



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail City Council Work Session

Monday, August 28, 2017

4:00 PM

Conference Room 2A

CALL TO ORDER: Pursuant to due notice and call thereof a Special Meeting/Worksession of the Grand Rapids City Council will be held on Monday, August 28, 2017 at 4:00 p.m. in City Hall Conference Room 2A, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL: On a call of roll, the following members were present:

Discussion Items

1. 17-0623 Art Adoption & Acquisition Policy
Attachments: GR Art Adoption and Acquisition Policy final

2. 17-0550 GIS Collaboration
Attachments: 08-28-17 Council Work Session Presentation

3. 14-0789 Review 5:00 PM Regular Meeting

ADJOURN

Attest: Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0623 **Version:** 1 **Name:**
Type: Agenda Item **Status:** CC Worksession
File created: 8/23/2017 **In control:** City Council Work Session
On agenda: 8/28/2017 **Final action:**
Title: Art Adoption & Acquisition Policy
Sponsors:
Indexes:
Code sections:
Attachments: [GR Art Adoption and Acquisition Policy final](#)

Date	Ver.	Action By	Action	Result
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Art Adoption & Acquisition Policy

Background Information:

The arts and culture roadmap (GRMN Creates) was developed by the Commission and adopted into the City's comprehensive plan in the spring of 2015. Goal #4 of that plan is to “use the arts to animate the physical realm and improve connectivity.”

The second objective under goal #4 calls for the Commission and the City to “create initial public art policies and develop a program that consistently contributes to the vitality and economic development of the City.” Tasks 4.11, 4.12, and 4.13 of the second objective call for an art adoption/acquisition policy, an arts inclusion policy and a public art policy.

CITY OF GRAND RAPIDS MINNESOTA
ART ADOPTION AND ACQUISITION PLAN

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5.1 City of Grand Rapids

5.2 Arts and Culture Commission

HISTORY / INTRODUCTION

The Grand Rapids Arts and Culture Commission (the Commission) was established on February 25, 2013 with Ordinance No. 13-02-04. The first responsibility for the Commission was to develop and recommend to the city council a strategic plan for arts and culture in Grand Rapids.

The arts and culture roadmap (GRMN Creates) was developed by the Commission and adopted into the City's comprehensive plan in the spring of 2015. Goal #4 of that plan is to "use the arts to animate the physical realm and improve connectivity."

The second objective under goal #4 calls for the Commission and the City to "create initial public art policies and develop a program that consistently contributes to the vitality and economic development of the City." Tasks 4.11, 4.12, and 4.13 of the second objective call for an art adoption/acquisition loan policy, an arts inclusion policy and a public art policy.

SECTION 1: DEFINITIONS

Definitions of Public Art, Public Space, and Public Art Plan

Public art is visual art that exists for the public, is commissioned, leased or purchased by or donated to the City to be in publicly accessible spaces.

This definition includes all media including, but not limited to, the following:

- sculpture
- mural
- fresco
- relief
- fountain
- banner
- mosaic
- ceramic
- weaving
- carving
- stained glass
- sidewalk art

It does not include:

- wayfinding signs
- art objects that are stock items or mass-produced
- art objects that are portable or easily moved, unless the work has been designated by the Grand Rapids Arts and Culture Commission
- playground equipment and general landscape architecture

Public space is defined as an area accessible to and frequented by the general public and owned and operated by the City of Grand Rapids. This includes, but is not limited to, the following:

- parks and squares
- boulevards
- streets
- bridges
- architectural facades
- spaces within City-owned facilities

A public art placement plan is typically part of development or construction projects that have been incorporated into a larger urban development or cultural plan.

SECTION 2: PROCESSES AND PROTOCOL

2.1 Artist Selection Process

The City of Grand Rapids endeavors to commission quality public art works that are relevant to the community.

The process by which an artist is selected for a commission varies and impacts the project's success. The City of Grand Rapids operates competitions as its primary form of artist selection. Depending on the project's requirements, the competition may be open or limited/invitational. The Grand Rapids Arts and Culture Commission also reserves the right to make a direct selection. The form of competition to be used for a project is determined by the Commission. Selection processes are defined as follows:

- Open competitions are broadly advertised to solicit local, statewide, national or international entries.
- Invited/limited competitions invite a select number of artists to submit plans for consideration. Limited competitions may be used when a specific type, theme or media of artwork is desired.
- Direct selection is a commission of a work by an artist or the purchase of an existing work of art. Direct selection may be warranted when there is a single clear choice or a sole source in terms of the artistic solution for a project. A direct selection also may be appropriate where there is a time constraint or an extremely limited project budget.

Donations also may become part of the City's selection process and may be presented to the Arts and Culture Commission. The Commission is responsible for accepting works of art that will further the objectives of the arts and culture plan.

2.2 Selection Panels

The Grand Rapids Arts and Culture Commission is the selection committee. The Commission may from time to time establish a community ad hoc committee to assist with selection as needed.

SECTION 3: MANAGEMENT OF THE CITY OF GRAND RAPIDS' PUBLIC ART COLLECTION

3.1 Maintenance and Conservation

The City of Grand Rapids is responsible for maintaining all permanent works of art within the public art inventory, in accordance with the approved maintenance plan and/or conservation plan required for each piece. Development of the maintenance plan and/or conservation plan is the responsibility of the artist and will be submitted to the City at the time the artwork is installed. The plans will include, but are not be limited to, the following:

- maintenance dossier
- shop drawings
- manufacturers' lists
- key contacts including the artist
- maintenance and/or conservation specifications
- budget

To build longevity into its public art planning and processes, all public art competitions and donations will include a maintenance fund in the budget for the conservation of the public artwork.

The City's public art adoption/acquisition policy establishes a treatment and maintenance program that uses public funds wisely by avoiding costly preservation procedures that result from neglect. A qualified professional, trained in art conservation, may be contracted by the City of Grand Rapids Arts and Culture Commission to participate in the technical review of existing art work.

Inventory of public art owned by the City will be updated when new works are acquired and routinely inspected.

The inventory will include the following:

- description of the artwork
- fabrication
- site conditions
- conservation and maintenance plan
- visual documentation of the artwork

3.2 Insurance

The City of Grand Rapids' public art collection is to be insured as property of the City for vandalism, liability and theft, and each piece as acquired should be appraised based on market value and re-evaluated as needed.

Grand Rapids Arts and Culture Commissioners also will be covered by the municipal insurance policy that indemnifies them against legal responsibilities for their actions, if they are not guilty of wrongful acts or gross negligence.

3.3 De-commissioning

De-commissioning is the process by which an artwork is removed from the City of Grand Rapids' public art inventory. It may involve the relocation, removal or disposal of an artwork, if these actions are not in conflict with the terms on which the City acquired the work.

All recommendations for de-commissioning are reviewed by the Grand Rapids Arts and Culture Commission and must be approved by City Council.

SECTION 4 - ADMINISTRATION

The Grand Rapids City Council approves the public art plan and policies upon recommendation of the Grand Rapids Arts and Culture Commission.

The City Council approves the final acceptance of all public artworks commissioned by or donated to the City upon the recommendation of the Grand Rapids Arts and Culture Commission.

SECTION 5: FUNDING

5.1

The City of Grand Rapids will fund public art by earmarking 1.5% of funding for public works programs. This money will be deposited into a fund to purchase, commission, and perform the maintenance of public art.

5.2

The Grand Rapids Arts and Culture Commission will make every effort to leverage dollars collected to maximize the number of dollars available for public art through grants and other funding sources.



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CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0550 **Version:** 1 **Name:** GIS Collaboration
Type: Agenda Item **Status:** CC Worksession
File created: 7/26/2017 **In control:** City Council Work Session
On agenda: 8/28/2017 **Final action:**
Title: GIS Collaboration
Sponsors:
Indexes:
Code sections:
Attachments: [08-28-17 Council Work Session Presentation](#)

Date	Ver.	Action By	Action	Result
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GIS Collaboration

Background Information:

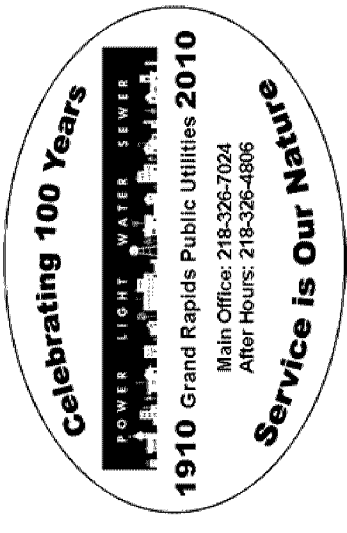
City staff have been working with the Public Utilities Commission for almost a year to determine how we can improve efficiencies and better manage our GIS system. This discussion will outline a proposed collaboration with PUC.

Staff Recommendation:

Discuss GIS collaboration with PUC.



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Systems Management

Grand Rapids City Council
Work Session

August 28, 2017

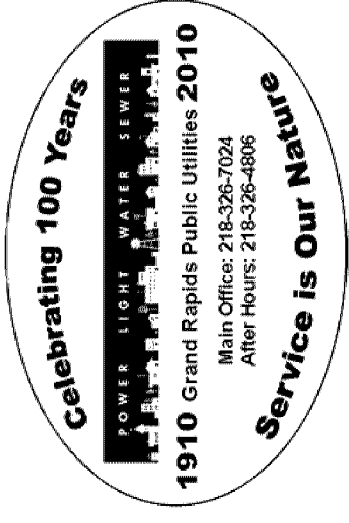


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Systems Management

Grand Rapids City Council

August 28, 2017



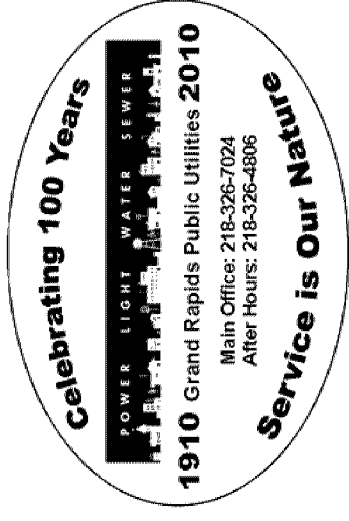
Agenda

1. Existing Systems Management Structure
2. Proposed Systems Management Structure
3. Questions / Comments



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Existing Systems Management Structure



City of Grand Rapids

Grand Rapids PUC

City

Engineer

Matt

Wegwerth

General

Manager

Julie

Kennedy

GIS
Coordinator

Mike

LeClaire

Temporary

GIS Intern

Seth

Jetland

Electrical
Department

Jeremy

Goodell

Systems
Coordinator

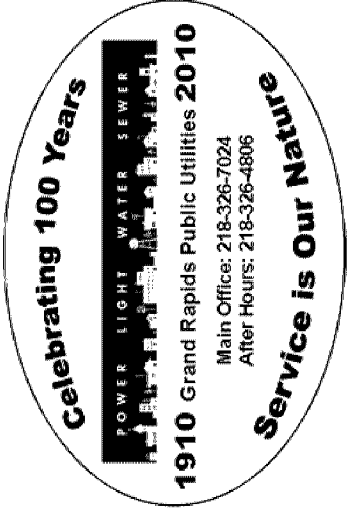
John

Aultman



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Proposed Systems Management Structure



City of Grand Rapids / PUC Systems Management

City Engineer & PUC GM

NEW EMPLOYEE

Systems Specialist
(Mike LeClaire)

GIS Technician
(City employee)

System Coordinator
(John Aultman)

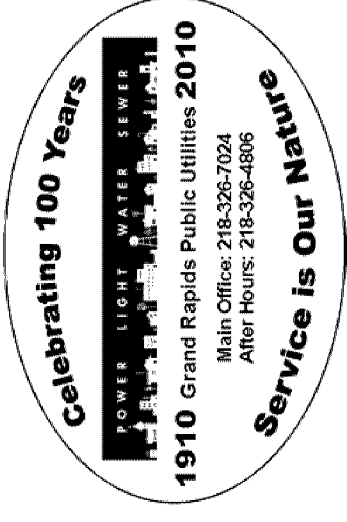


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Systems Management

Grand Rapids City Council

August 28, 2017



Pilot project (summer 2017):

- GIS Interns time was split 50/50 between City and PUC
- Street light inventory and electrical system review
- Project was completed while still performing day to day maintenance

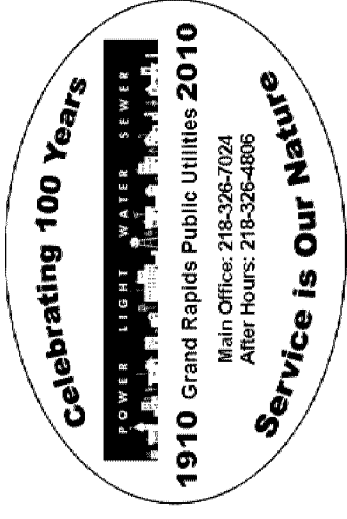
Benefits of a Collaborative approach:

- Perform routine maintenance and projects concurrently
- Improved systems instead of maintaining existing data
- Improved service to internal and external customers
- Improved efficiencies - records retention and data sharing
- This approach is necessary to maximize our investments



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Proposed Systems Management Structure



Funding

- Proposed cost share between City and PUC is 50/50
 - Includes: 3 Salaries and GIS licensing

	CITY	PUC
2017	\$119,631	\$113,280
2018 (Proposed)	\$151,870	\$151,870
Increase	\$32,239	\$38,590

- City portion of increase would be paid by the Stormwater Utility
- Does not require a City levy increase

Next Steps

- Finalize shared services agreement between City and PUC
- Begin process of hiring a GIS Technician



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Questions / Comments