

**DEFINITIONS**

A Local Arts Agency is a community-based organization, either a government agency or a private nonprofit, that supports and develops the arts for the public's benefit.

**PURPOSE**

The purpose of this policy is to guide public and private development and the installation of public art within the City of Northfield.

~~The Northfield Arts and Culture Commission (ACC)~~City staff is designated to develop and advocate for art and design standards for city facilities, public areas and private development that will present a coherent image of Northfield as a place of unique aesthetic, architectural, and cultural identity. The City may designate a Local Arts Agency to support such efforts.

**OBJECTIVES**

~~The Northfield Arts and Culture Commission (ACC)~~The City of Northfield advocates for public support of the arts and promotes art that demonstrates the following objectives:

- Enhances the aesthetic environment of public places such as buildings, roads, paths, sidewalks and landscapes through high-quality public art, including permanent and temporary art installations.
- Contributes to community identity and place by, for instance:
  - Building awareness of and celebrating the community's diverse history, identity, cultures and geography; and
  - Inviting community response to proposed installations of public art; and
  - Involving a broad range of groups, neighborhoods and organizations in the planning or creation of public artworks.
- Adds to community vitality by, for instance:
  - Promoting Northfield as a nationally and internationally recognized arts city and tourist destination;
  - Building the capacity of and cooperation between the private and public sectors, artists and community members; and
  - Encouraging civic dialogue about the role of art in civic life and Northfield development.

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- Involves artists in the creation and development of art by encouraging a variety of creative opportunities for artists with a range of experiences.
- Provides opportunities for public, private, or public/private support of the creation, acquisition and installation of art works by, for instance:
  - Integrating artwork into City building projects by involving artists in the planning process; and
  - Identifying grant, municipal and other funding sources.

### **ARTS AND CULTURE COMMISSION**

The City of Northfield has established an Arts and Culture Commission to advise the City Council on the development of arts and cultural activities, organizations and facilities in Northfield (Ord. No. 855, 1-8-2007).

### **PURPOSE (Ord. No. 855, 1-8-2007)**

The purpose of the Commission shall be to assist Northfield in becoming a community in which arts and cultural activities:

- Are recognized as vital components of community life that are worthy of investment and support from the public, private and non-profit sectors;
- Are valued and promoted for their economic benefits and development potential, especially in the downtown;
- Include new ethnic groups in Northfield's identity and sense of community;
- Represent an integral part of Northfield's educational mission and programs for young people;
- Engage the talents and involvement of retirees and senior citizens;
- Develop a wider array of opportunities for collaboration between faculty and student artists at the two colleges and community artists; and
- Cooperate to enhance the public perception of Northfield's identity and quality of life in the community itself, the surrounding region, and beyond.

### **RESPONSIBILITIES (Ord. No. 855, 1-8-2007)**

The commission shall be advisory to the City Council and its responsibilities shall include the following:

- Develop, update and recommend to the Council a City mission, public agenda and strategic plan for arts and culture in Northfield;

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- ~~Provide leadership for completing the comprehensive plan sections regarding civic arts and culture goals and planning, and providing input for plan revisions;~~
- ~~Leverage individual, corporate, foundation and City funding for arts and cultural activities;~~
- ~~Facilitate collaboration and joint planning among public and private agencies involved with related issues such as economic development, tourism and arts education;~~
- ~~Provide support in the planning, acquisition and/or development of land and facilities by the City as needed to support Northfield's arts and cultural activities and organizations, and the development of affordable studio space and housing for individual artists;~~
- ~~Upon request of the City Council, develop and advocate design standards for City facilities, public areas and private development, which represent a coherent image of Northfield as a place of unique aesthetic, architectural and cultural identity;~~
- ~~Plan and advocate funding for the installation of public art in Northfield that enhances the City's appearance and artistic appeal; and~~
- ~~Foster inclusive and cross-cultural activities to help build community as Northfield continues to become more diverse.~~

#### **PUBLIC ART REVIEW COMMITTEE (PARC): PURPOSE, MEMBERSHIP, PROCESSES**

~~To carry out its public art responsibilities per Sec. 2-358(f), the ACC~~To meet the objectives in this policy, the City of Northfield, or Local Arts Agency acting on behalf of the City, may propose to establish ~~and maintain~~ a Public Arts Review Committee, which will have the following ~~five~~ responsibilities:

- Advise ~~the ACC~~City staff regarding commissioning, installation, maintenance and decommissioning of publicly funded art to ensure positive impact on civic quality of life and aesthetic environment.
- Reserves the right, on behalf of the ~~ACC and the~~ City, to approve art and may reject any art that it deems offensive to any race, age, creed, religion, gender or disability.
- ~~Update and advise the ACC regarding all public art that will be installed in the historic downtown district.~~

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- Approve the design, installation, maintenance and decommissioning of privately or publicly funded two- or three-dimensional art, sculpture or garden-art decoration or installations on City-owned property.
- Where the parties agree to a cooperative effort, advise private and non-profit projects that will be installing art in locations that will be accessible to and frequented by the public (e.g., the Depot).

#### MEMBERSHIP IN PARC

- A committee of up to nine members shall be appointed by ~~the ACC~~City staff or Local Arts Agency and approved by the City Administrator.
- ~~• The panel will include two ACC members, a City staff liaison, a Public Works staff member, and panelists appropriate to the genre of artwork, and to the location and project under consideration.~~
- Panel members may include, but are not limited to, artists, arts faculty members, architects and department staff related to the project, arts administrators, and two or more at-large community representatives, including representatives of diverse groups. ACC
- The City or Local Arts Agency will convene a PARC on an ad-hoc basis when the need arises.

#### SCOPE OF WORK

- ~~• ACC/PARC will facilitate communication among City staff coordinating public art projects, artists and public arts stakeholders.~~
- ~~• ACC/PARC will work closely with the representatives of public arts sites to advance outcomes, goals, and the interests of Northfield residents, businesses, and property owners.~~

#### REVIEW CRITERIA

PARC review of publicly-funded commissions, purchases, or installations, shall consider, but not be bound by, any one of; the following review criteria in choosing works to recommend to ~~the ACC and~~ the City.

- Artistic excellence
  - Does the project represent workmanship of the highest quality; and
  - Does the project satisfy the parameters of the request for proposals, if applicable; and

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- Does the project represent a cohesive, unified theme or idea; and
  - Is the project original, compelling and creative work?
- Public involvement
  - Does the project's development and review include participation by residents, users, community organizations and institutions, businesses, cultural communities, advocacy groups, and students and youth, as appropriate; and
  - Does the project facilitate public involvement via community meetings, community survey, and requests for proposals?
- Enhancement of community identity and place
  - Does the site, surrounding area or project provide an opportunity to reflect on the community and its characteristics, including history, identity, geography and cultures; and
  - Is the project appropriate for public display; and
  - Is the project acceptable to current community standards; and
  - Are there opportunities within the project to integrate artwork into the design or function of structures?
- Community vitality
  - Will the site and project be visible to visitors and residents; and
  - Will the project appeal to a broad range of people; and
  - Is the project making an effort to build capacity and cooperation between the private and public sectors, artists, arts organizations and community members; and
- Does the project encourage civic dialogue about art and civic issues? Safety and maintenance of public art
  - What is the plan for maintenance and repair?
  - Is the piece safe for public interaction?

### STATEMENT OF NON-DISCRIMINATION

Recommendations about public art decisions will be made without regard to an individual's or the perception of an individual's race, color, creed, religion, sex, domestic relationship status, parent status, familial status, sexual orientation, national origin, gender identity, age or disability, or the use of a trained dog guide by a blind, deaf or otherwise physically disabled person.

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Each call for artists will be posted on the City ~~and the Arts and Culture Commission~~ website~~s~~.

#### **MEMBERSHIP** (~~Ord. No. 855, 1-8-2007; Ord. No. 943, 2-19-2013; Ord. No. 961, § 2, 9-16-2014~~)

- ~~The commission shall initially consist of seven volunteer members, who shall serve without financial compensation. The commission may be expanded to up to nine members at any time by resolution of the Council. In addition to the seven regular commission members, there shall be one youth voting member and one youth ex-officio non-voting member on the commission.~~
- ~~Members shall be appointed by the Mayor, with the approval of the City Council. Members may be removed at the discretion of the Mayor and Council.~~
- ~~Members shall be appointed from each of the following sectors of the community, if possible:~~
  - ~~Arts and cultural organizations.~~
  - ~~Carleton and St. Olaf Colleges.~~
  - ~~Local schools.~~
  - ~~Business community.~~
  - ~~Independent artists.~~
  - ~~Community at large.~~
- ~~Members shall serve for three-year terms, except as otherwise provided herein with respect to youth members. Terms shall begin on January 1 and end on December 31, provided that a member shall continue to serve until a successor is appointed. An appointment to fill a mid-term vacancy shall be made by the Mayor for the duration of the term. The youth commission members shall be high-school aged, grades nine through twelve. The youth commission members shall be appointed for one-year terms in the same manner as other members of the commission. Youth commission member terms shall commence June 1 and expire the following May 31.~~
- ~~Members who serve three consecutive terms, not including a partial term due to appointment to fill a vacancy, shall be ineligible for reappointment for one year following the completion of their third term.~~

#### **OFFICERS AND THEIR DUTIES** (~~Ord. No. 855, 1-8-2007~~)

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- ~~1.—At the first meeting of each year, the members of the commission shall select by majority vote a chair, vice chair and secretary to serve until the end of that year and until a successor is chosen.~~
- ~~2.—The chair shall:~~
  - ~~•—Set the agenda and preside at meetings of the commission.~~
  - ~~•—Call additional meetings as needed.~~
  - ~~•—Assign duties to commission members.~~
  - ~~•—Arrange meetings with other commissions, boards, and organizations from the public, private and non-profit sectors as needed.~~
  - ~~•—Communicate with the City Council and staff as needed.~~
  - ~~•—Provide overall leadership to the commission in carrying out its purposes and responsibilities.~~
- ~~3.—In the absence of or at the request of the chair, the duties of the chair shall be performed by the vice chair, and in the absence of both the chair and vice chair, by the secretary.~~
- ~~4.—The secretary shall keep minutes and maintain permanent records of every meeting of the commission, and shall submit minutes for approval at each successive meeting. The secretary shall serve as correspondent for the commission. Copies of the minutes of all meetings shall be filed with the City Clerk.~~

#### **MEETINGS** (Ord. No. 855, 1-8-2007)

~~The commission shall meet at least monthly and as otherwise determined by the chair. A regular meeting may be cancelled by the chair or a majority of the commission.~~

#### **QUORUM** (Ord. No. 855, 1-8-2007)

~~For the transaction of business at any meeting of the commission, a quorum consisting of at least one-half of all members shall be required.~~

#### **STAFF SUPPORT** (Ord. No. 855, 1-8-2007)

~~A City staff member shall act as liaison to the commission, provide staff support, and help get recommendations of the commission on the agenda for consideration by the City Council when necessary.~~



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