevator repairs and communications systems are excluded from this policy.
3. "Projects" means the cost for capital improvements which is generally the construction cost and does not include soft cost such as design, fees, special testing and land acquisition cost.
4. "Yolo County Arts Council" means the non profit 501c3 entity that is contracted to assist the county in promoting the arts by contractual authorization;
5. "County" means the County of Yolo.
6. "Works of art" means works including but not limited to all paintings, mural decorations, inscriptions, stained glass, fiber work, statues, reliefs or other sculptures, monuments, fountains, arches, or other structures intended for ornament or commemoration. It shall also include, but not be limited to, works in the fields of music, literature, theater and dance.

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C. Policy

Departments who advance capital projects to the Board of Supervisors shall include a line item in each County capital project budget (construction or renovation) to be allocated for the acquisition, design, creation, installation and maintenance of public art and for related administrative costs. For budgets of \$150,000 - \$5,000,000 the per cent shall be one and a half percent (1.5%). For projects exceeding \$5,000,000 the amount shall be one percent (1%). The Board of Supervisors reserves the right to adjust the allocation when a capital project is presented for its approval. Roads, routine remodeling for maintenance purposes, such as roof repairs, furnishings, elevator repairs and communications systems are excluded from this policy.

D. Uses of Funds

The Yolo County Arts Council shall make recommendations to the Board of Supervisors regarding the nature, selection and placement of artwork projects. Such projects may be placed as an integral part of the construction or exhibited in, on, or about public facilities. Such projects may be attached or detached, within or about such property, and may be either temporary or permanent, in order to insure that the council will be able to select the most appropriate artwork project for the site, people, and community of which the artwork project is intended

The monies appropriated under this policy may be used for artist design services and the development of design concepts and models; and for the selection, acquisition, purchase, commissioning, placement, installation, exhibition and/or display of artworks. Funds may also be expended for engineering studies or architect fees when collaboration is involved. Artworks may be temporary or permanent, may be integral to the architecture or may be incorporated into the capital project. Integration of an artist's design concepts into the project architecture should be ensured, insofar as is feasible, by the concurrent selection of the artist(s) with the architect or project designer.

Twenty percent (20%) of the public art funds may be used for project administration and community education activities, as well as reasonable curatorial services and the preservation and maintenance of artworks in the county art collection.

Funds appropriated for a particular capital project deemed unnecessary or inappropriate by the Arts Council in whole or in part for art uses or purposes for that project may be expended on other public art projects approved under the master public art plan as approved by the Board of Supervisors. Included in the authorized use of funds are works of art which includes but is not limited to all paintings, mural decorations, inscriptions, stained glass, fiber work, statues, reliefs or other sculptures, monuments, fountains, arches, or other structures intended for ornament or commemoration. It shall also include, but not be limited to, works in the fields of music, literature, theater and dance.

Unless restricted by the Board of Supervisors, local or state law, or the conditions of a granting authority, monies generated under this chapter may be pooled by the art council and expended for any public art

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project in the county subject to the Board of Supervisors approved master public art plan. There is no general requirement that monies shall be expended on the specific project that generated the monies.

E. Responsibilities

Under the supervision of the Director of General Services, the Yolo County Art Council shall be responsible for the administration of the public art program, the appointment of the public art advisory committee, and the development of the public art program regulations. The program's regulations and all revisions thereto implementing, defining, and interpreting this chapter shall be approved by the Board of Supervisors upon recommendation of the Yolo County Arts Council. The Arts Council shall be responsible for creating and reviewing the master public art plan, approving public art project budgets, selecting artists for recommendation to the Board of Supervisors, negotiating artist contracts, appointing project art selection panels, and ensuring the ongoing maintenance of the County art collection.

The Director of General Services shall provide oversight to the implementation of the plan. The Director shall present annual reports on the status of implementing the plan. When required the Director shall advance Board of Supervisors action items for consideration.

The Auditor-Controller shall establish a trust fund account, designated "public art fund." Monies appropriated for the public art program shall be transferred by the County Administrator or designee into the public art trust fund subject to any legal or funding source restrictions.