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FY19 Work Plan for Los Alamos County Boards and Commissions

(Fiscal Year 2019: July 1, 2018 – June 30, 2019)

Board and Commission Name: Art in Public Places Board

Date prepared: 2/14/2018 Date approved by Council: 5/1/2018

Prepared by: Jeremy Smith and Libby Carlsten, with APPB approval

This work plan will be accomplished in the following time frame: from July 1, 2018 to June 30, 2019

Chairperson: Jeremy Smith

Members and terms:

Pete Carson: 1st term to 3/23/19 – eligible for re-appointment
Britton Donharl: 2nd term to 3/23/19 – not eligible for re-appointment
Catherine Ozment: 1st term to 3/23/19 – eligible for re-appointment
Michelle Mittrach: 1st term to 11/3.19 – eligible for re-appointment
Jeremy Smith: 2nd term to 2/11/20– not eligible for re-appointment

Department Director: Brian Brogan

Work plan developed in collaboration with Department Director? (Y/N?): Yes

Staff Liaison: Libby Carlsten

Administrative Support provided by: Becky Andrus

Council Liaison: Reviewed by Council Liaison? Yes

1.0 Provide a brief Summary of your Board or Commission’s activities over the past twelve months. Please describe your Board or Commission’s accomplishments and identify constraints. List any “lessons learned” and identify the greatest challenges faced by the Board or Commission.

Activities and Accomplishments

Suspended Dichroic PlexiGlas Sculpture in the Golf Course Clubhouse – On October 27, 2015, Council approved an APPB recommendation to commission a dichroic glass sculpture by Albuquerque artist Doug Czor. The sculpture was installed along the ceiling in the entry hallway between the golf pro shop and the restaurant – plus one additional cluster was added above the doorway to the community room. APPB members and staff provided guidance and worked with the artist as he fabricated the sculpture. Mr. Czor completed and installed the sculpture in the summer of 2017. The dedication event was held on September 7, 2017. Many positive comments have been received by the board.

Municipal Building –. APPB members collaborated with Utilities Department staff to develop plans for an artistic/educational display at the top of the main staircase using the artwork from the former NEDO Smart House. The display area was created by the County’s Facilities Division in late summer 2017. The dedication event was held on October 3, 2017. Two of the artists attended the ceremony. APPB members and the staff liaison have continued to work with the County’s Communication and Public Relations Division to develop the educational posters to provide explanatory information about the Smart House project and the significance of the artwork.

Large San Ildefonso Pot Replicas – The placement of a historical progression of six large San Ildefonso pot replicas along the NM 4 corridor through White Rock was accomplished in early summer 2016. APPB members are continuing to work with Communications and Public Relations staff to design a permanent educational plaque to be installed at the White Rock Visitors Center to provide photographs and more explanatory information about the significance of the project than is provided on the small bronze plaques next to each pot.

Los Alamos Community Building (home of the renovated Teen Center, the Visitor Center for the Manhattan Project National Historical Park, the Cooperative Extension Service Office, PAC-8, and the Youth Activity Center) In July 2017, the APPB recommended the purchase of colorful, whimsical benches and matching lighted sculptures made by California-based artist, Colin Selig, from reclaimed propane tanks for the front courtyard of the Community Building. The bench and sculpture installation was completed in December 2017. The board is planning to schedule a dedication event in March or April 2018 along with the installation of an informative plaque explaining the repurposed propane tank art.

Web presence, APPB brochure, Maintenance, Plaques – There is strong board interest in improving the county’s public art presence through a public art website managed by www.publicartarchive.org. APPB members and the staff liaison continue to prepare letters to artists to get permission to display their work on the on-line database. This is an ongoing project that may take another year to complete. APPB members have also been working with County staff to identify options for collection management software. The collection is currently managed using Excel spreadsheets which are inadequate for this task. The board anticipates making a recommendation regarding new software in mid to late 2018. The board continues to improve the maintenance of current works of art in the county’s public collection and in the fall of 2016 awarded a new maintenance contract to Sculpture Smart (a Santa Fe based company) for the outdoor sculptures. With addition of a significant number of new works over the last several years, the board is continuing to order and install plaques, and to replace old or missing plaques as part of the maintenance of the artwork.

Public Education/Outreach Efforts – The Board has noted that the source of APP funding, the restrictions on its use, and the process by which public art projects are developed, recommended and approved, are unclear to many members of the community. The board looks for opportunities to inform the public about its roles and responsibilities, and the enabling County ordinance, whenever they can. In the past year, board members hosted an APP informational table at a summer Farmer’s Market, provided pictures/information to the LA Daily Post, and the APPB Chair provided explanatory information about the APPB in the opening remarks at each dedication event. The public art collection is also periodically promoted on the Community Services Department’s Facebook page.

October 2017 – Evening of Arts and Culture – The Chair of the APPB and the staff liaison assisted with planning for the inaugural kick-off event on October 13, 2017 for the “Month of Arts and Culture.” The board also hosted a table at Fuller Lodge during the event and handed out information about the public art collection and answering questions about the work of the board. The County published a booklet/informational guide with information about all the artistic and cultural events in the community during the month of October. It was well received.

Challenges and Lessons Learned

- The County has engaged in numerous capital projects over the past decade, resulting in a substantial influx of funds to the Art in Public Places Account. The board responded by recommending major new artwork for the Nature Center, Municipal Building, White Rock Visitor Center, WR Branch Library, the renovated NM4 corridor in White Rock, and the Golf Course Clubhouse. The board also addressed some smaller scale projects, such as the relocation of Smart House art and added benches and sculptures in front of the Community Building. The

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Approved by Council 5/1/18

board plans to continue concentrating on the upkeep of the existing collection, collection management software, and to evaluate remaining public art funds and annual expenses.

- In 2015, the board implemented a policy stipulating that artists will be responsible for engineering, permitting, construction, and installation of large art projects such as “Solar Tree.” Previously these activities relied heavily on the help of County personnel whose operational workload required that they fit in art projects “as and when,” and the policy is intended to formalize the artist’s responsibilities and to reduce the board’s reliance on County personnel. Nonetheless, even with the policy in place, assistance continues to be needed from the appropriate County building managers to safeguard County assets. In other cases, such as artwork relocation or special projects like the WR Pottery Replicas, a great deal of assistance from County personnel is often required. The lesson learned is that, while the board makes every effort to budget appropriately for County staff assistance, and very much appreciates the help, we must also be aware that other County priorities may take precedence, and projects may not be completed according to the board’s timeline. With this in mind the board should use private contractors whenever possible, with appropriate county oversight, to avoid lengthy delays in project completion.
- APPB receives strong, high-level County staff and administrative support, including developing and negotiating contracts for maintenance and commissions, researching and drafting policies, and acting as liaison with County departments. However, this support is not unlimited, and it is incumbent upon the Board to realistically prioritize and manage their demands.
- It remains the case, apparent from some public input, that the source of funding for public art, the restrictions on its use, and the process by which public art projects are developed, recommended and approved, are unclear to many members of the community. The board will continue their efforts to inform the public about its roles and responsibilities, and the enabling County ordinance, whenever the opportunity arises.

2.0 Describe the future work plans for this Board or Commission using the following items and showing the relationship to those items: (Please remember that Council approval of this work plan does not constitute official Council approval of proposed projects, assignments, or anticipated recommendations included in this work plan that have budget implications.)

2.1 List any special projects or assignments given to this Board or Commission by Council or the Department director:

- Meet with the Community Services Department Director and other CSD Board Chairs as requested, for discussion and information sharing.
- Participate in the public input gathering for [art at Ashley Pond Park](#) if [the project](#) goes forward.
- Participate as needed and at the appropriate time with the proposed Capital Improvement Projects for any public art opportunities.
- Participate in the planning efforts, if any, for the development of a park area to commemorate military service.
- As directed by the Community Services Director, work with Library staff to assess options for combining the Library's existing art collection into the public collection.
- Conduct public outreach activities after the art collection is added to the "Public Art Archives" to develop both the public's interest in art and a better understanding of how public art is funded. Some suggested activities are: developing a prominent link to the PAA on the County's web site, staffing the County table at the Farmer's Market, giving talks in schools, to civic groups, and at the Senior Center lunches – or providing articles or photos (daily postcards) to the Los Alamos Daily Post and the Los Alamos Monitor.

2.2 List the guiding documents/plans (with approval or revision dates listed) used by this Board or Commission.

- APPB enabling legislation in the County Code
- APPB Policies and Guidelines – Approved by Council on August 30, 2016
- Contractual relationships for sculpture maintenance
- Contractual agreements with artists
- County Comprehensive Plan and Master Plans related to land use

2.3 Other projects/assignments proposed by the Board or Commission: (Any projects or activities proposed in this section should be discussed with the Council Liaison prior to listing it in this work plan.)

Administrative Activities

- APPB Inventory –APPB is conducting a search for an appropriate collection management database for accessing and managing the inventory.
- APPB Identification of Artwork Maintenance and Repairs – Each member of the board has taken responsibility for a specific section of the art collection, regularly inspects their section, and reports bi-annually to the entire board about any needed maintenance or repairs. The board as a group then prioritizes the maintenance needs for the entire collection.
- Public Art Web Presence -- The Board has researched and gotten approval from TAG (County’s Technology Group) to move forward with “Public Art Archive,” an on-line database subscription service that will allow the County to provide user-friendly public access to the Los Alamos County Public Art Collection. This database option will provide an instant web presence (without having to develop it ourselves) that is easily searchable, can be viewed on mobile devices, and is connected with Google maps. Permission forms are being collected from artists.
- Plaques – In conjunction with the inventory update, plaques will be ordered with a goal of having all art in the County collection properly labeled.

Marketing and Communications

- Public Information - the APPB will continue to look for opportunities to inform the public about the public art collection, the APP funding, and the process the board uses to select and recommend public art pieces.
- Web Presence – Coordinate efforts to place the County’s public art collection on the web via Public Art Archives, a free on-line database service. After the collection is listed on the PAA – develop a prominent link to the PAA on the County’s web page.
- Open Forum – The APPB has successfully used the County’s Open Forum for soliciting public input in the past and will continue to use it in the future, when appropriate.

Current/In-process Projects

- White Rock State Route 4 - Native American Pots – The pot replicas have been installed. The board is working to design an educational plaque and brochure to provide more information to the public about this project.
- Los Alamos Community Building – Colorful, whimsical benches and matching lighted sculptures have been installed. The board will plan a dedication event for this artwork

- Columbarium – The board will work with the PROS Division to explore options for appropriate art for the proposed columbarium
- Disposal - The board is discussing options for the possible disposal of a few pieces of art in the public collection that have been damaged or are no longer relevant to the collection
- Donations -- Several potential donation offers have been received and will be discussed/considered by the board
- Memorial park to honor military service – the board is collaboratively (with PROS and the Parks and Rec Board) considering options for developing a park area to honor military service
- Solicitation of Future projects - Board members have developed a “Call for Art Ideas” as a way for the public to suggest ideas and locations for additions to the public art collection. The deadline for submittals is March 2018. Evaluation of the proposed projects will occur over the next six months.

Potential Projects/Locations

The following is a list of, including but not limited to, potential projects and/or locations for consideration of public art over the next two years (not in any particular order):

- Roundabout – The board has discussed recommending a sculpture for the new 502 roundabout and has concluded that this would best be considered after it is completed and the entire nearby area can be evaluated for potential art locations.
- Underpass for Hwy 502 near the Canyon Rim Trailhead and the Cooperative Market - The board has received a preliminary overview of this project and is looking forward to developing ideas for art and artistic lighting for the proposed underpass.
- White Rock Senior Center and Town Hall – Continue to evaluate art possibilities for this area.
- Deacon Street Project – The board is planning to explore options and ideas for public art along Deacon Street as this renovation/economic development project progresses.
- CIP Recreation Projects – The board will be ready to work with any project teams early in the process to recommend public art, including landscaping, as part of any CIP project.

3.0 Identify any interfaces for the goals/tasks in this work plan with County Departments and other Boards and Commissions. Specify the coordination required.

- Throughout the year, the APPB will work closely with Parks, Recreation and Open Space (PROS), Public Works, and Facilities staff as needed, regarding the placement, installation, lighting and landscaping of exterior artwork, and installation of interior artwork.
- A Santa Fe based company (Sculpture Smart), contractually bound to the County through the APPB to clean and maintain the outdoor sculptures in the public collection, also works closely with the Parks Division, as needed, in fulfilling their requirements, such as winterizing water features and maintaining sculptures.
- The Board and staff liaison will coordinate with County departments currently displaying interior art to ensure that said artwork is displayed in appropriate settings and available for public viewing in accordance with County Code.
- The Board will continue to collaborate, as appropriate, with other Los Alamos County Boards, Commissions, and departments including but not limited to the; Lodger’s Tax Advisory Board, Fuller Lodge Historic Districts Advisory Board, Library Board, Parks and Recreation Board, and community stakeholder groups and organizations.
- The Board will liaison to the Tourism Implementation Task Force, as needed.

4.0 List any special public information or involvement meetings or efforts to be conducted by this Board or Commission:

- Staff will work with both the Community Development Department, the Public Works Department, and the Community Services Department to identify, for specific capital projects, at which point APPB input and/or involvement is appropriate.
- Board will solicit public input during the development of requests for proposals for new acquisitions, as well as during the selection process.
- Public receptions/dedications will be held for the installation/re-installation of major pieces of artwork.
- Continue to work with the news media by providing information and articles, and be available for interviews.
- As noted in Section 2.0 – the board may conduct public outreach activities after the art collection is added to the “Public Art Archives” to develop both the public’s interest in art and a better understanding of how public art is funded. Some suggested activities are: developing a link from the County’s web site to the PAA, staffing the County booth at the Farmer’s Market, giving talks in schools, to civic groups, and at the Senior Center lunches – or providing photos (daily postcards) to the Los Alamos Daily Post. These activities should have a low costs and/or low staff support requirements.

5.0 List the current subcommittees for this Board or Commission.

**5.1 For subcommittees with members that are not members of the parent board or commission:
List the subcommittee members and their terms.
Explain how sub- committee members are selected or appointed.
Provide a description of each subcommittee’s charter or purpose.
Describe the expected duration for the subcommittee and their work plan(s) demonstrating how they support the Board or Commission:**

None

Attachment A: Provide a copy of your Board or Commission’s “Purpose” and “Duties and Responsibilities” from Chapter 8 of the County Code:

Sec. 8-31. - Purpose

The art in public places board shall promote and encourage public programs to further the development and community awareness of and interest in public art and shall encourage the integration of art into the architecture of municipal structures, and shall visually enhance the community. Staff shall submit to the art in public places board for its review and recommendation all expenditures of the art in public places account which is created and set aside for the arts pursuant to Chapter 20 article III. (Ord. No. 02-078, § 2, 10-3-2006)

Sec. 8-32. - Membership, terms, and qualifications.

The art in public places board shall consist of five regular members and two provisional members. The term of each regular member shall be two years with staggered terms. The term of each provisional member shall be two years beginning with the appointment to each term after the adoption of this ordinance. Provisional memberships are intended to provide additional assistance to the board during a time in which the board will have a greater than normal work load. Each regular member and each provisional member shall have equal voting strength on the board and shall be authorized to attend, participate in, and vote at all board meetings. At the end of the initial two year term, the provisional memberships shall expire and the board shall revert to only five regular members.

(Ord. No. 02-078, § 2, 10-3-2006; Ord. No. 02-233, § 1, 7-26-2013)

Sec. 8-33. - Duties and responsibilities.

The art in public places board shall serve in an advisory capacity to the county council and shall have the following functions, powers and duties:

- (1) Recommend to the council the acquisition and maintenance of all works of art funded from the art in public places account. The source selection provisions in County Code sections 20-101 through 20-140 shall not apply to works of art recommended for acquisition by the arts in public places board;
- (2) Recommend to the council the public sites selected for the display of art funded from the art in public places account and establish criteria for the selection of the artists or the work of art desired;
- (3) Advise the council on the proposed removal, relocation or alteration of any public facility or works of art funded from the arts in public places account;
- (4) Recommend to the council programs and policies to further the development and public awareness of public art;
- (5) Seek private donations for the county to supplement the art in public places account and advise the council regarding additional sources of funding for public art;
- (6) Recommend such policies and procedures as are necessary to effect the purpose of this article subject to the approval of the council; these policies and procedures shall include, but not be limited to, criteria for selection of artists, procedures for artistic competitions, selection of public locations for art equitably distributed throughout the community, and recommendations for the maintenance of art funded by the art in public places account;
- (7) Recommend a policy to coordinate with the county's capital improvements program and other county activities to ensure that works of art funded by the arts in public places account are properly integrated into the community and do not pose excessive maintenance costs or public health risk and do not unduly encumber public lands;
- (8) Perform such additional related duties as may be assigned by the county council or requested by the county administrator.

(Ord. No. 02-078, § 2, 10-3-2006)

Sec. 8-34. - Selection of art.

- (a) The board may establish such policies, guidelines and timetables for the selection of art and artists and the placement of art, subject to the approval of the council.
- (b) Any work of art that is chosen must comply with the following standards in addition to any guidelines established:
 - (1) The work of art must be located in a public place with public visibility and impact.
 - (2) The work of art shall have a permanence generally of at least 20 years and shall be likely to remain a thing of value for this time period given appropriate site selection and maintenance.
 - (3) The work of art shall enhance the environment of the county.
- (c) The board shall recommend an artist or a work of art to the council. The board may recommend purchasing a completed work of art, commissioning a work of art, holding a competition to select a work of art, or creating some other appropriate mode of selection. In the event that the work of art is to be purchased and placed in conjunction with a county project, the board shall consult with the appropriate county staff and the project architect, if any, and involve them in the selection process. The board may request in advance council approval to purchase a work of art at a juried show.

Attachment B: Using the chart below, place an X in the column on the right if the Council Goal is related to the work of the Art in Public Places Board:

Mark all that apply

Economic Vitality		
<u>Economic Vitality:</u>		
<ul style="list-style-type: none"> • Priority Area – Build the local tourism economy 		X
<ul style="list-style-type: none"> • Priority Area – Promote vitality in our neighborhoods and downtown areas and eliminate blight in Los Alamos and White Rock as part of an overall property maintenance and beautification effort. 		X
<ul style="list-style-type: none"> • Promote a strong and diverse economic base by encouraging new business growth. 		
<ul style="list-style-type: none"> • Collaborate with Los Alamos National Laboratory as the area's #1 employer. 		
<u>Financial Sustainability</u>		
<ul style="list-style-type: none"> • Encourage the retention of existing businesses and assist in their opportunities for growth 		
<ul style="list-style-type: none"> • Support spinoff business opportunities from LANL 		
<ul style="list-style-type: none"> • Significantly improve the quantity and quality of retail business 		
Quality of Life		
<u>Housing:</u>		
<ul style="list-style-type: none"> • Priority Area -- Support development of affordable workforce housing. 		
<ul style="list-style-type: none"> • Promote the creation of a variety of housing options for all segments of the Los Alamos Community, including infill opportunities as appropriate. 		
<u>Education:</u>		
<ul style="list-style-type: none"> • Support Los Alamos Public Schools' goal of ranking among the top public schools in the nation 		
<ul style="list-style-type: none"> • Partner with Los Alamos Public Schools and the University of New Mexico – Los Alamos; and support, as appropriate, the delivery of their educational services to community standards 		
<u>Quality Cultural and Recreational Amenities:</u>		
<ul style="list-style-type: none"> • Priority Area – Maintain and improve existing outdoor recreation and open space amenities. 		
<ul style="list-style-type: none"> • Implement a comprehensive range of recreational and cultural amenities that enhance the Los Alamos community 		X
<u>Environmental Stewardship:</u>		
<ul style="list-style-type: none"> • Enhance environmental quality and sustainability balancing costs and benefits including County services and utilities 		
<u>Mobility:</u>		
<ul style="list-style-type: none"> • Maintain and improve transportation and mobility 		

Quality Governance	
<u>Operational Excellence:</u>	
<ul style="list-style-type: none"> • Priority Area – Continue implementation of the Comprehensive Plan with an emphasis on neighborhoods. 	
<ul style="list-style-type: none"> • Priority Area – Maintain and improve existing quality essential services and supporting infrastructure including updated enterprise software and permitting. 	X
<ul style="list-style-type: none"> • Invest in staff development to create a high performing organization 	
<ul style="list-style-type: none"> • Manage commercial growth well following an updated, concise, and consistent comprehensive plan. 	
<ul style="list-style-type: none"> • Establish and implement a mechanism for effective Utility policy setting and review. 	
<u>Communication:</u>	
<ul style="list-style-type: none"> • Improve transparency in policy setting and implementation. 	X
<ul style="list-style-type: none"> • Create a communication process that provides measurable improvement in citizen trust in government. 	X
<u>Intergovernmental Relations:</u>	
<ul style="list-style-type: none"> • Strengthen coordination and cooperation between County government, LANL, and the regional and national partners. 	X
<ul style="list-style-type: none"> • Actively pursue land transfer opportunities. 	