



ARTS COUNCIL SPECIAL HYBRID MEETING

Monday, November 18, 2024 | 5:30pm

BOARD MEMBERS:

Chair: Elizabeth Mitchell
Vice Chair: Daniel Becker
Councilors: Suzanne Skone, Jonathan Harrington,
JB Gibson, Hannah Youn, Irene Rajagopal

LOCATION & CONTACT

MICEC – Slater Room Council Chambers
and via Zoom
8236 SE 24th Street | Mercer Island, WA 98040
Phone: 206.275.7600 | www.mercerisland.gov

We strive to create an inclusive and accessible experience. Those requiring accommodation for meetings should notify the Staff Liaison's Office 3 days prior to the meeting at 206.795.8518 or by emailing Katie.Herzog@mercerisland.gov.

The virtual meeting will be broadcast live on Zoom and recorded and saved on the City's [YouTube Channel](#).

Registering to Speak: Individuals wishing to speak live during Appearances must register their request with the staff liaison at 206.795.8518 or [email](#) before 4 PM on the day of the Arts Council meeting. Each speaker will be allowed three (3) minutes to speak.

Join by Telephone at 5:30 PM: Call 253.215.8782 and enter Webinar ID 826 6997 5722 and Password 686288.

Join by Internet at 5:30 PM:

- 1) Click [this link](#).
- 2) If the Zoom app is not installed on your computer, you will be prompted to download it.
- 3) If prompted for Webinar ID, enter 826 6997 5722; Enter Password 686288.

Join in person at 5:30 PM: Mercer Island Community & Event Center 8236 SE 24th Street, Mercer Island

CALL TO ORDER & ROLL CALL - 5:30 PM

PUBLIC APPEARANCES

SPECIAL BUSINESS

1. Parks Zone Public Art Development Standards

Recommended Action: Provide input to staff on the development standards for public art in the Parks Zone.

2. 6-Year Workplan for Art in Public Places Progress

Recommended Action: Endorse the public art program goals as presented and provide feedback on other documents.

OTHER BUSINESS

3. Absences

ADJOURNMENT



ARTS COUNCIL STAFF REPORT

Item (1)
November 18, 2024
Regular Business

AGENDA ITEM INFORMATION

TITLE:	Parks Zone Public Art Development Standards	<input checked="" type="checkbox"/> Discussion Only <input type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Provide input to staff on the development standards for public art in the Parks Zone.	

STAFF:	Jessi Bon, City Manager Carson Hornsby, Management Analyst II Ryan Daly, Recreation Manager
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Ordinance No. 24C-15 (Open Space Zone development regulations)

SUMMARY

The Parks Zone is a proposed new zoning district that will establish regulations for most City-owned and/or managed parks. The purpose of the new zone is to ensure park lands are preserved and managed appropriately, in alignment with the Parks, Recreation, and Open Space (PROS) Plan, City code, master plans, and similar guiding documents. Staff is seeking input from the Arts Council on the development standards specific to public art in the Parks Zone. More information about the zoning code and development standards is provided in the Background and Issue/Discussion sections below.

- The Parks and Recreation Commission (PRC) is collaborating with staff and providing input on the draft Parks Zone development regulations over the course of several meetings.
 - At the October PRC meeting, the commission provided feedback on the purpose, designation requirements, and uses permitted in the new zone.
 - At the November PRC meeting, the commission reviewed and provided feedback on the draft code and began discussing the development standards of the new zone.
- Staff is seeking input from the Arts Council on the development standards specific to public art in the Parks Zone. Staff will incorporate feedback from the Arts Council discussion into the draft Parks Zone development regulations for review by the PRC at their next meeting.
- Over the course of several meetings, staff and the PRC will collaborate on the draft text for the new Parks Zone, ensuring it meets all regulatory requirements. This work is anticipated to continue through March 2025.
- It is currently anticipated that the PRC will hand-off a recommendation to the Planning Commission (PC) in Q2 2025 and the City Council will undertake review and adoption of the new Parks Zone by the end of 2025.

BACKGROUND

Parks Zone/Open Space Zone Background

The scope of work for the 2024 Comprehensive Plan Periodic Update, adopted by the City Council in 2022 with [Resolution No. 1621](#), included the creation of a new Parks Zone. In January 2024, a preliminary Parks Zone draft was presented to the PRC and PC. Following community and commission feedback, the legislative review was paused, and the draft returned to the PRC for further review. In March 2024, the PRC recommended dividing the Parks Zone planning into two phases: creating a zone for City-owned Open Space Lands and another for public park properties.

The PRC and Open Space Conservancy Trust (OSCT) Board then held joint meetings to develop legislation for the Open Space Zone. On May 8, 2024, PRC and OSCT Chairs presented a joint recommendation to the PC, which completed its review in June 2024 as part of the Comprehensive Plan Update. On September 25, 2024, the PC approved a recommendation for the Open Space Zone code amendment. The City Council adopted the [Open Space Zone](#) on November 4, 2024, with an effective date of December 31, 2024.

Now that the PRC's first phase of work is complete on the Open Space Zone, the PRC is shifting focus to development of the new Parks Zone with the goal of presenting a recommendation to the PC in Q2 2025. The PC will then provide a recommendation to the City Council. The City Council is anticipated to undertake review and adoption of the new Parks Zone by the end of 2025.

Parks, Recreation, and Open Space (PROS) Plan

The PROS Plan is a six-year plan that anticipates the programming and capital infrastructure investments necessary to meet the community's needs for parks, recreation, open space, trails, arts, and cultural events. The City Council adopted the [Parks, Recreation and Open Space \(PROS\) Plan](#) on March 1, 2022. The PRC served as the lead advisory board on the PROS Plan update with support provided by the Arts Council and the OSCT Board. The 2022 PROS Plan community engagement process included two statistically significant mail-in surveys with concurrent surveys available online, virtual open houses, a dedicated project webpage, and numerous board and commission meetings.

Chapter 4 of the PROS Plan establishes goals and objectives that serve as the policy framework for the provision of parks and recreation services by the City of Mercer Island. Development of master plans, policies, codes, and other work products should align with this policy framework, which includes development of the Parks Zone.

Zoning Code, Parks Code, and Park Operating Policies

The City has a few tools to regulate development, operations, and allowed uses and activities in parks. The City's zoning code, parks code, and park operating policies and procedures each have a distinct purpose and consist of specific types of rules and regulations regarding parks. The scope of work of the Parks Zone project is limited to regulations in the zoning code. More information about the types of regulations found in the zoning code, parks code, and park operating policies and procedures is provided below.

Zoning Code

The Mercer Island Zoning Code is established in [MICC Title 19 - Unified Land Development Code](#). The Zoning Code classifies land within the City into zones and regulates land uses and development permitted within each zone. The Zoning Code plays a role in the establishment of other of other regulations; however, the Zoning Code is not the appropriate place for the City to codify other rules that regulate permitted uses

in the Zoning Code. For example, if the Parks Zone includes cycling as a permitted use, the City may develop rules or regulations separately from the Zoning Code for speed limits or designated cycling areas. Similarly, picnic shelters may be included as a permitted use in the Parks Zone, but the Zoning Code would not include policies or rules regarding shelter use, rentals, or maintenance.

Parks Code

The Mercer Island Parks Code (aka “Parks Rules”) is established in [MICC Chapter 9.30 - Park Rules](#). The Parks Code is part of the Criminal Code, which is a collection of laws that define crimes and their punishments within the City's jurisdiction. The Parks Code consists of laws that apply to the City's public parks and are enforced by the Mercer Island Police Department. The Parks Code is where unlawful acts are codified, such as building fires in undesignated areas (MICC 9.30.170), posting unauthorized signs and posters (MICC 9.30.040), and riding horses in undesignated areas (MICC 9.30.060). The Parks Code is on the City's work plan to be updated in 2025-2026. Staff will assist the PRC in identifying and logging items for follow-up that are best suited for consideration as part of the Parks Code update.

Park Operating Policies and Procedures

Operating policies and procedures are established to guide citywide operations, including the City's parks and recreation facilities and programs. Operating policies and procedures include operational processes, activities, tasks, decision-making structures, levels of delegation, and responsibilities of staff. Some operating policies and procedures are intended for internal use, such as roles and responsibilities of parks and recreation staff or equipment repair and maintenance schedules. Some operating policies and procedures are public facing, such as facility rental or recreation program policies. Examples of operating policies and procedures can be found on the [Parks Information & Policies webpage](#).

Parks Zone Materials from Prior PRC Meetings

- [Tuesday, October 8, 2024](#)
- [Thursday, November 7, 2024](#)

ISSUE/DISCUSSION

Staff is seeking input from the Arts Council on the development standards specific to public art in the Parks Zone, which would establish development regulations for public art installations in parks. Staff recommends the Arts Council review the recently adopted [Open Space Zone](#) (see exhibit 1) for examples of development standards. A summary of the zoning code framework for the new Parks Zone, including the development standards, is provided below.

Zoning Code Framework

Zoning in the MICC generally consists of the five components listed below, which were used to guide the development of the draft Open Space Zone and also serve as the framework for the development of the draft Parks Zone.

1. Purpose: What is the goal of the Parks Zone?
2. Designation Requirements: What criteria is used to determine if land is included in the Parks Zone?
3. Uses Permitted: What are the allowed uses in the Parks Zone?
4. Development Standards: What are the regulations for physical modification and structures in the Parks Zone?
5. Definitions: What terms require further definition?

Development Standards for Public Art

Public art installations are incorporated into the City's park system for the purpose of community enjoyment and enrichment, and typically embody public or universal concepts as opposed to commercial, partisan, or personal interests. The [Arts Council](#) serves as the City's advisory body for arts and culture, which includes establishing guidelines for the commissioning, selection, and placement of permanent and temporary works of art in the City. The [Public Art webpage](#) on the City website has more information about the City's public art collection, including a link to the [Public Art Story Map](#) with photos and details about each work of art.

Zoning code development standards typically establish broad regulations for land development such as size/dimensions, appearance, or other high level design aspects of structures. When considering development standards related to art in the Parks Zone, keep in mind that regulations may be challenging due to significant differences in size and design of public art installations. Traditional art installations in the Mercer Island parks system include items such as murals and sculptures. In many cases, art is also incorporated into park developments such as benches, bollards, and pathways.

It is important to note the zoning code is not the appropriate place to establish all rules and regulations related to public art in the Parks Zone. For example, the Arts Council is currently undertaking an internal planning process for the City's public art program, including updating procedures related to acquisition, exhibition, and deaccession, and establishing new criteria for selecting artists and artworks. The new Six-Year Public Art Workplan will need to work in concert with the Parks Zone development standards.

Does the Arts Council recommend development standards be included in the Parks Zone to regulate the installation of public art in parks? If yes, what types of development standards should be included?

Next Steps

Staff will incorporate the Arts Council's input into the draft Parks Zone development regulations for review by the PRC at their next meeting (tentatively scheduled for January 9, 2025, at 5:00 PM). Additional input may be submitted as public comment from individual members of the Arts Council, but that individual input should not be reflected as a recommendation from the Arts Council.

RECOMMENDED ACTION

Provide input to staff on the development standards for public art in the Parks Zone.

**CITY OF MERCER ISLAND
ORDINANCE NO. 24C-15**

**AN ORDINANCE OF THE CITY OF MERCER ISLAND, WASHINGTON,
RELATING TO ESTABLISHMENT OF THE OPEN SPACE ZONE; PROVIDING
FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, the adoption of land use and zoning regulations is a valid exercise of the City's police power and is specifically authorized by RCW 35A.63.100; and

WHEREAS, through the annual development code and comprehensive plan docket and the adoption of Resolution No. 1621 in 2022, the City added the task of developing legislation to establish a new Parks Zone; and

WHEREAS, in March 2024, the Parks and Recreation Commission and Open Space Conservancy Trust Board made the recommendation to split the original Parks Zone code development project into two phases: first, an Open Space Zone, and subsequently, the development of a Parks Zone; and

WHEREAS, on May 8, 2024, the Parks and Recreation Commission and Open Space Conservancy Trust Board provided an initial joint recommendation to the Planning Commission on proposed legislation establishing a new Open Space Zone; and

WHEREAS, on September 25, 2024, the Planning Commission held a duly advertised public hearing and provided a recommendation regarding the proposed legislation to the City Council; and

WHEREAS, establishment of the Open Space Zone requires an update to the Land Use Map in the Comprehensive Plan, which was addressed in a separate duly advertised public hearing on May 29, 2024, related to the 2024 Comprehensive Plan Periodic Update; and

WHEREAS, the proposed update to the Land Use Map as part of the Comprehensive Plan Periodic Update must be adopted to be effective concurrently with the code amendments; and

WHEREAS, on August 7, 2024, the City notified the Washington State Department of Commerce of the City's intent to adopt development code amendments; and

WHEREAS, on August 7, 2024, the City issued a State Environmental Policy Act (SEPA) threshold determination of non-significance (DNS) consistent with the procedures established in Chapter 19.21 MICC; and

WHEREAS, on October 15, 2024, the City Council was briefed on the Planning Commission recommendation and had its first reading of this ordinance, and on November 4, 2024, the City Council had its second reading of this ordinance.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MERCER ISLAND, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Whereas Clauses Adopted. The “Whereas Clauses” set forth in the recital of this ordinance are hereby adopted as the findings and conclusions of the City Council for passing this ordinance.

Section 2. New MICC 19.05.030 Open Space - OS Adopted. The City Council adopts, effective December 31, 2024, a new section MICC 19.05.030, Open Space Zone, to read as follows;

MICC 19.05.030 – Open Space Zone.

- A. *Purpose.* The purpose of the Open Space Zone is to preserve, protect, restore, and enhance Open Space Lands, which provide habitat for native plants and animals and ecological services including stormwater management and carbon sequestration. Open Space Lands provide access to nature for passive recreation and relaxation and educational and stewardship opportunities.
- B. *Open Space Zone Designation Requirements.* In addition to the requirements established in Section [19.15.240 MICC](#), Open Space Lands must be owned, leased, or managed by the City of Mercer Island and fulfill the purpose provided in subsection (A) above to qualify for classification as Open Space Zone.
- C. *Uses Permitted.* The following land uses are permitted in the Open Space Zone. A use not permitted by this section is prohibited.
1. Trails.
 2. Passive recreational uses.
 3. Passive recreational amenities.
 4. Habitat restoration and enhancement.
 5. Temporary uses compatible with the purpose of the Open Space Zone, as authorized by the City Manager or designee.
 6. Wireless communications facilities. (Only if otherwise permitted by [MICC 19.06.040](#) – Wireless communications and/or [MICC 19.06.070](#) – Small wireless facilities deployment and as subject to design and concealment standards as otherwise provided in the MICC).
 7. Utilities, only where necessary for public safety or protection of the natural environment and no reasonable alternative location exists. Utilities should be underground, if feasible.

Section 3. New MICC 19.05.040 Open Space Zone Development Standards, Adopted. The City Council adopts, effective December 31, 2024, a new section MICC 19.05.040, Open Space Zone Development Standards, to read as follows;

MICC 19.05.040 – Open Space Zone Development Standards.

A. *Applicability.* The provisions of this section shall apply to all development proposals in the Open Space zoning designation.

B. *Setbacks.*

1. The following minimum setbacks apply:
 - a. Zero (0) feet if adjacent property is zoned PI, TC, PBZ, C-O, or B; and
 - b. Twenty (20) feet if adjacent property is zoned R-8.4, R-9.6, R-12, R-15, MF-2L, MF-2, or MF-3.
2. Setbacks are measured from the adjacent property line or the edge of adjacent public rights-of-way.
3. The following developments are exempt from setback requirements: fences, gates, culverts, trails, landscaping, and furnishings.

C. *Restrooms.*

1. Restrooms are only permitted on properties larger than 100 acres. Restrooms shall not be larger than 300 square feet.

D. *Signs and Kiosks.*

1. Signs shall be governed by [MICC 19.12.080](#), except as follows:
 - a. No sign shall be larger than three square feet, other than at an entrance to Open Space Lands, where a sign shall not be larger than ten square feet in size.
 - b. Exterior lighted signs are prohibited.
 - c. Natural colors shall be required unless necessary for public health, safety, or maintenance.
2. The surface area of kiosks shall not exceed 15 square feet and kiosks shall not exceed ten feet in height; except, for Open Space Land larger than 100 acres, the surface area of kiosks shall not exceed 22 square feet and kiosks shall not exceed ten feet in height. Surface area shall be measured as the portion of the kiosk used/usable for providing information.

E. *Trail Standards.*

1. Trails shall not exceed eight feet in width.

Section 4. MICC 19.16.010 Definitions, Amended. Effective December 31, 2024, MICC 19.16.010 is amended as follows.

MICC 19.16.010 – Definitions

[...]

Kiosk. A small structure in a public area used for providing information.

[...]

Natural Colors. Muted colors that are consistent with the natural landscape of Open Space lands.

[...]

Open Space Land(s). A parcel of land that is largely undeveloped and is suitable as a natural habitat.

[...]

Passive Recreational Amenities. Structures, furnishings, or developments that are specifically provided for passive recreational uses, such as signs, trails, restrooms, kiosks, benches, bike racks, etc.

Passive Recreational Uses. Passive recreational uses have a low impact on the natural and built environment, and include activities such as hiking, wildlife viewing, walking, jogging, or picnicking.

[...]

Temporary Structures, Uses, and Activities. A land use, structure, or activity that will only be in place for a limited period of time not to exceed 180 days in duration.

[...]

Trail. An off-street path for passive recreational uses. Trails may include structural components such as boardwalks, bridges, and stairs.

[...]

Section 5. MICC 19.01.040 Zone Establishment, Amended. Effective December 31, 2024, MICC 19.01.040, Zone Establishment, is amended as follows.

MICC 19.01.040 – Zone Establishment

A. Zones.

Zone	Symbol
Single-Family	R-8.4
Single-Family	R-9.6
Single-Family	R-12
Single-Family	R-15
Multiple-Family	MF-2L
Multiple-Family	MF-2

Multiple-Family	MF-3
Business	B
Planned Business	PBZ
Commercial Offices	C-O
Public Institution	PI
<u>Open Space</u>	<u>OS</u>
Town Center	TC

- B. The location and boundaries of the various zones of the city are shown and delineated on the city of Mercer Island Zoning Map which is included in appendix D of this development code and is incorporated herein by reference.
- C. The location and boundaries of the various zones as hereafter determined by the city council shall be shown and delineated on zone maps covering portions of the city, each of which shall be a part of this Code either by adoption as a part hereof or by amendment hereto.
- D. Each zone map and all notations and other information shown therein shall become part of this Code.
- E. A zone map may be divided into parts and each part may, for purposes of identification, be subdivided into units. Such parts may be separately and successively adopted by means of an amendment of this Code and, as adopted, such zone map, or its parts, shall become a part of this Code.
- F. Changes in the boundaries of a zone shall be made by ordinance adopting an amended map, or part of said zone map.
- G. When uncertainty exists as to the boundaries of any zones shown on any zone map, the following rules shall apply:
 - 1. Boundaries shown on a map as approximately following street lines or lot lines shall be construed as actually following such lines.
 - 2. Where a boundary between zones divides a lot into two or more pieces, the entire lot shall be deemed to be located in the first zone on the following list in which any part of the lot is located: R-15, R-12, R-9.6, R-8.4, MF-2L, MF-3, MF-2, OS, PI, PBZ, C-O, TC, and B. The location of the zone boundary shall be determined by use of the scale appearing on the zone map unless the location of the boundary is indicated by dimensions.
 - 3. Where property abuts Lake Washington, the land use classification of the upland property extends waterward across the abutting shorelands and beds to the line of navigability/inner harbor line as established in 1984 by the board of natural resources by Resolution No. 461.
 - 4. In case any uncertainty exists, the planning commission shall recommend and the city council shall determine the location of boundaries.

5. Where a public street is officially vacated or abandoned, the land use classification applicable to the abutting property shall apply to such vacated or abandoned street. If a vacated street forms the boundary between two or more zones, the land use classifications of each abutting zone shall extend to the mid-point of the vacated street unless the planning commission recommends and the city council decides otherwise.

H. Except as hereinafter provided:

1. No land, building, structure or premises shall be used for any purpose or in any manner other than a use listed in this Code, or amendments thereto, for the zone in which such land, building, structure or premises is located.
2. No building or structure shall be erected nor shall any building or structure be moved, altered, enlarged or rebuilt, nor shall any open spaces surrounding any building or structure be encroached upon or reduced in any manner, except in conformity with the requirements of this development code or amendments thereto.
3. No yard or other open spaces provided about any building or structure, for the purpose of complying with the regulations of this Code or amendments thereto shall be considered as providing a yard or open space for any other building or structure.

Section 6. MICC Title 19, Appendix D – Zoning Map, Amended. Effective December 31, 2024, Appendix D, Zoning Map, to Title 19, is repealed and replaced with the map attached hereto as Exhibit A.

Section 7. Severability. If any section, sentence, clause, or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, or its application held inapplicable to any person, property, or circumstance, such invalidity or unconstitutionality shall not affect the validity of any other section, sentence, clause, or phrase of this ordinance or its application to any other person, property, or circumstance.

Section 8. Publication and Effective Date. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall take effect and be in full force on December 31, 2024, provided said date is at least five days after the date of publication.

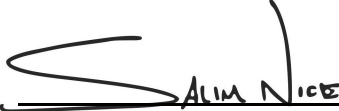
PASSED BY THE CITY COUNCIL OF THE CITY OF MERCER ISLAND, WASHINGTON, AT ITS MEETING ON NOVEMBER 4, 2024.

ATTEST:



Andrea Larson, City Clerk

CITY OF MERCER ISLAND



Salim Nice, Mayor

APPROVED AS TO FORM

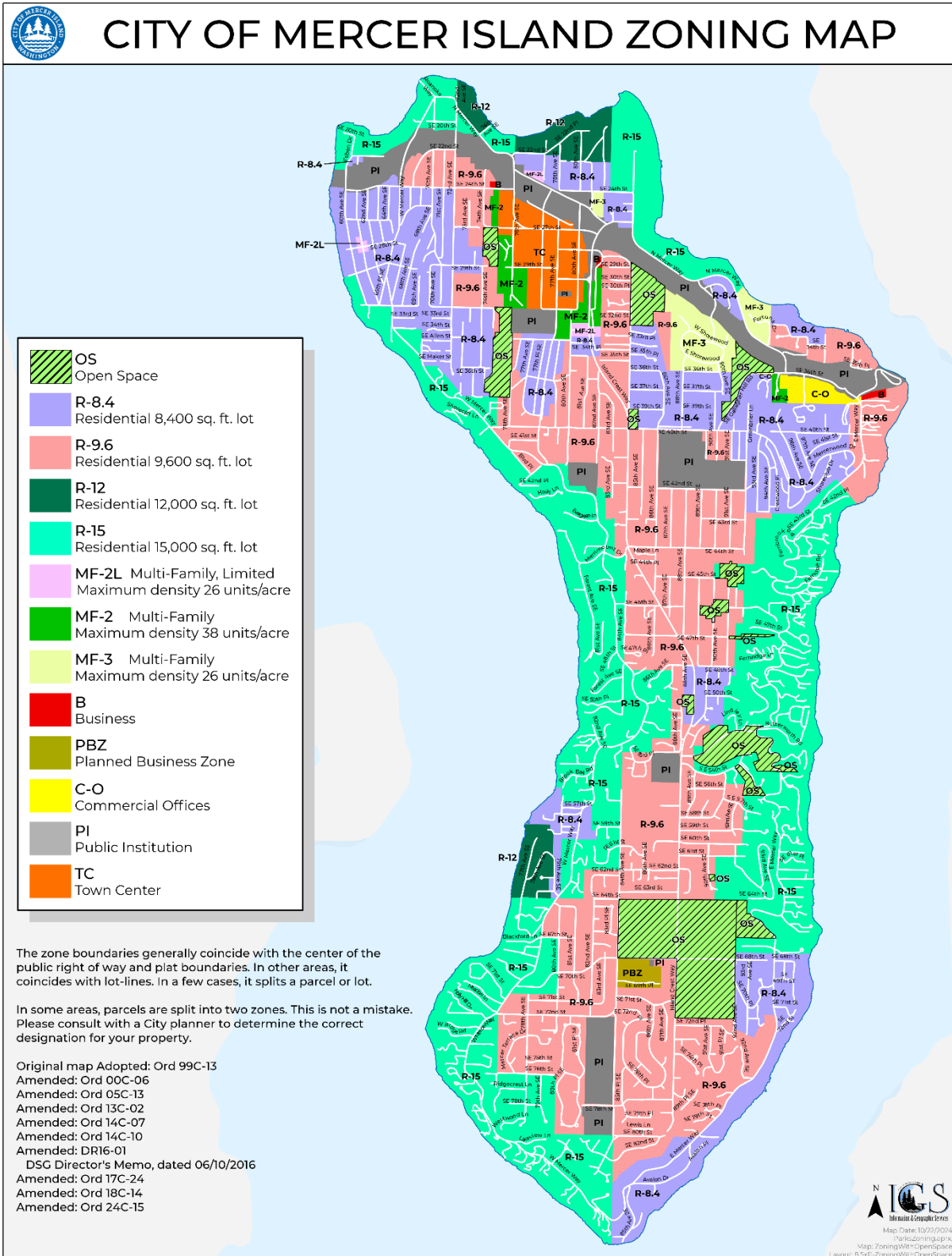
s/ Bio Park

Bio Park, City Attorney

Date of publication: November 13, 2024

Exhibit A

Appendix D – ZONING MAP





Item 1.

Parks Zone

Public Art Development Standards

Arts Council
November 18, 2024



Agenda

- Parks Zone Background
- Zoning Code Framework
- Development Standards for Public Art
- Discussion



Background Information



Parks and Open Space Zones

- The City Council directed staff to develop a new Parks Zone as part of the scope of work for the 2024 Comprehensive Plan Periodic Update.
- The Parks and Recreation Commission (PRC) recommended dividing the Parks Zone planning into two phases: one zone for City-owned Open Space Lands and another for public park properties.
- The PRC and Open Space Conservancy Trust Board held joint meetings to develop legislation for the Open Space Zone and provided a recommendation to the Planning Commission in May 2024.
- In September 2024, the Planning Commission completed the legislative review process and provided a recommendation to the City Council.
- The City Council adopted the Open Space Zone on November 4, 2024, with an effective date of December 31, 2024.
- The PRC began their work on the Parks Zone In October 2024.
- The PRC is anticipated to provide a recommendation to the Planning Commission in Q2 2025. The Planning Commission will then provide a recommendation to the City Council. The City Council is anticipated to undertake review and adoption of the Parks Zone by the end of 2025.



Zoning Code Framework



Zoning Code Framework

- The Zoning Code separates land into zones and establishes development regulations for each zone.
- Zoning in the MICC generally consists of five components:
 1. Purpose: What is the goal of the Parks Zone?
 2. Designation Requirements: What criteria is used to determine if land is included in the Parks Zone?
 3. Uses Permitted: What are the allowed uses in the Parks Zone?
 4. Development Standards: What are the regulations for physical modification and structures in the Parks Zone?
 5. Definitions: What terms require further definition?



Public Art Development Standards

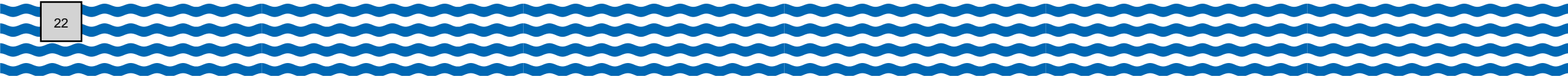


Public Art in Parks



Public Art Development Standards

- Development standards consist of broad regulations for development related to size/dimensions, appearance, or other design aspects of structures.
- Development standards for public art may be challenging due to significant differences in sizes and design of public art installations.
- The zoning code is not intended to include all rules and regulations related to public art in the Parks Zone.
- The Arts Council is currently undertaking an internal planning process for the City’s public art program, including updating procedures related to acquisition, exhibition, and deaccession, and establishing new criteria for selecting artists and artworks.



Public Art Development Standards

- Does the Arts Council recommend development standards be included in the Parks Zone to regulate the installation of public art in parks?
- If yes, what types of development standards should be included?



Discussion





ARTS COUNCIL STAFF REPORT

Item (2)
November 18, 2024
Regular Business

AGENDA ITEM INFORMATION

TITLE:	6-Year Workplan for Art in Public Places Progress	<input type="checkbox"/> Discussion Only
RECOMMENDED ACTION:	Endorse the public art program goals as presented and provide feedback on other documents.	<input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

STAFF:	Sarah Bluvas
COUNCIL LIAISON:	Ted Weinberg
EXHIBITS:	<ol style="list-style-type: none"> 1. Draft 6-Year Workplan for Art in Public Places 2. Draft Public Art Project Opportunities List 3. Draft Guidelines for Administering the City’s Public Art Program 4. Current Guidelines for Acquisition and Deaccession – Changes tracked

SUMMARY

The Mercer Island Arts Council (Arts Council) has collaborated with City staff since May 2024 to develop a 6-Year Workplan for the Art in Public Places Program (the Plan), a planning-level document that will guide internal decision-making for future public art projects. To date, the Arts Council has participated in three special meetings (i.e. workshops) and two regular meetings to provide input on the Plan.

- Workshop #1, May 20, 2024 ([Agenda Item #2](#) | [Video Recording](#); item begins at 7:13.) – The Arts Council reviewed City planning documents relevant to public art and explored the City’s public art collection and program. They shared their observations as well as short phrases/sentences they wrote responding to two prompts.
- Workshop #2, June 17, 2024 ([Agenda Item #2](#) | [Video Recording](#); item begins at 3:02.) – For the second workshop, the Arts Council began discussing the framework for developing public art projects over the six-year planning horizon and shared feedback on public art policies.
- Regular Meeting, July 17, 2024 ([Agenda Item #5](#) | [Video Recording](#); item begins at 1:30:00.) – Staff recapped planning progress, and the Arts Council endorsed the “public art pillars” as well as provided feedback on the planning process and timeline.
- Workshop #3, September 16, 2024 ([Agenda Item #1](#) | [Video Recording](#); item begins at 01:59.) – The Arts Council provided feedback on public art program goals, actions, and selection criteria as well as continued their discussion of public art procedures.
- Regular Meeting, October 16, 2024 ([Agenda Item #4](#) | [Video Recording](#); item begins at 13:25.) – Arts Council members provided feedback on the updated goals, actions, and selection criteria and previewed the first draft of the Project Opportunities List.

DRAFT RELEASE: 6-YEAR WORKPLAN FOR ART IN PUBLIC PLACES

Staff shared the first draft of the Plan (Exhibit 1) with the Arts Council via e-mail on Thursday, November 7. The Plan currently includes the following sections/content:

- Introduction – An executive summary that includes background information and lists the goals of the Plan as identified by the Arts Council.
- Project Opportunities – Includes the Project Opportunities List and Public Art Project Timeline deliverables.
- Funding – Outlines the 1% Fund for Art in Public Places (1% Fund), tracks 1% Fund contributions, and provides information about selecting funding strategies for individual projects.
- Public Engagement – Documents how the City will engage the community in the public art process, connect the community with existing public art works, and communicate information about the public art program.
- Collection Care – Documents collection management tasks, which are overseen by City staff.
- Revising the 6-Year Workplan – Guides the process for updating the Plan, which is intended as a dynamic document that can be reviewed and revised as needed over the 6-year planning horizon.
- Roles and Responsibilities, Terms and Definitions, and Public Art Project Types – Compiles staff and Arts Council responsibilities in stewarding the public art process as well as defines public art terms and project types.

In the draft Plan, staff proposed an additional goal for the Arts Council’s consideration:

Promote and implement sustainability practices through public art creation and exhibition.

During Workshop #4 on November 18, staff seek endorsement of the goals for the public art program and feedback on the structure and content of the draft Plan. A second draft will be shared with the Arts Council for discussion at the Regular Hybrid Meeting on January 15, 2025.

DRAFT RELEASE: PROJECT OPPORTUNITIES LIST

The Project Opportunities List (Exhibit 2) will be published with the final version of the Plan and is intended as a dynamic list of public art opportunities that can be added to and reviewed on an ongoing basis. The initial list of 26 project opportunities includes ideas submitted by members of the Arts Council, City Council, community, and staff in recent years.

Following the Arts Council’s request on October 16, staff completed a high-level evaluation of each opportunity, including how it connects to the Four Public Art Pillars, its agency and other coordination requirements, its funding potential, and other elements to consider. At Workshop #4, staff will lead the Arts Council in reviewing the list and determining which projects to propose for the 2025-2030 Public Art Project Timeline. Once the proposed 2025-2030 Public Art Project Timeline is developed, staff recommend sharing it via Let’s Talk to collect community input. If desired, staff will launch the Let’s Talk page in December 2024 and collect feedback to share with the Arts Council at meetings on January 15 and February 10, 2025.

On October 16, the Arts Council also requested that staff solicit additional project opportunities from the community as part of this planning process. The Project Opportunities List is meant to be a living list, so staff recommend beginning to solicit for new project opportunities in 2025, after this planning process has concluded. Ideas would be added to the list and reviewed by the Arts Council as part of the biennial public art planning workshop proposed in the draft Plan.

DRAFT RELEASE: GUIDELINES FOR ADMINISTERING THE CITY OF MERCER ISLAND PUBLIC ART PROGRAM

The Arts Council also received the draft Guidelines for Administering the City of Mercer Island Public Art Program (Exhibit 3) via e-mail on Thursday, November 7. This document combines and updates the existing acquisition and deaccession procedures as well as proposes a review process for accepting community-initiated public art project proposals. (The current procedures with changes tracked/notated are attached as Exhibit 4.) Staff seek Arts Council feedback on the updated/proposed procedures on November 18 and will return at the Regular Meeting on January 15, 2025, with a refined draft for review and endorsement.

UPDATED PLANNING SCHEDULE

Staff anticipate completing this public art planning process by February 2025. The updated planning schedule is provided below.

Date	Title	Topics	Milestone
January 15, 2025	Regular Hybrid Meeting	<ul style="list-style-type: none"> • Project Opportunities • Public Art Policy • Collection Care • Funding • Evaluation 	<ul style="list-style-type: none"> • Draft Review: Public Art Project Opportunities and 2025-2030 Project Timeline • Draft Review/Endorsement: Public Art Guidelines
February 10, 2025	Special Hybrid Meeting	<ul style="list-style-type: none"> • Project Opportunities • Public Art Policy • Collection Care • Funding • Evaluation • Planning Process • Closeout 	<ul style="list-style-type: none"> • Draft Review/Endorsement: Public Art Project Opportunities and 2025-2030 Project Timeline • Draft Review/Endorsement: Public Art Guidelines

RECOMMENDED ACTION

Endorse the public art program goals as presented and provide feedback on other documents.



6-Year Workplan for Art in Public Places

DRAFT

11/7/2024



Introduction

The City of Mercer Island (City) began amassing a public art collection in the 1980s and established a 1% for Art in Public Places Fund (1% Fund) in 1993 to support the acquisition and maintenance of visual artworks for the public realm. Per the establishing ordinance, the 1% Fund is funded by 1% of construction costs for qualifying capital improvement projects, which include major renovations/repairs and new construction of public parks and streets. Today, the City's public art collection includes more than 60 works of two- and three-dimensional art installed in public facilities and parks around Mercer Island.

In 2022, the Mercer Island City Council (City Council) adopted the 2022 Parks, Recreation, and Open Space Plan (PROS Plan), which identified the need to develop a long-range project plan for the 1% Fund. To achieve this goal, City Recreation and Capital division staff collaborated with the Mercer Island Arts Council (Arts Council) in 2024-2025 to draft this 6-Year Workplan for the Mercer Island Public Art Program (the Plan).

What does the Plan include?

- Goals for the City's public art program
- Public art project opportunities to consider over the 6-year planning horizon
- Funding resources
- Guidance for engaging the Mercer Island community in public art acquisition and exhibition
- Details about public art collection management and updating the Plan
- Roles and responsibilities for City staff and for the Arts Council in implementing the Plan
- Updated procedures for permanent acquisition, temporary exhibition, and deaccession

Who implements the Plan?

City staff and the Arts Council are tasked with reviewing the workplan and identifying individual action items to propose for the City's Biennial Budget and Capital Improvement Program (CIP). Once the budget and CIP are approved by the City Council, workplan items will be carried out by the appropriate City departments with Arts Council input and collaboration as necessary.

What are the goals of the Plan?

Through the public art program, the Arts Council and City staff seek to:

- Spark curiosity where Mercer Island residents live, gather, and play.
- Cultivate community pride, civic engagement, high quality of life, and social connection.
- Share Mercer Island's rich history, natural beauty, and local creativity with Island residents and visitors.
- Invite and encourage community members to share their own diverse experiences, backgrounds, and beliefs through artmaking.
- Promote and implement sustainability practices through public art creation and exhibition.
- Provide accessible, inclusive, and safe public art experiences that make all feel welcome.
- Steward a public art collection that future generations can enjoy, engage with, and enhance.

To achieve these goals, the 6-year workplan is divided into three key components – **Project Opportunities**, **Funding**, and **Public Engagement**. When coordinated, these components will result in a successful, meaningful public art program for the Mercer Island community. Details about these three components and how they relate are provided in the next sections.

Project Opportunities

Project Opportunities represent the starting point for administering the City's public art program. What project ideas exist? Which ideas are feasible given City requirements and resources? And what will the public art program focus on over the time horizon of the Plan?

Project Opportunities List

The Project Opportunities List is a dynamic list of public art opportunities that can be implemented by the City as resources allow. The list captures the following information:

- Preferred locations for installing public art projects
- Locally significant history, people, events, locations, and/or other details to highlight through public art projects
- Planned capital projects that are eligible and/or strong candidates for public art projects using 1% Fund dollars
- Project ideas proposed by Arts Council members, Mercer Island residents, local community groups, and/or others

City staff, in consultation with the Arts Council, are responsible for maintaining this list, including updating it on a quarterly basis to ensure new opportunities are catalogued. (More details about community input for the Project Opportunities List are provided in the Public Engagement section.)

[The matrix of public art opportunities will be attached as Appendix A in the final document.]

Public Art Project Timeline

Recognizing that the City has limited financial, staff, volunteer, and other resources, a small number of project opportunities will be pursued during each biennium. City staff will work with the Arts Council Chair and Vice Chair to schedule a biennial Arts Council workshop to recommend projects for the upcoming biennium. Staff are responsible for ensuring the workshop is conducted ahead of Citywide development of the biennial budget and CIP, including allowing adequate time to engage the Mercer Island community in prioritizing project opportunities if desired by the Arts Council. After the Arts Council identifies a prioritized project list, their recommendation will be presented to the City Council for approval via the draft CIP and/or City department workplans as appropriate.

A sample 2025-2030 Public Art Project Timeline is provided on the next page. The timeline endorsed by the Arts Council will be included in the final document.

25-30 Public Art Projects	2025				2026				2027				2028				2029				2030			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Ongoing Projects																								
Annual Public Art Maintenance	█				█				█				█				█				█			
Update the 6-Year Workplan			█		█						█		█						█		█			
Community Public Art Project					█								█								█			
Public Art Walk Series	█								█								█							
Art in Public Places (AIPP)																								
Luther Burbank Waterfront	█				█																			
Deane’s Children’s Playground		█			█				█															
Public Works Building										█			█				█				█			
Other Projects																								
Greta Hackett Improvements		█			█				█				█											
Historic Street Name Inlays									█				█											
Community Mural Project									█				█				█							
<i>Fire Flower</i> Reinstallation					█																			
<i>The Source</i> Restoration													█				█				█			

Funding

Funding is the second critical component for administering the City’s public art program. What resources exist? What new funding strategies can the City consider and pursue to fund public art? And how will the City apply resources to specific projects?

1% for Art in Public Places Fund

The 1% Fund is established by [MICC 4.40.200](#), which requires all qualifying capital improvement projects to set aside 1% of the total project cost to support permanent public art installations. Qualifying capital improvement projects are defined as:

Projects funded wholly or in part by the City to construct or remodel any public project, including buildings, decorative or commemorative structures, parks or any portion thereof; and projects involving the construction, renovation or repair of public streets, sidewalks, and parking facilities.

A project’s 1% Fund contribution may be used to integrate a public art project into the capital project or transferred to the 1% Fund for future use. Transfers are calculated at project closeout by Public Works and Finance staff and are completed at the end of the fiscal year closeout (typically in Q2 of the following fiscal year).

City staff are responsible for tracking 1% Fund contributions and documenting the following.

- Previous fiscal year contributions – These contributions have been confirmed with Public Works and Finance staff, and the transfer to the 1% Fund had been completed.
- Current fiscal year anticipated contributions – These contributions are identified for projects expected to complete construction during the current fiscal year, estimated using the construction contract amount.
- Anticipated contributions for the upcoming biennium – These projects are pulled from the 6-Year Capital Improvement Program (CIP) and documented for long-range planning purposes.

Completed and anticipated contributions for 2023-2026 are documented in the tables below.

2023 Contributions to 1% Fund – Completed

Project ID	Project Title	2023 Construction Spend	1%
PA0118	Lincoln Landing Watercourse Restoration	\$13,762.50	\$137.63
PA0125	Mercerdale Park Playground	\$48,824.39	\$488.24
PA0136	LBP South Shoreline	\$376,430.80	\$3,764.31
PA0165	Bike Skills Area	\$302,500	\$3,025
SP0100	Residential Street Resurfacing	\$978,709.21	\$9,779.27
SP0101	Arterial Street Preservation	\$42,631.25	\$416.31
SP0120	Sunset Hwy/77 th Ave SE Improvements	\$1,137,561.29	\$11,375.61
SP0129	4400 ICW Improvements	\$192,840.57	\$1,928.41
Total 1% Contribution			\$30,914.78

2024 Contributions to 1% Fund – Anticipated

Project ID	Project Title	2024 Construction Budget	1%
PA0109	ADP Trail Safety Improvements	\$447,701.83	\$4,477.02
PA0124	LBP Boiler Building Phase 1	\$1,884,401.10	\$18,844.01
PA0143	LBP Sport Courts Renovation	\$978,904.84	\$9,789.05
SP0100	Residential Street Resurfacing	\$481,896	\$4,818.96
SP0101	Arterial Street Preservation	\$81,401	\$814.01
SP0135	ICW Corridor Improvements	\$1,127,127	\$11,271.27
SP0111	80 th Ave SE Pedestrian Improvements	\$1,590,160	\$15,901.60
SP0137	Traffic Signal Improvements	\$161,808	\$1,618.08
Total 1% Contribution			\$67,534

2025-2026 CIP Projects Contributing to 1% Fund – Anticipated

Project ID	Project Title	2025	2026
90.20.0015	Deane's Play Area Improvements		X
90.20.0020	LBP Dock & Waterfront Improvements	X	X
90.20.0043	First Hill Playground	X	
90.25.0001	Residential Street Resurfacing	X	X
90.25.0002	Arterial Preservation Program	X	X
90.25.0014	SE 27 th Street Overlay (76 th to 80 th)		X

Other Public Art Funding Strategies

Beyond the 1% Fund, other resources and funding strategies documented below may be applicable to public art projects identified in this workplan. A list of potential opportunities is provided below. Staff are responsible for ensuring these resources are current, including adding new resources as they emerge.

- City [Park Enhancement Donations program](#)
- [Greta Hackett Outdoor Sculpture Gallery](#) sales
- Individual donations/[crowdfunding](#)
- Partnerships with local arts and other community organizations
- Partnerships with private developers and businesses
- Federal, state, county, and local grant opportunities (Appendix B)

Selecting the Right Funding Source

Funding sources will be identified for specific projects as they are moved from the project opportunities list to the project timeline. When choosing funding sources for specific projects, considerations should include, but not be limited to, the following.

- Relevant community groups and others who could serve as fundraising partners and/or project sponsors for grant requirements
- Deadlines for grants and other application-based opportunities
- Match, City Resolution, and other requirements for application-based opportunities
- Fundraising goals for individual donations and other outside funding pursuits
- **Others?**

Public Engagement

Public Engagement is the third critical component for fostering a successful public art program. How will the community engage in the public art process from start to finish? How will the City keep the community informed about progress, engagement opportunities, and achievements?

Community Collaboration to Develop Public Art

Collaborating with the Mercer Island community to produce public art projects is one avenue for cultivating community ownership of and pride in public art. The following methods for community collaboration will be considered throughout the process to develop and implement public art projects.

Community Input for Project Opportunities and Timelines

Soliciting project ideas is a useful way to implement the community's public art interests and needs. Ideas may be general, such as requests for installation sites, artwork mediums/genres, or themes. General ideas will be solicited through City channels, such as the City website, Let's Talk, on-site signage, and during regular Arts Council meetings, on a rolling basis and added to the project opportunities list by City staff. Staff are responsible for updating the Arts Council when new project opportunities have been added to the list and for ensuring that the list is updated prior to engaging the Arts Council in recommending projects for the upcoming biennium.

Occasionally, members of the Arts Council, the community, or local organizations may submit a formal public art project proposal for the City's consideration. A formal proposal is one that includes a defined project scope and a request for City resources to implement, including funding. The City may choose to establish a formal "Call for Project Proposals" or accept proposals on a rolling basis. The process for evaluating community-initiated public art project proposals is provided in the Guidelines for Administering the Mercer Island Public Art Program ([Appendix C](#)).

Community Role in Project Development

After a public art opportunity is prioritized for a future biennium (i.e. moved to the project timeline), City staff and the Arts Council will identify the best method(s) for engaging the community in project development. These may include, but not be limited to, the following.

- Identify and engage community organizations and/or broad community feedback to develop the preferred project scope.
- Require project-specific community engagement methods in the request for qualifications/proposals.
- Partner with local schools and/or youth organizations to develop projects and foster early connection with the arts among local young people.
- Organize design workshops or charettes for community members to provide input on project themes, design elements, and/or site-specific details.
- **Others?**

Community Role in Artist/Artwork Selection

The process for evaluating submittals for a permanent or temporary public art project is outlined in the Guidelines for Administering the Mercer Island Public Art Program ([Appendix C](#)). Per the process, community members may participate in the Selection Panel to choose an artist or artwork in the following roles.

- Resident with special interest in the proposed project
- General resident

- Other Mercer Island Board or Commission Member(s)
- Other individuals as appropriate

Occasionally, it may be appropriate to seek feedback from the broader community when making a final selection of an artist or artwork. Ways to solicit broader community input include, but are not limited to, the following.

- Host finalist presentations and allow the attendees to ask questions and submit comments.
- Allow the public to vote on their favorite finalist.
- Moun temporary displays of finalist proposals in high-traffic areas (e.g. Mercer Island Community and Event Center, Mercer Island Library, Town Center events, etc.) where residents can view options and submit feedback on-site.
- Invite small groups of diverse community representatives to review the finalists and provide additional insights to the Selection Panel.
- Others?

Community Role in Artmaking

Providing opportunities to participate in the artmaking process can transform public art from a passive experience to a deeply communal one. When developing public art projects, the City should consider opportunities for engaging the community in creation. Public art projects that may be good candidates for community artmaking include, but are not limited to, the following.

- Murals
- Graphic arts such as printmaking and banners
- Performance and time-based art
- Environmental installations and art
- Works that are created individually and assembled to create the whole, such as mosaic, collage, and fiber/textile arts

Public Art Activation

Engaging the community with existing public art installations is another important way to foster connection and understanding, both with the public art collection and within the community itself. Both digital and in-person opportunities should be considered for activating public art and include, but not be limited to, the following.

- STQRY – A digital community engagement platform that includes details about Mercer Island public art, culture, and history/heritage.
- City social media accounts – Digital channels that can be used to promote STQRY content as well as implement other engagement opportunities, such as inviting residents to submit their photos and stories of works in the public art collection to highlight both public art and local community members' experiences with it.
- Interpretive signage – Signs installed at public art installations that include artwork tombstone and a QR code that sends users to STQRY.
- Public art maps – Maps of the entire public art collection and/or themed tours that can be distributed to community groups, posted on-site, and downloaded digitally.
- Events at public art sites – City-run and community-hosted events that encourage gathering at public art sites, including large-scale special events, art-focused nature walks, community artmaking activities, and other in-person activities.
- Artist talks and/or panel discussions – In-person or virtual events where artists from the public art collection discuss their work, process, and stories behind works in the collection.

- Others?

Communicating Progress and Achievements

Clear and consistent communication about public art progress and achievements is another important piece of successfully engaging the public with the public art program. City staff are responsible for producing and maintaining public art communications, which may be distributed via the following City channels:

- City website (www.mercerisland.gov/publicart) – Static information about the public art program.
- Let's Talk (letstalk.mercergov.org) – Collecting community feedback and project-specific needs.
- MI Weekly newsletter – Calls to action, such as community input opportunities, event announcements, and other immediate/time-sensitive needs.
- STQRY (mercerisland.stqry.app) – Ongoing and deeper learning about the public art collection.
- On-site signage and other materials – Pop-up announcements and other timely information.

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Collection Care

City staff are responsible for managing the public art collection, which encompasses a range of tasks outlined in this section as well as other duties and responsibilities that may arise to safely maintain works in the collection.

Documentation

When a new work of art is added to the public art collection, the artist or artist's representative will provide the following documentation:

- Artwork Statement – Facilitates understanding of the completed artwork and may be used for interpretation and engagement purposes.
- Public Art Record Form (Appendix D) – Includes tombstone (title, artist, medium, year built, acquisition method) and other object details, including size dimensions, valuation, and condition upon acquisition.
- Technical and Maintenance Requirements Form (Appendix D) – Outlines the methods and materials used to execute, install, and maintain the artwork as well as any other special considerations for collection care.

This and other documentation related to acquisition, installation, maintenance, and interpretation will be maintained in a public art record. Photographs, media coverage, and other interesting or important materials will also be kept in the public art record and may be used for interpretation and engagement activities related to the individual artwork.

Asset Inventory

Works of art in the public art collection are tracked as City assets by the City's Geographic Information System (GIS) team. City staff are responsible for notifying GIS of new acquisitions, deaccessions, temporary deinstallations, or other changes to the public art collection to ensure the asset inventory stays accurate.

Public Art Record

Staff maintain a public art record for each work in the public art collection. The record includes provenance documentation related to acquisition, installation, maintenance, and interpretation as well as photographs, media coverage, and other interesting or important materials.

Appraisal

Artwork valuations are established for insurance purposes and should be estimated at the time a work is added to the public art collection. When artwork is donated to the City, appraisal is required at the time of the gift and should be provided/paid for by the donor. If updated valuations are needed, staff work with a qualified professional to appraise artworks.

Insurance

Works of art in the public art collection and works temporarily exhibited by the City are insured by the Washington Cities Insurance Authority (WCIA), the City's insurance provider. When updates to the collection are made through acquisition or deaccession, staff are responsible for reporting changes to the City's Administrative Services and City Attorney's office to ensure the City's property schedule is accurate.

Routine Maintenance

City staff develop a public art maintenance plan that is updated annually and includes cleaning, minor repair, and other needs for each work in the public art collection. Routine public art maintenance is funded by the 1% for Art in Public Places Fund (1% Fund) and conducted annually by a contract art conservator in consultation with staff and based on the maintenance plan.

Major Repair and Restoration

Occasionally, public artworks may require significant repair or restoration. Staff consult with the artist and/or a contract art conservator to develop a scope of work. When possible, the City will contract with the artist to complete the work or will engage a contract art conservator to execute the repair. Staff are responsible for determining the funding source for special repairs or restorations that fall outside the scope of routine maintenance.

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Revising the 6-Year Workplan for Art in Public Places

The Plan is intended as a living document that may be reviewed and revised at different points throughout the 6-year time horizon. This section recommends a cadence for updating the Plan. Additional reviews may be requested by the City Council, the Arts Council, or City staff, with the understanding that:

- Minor updates that do not substantively change the Plan (e.g. corrections to grammar/typos, updates to citations, etc.) will be made by City staff on a rolling basis and do not require approval; and
- Requests for significant revisions outside of the regular review cycle may require additional discussion and approvals prior to being completed.

City staff are responsible for overseeing regular, routine updates to the Plan, including compiling project ideas submitted to the City and adding them to the Project Opportunities List on a quarterly basis; and tracking 1% Fund contributions and updating the Plan annually with accurate numbers.

To update the Public Art Project Timeline, staff will schedule a biennial workshop with the Arts Council and ensure that the updated timeline is completed prior to the City's biennial budget and CIP planning process. For example, the 2027-2028 Public Art Project Timeline should be recommended by the Arts Council by March 2026 and incorporated into the draft CIP and department workplans for the 2027-2028 biennium by City staff.

The guiding elements of the Plan – including the goals and the key components of Project Opportunities, Funding, and Public Engagement—should be reviewed every five years but may be revised earlier if directed to do so by the City Council.

Roles and Responsibilities

The section compiles the various roles and responsibilities of City staff and the Arts Council in maintaining, updating, and implementing key components of the public art program as identified in this planning document.

Plan Component	City Staff Role	Arts Council Role
Project Opportunities List	<ul style="list-style-type: none"> • Maintain the list. • Update on the list a quarterly basis. • Present updates to the Arts Council. • Coordinate methods for soliciting project opportunities from the community. 	<ul style="list-style-type: none"> • Review the list and provide input to City staff when requested. • Submit project opportunities for consideration per the Guidelines for Administering the Public Art Program. • Promote methods for community members to add project opportunities to the list.
Public Art Project Timeline	<ul style="list-style-type: none"> • Coordinate biennial Arts Council workshop to identify/update 6-year timeline. • Collect community input for the timeline as needed. • Identify and follow proper channels for integrating the 6-year timeline into the City's biennial budget and CIP development process. • Implement the 6-year timeline once adopted via the City budget / CIP. • Report implementation progress to the Arts Council, City Council, and Mercer Island community as appropriate. 	<ul style="list-style-type: none"> • Participate in the biennial workshop to identify/update the 6-year timeline. • Provide City staff direction for engaging the community in finalizing the 6-year timeline. • Endorse the 6-year timeline for integration into the biennial budget and CIP. • Participate in acquisition / commission process per the Guidelines for Administering the Public Art Program.
1% Fund Contributions	<ul style="list-style-type: none"> • Track and document 1% Fund contributions from the previous and current fiscal years based on known and anticipated construction costs. • Forecast and document future 1% Fund contributions based on current 6-year CIP. • Report known and anticipated contributions to the Arts Council on an annual basis. 	<ul style="list-style-type: none"> • Provide input to City staff when requested.

Plan Component	City Staff Role	Arts Council Role
Other Public Art Funding Resources	<ul style="list-style-type: none"> • Research and maintain a current list of funding strategies, including tracking application deadlines and updating the matrix of grant opportunities. • Recommend funding strategies for specific projects to the Arts Council during project development. • Coordinate project-specific fundraising strategies, including messaging to share with the Arts Council, community partners, etc., for promotion. 	<ul style="list-style-type: none"> • Inform City staff of new funding strategies to research and potentially review. • Promote project-specific fundraising opportunities to relevant audiences.
Public Art Communications	<ul style="list-style-type: none"> • Produce and maintain public art communications, including implementation progress updates, community engagement opportunities, and interpretive messaging. • Develop and distribute interpretive tools, including signage, maps, STORY entries, and other public-facing materials to promote the public art collection. 	<ul style="list-style-type: none"> • Promote public art communications distributed by the City. • Provide input on content and communications channels as requested by City staff.
Collection Care	<ul style="list-style-type: none"> • Maintain and implement an annual public art maintenance plan, including coordinating contractor needs, reporting progress to the Arts Council, and updating public art records appropriately. • Track major public art repair needs and prepare restoration / conservation recommendations for the Arts Council, including consulting with artists and conservators and determining funding sources for projects. • Maintain current public art asset inventory and public art records, including insurance coverage, maintenance needs, and artwork documentation. 	<ul style="list-style-type: none"> • Report any maintenance needs observed by Arts Council members to City staff. • Provide input on maintenance needs when requested by City staff. • Recommend major restoration / conservation projects to the City Council for budget appropriation as needed.

Terms & Definitions

Accession

Adding an artwork to the permanent public art collection.

Artist

Practitioner who produces works of art for commission, acquisition, and/or exhibition.

Artwork

All forms of art conceived in any discipline or medium, including visual, performance, literary, media, and other methods.

Conservation

Repair of damaged or deteriorating artwork to maximize endurance while changing as little to the object as possible.

Deaccession

Formal removal of accessioned artwork from the permanent collection.

Donation

Artwork or sum of money given willingly and without compensation.

Maintenance

Regular routine inspection and care of artwork carried out by a trained technician.

Medium

May refer to both the type of artwork (e.g. painting, sculpture, earthwork, etc.) and the material(s) the artwork is made from.

Public Art

Original works of art that are accessible to the public and that possess functional as well as aesthetic qualities.

Public Art Collection

All works of art owned and accessioned by the City of Mercer Island.

Restoration

Treatment to return an artwork to a known or assumed state, often by the addition of non-original material.

Site-Specific

Artwork specifically designed for and permanently installed in a particular location.

Temporary Exhibit

Work or works of art loaned to the City of Mercer Island for limited exhibition in a public space.

Tombstone

Lists the primary details of an artwork, including the object title, artist, creation date, and acquisition information

Public Art Project Types

Earthwork or Landform

Artwork made directly into a landscape by sculpting the land itself or making structures using natural materials such as grass, twigs, and rocks.

Graphic Arts

Visual artistic expression typically produced on flat surfaces, including drawing, printmaking, banners, and tapestry.

Light-Based Art

Visual artwork in which light is the main and/or sole medium of creation.

Mixed Media

Artwork composed with a combination of media or materials.

Mosaic

Artwork composed of tiles or other small parts traditionally made of ceramic, glass, stone, or other materials.

Mural

Large-scale painting or other artwork applied directly on or attached to a wall, street, sidewalk, or other surface.

Painting

Two-dimensional artwork produced by applying paint or other media on a surface.

Performance Art

Artwork created through actions by the artist and/or other participants that may be live, recorded, spontaneous, and/or scripted.

Photograph

Image produced by the action of light on a light-sensitive material.

Sculpture

Three-dimensional artwork produced through carving, modeling, casting, constructing, or other processes using a variety of materials.

Sound-Based Art

Art that uses sound as both its medium (what it is made of) and its subject (what it is about).

Appendix A. Project Opportunities List

Draft list will be distributed with the Agenda Packet for the November 18 Special Hybrid Meeting.

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Appendix B. Grant Opportunities for Public Art Projects

City staff are responsible for tracking and applying for grants. For some opportunities, City Council authorization may be required before a grant application can be submitted.

Organization	Grant	Funding Level	Match Required	Funding Cycle	Key Elements
National Endowment for the Arts	Our Town	\$25,000 - \$150,000	Yes – equal to grant amount	Annual Due in August	Placemaking Partnerships
	Grants for Arts Projects: LAAs	\$10,000 - \$100,000	Yes – equal to grant amount	Biannual Due Feb. & July	Partnerships
ArtsWA	Grants to Organizations: Art Project	\$2,000 - \$5,000	No	Annual Due in Spring	Programs
WA State Historical Society	Heritage Capital Program	\$10,000 - \$1m	Yes – 50%	Annual 2-stage process	Capital Needs Heritage
4Culture	Doors Open: Facilities	\$250,000 - \$2.5m	No	Annual	Capital Needs Programs Partnerships Racial Equity
	Art Projects	\$2,000 - \$10,000	No	Annual	Programs Partnerships Racial Equity
Port of Seattle	Economic Development Partnership Grant	\$1 per capita	Yes – 50%, ½ can be in-kind support, ½ financial match	Annual	Placemaking
Mercer Island Community Fund	Community Grants	\$500 - \$5,500	No	Annual	Community
Bloomberg Philanthropies	Public Art Challenge	Up to \$1m	No	4-year cycle 2022 last year	Large-Scale Partnerships Community
	Asphalt Art Initiative	Up to \$100,000	No	Annual	Safe Streets Public Space
Project for Public Spaces	Community Placemaking Grants	Varies	No	Annual	Placemaking Public Space

Appendix C. Guidelines for Public Art Program

Provided as a separate Exhibit in the Agenda Packet for the November 18 Special Hybrid Meeting.
Will be attached as Appendix C to this document when finalized.

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Appendix D. Public Art Documentation Forms

Public Art Record

Accession Number (Asset ID) _____

Title _____

Artist _____

Type & Medium _____

Year Built _____ Year Acquired _____

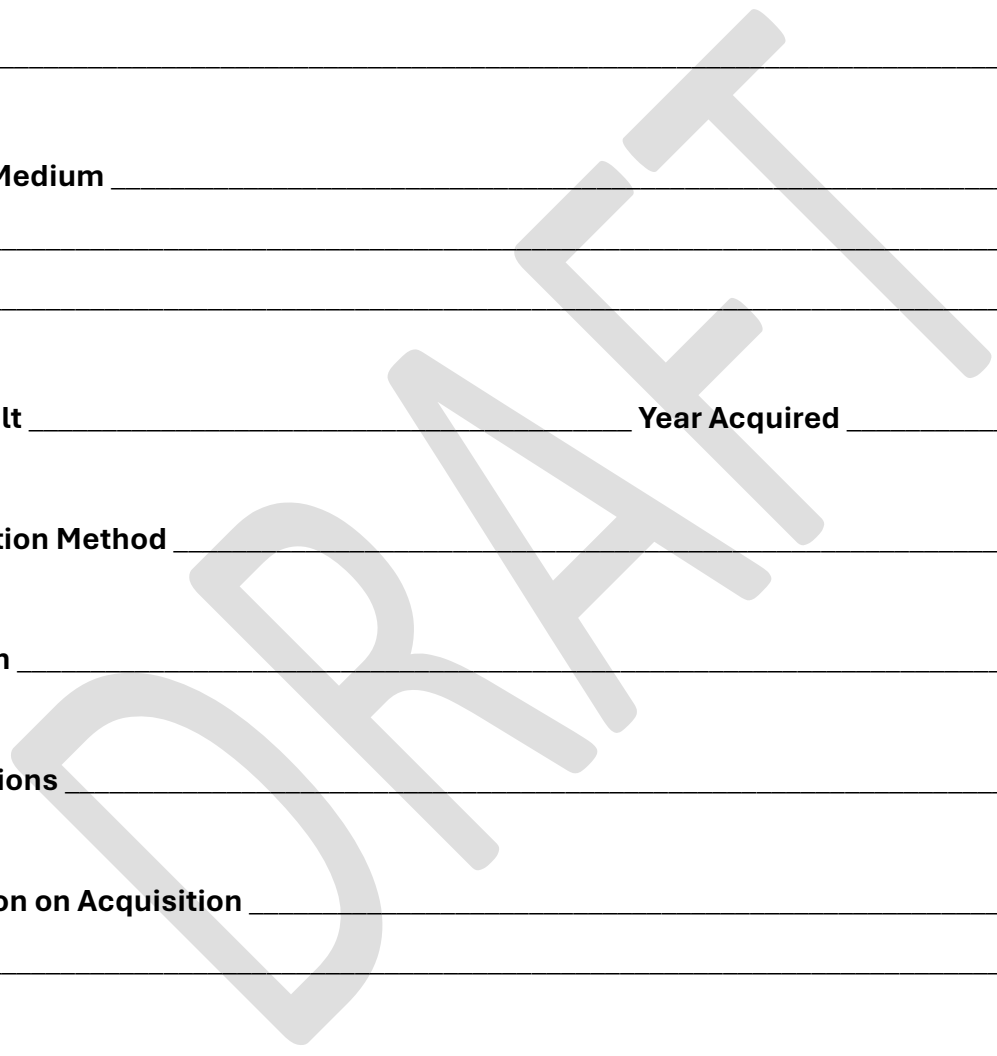
Acquisition Method _____

Location _____

Dimensions _____

Condition on Acquisition _____

Value _____



Technical and Maintenance Requirements

Accession Number (Asset ID) _____

Title _____

Artist _____

Material(s) – Including material thickness; finishing materials (glaze, paint color and type, sanding grit, tool pattern, patina, surface sealer, etc.); welding or jointing materials; etc.

Fabrication Method(s) – Including general construction techniques/methods; welding or jointing methods; casting alloy, wax body, glass or fiber type; finishing methods; etc.

Foundation Material/Method(s)

Other maintenance considerations?

Log	Proposed By	Project Idea	Comments
1	Arts Councilmember Skone	Transform the Greta Hackett Outdoor Sculpture Gallery into Mercer Island's Premier All-Season Destination	<p>Imagine GHOSG as a vibrant, all-season hub that caters to people of all ages, interests, and abilities.</p> <p>Envision the Possibilities:</p> <ul style="list-style-type: none"> • Soundscape Solutions: Implement freeway noise reduction to ensure a tranquil environment. • Versatile Venues: Introduce small stages for popup and planned performances and events or even tai chi or yoga in the park, alongside water features and play areas to engage visitors of all ages. • Year-Round Comfort: Incorporate covered seating, lighted walkways, and a gallery-like atmosphere with high-quality Northwest and Mercer Island art that will draw visitors. We have world class artists here to showcase. • Community Hub: Design the park as a vibrant town square, perfect for markets, art shows, and seasonal events like a winter wonderland of lights, Art UnCorked, perhaps a temporary ice-skating rink. <p>With these upgrades, GHOSG will not only become a cultural and social centerpiece of our community but also a magnet for visitors arriving by light rail. This is the moment for Mercer Island to prioritize the park's development as a dynamic stage for community engagement and economic growth. Located in the heart of the city and accessible via light rail from across the region, this park stands to become a bustling center that draws both locals and visitors. By enhancing the park, we not only create a welcoming space but also boost support for nearby businesses and restaurants.</p>
2	Community Member	Mural at Aubrey Davis Park Basketball Courts	<p>E-mailed by community member on 07.30.24:</p> <p>Ever since I can remember, the Lid has been an important community hub and the first thing many people see coming onto the island. However, the large cement wall behind the basketball courts is not only an eye sore but also a missed opportunity. Why not have a local artist, kids, or other community members create a mural? The city could even hold a contest where Mercer Islanders vote on proposed designs. I would be more than happy to help generate publicity/put together flyers/whatever is helpful. Added lights over the court would also make it useable for kids in the winter months, when it gets dark in the afternoon.</p>
3	Community Member	Refresh the Town Center Banners	<p>E-mailed by Anne Hritzay of MIVAL on 01.25.24</p> <p>I am having a thought about looking into updating the banners on the streetlight poles. I believe it was a competition years ago through the city and I'm not sure if the funding was through the one percent budget/Arts, Council, or where it came from. As MIVAL, we'd be willing to look into applying for a grant from the community foundation, and hopefully getting some funding from the city as well -along with your permission, of course- to refresh the banners. I'm thinking of using images of some of the art pieces we have around town in the sculpture garden along with references to our community events, such as farmers market summer celebration, first Friday art walks, etc. I'm sure there are lots of other ideas of what we can come up with for imagery, but it seems like it's time for a refresh on the banners.</p>
4	Staff	Community Artmaking Project	<p>Collaborate with the community to develop and implement a small-scale, permanent public art installation on the Island. Examples:</p> <ul style="list-style-type: none"> • Mural in collaboration with Urban Artworks • Sculpture made from reclaimed materials (like Thomas Dambo Trolls collaboration but much smaller scale) • Pedestrian safety project – Painted sidewalks, bumpouts, etc.
5	Staff	Outdoor Gallery Golf	<p>Activate the outdoor sculpture gallery with pop-up mini golf events. Each hole would be designed by an artist and/or inspired by artworks in the public art collection. Pilot as a one-day or one-weekend event (during Art on the Island weekend?) and consider for longer installations in the future. Inspiration: https://www.nelson-atkins.org/art-course/</p>
6	Community Member	Aubrey Davis Park Stacks Project	<p>Project to transform Stacks area into a gathering place, including painting the stacks and installing portable seating, pathways, stage, etc. Proposed by anonymous donor (Island resident). Presented to the Arts Council and Parks & Recreation Commission in July 2022 but no additional work has been completed since.</p>
7	Staff	<i>The Source</i> Restoration	<p>Restore <i>The Source</i>, earthwork installed in LBP, including fixing the water feature and addressing any landscaping needs. 50th anniversary of <i>The Source</i> in 2030; could be good milestone opportunity to restore the piece and celebrate the rest of the public art collection</p>
8	Staff	Luther Burbank Park Amphitheater Renovations	<p>Project would be coordinated with Seattle Shakespeare Company and other community groups. Could be a good candidate for Doors Open grant funding.</p>

Log	Proposed By	Project Idea	Comments
9	Staff	Public Safety and Maintenance Building AIPP	City is currently in early stages of planning for a new public safety and maintenance building to house Police and Public Works on the City Hall campus. Will contribute to the 1% fund. Could be a good opportunity for art integration. Maybe a project centered on sustainability?
10	Staff	LBP Boiler Building Phase 2: Entrance to the waterfront	Opportunity to create a “signature entrance” at the top of the hill.
11	Arts Council	Historic Street Names project	Highlight Mercer Island historic downtown street names. Ideas approved by City staff so far include: <ul style="list-style-type: none"> • Update street directional signage to include historical street name marker • Design a new historical market to install on the street posts
12	Arts Councilmember Skone	Permanent Stage at Mercerdale Park	I think the city demonstrated the success of this opportunity last summer.
13	Arts Councilmember Skone	Enhance activities at the Luther Burbank Park Waterfront	Not every community has access to the water, and we have not taken advantage of one of our best assets.
14	Community Organization	Art Walk at the Greta Hackett Outdoor Sculpture Gallery	Provided by Anne Hritzay of MIVAL via Councilmember Rajagopal.
15	Arts Councilmember Rajagopal	Public Art Talks	I am thinking of some art talks, in-person or virtual, on our current existing public art pieces and related topic. It might help to raise the awareness of our public art.
16	Arts Councilmember Rajagopal	Local Art Auction Fundraiser	To raise the fund for public art, I wonder if any artists on the island would love to donate some art work for sale or auction that the proceeds will go towards the funding. If that is possible, we can organize a fundraising exhibition.
17	Arts Councilmember Rajagopal	Host Literary Events	As for the diversity of the forms of expression, maybe we can organize some literature events. Possible collaboration with the bookstore on MI. Also for the diversity, maybe poet reading events inviting people to read different poems from different cultures, or just exhibit framed print-outs of the poems in different languages (with English translations) in the community center. I hope it will be a beautiful occasion. Art is always better under the influences of different cultures, say impressionists got inspiration from Japanese wood prints.
18	Community Members	Mural Collaboration with MIHS	<p>Project proposed in 2021 by MIHS students. Could be a good fit for an Urban Artworks project.</p> <p>From their original proposal:</p> <p>The mural would be focused on representing historically oppressed peoples, and helping to make Mercer Island a more welcoming place for people of all races, ethnicities, and backgrounds. In the future it could even become a location for related events, as it would be in a public space already, and it would signify Mercer Island's commitment to racial and ethnic inclusion in a very permanent way.</p> <p>We are thinking of involving art clubs throughout Mercer Island School District to contribute to the mural. With the four elementary schools, middle school, and high school, we hope to have six “panels” of artwork that each club can draft individually and, of course, get approved. We also want to provide opportunities for people in the general arts community to contribute, with possible partnerships with local artists in the Mercer Island Visual Arts League, and regular people interested in art who have ideas for the project. These contributions could also be in a panel format, so that each group could represent a different facet of the diversity of the Island and the US.</p> <p>As for locations, we are still debating between a few. We loved your suggestion of the wall behind the basketball court at Aubrey Davis Park, though we were concerned this may involve ladders/be a larger project than we and other students can handle. You are welcome to offer your thoughts on this, too. We also still are contemplating the original idea of putting the murals in the concrete at Luther Burbank Park, although there would obviously be some challenges that we discussed at the previous meeting, including pre-existing graffiti, uneven surfacing, and possible opposition to a change in the park.</p>
19	Arts Councilmember Skone	Public Art Collection Curation	Evaluate existing public art installations for safety, accessibility, integration, and other site-related aspects to determine if installations should be adjusted and identify a timeline for completing the curation work.
20	Councilmember Weinberg	Public Art Installation at Mercer Island Transit Interchange	Re-site an existing sculpture or commission a new sculpture for the Mercer Island Transit Interchange roundabout located at 77 th Avenue SE and North Mercer Way.
21	Councilmember Weinberg	5-Minute Performances at Arts Council Meetings	Partner with local artists and arts organizations to present short performances before each Arts Council meeting.

Log	Proposed By	Project Idea	Comments
22	Councilmember Weinberg	Costume/Stage Design Sponsorships for Live Performance	Support design and creation of costumes, sets, and other elements for local theater and other live performance events.
23	Staff	Community-Initiated Public Art Projects	Host an annual call for proposals that members of the community, local organizations, and Arts Council can submit project ideas to be added to the Project Opportunities List and/or be implemented in a future biennium.
24	Vice Chair Becker	Deane’s Children’s Park AIPP	The City is about to do a major renovation at Dragon Park (Deane’s Children’s Park), likely the biggest project under the recently passed 15-year parks levy. It will be a high visibility project and would have lots of possible options for art integration.
25	Staff	Natural Resources + Public Art Collaboration	Commission an environmental artist to create a permanent public artwork highlighting forest stewardship/health, open space restoration, sustainability, and/or another related topic. The project would include a series of forest steward events + art workshops led by the artist in collaboration with the City’s Natural Resources division and would build off of work Natural Resources has already done to integrate artmaking into stewardship events. (Recent event: https://www.mercerisland.gov/parksrec/page/restoration-event-rotary-park)
26	Staff	LBP Sport Courts mural project	Staff anticipate increased use of the Luther Burbank Park sport courts after construction of eight new pickleball courts is complete. This capital project will also generate about \$10k for the 1% Fund. Staff recommend using funds to add artistic designs and/or a mural to the walls inside the facility that are currently bare. The Parks Maintenance team proposed this project idea and may have funding available to support execution.

Log	Project Idea	Summary	Relevant Pillars	1% Fund Eligible	Candidate for Other Funding	Related to CIP	Partnership Opportunities	Other Agency Coordination	Time Constraints	Other Considerations
1	Transform the Greta Hackett Outdoor Sculpture Gallery into Mercer Island’s Premier All-Season Destination	Imagine GHOSG as a vibrant, all-season hub that caters to people of all ages, interests, and abilities.	Place Connection Longevity	Yes	Maybe	Yes – Outdoor Gallery Improvements (27-28)	Yes – Town Center businesses, MIVAL	Yes - WSDOT	East Link Light Rail scheduled to open EOY25.	Align improvements with Aubrey Davis Park Master Plan.
2	Mural at Aubrey Davis Park Basketball Courts	Mural implemented by local artists and kids.	Place Connection	Yes	Maybe	Maybe	Yes – Park neighbors, local organizations, Urban Artworks	Yes – WSDOT	None	Could be coordinated with ADP Lid B Playground Replacement and ADA Improvements (28-30).
3	Refresh the Town Center Banners	Update the existing banners installed on TC light poles.	Place Connection	Yes	No	No	Yes – Town Center businesses, MIVAL	No	None	Current banners installed in 2018. May want to consider something more permanent than vinyl banners if do a project like this again.
4	Community Artmaking Project	Collaborate with the community to develop and implement a small-scale, permanent public art installation.	Aesthetic Connection	Yes	Yes	No	Yes – Depends on location and scope of project	Depends on location.	None	
5	Outdoor Gallery Golf	Activate GHOSG with pop-up mini golf holes designed by an artist and/or inspired by artworks in the public art collection.	Place Connection	Maybe	Yes	No	Yes – Town Center businesses, MIVAL	Yes – WSDOT	Consider piloting during Arts on the Island weekend.	Future Town Center commuter parking project may impact implementation.
6	Aubrey Davis Park Stacks Project	Transform Stacks area into a gathering place, including painting the stacks and installing portable seating, pathways, stage, etc.	Aesthetic Place Connection	Yes	Yes – Proposed by private donor	Yes – Currently not planned in 25-30 CIP		Yes – WSDOT	None	Requires significant Parks & Recreation Commission involvement.
7	<i>The Source</i> Restoration	Fix water feature and refresh landscaping in time for 50 th Anniversary of earthwork.	Aesthetic Place Longevity	Yes	Yes	Yes – <i>The Source</i> Restoration (29-30)	Yes – Friends of Luther Burbank Park	No	<i>The Source</i> turns 50 in 2030	Could be coordinated with LBP Swim Beach Improvements (27-29).
8	Luther Burbank Park Amphitheater Renovations	Design and implement renovations of 50+ year old facility to better serve future performances and audiences.	Aesthetic Place Connection Longevity	No	Yes	Yes – Currently not planned in 25-30 CIP	Yes – Seattle Shakespeare Company, YTN, Friends of Luther Burbank Park	No	None	Project may be eligible for Doors Open or other 4Culture funding but requires close and early collaboration with community partners and Parks & Recreation Commission.

Log	Project Idea	Summary	Relevant Pillars	1% Fund Eligible	Candidate for Other Funding	Related to CIP	Partnership Opportunities	Other Agency Coordination	Time Constraints	Other Considerations
9	Public Safety and Maintenance Building AIPP	Integrated public art for future capital project.	Aesthetic Place	Yes	Yes	Yes – Future project in CIP		Unsure	Monitor progress for developing building replacement plan.	Could be a good opportunity for sustainability/climate-related public art project.
10	LBP Boiler Building AIPP – Signature Entrance to the Waterfront	Create a “signature entrance” from the Admin Building to the Waterfront as part of P2 of the Boiler Building renovations.	Aesthetic Place	Yes	Yes	Yes – LBP Boiler Building P2 (28-30)	Yes – MI Historical Society, MIVAL, Friends of Luther Burbank Park	Unsure	Monitor progress for developing P2 of capital project.	Requires significant Parks & Recreation Commission involvement.
11	Historic Street Names project	Highlight Mercer Island historic downtown street names.	Aesthetic Place Connection	Yes	Maybe	No	Yes – MI Historical Society, TC businesses, MIVAL	No	East Link Light Rail scheduled to open EOY25.	
12	Construct Permanent Stage at Mercerdale Park	Install a permanent stage at the park for City and community events.	Connection Longevity	No	Maybe	Yes – Mercerdale Park Improvements (26-28)		No	None	
13	Enhance activities at the Luther Burbank Park Waterfront	Activate the waterfront with arts activities.	Place Connection	No	Maybe	No		No	None	Funding and staffing support required from Operations.
14	Art Walk at the Greta Hackett Outdoor Sculpture Gallery	Offer tours in GHOSG.	Place Connection	No	Maybe	No	Yes – Chamber of Commerce, TC businesses,	Unsure	Consider piloting during Arts on the Island weekend.	Funding and staffing support required from Operations.
15	Public Art Talks	Offer talks by local artists and/or at works in the public art collection.	Place Connection	No	Maybe	No	Yes – MIVAL, MIHS Art Club	Depends on location.	None	Funding and staffing support required from Operations.
16	Local Art Auction Fundraiser	Art exhibit of local artists to raise funding for public art projects.	Connection Longevity	No	No	No	Yes – MIVAL, local artists, local businesses	No	None	Funding and staffing support required from Operations. Could be a good revenue source for small projects.
17	Host Literary Events	Offer literary art events such as poetry readings and showcase works at Community Center gallery.	Aesthetic Connection	No	Yes	No	Yes – Island Books, MIVAL	No	None	Funding and staffing support required from Operations.
18	Mural Collaboration with MIHS	Produce a community mural in collaboration with MIHS students.	Place Connection	Yes	Maybe	Maybe	Yes – MIHS	Depends on location.	None	
19	Public Art Collection Curation	Evaluate existing curation and implement improvements.	Aesthetic Place Longevity	Yes	No	Maybe		Yes if re-siting works of art	None	Likely an ongoing project that could be folded into annual public art maintenance and implemented over time.

Log	Project Idea	Summary	Relevant Pillars	1% Fund Eligible	Candidate for Other Funding	Related to CIP	Partnership Opportunities	Other Agency Coordination	Time Constraints	Other Considerations
20	Public Art Installation at Mercer Island Transit Interchange	Install a sculpture in the roundabout at 77 th Avenue SE and North Mercer Way.	Place Connection	Yes	Maybe	No	Yes – TC businesses, MIVAL, stART	Yes – Sound Transit	None	Sound Transit previously not supportive of roundabout projects.
21	5-Minute Performances at Arts Council Meetings	Host local artists at Arts Council meetings.	Aesthetic Connection	No	Maybe	No	Yes – YTN, MIVAL, MISD	No	None	Funding and staffing support required from Operations.
22	Costume/Stage Design Sponsorships for Live Performance	Sponsor costume, set, and other design for live performances.	Aesthetic Connection	No	Maybe	No	Yes – YTN, Seattle Shakespeare Company	No	None	Funding and staffing support required from Operations.
23	Community-Initiated Public Art Projects	Host an annual call for proposals from the community,	Connection	Yes	Yes	Maybe	Depends on project proposal.	Depends on location.	None	
24	Deane’s Children’s Park AIPP	Integrate art into the Deane’s playground renovation CIP project.	Aesthetic Place Connection Longevity	Yes	Maybe	Yes – Deane’s Children’s Park Playground (25-26)	Yes – MIPA, Friends of Dragon Park, Outdoors for All	No	Yes – Requires immediate capital project coordination.	Opportunity to implement more functional and/or integrated artwork.
25	Natural Resources + Public Art Collaboration	Public art project in connection with City’s forest stewardship program.	Aesthetic Place Connection	Yes	Maybe	Maybe	Yes – City Forest Stewards	Yes – Open Space Conservancy Trust Board	None	Could be a good project for a permanent public art piece at future Public Works/Safety building or City Hall (future capital projects not currently included in CIP).
26	LBP Sport Courts Mural	Add artistic designs and/or mural(s) to the bare walls inside the newly renovated sport court facility.	Aesthetic Place Connection	Yes	Maybe	Yes	Yes – Dink on Mercer Island	No	Yes – Facility will be complete by summer 2025.	The Parks Maintenance team proposed this project. Could be a good fit for an Urban Artworks collaboration.

GUIDELINES FOR ADMINISTERING THE CITY OF MERCER ISLAND PUBLIC ART PROGRAM

Overview

These guidelines establish the procedures for administering the City of Mercer Island (“City”) public art program.

The Mercer Island Arts Council (“Arts Council”) and City staff oversee the public art program and are responsible for ensuring it is fair, equitable, and appropriate given the scope of a specific project and the evolving needs of the Mercer Island community.

The Mercer Island City Council (“City Council”) is responsible for approving public art projects and, when necessary, may request additional process steps be taken outside those outlined in these guidelines.

This document outlines the following procedures:

- **Developing a Public Art Project** – The general process for seeking approval and launching a public art commission.
- **Evaluating Submittals for Artist/Artwork Selection** – The general process for evaluating artists and/or artworks submitted for a permanent public art acquisition or a request to temporarily exhibit art in public space.
- **Accepting Community-Initiated Project Proposals** – The general process for reviewing and accepting community-generated proposals for a permanent public art acquisition or a request to temporarily exhibit art in public space.
- **Deaccessioning Public Art** – The general process for withdrawing a work or works from the public art collection.

GUIDELINES FOR ADMINISTERING THE CITY OF MERCER ISLAND PUBLIC ART PROGRAM

Developing a Public Art Project

Procedure

When a new opportunity to commission a permanent work of public art is identified, the following process will be used to seek approval and launch the project.

1. Establish a Public Art Committee.

The Arts Council, in collaboration with City staff, will appoint a Public Art Committee consisting of 1-2 Arts Council members, City staff, and relevant project stakeholders, which could include other City board members, Mercer Island residents, outside consultants, and/or others interested in the project.

2. Develop the proposed project scope.

The Public Art Committee will propose an appropriate project scope that may include, but not be limited to, the following:

- Artist selection methods: Methods may include Open Competition, Limited Competition, or Direct Selection.
- Project goals: Identify metrics for gauging the success of the project, such as goals for artist/artwork representation, community engagement, use of sustainable materials, etc.
- Project site and context: Describe the project's location, intent, and historical, cultural, or other significance (if relevant). If a specific location is not proposed, identify potential sites available for the project.
- Public benefit: Describe the expected public benefit of the project, including the significance of the selected site, theme, etc.
- Project budget and schedule: Include major milestones such as Selection Panel review period, City Council approval date, and estimated project completion/installation date.
- Submittal requirements: Basic requirements are outlined at the end of this section. Additional materials may be required based on the scope and needs of the project.
- Proposed Selection Panel: Identify individuals to serve on the Selection Panel, the group responsible for reviewing artist/artwork submittals and recommending an artist/artwork for selection for the project. (More information about the Selection Panel is detailed in the "Evaluating Submittals for a Public Art Project" section.)

3. Seek approval of project scope.

Once the proposed project scope is developed, the Public Art Committee will present it to the Arts Council for review and recommendation. Depending on the scope of the project, the Public Art Committee may seek endorsement from other City Boards or Commissions before presenting to the Arts Council. City staff will transmit the Arts Council's final recommendation to the City Council for authorization to open the project for submittals.

4. Open the project for submittals.

Following City Council approval, City staff will develop and distribute a Request for Qualifications or Proposals based on the approved project scope.

GUIDELINES FOR ADMINISTERING THE CITY OF MERCER ISLAND PUBLIC ART PROGRAM

Submittal Requirements

Standard submittal requirements outlined in a Request for Qualifications include:

- **Narrative of artwork intent/approach:** The narrative should articulate the submitter's intent for the project, including how their work, process, and experience relate to the project. The narrative should explain how the proposed Artist/Artwork will meet the stated goals of the project.
- **Artist's vision/approach:** Describe the vision for the project, including the submitter's specific approach to the site, the themes, and/or the Mercer Island community in general. Include the submitter's personal and/or artistic approach to promoting Diversity, Equity, Inclusion, and Sustainability.
- **Community engagement approach:** Summarize how the submitter intends to engage the community in the creative process.
- **Artist's statement:** Provide a brief bio that can be used in future communications and promotions about the project.
- **Resume/CV:** Submit a current, professional resume. Artist Teams should submit resumes for each team member compiled into one document.
- **Images of previous work:** Provide up to five (5) images of previous work by the Artist or Artist Team that demonstrate the submitter's ability to complete the project. (JPEG format, 1920 pixels maximum on the longest size, 72 dpi, with compression settings resulting in the best image quality where the file size remains under 2MB.)
- **Ability to work within city government structure:** Describe the submitter's ability to successfully execute a public art project, including previous work with local governments or other experience working with municipal staff, elected official, volunteer boards, or others to complete public sector projects.
- **References:** Submit three (3) current references, including the reference's name, phone, e-mail, and title as well as a brief description of the reference's professional association to the submitter.

If the City decides to distribute a Request for Proposals, the following additional submittal materials will be required:

- **Artwork concept design(s):** Provide concept designs, including potential site locations, for the proposed artwork(s). Include up to five (5) images, including sketches, plans, models, renderings, precedents, or concepts.
- **Cost estimates:** Provide cost estimates for each proposed art piece, including best estimates of current year material, artist time, and installation costs.

GUIDELINES FOR ADMINISTERING THE CITY OF MERCER ISLAND PUBLIC ART PROGRAM

Evaluating Submittals for Artist/Artwork Selection

Procedure

When the City receives submittals for a permanent or temporary public art project, a Selection Panel will review submittals and recommend a preferred selection. The Selection Panel may consist of the following individuals:

- Working artist generally recognized for producing quality work
- Resident with special interest in the proposed project – Based on the project scope and location
- General resident
- Mercer Island Arts Council Member – Serves as the Chair of the Selection Panel
- Other Mercer Island Board or Commission Member(s) – Based on the project scope and location
- Mercer Island City Council Member
- City Staff – Non-voting member
- Other individuals as appropriate

Once a Selection Panel is identified, the following process will be administered.

1. Review submittals.

Panelists will individually review and preliminarily score submittals using the Four Public Art Pillars Selection Criteria outlined at the end of this section.

2. Convene the Selection Panel.

After individually reviewing the submittals, Panelists will meet to review each submittal, compare their preliminary scores, and rank the submittals. Depending on the Panel's rankings and the scope of the project, the Panel may choose to invite a finalist or finalists to a second-round interview. Finalists will be compensated with an honorarium, the amount of which will be determined based on the overall project budget but will not be less than \$500 per finalist.

3. Seek approval of artist or artwork selection.

Once the Selection Panel reaches a consensus, the Chair will report the Panel's decision to the Arts Council for review and recommendation. City staff will transmit the Arts Council's recommendation to the City Council for approval and budget appropriation (if necessary).

4. Implement the project.

Upon City Council approval, City staff will notify all finalists of the result and move forward with the appropriate administrative steps (execute a contract, complete the donor transfer, etc.).

Conflict of Interest

To avoid any conflict of interest or appearance thereof, any Panelist having an association with an applicant must state their conflict of interest. The Selection Panel Chair will determine if the association exempts the Panelist from discussion or dismissal from the Selection Panel.

GUIDELINES FOR ADMINISTERING THE CITY OF MERCER ISLAND PUBLIC ART PROGRAM

Rejection of All Submittals

If the Selection Panel finds that no submittal conforms to the Selection Criteria, it may recommend that the Arts Council:

- Reject all submittals and request a new solicitation;
- Cancel the project; or
- Another option as identified by the Arts Council and/or City staff.

Four Public Art Pillars Selection Criteria

The criteria for selecting artists and/or artwork are based on Four Public Art Pillars outlined below.

Commented [SB1]: Does the Arts Council want each pillar to be weighted evenly?

Public Art Pillar	Evaluation Questions	Score
Aesthetic	<ul style="list-style-type: none"> • Quality – Does the proposal demonstrate high artistic merit? • Representation – Will the proposal add new mediums, materials, artmaking processes, styles/genres, and/or artists to the public art collection? • Originality and Innovation – Will the proposal bring something fresh and unique to the public art collection? • Sustainability – Is resource conservation thoughtfully considered for the design and creation of the proposed project? 	
Place	<ul style="list-style-type: none"> • Context – Does the proposal demonstrate understanding of the project site and its historical, cultural, and environmental context? • Functionality – How will the proposal integrate into and/or enhance site? • Sense of Identity – Will the proposal enhance and/or cultivate a strong sense of place for residents and visitors? 	
Connection	<ul style="list-style-type: none"> • Inspiration – Will the proposal provoke feeling in the viewer? • Collaboration – Does the proposal provide opportunities for Mercer Island residents, community groups, and others to participate in the public art process? • Diversity – Will the proposed project resonate with people of diverse abilities, backgrounds, and beliefs? • Community Cohesion – Will the proposal foster community dialogue and enhance community members’ understanding of each other? • Inclusion & Accessibility – Does the proposal provide a safe and inclusive public art experience for all? 	
Longevity	<ul style="list-style-type: none"> • Staying Power – Does the proposal demonstrate appeal for future Mercer Island generations? • Collection Care – Can the proposed project be completed and maintained within budget? 	
Total Score (out of 100)		

GUIDELINES FOR ADMINISTERING THE CITY OF MERCER ISLAND PUBLIC ART PROGRAM

Accepting Community-Initiated Project Proposals

Procedure

Occasionally, members of the Arts Council, the community, or local organizations may propose a public art project for the City’s consideration. The City may choose to establish a formal “Call for Project Proposals” or accept proposals on a rolling basis. To properly evaluate these proposals, the following process will be used.

1. Intake proposal.

City staff review project proposals and determine, in consultation with Arts Council leadership, whether the proposal should be transmitted to the Arts Council for review.

2. Present proposal to the Arts Council.

When a proposal is sent to the Arts Council for review, the proposal author will be invited to present to the Arts Council at a regular or special meeting. Following their presentation, the author will be excused from the meeting, and the Arts Council will review the proposal using the Four Public Art Pillars Selection Criteria and either:

- Preliminarily accept the proposal;
- Reject the proposal;
- Seek additional information from the proposal author; or
- Request other next steps as identified by the Arts Council and/or City staff.

3. Advance the project proposal.

If the Arts Council decides to preliminarily accept the proposal, they may choose to recommend the following:

- Add the project to the Project Opportunities List for consideration in a future biennium;
- Prioritize the project in the current biennium; or
- Another option as identified by the Arts Council and/or City staff.

Following preliminary acceptance, City staff will seek relevant approvals, which may include from other City departments impacted by the proposed project and the City Council.

Proposal Requirements

Community-initiated project proposals will include, but not be limited to, the following materials:

- Project overview
- Proposed location
- Design concepts
- Anticipated budget and funding strategy
- Demonstration of community support
- Description of public benefit
- Preferred project timeline

GUIDELINES FOR ADMINISTERING THE CITY OF MERCER ISLAND PUBLIC ART PROGRAM

Deaccessioning Public Art

Deaccession is a procedure to permanently withdraw an artwork from the public art collection. All artworks owned by the City are eligible for deaccession. (For donated works, all legal documents relating to the donation will be consulted prior to beginning the deaccession process.)

City staff are responsible for assessing the public art collection and recommending deaccession needs to the Arts Council. Works will be carefully and impartially evaluated within the context of the entire collection, and staff may consult other qualified individuals, including the artist, an art conservator, an appraiser, a curator, and/or the City Attorney's office, before recommending deaccession. Additionally, staff may consider notifying community members and groups that a work is being considered for deaccession.

Criteria for Deaccession

A deaccession may be recommended for one or more of the following reasons:

- The artwork is being displaced from its current location and cannot be re-sited.
- The artwork has been damaged or has deteriorated, and repair is impractical or unfeasible.
- The condition or security of the artwork cannot be reasonably guaranteed by the City.
- The artwork endangers public safety.
- The artwork is not, or is only rarely, exhibited due to the lack of a suitable installation site.
- The artwork has been determined to be significantly incompatible or inferior in the context of the public art collection.
- The City wishes to replace the artwork with work of more significance by the same artist.
- The artwork requires excessive maintenance or has faults of design or workmanship.
- In the case of site-specific artwork, the artwork is destroyed by severely altering its relationship to the site.

Seeking Approval to Deaccession

After a work has been identified for deaccession, City staff will present the need to the Arts Council for review and recommendation to the City Council. Upon receiving the Arts Council's recommendation, City staff will transmit the recommendation to the City Council for approval at a regularly scheduled meeting. Once City Council approves the recommendation, City staff will move forward with finalizing the deaccession, including coordinating deinstallation needs, updating the public art record, and messaging to the public.

Disposing of Deaccessioned Artwork

Depending on the condition of the artwork and the conditions of the deaccession, City staff and the Arts Council may recommend that the work be:

- Returned to the artist;
- Traded for one or more works of comparable value by the artist;
- Sold in compliance with law and policies governing surplus property;
- Responsibly destroyed; or
- Responsibly disposed of in some other manner not described here.

GUIDELINES FOR THE ACQUISITION PROGRAM OF ART IN PUBLIC PLACES

Item 2.

MERCER ISLAND ARTS COUNCIL

These guidelines establish the process to be followed for the acquisition of art for public places for the City of Mercer Island. The process assures objective and equitable artist participation based on the scope of a given project as well as public participation in artist selection. It is the responsibility of the Mercer Island Arts Council to see that the process is properly administered and that the final decision on art selection is the most appropriate choice.

Definition of terms used in this guideline document. See Appendix I

Acquisition of art for public places is a three phase process.

- 1 - ART ACQUISITION PROGRAM - A document identifying the who, how, what, and why of acquiring art for a particular project.
- 2 - ARTIST SELECTION - The process by which an artist is chosen for a particular art project.
- 3 - IMPLEMENTATION - The preparing of paperwork to cause the artist to begin work, the monitoring of artwork progress and installation, and the organizing of the presentation ceremony.

PHASE 1. PROGRAM FOR ACQUISITION OF ART IN PUBLIC PLACES

Outlined as “Developing a Public Art Project” in the Guidelines for Administering the City of Mercer Island Public Art Program document.

1.1 Program Writing Committee - The Chair of the MIAC will name a three to six member Program Writing Committee to each project for which a public artwork is to be commissioned. The Committee will be chaired by the MIAC member and includes the professional designer who is responsible for the total project, an interested Mercer Island citizen, a MIAC staff member, and/or others chosen from City elected officials and City staff.

1.2 Content - The Art Acquisition Program shall include and not be limited to the following information.

1.2.1 Artist Selection Methods - The Program Writing Committee will determine which of the following is appropriate for artist selection. The choice of selection method is guided by the scope and needs of the project. **Open Competition:** Any artist is welcome to receive an Artwork Prospectus and submit a proposal. Limitations appropriate to a given project may be added by the Program Writing Committee and will be written into the prospectus. **Limited Competition:** A limited number of artists, selected by the Program Writing Committee, will be invited to submit proposals. **Direct Selection:** The Program Writing Committee shall select one artist to submit either an existing artwork or create a new artwork for a project. If a project site requires a collaboration of artists, only the direct selection method will be applied.

1.2.2 Site and Project Description - A description of the specific setting for the artwork including the intent of the project. If the setting is not a specific location, identify potential sites available for the artwork. Include a descriptive statement of a historic nature (if any) pertinent to the site.

1.2.3 Description of Public Benefit - A statement of expected public benefit from the artwork and reason for having artwork at this site. Address any special considerations such as commemorative art for individual or event, express a specific mood, is the artwork to be informational or educational, should there be a participatory, or passive response from the observer. List any maintenance and safety restrictions. The artist shall visit the site and

coordinate with the City, project architect, contractor on the specific location and installation of the artwork.

Item 2.

1.2.4 Funding and Budget Breakdown for Artwork - The MIAC staff will furnish the Program Writing Committee with this information.

1.2.5 Artist's Entry - See Appendix II for contents of artist's portfolio.

1.2.6 Artwork Time Schedule - This will include and not be limited to the following. (Consult the MIAC staff in setting dates.)

1. Date for Program & Artist Selection Panel (ASP) presentation to MIAC for vote
2. Date for Program & Artist Selection Panel (ASP) presentation to MICC for vote
3. Date when artwork entries are due back to MIAC
4. Date for MIAC vote on finalist chosen by ASP
5. Date for MICC vote on contract with artist (finalist)
6. Tentative date of artwork installation completion
7. Tentative date of artwork presentation ceremony

1.2.7 Installation Resources - Identify resources available to assist the artist with artwork installation. Consult with MIAC staff.

1.3 Program Approval - The Chair of the Program Writing Committee shall present the Program to the MIAC for approval or revision. After MIAC approval, the Program shall be presented by MIAC staff to the City Council for their vote. Upon City Council approval, the Program Writing Committee is dismissed, having completed their assignment.

1.4 Artwork Prospectus and Requests for Proposals - The MIAC staff and the Chair of the Program Writing Committee will draw up an Artwork Prospectus based on the Program. The staff will also make distribution of "requests for proposals" to artists through direct mailings and public notice in accordance with the approved artists selection method and will send an Artwork Prospectus to artists who respond to proposal requests.

PHASE 2. ARTIST SELECTION PROCESS

Outlined as "Evaluating Submittals for Artist/Artwork Selection" in the Guidelines for Administering the City of Mercer Island Public Art Program document.

- The overriding criterion in the selection of the artist is to assure that artwork is of the highest quality.

2.1 Artist Selection Panel - An Artist Selection Panel (ASP) of six members is chosen by the MIAC Chair and staff and recommended to the MIAC for approval. After MIAC approval, the ASP shall be presented to the City Council for vote. Upon City Council approval, this panel will review the art acquisition program for this project and visit the artwork site. Then the panel will review the artists' entries and select the one which in their estimation most closely complements the specifications of the Art Acquisition Program, illustrates creative skills, and evidences high quality work. Each ASP member will represent one of the following interests.

1. An artist generally recognized for producing quality work

- 2. A Mercer Island citizen with special interest in the proposed site
- 3. A MIAC member (will serve as Chair of the ASP)
- 4. A Mercer Island Design Commission member
- 5. A lay citizen of the City
- 6. A Mercer Island City Council Member
- 7. A City staff advisor (non-voting member)

2.1.1 Artwork Proposal Review and Selection - The ASP will review each artist's proposal and use an Artist Selection Checklist Form in the review process. See Appendix III for

Artist Selection Checklist Form. The ASP will meet to discuss applicants' credentials and review slides of artwork, again using the Artist Selection Checklist Form in coming to a decision. To avoid any conflict of interest or appearance thereof, the MIAC requests that a panelist having any association with an applicant, so state. The Chair will decide if this association will exempt the panelist from discussion or cause dismissal from the Committee.

2.1.2 The Approval Process - The ASP Chair shall report the Panel's findings to the MIAC as follows.

- 1. The ASP selects an artist's artwork in accordance with the Program for Acquisition of Art for Public Places. At this time the artist's entry and portfolio will be shown to the MIAC. If the ASP finds that no artist conforms to the requirements, it may recommend further MIAC studies to promote public art in this specific project (i.e. amend the Program review budget, etc.). See Appendix IV for sample letters to the MIAC.
- 2. The MIAC will review the ASP's findings and approve the Panel's ascending recommendation or act accordingly on their descending recommendation.
- 3. Upon MIAC approval of an artist, the MIAC staff will present this selection to the City Council for authorization to enter into contract.
- 4. The Chair of the ASP will inform the artist of his/her selection in writing. All applicants will receive notification of the artist selection result with thanks for their participation.

PHASE 3. IMPLEMENTATION

Staff propose removing this process information from the Guidelines, as these are administrative tasks that will be accomplished by City staff (contracting, construction monitoring, etc.). The Arts Council may recommend documenting this information in the 6-Year Art in Public Places Workplan if desired.

3.1 Contract - The MIAC staff, in consultation with the ASP, is to assist the City Attorney in drafting the contract between the City of Mercer Island and the artist. With the completion of the contract, the ASP is dismissed, having completed their responsibilities.

3.1.1 The MIAC staff is to provide, as a minimum, the following information in sufficient form and detail for inclusion in the contractual agreement by the City Attorney.

- 1. A description of the art work to be acquired, such as sketches, written descriptions, models, etc., being in a form that can be attached to or identified specifically by reference, be incorporated in the contract.

2. Identify critical review points and establish a progress and payment schedule of the fabrication of the art work. A completion date will be decided upon by the artist and the MIAC staff member.

3. Identify, with the artist's assistance and advice, and with professional counsel as necessary, the structural support, utilities required, and other logistic measures (including special installation equipment) required of the work according to the artist's concept and intent.

4. All risks such as, but not limited to, fabrication, transit, and installation are the responsibility of the artist until the work has been accepted by the City.

5. Schedules and scope of services to be provided by the City.

6. These three (3) documents will be appended to the contract - "Technical and Maintenance Record," "Public Report Format," and "Documentation for Public Art Collection." See Appendix V.

3.2 Accomplishment of the Artwork

3.2.1 The ASP Chair and the MIAC staff are to monitor the artwork progress including the following.

- 1. Verbally report artwork progress and contractual conformance to the MIAC.
- 2. With the artist's counsel, keep support service participants advised as to when their services are needed.

3.3 Presentation of the Artwork

3.3.1 The MIAC staff is to plan the presentation ceremony and promote event attendance to the community.

3.3.2 Particular recognition is to be given to the following.

- 1. The artist
- 2. Funding sources
- 3. Elected officials who took official action to make the artwork possible
- 4. Artist Selection Panel
- 5. City staff assisting (by name with assistance provided)
- 6. MIAC
- 7. Program Committee

Definition of terms used in the document.

“Terms and Definitions” and “Public Art Project Types” now included in the 6-Year Art in Public Places Workplan document.

Artist - A person generally recognized by critics and peers as a professional who produces quality artwork on a regular basis.

Artwork - Includes, and is not limited to, a sculpture, monument, mural, fresco, relief, painting, fountain, banner, mosaic, ceramic, weaving, carving, and stained glass. Artwork would normally not include landscaping, paving, architectural ornamentation or signage unless the services of an artist were required for these tasks.

City - City of Mercer Island

Art in Public Places - Any expression by an artist of visual works of art available to the public in an open City-owned facility in areas designated as public areas, or on non-City property if the work of art is installed or financed, either whole or in-part, by the City.

APPENDIX II

Artist Portfolio Contents

Outlined as “Submittal Requirements” under “Developing a Public Art Project” in the Guidelines for Administering the City of Mercer Island Public Art Program document.

1. Artist's resume
2. Maximum of twenty (20) 35mm slides of completed work in a plastic slide sheet, numbered and marked for front/top and artist's last name
3. A sheet of paper correlating to the numbered slides, listing title, date of work, medium, size, and other relevant information.
4. A written proposal, design considerations (scaled if possible), conception sketches, and proposed location of artwork on 8 1/2" x 11" paper describing the concept and materials for this project and giving the proposed installation date
5. Two (2) references from public, private, and/or corporate entities.
6. A self-addressed, stamped envelope adequate in size for the return of visual materials.

No other materials will be presented to the Artist Selection Panel.

ARTIST SELECTION PANEL CHECKLIST

Outlined as “Four Public Art Pillars Selection Criteria” under “Evaluating Submittals for Artist/Artwork Selection” in the Guidelines for Administering the City of Mercer Island Public Art Program document.

Indicate your evaluation of the artist’s credentials based on information included in the artist’s portfolio and slides.

yes no

1. The artist is generally recognized by critics and peers as a professional who routinely creates high quality work.

2. The artist evidences that she/he has entered into prior artwork contractual agreements with public, private, or corporate entities.

3. The artist evidences that prior commissioned work was completed on schedule and within budget.

low high
1 2 3 4 5 6

4. The artist evidences (e.g. slides) that she/he has produced artwork which is sensitive and responsive to a broad range of the public.

5. The artist’s entry shows a sensitivity to the public benefit concept as described in the Program for Acquisition of Art in Public Places. Reference paragraph 1.2.3.

6. The artist has crafted an artwork entry which is in scale with the site and/or in scale with it’s intended use and does not interfere with traffic patterns of any sort.

7. The artist’s entry recognizes issues of theft, vandalism, weather, and excessive maintenance costs.

8. The artist has experience in (score higher) or knowledge of (score lower) the medium chosen for his/her design.

9. The artist’s written concept, sketches, and chosen material express a compatible strain of thought.

10. The artist’s entry is compatible with the prospectus.

TOTAL

Artist Selection Panel Recommendation Letters to MIAC
Eliminated from updated Guidelines document.

~~TO: Mercer Island Arts Council~~

~~—The Artist Selection Panel having reviewed all the entries submitted to the artwork portion of the project has selected as the winning artist.~~

~~Signed by the Artist Selection Panel~~

~~OR...~~

~~—TO: Mercer Island Arts Council~~

~~—The Artist Selection Panel having reviewed all the entries submitted to the artwork portion of the project finds that no artist entry conforms to the Art Acquisition Program requirements and recommends the MIAC re-study all aspects of artwork acquisition for the project to assure that public art be included in this project.~~

~~Signed by the Artist Selection Panel~~

CITY OF MERCER ISLAND ARTS COUNCIL
Documentation For Public Art Collection

Item 2.

Items now included in "Documentation" section of "Collection Care" in the 6-Year Art in Public Places Workplan document.

- Public Report Format renamed "Artist Statement;" no specific form required.
- Updated Public Art Record and Technical & Maintenance Requirements forms included as workplan appendices.

Accession No. _____

Classification _____

ARTIST _____

Telephone _____ DOB _____

TITLE of Work _____

Edition No. _____ Year _____

Location _____

Medium/Material (include a description on back of page) _____

Dimensions: Height _____ Width _____
Depth _____

Type of Aquisition Commission \$ _____ Purchase \$ _____
Date _____

Condition on Aquisition _____

Date Examined _____

Appraised Value _____ Date _____

Appraised Signature _____ Company _____

Placement of Artwork (limitations regarding sunlight, heat, etc.): _____

Maintenance (cleaning agent and procedure, etc.): _____

Maintenance Record: _____

Deaccessioned: Authorized by _____
Date _____

Documentation completed by _____

**TECHNICAL AND MAINTENANCE RECORD
3-DIMENSIONAL**

Name of Artist _____ Accession No. _____

Title of Work _____

Special Methods and Materials Utilized in Execution of Artwork

A. Material _____

_____ Material Thickness _____

B. Welding or Jointing Method _____

C. Welding Rod Alloy or Joint Material _____

D. Casting Alloy, Wax Body, Glass or Fiber Type _____

E. Technique or Construction Method (attach fabrication drawings)

F. Material Finish (glaze, paint color and type, sanding grit, tool pattern, patina, surface sealer) _____

G. Foundation Installation Structure (including bolt/pin size and grout) _____

H. Is there any other consideration pertinent to the maintenance of this piece? _____

Policy

Deaccessioning is a procedure to permanently withdraw for the withdrawal of an artwork from the public collection. All artworks owned by the City are eligible for deaccession. (For donated works, all legal documents relating to the donation will be consulted prior to beginning the deaccession process.)

City staff are responsible for assessing the public art collection and recommending deaccession needs to the Arts Council. Works will be carefully and impartially evaluated within the context of the entire collection, and staff may consult other qualified individuals, including the artist, an art conservator, an appraiser, a curator, and/or the City Attorney's office, before recommending deaccession. Additionally, staff may consider notifying community members and groups that a work is being considered for deaccession. Deaccessioning should be considered only after a significant amount of time has elapsed from the date of installation of permanent works and acceptance in the case of portable works or under special circumstances (e.g., the piece has been damaged beyond repair.) Deaccessioning will be considered only after a careful and impartial evaluation of the artwork within the context of the collection as a whole. At the beginning of the process, District staff will make reasonable effort to notify any living artist whose work is being considered for deaccessioning.

Eligible Artworks

All artworks owned by Mercer Island whether acquired through the Commission, a Percent for Art Program, donation, or any other method. In the case of donated artworks, all legal documents relating to the donation will be consulted prior to beginning the process.

Criteria for Deaccessioning

A PAAC may consider the deaccessioning of artwork for one or more of the following reasons in the event that it cannot be resited: A deaccession may be considered for one or more of the following reasons:

1. A work is not, or is only rarely, on display because of lack of a suitable site.
2. The condition or security of the artwork cannot be reasonable guaranteed.
3. The artwork has been damaged or has deteriorated and repair is impractical or unfeasible.
4. The artwork endangers public safety.
5. In the case of site specific artwork, the artwork is destroyed by severely altering its relationship to the site.
6. The artwork has been determined to be significantly incompatible or inferior in the context of the collection.
7. The City wishes to replace the artwork with work of more significance by the same artist.
8. The artwork requires excessive maintenance or has faults of design or workmanship.

Deaccessioning Procedure Seeking Approval to Deaccession

After a work has been identified for deaccession, City staff will present the need to the Arts Council for review and recommendation to the City Council. Upon receiving the Arts Council's recommendation, City staff will transmit the recommendation to the City Council for approval at a regularly scheduled meeting. Once City Council approves the

~~recommendation, City staff will move forward with finalizing the deaccession, including coordinating deinstallation needs, updating the public art record, and messaging to the public.~~

~~A Deaccessioning Subcommittee will be appointed by the Arts Council when necessary. This subcommittee will consist of no more than five arts professionals/experts (including one member of the Public Art Committee and an art conservator or curator).~~

~~As part of the ongoing evaluation of the collection, the Deaccessioning Subcommittee of the Public Art Committee will review the collection when deemed appropriate. The Arts Council staff will be responsible for recommending artworks for consideration/evaluation for deaccessioning.~~

- ~~1. The Subcommittee determines that an artwork meets one of the criteria for deaccessioning listed above.~~
- ~~2. The Council staff prepares a report that includes:
 - a) The opinion of legal staff on any restrictions which may apply to this specific work.
 - b) Approval of appropriate city authority
 - c) Written recommendation for deaccessioning.~~
- ~~3. The Public Art Committee will review the report. The Committee may seek additional information regarding the work from artists, art galleries, curators, appraisers or other professionals prior to making a recommendation to the full Arts Council.~~
- ~~4. A recommendation for action is sent to the City Council for approval at a regularly scheduled meeting.~~

Disposing of Deaccessioned Artwork

~~Depending on the condition of the artwork and the conditions of the deaccession, City staff and the Arts Council may recommend that the work be:~~

- ~~• Returned to the artist;~~
- ~~• Traded for one or more works of comparable value by the artist;~~
- ~~• Sold in compliance with law and policies governing surplus property;~~
- ~~• Responsibly destroyed; or~~
- ~~• Responsibly disposed of in some other manner not described here.~~

~~Upon confirmation of its recommendation, a PAAC shall consider the following actions:~~

- ~~1. Sale or Trade
 - a) Artist will be given first option to purchase or trade artwork.
 - b) Sale may be through auction, gallery resale or direct bidding by individuals, in compliance with appropriate law and policies governing surplus property.
 - c) Trade may be through artist, gallery, museum or other institutions for one or more artwork(s) of comparable value by the same artist.~~

- ~~d) — No works of art shall be sold or traded to members or staff of the District, consistent with District conflict of interest policies.~~
- ~~e) — Proceeds from the sale of a work of art shall be returned to a departmental account form, which the original purchase was made if acquired through the District or a % for Art Program. Funds from the sale of gifts shall go into a Public Art Trust Fund for future artwork projects. Any pre-existing contractual agreements between the artist and the District regarding resale shall be honored.~~

- ~~2. — Destruction of work deteriorated or damaged beyond repair and deemed to be of negligible value.~~

- ~~3. — If the council is unable to dispose of the artwork in a manner outline above, the work shall be donated to a nonprofit organization or otherwise disposed of as council sees fit.~~



Agenda Item #2
**6-Year Art in Public Places
Workplan**

Arts Council Special Hybrid Meeting
November 18, 2024



Agenda for November 18 and January 15

1. Receive and provide feedback on the draft 6-Year Workplan for Art in Public Places.
2. Review the Public Art Project Opportunities List and provide feedback to refine the list.
3. Receive and provide feedback on draft Guidelines for Administering the City of Mercer Island Public Art Program.



Draft Release: 6-Year Workplan for Art in Public Places



Kenton's Dragon by Kenton Pies
Commissioned by the City in 2014

Workplan Structure

- Introduction
- Project Opportunities
- Funding
- Public Engagement
- Collection Care
- Revising the 6-Year Workplan
- Roles & Responsibilities
- Terms, Definitions, & Project Types
- Appendices



Plumavera II by Roslyn Mazzilli
Purchased with City funds and donations in 1995



Goals of the Mercer Island Public Art Program

Through public art, the Mercer Island Arts Council and City staff seek to:

- Spark curiosity where Mercer Island residents live, gather, and play.
- Cultivate community pride, civic engagement, high quality of life, and social connection.
- Share Mercer Island's rich history, natural beauty, and local creativity with Island residents and visitors.
- Invite and encourage community members to share their own diverse experiences, backgrounds, and beliefs through artmaking.
- Promote and implement sustainability practices through public art creation and exhibition.
- Provide accessible, inclusive, and safe public art experiences that make all feel welcome.
- Steward a public art collection that future generations can enjoy, engage with, and enhance.

Does the Arts Council endorse the goals as presented?

Project Opportunities

- Starting point for administering a successful public art program.
- Key deliverables:
 - Project Opportunities List: Dynamic list of public art opportunities that can be implemented by the City as resources allow.
 - Public Art Project Timeline: 6-year timeline of projects that will be integrated into future City budgets / CIP.

Project Opportunities will be discussed later in the meeting.

Funding

- Outlines the funding resources available for the City's public art program and provides guidance on selecting the right fundraising strategies for individual projects.
- Key deliverables:
 - 2023 Contributions to 1% Fund: Lists contributions that have been confirmed / completed.
 - 2024 Contributions-Anticipated: Identifies projects that are expected to complete construction during the current fiscal year and their estimated contribution based on the construction contract amount.
 - 2025-2026 CIP Project Contributions-Anticipated: Pulls projects from the draft CIP and documents their anticipated contributions for long-range planning purposes.

**Does the Arts Council have feedback
for Funding tonight?**

Public Engagement

- Documents how the City will engage the community in the public art process, including community participation in project development, activating public art sites, and communicating progress and success.
- Key deliverables:
 - Community Collaboration to Develop Public Art: Preferred methods for community participation in idea generation, project development, artist/artwork selection, and implementation.
 - Public Art Activation: Documents method for digital and in-person engagement.
 - Communicating Progress and Achievements: Documents channels for ongoing and project-specific public art communications.

**Does the Arts Council have feedback
for Public Engagement tonight?**

Other Sections in the Draft 6-Year Workplan

- **Collection Care:** Documents collection management tasks overseen by City staff.
- **Revising the 6-Year Workplan:** Guides the process for updating this dynamic planning document.
- **Roles & Responsibilities:** Compiles staff and Arts Council responsibilities in stewarding the public art process as outlined in the 6-Year Workplan.
- **Terms, Definitions, and Public Art Project Types:** Defines public art terms and project types relevant to the implementation of the public art process.

**Does the Arts Council have feedback
for Other Sections tonight?**

Next Steps: Draft Workplan

- If you have additional feedback about the general workplan structure and content, please send to staff by **Monday, December 30, 2024.**
- Staff will update the document and present a second draft to the Arts Council for continued review at the Regular Hybrid Meeting on January 15, 2025.



Draft Release: Project Opportunities List



85 *Gateway of Service* by John Risko and Jim Brown
Commissioned by the City in 2013 (FS92 AIPP)

Project Opportunity List → 6-Year Project Timeline

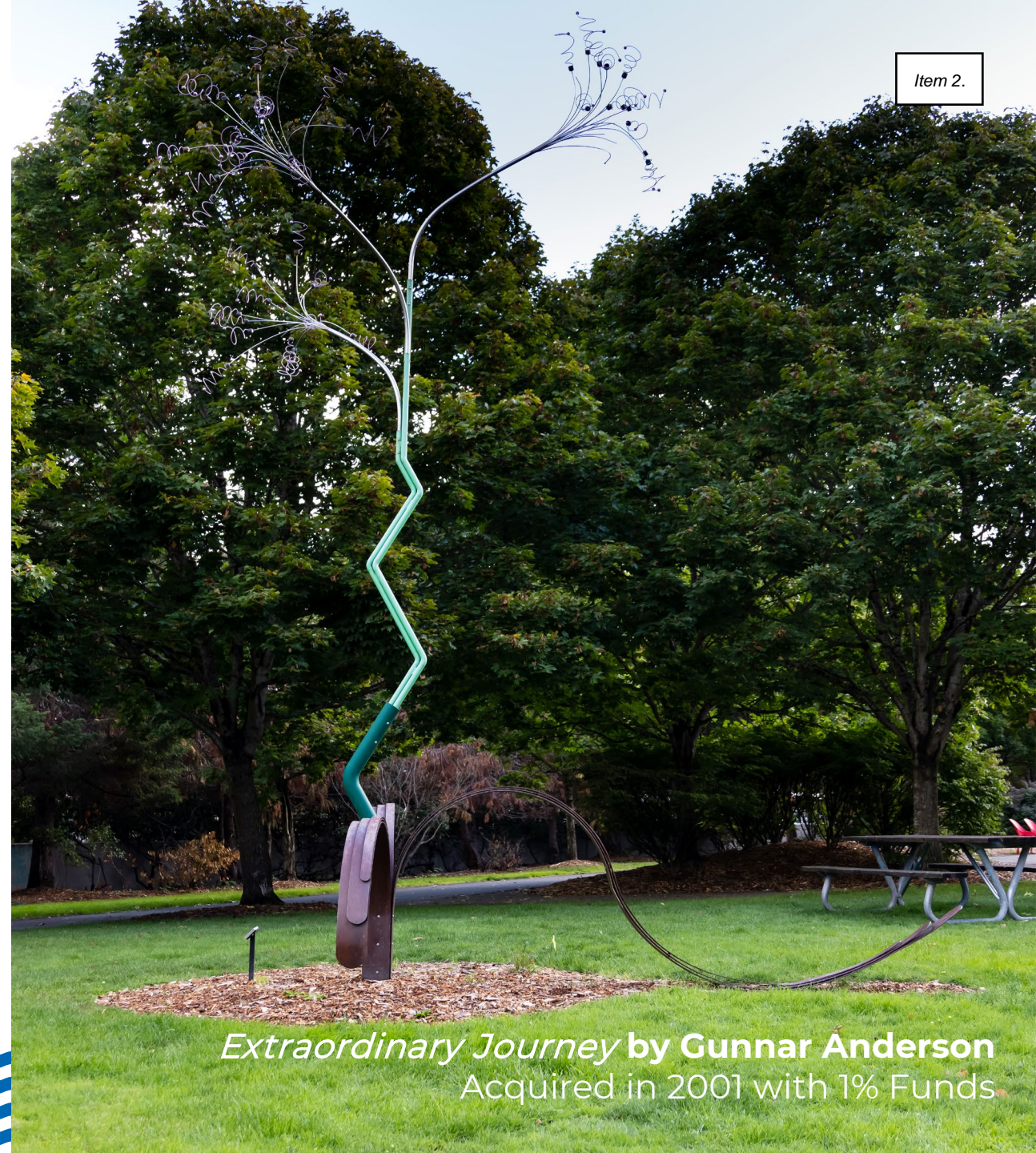
- Both the Project Opportunity List and a 6-Year Public Art Project Timeline will be included with the final version of the Plan endorsed by the Arts Council.
- Tonight, we start the process of determining which (if any) project opportunities to elevate to the 6-year project timeline.
- Once the 6-year timeline is proposed, it will be recommended for implementation through the City's biennium budget and capital improvement program (CIP).
- The draft Project Opportunities List currently lists 26 project opportunities submitted by members of the Arts Council, City Council, community, and staff in recent years (Exhibit 2).
- Staff reviewed each opportunity against several factors and provided a high-level evaluation of items to consider.

Review #1 of the Project Opportunities List

- **Pink Dot:** Which opportunities (if any) would you like to remove from the draft project opportunities list and not consider for future implementation?
- **Orange Dot:** Which opportunities (if any) would you like to keep on the draft project opportunities list to consider for future implementation?
- **Green Dot:** Which opportunities (if any) would you like to elevate to the draft 6-year project timeline for upcoming implementation?

Review #1 of the Project Opportunities List

- **Pink = REMOVE**
- **Orange = KEEP**
- **Green Dot = ELEVATE**



Extraordinary Journey by Gunnar Anderson
Acquired in 2001 with 1% Funds

Next Steps: Draft Project Opportunities List

- Staff will reach out to Arts Council members who were not able to attend tonight and invite them to watch the recording, complete the dot exercise on their own, and submit results by **Monday, December 9**.
- Project opportunities with **3 or more dots of a single color** will be sorted into their respective buckets and presented to the Arts Council as a second draft at the Regular Hybrid Meeting on January 15, 2025.



Draft Release: Guidelines for Administering the City of Mercer Island Public Art Program



Bench by John Hoge
Donated to the City in 1998

Overview of the Proposed Guidelines

Exhibit 3 includes the following proposed procedures:

- **Developing a Public Art Project** – The general process for seeking approval and launching a public art commission.
- **Evaluating Submittals for Artist/Artwork Selection** – The general process for evaluating artists and/or artworks submitted for a permanent public art acquisition or a request to temporarily exhibit art in public space.
- **Accepting Community-Initiated Project Proposals** – The general process for reviewing and accepting community-generated proposals for a permanent public art acquisition or a request to temporarily exhibit art in public space.
- **Deaccessioning Public Art** – The general process for withdrawing a work or works from the public art collection.

Next Steps: Draft Guidelines

- If you have additional feedback about the guidelines, please send to staff by **Monday, December 30, 2024.**
- Staff will update the document and present a second draft to the Arts Council for review at the Regular Hybrid Meeting on January 15, 2025.