Appendix C: Summary of Community Engagement Policies

Policies for Community Engagement are integrated throughout all sections in the City of Minneapolis Public Art Policies and Procedures. To make these policies accessible to people particularly interested in how communities are engaged in the public art process, this appendix has been created. Please see the full document to for a full understanding of the context of these policies within other issues, such as artist involvement, staff involvement, etc.

Section 4. Purpose, Values and Goals

Purpose:

The mission of the Art in Public Places program is to enrich the lives of local citizens and visitors by integrating public art into City planning, services, design and infrastructure.

Community Values and Goals:

4.2.2   Enhance Community Identity and Place:

- Build awareness of community history, identity, cultures and geography.

- Develop artworks that are integrated into City building projects and are compatible with their settings.

4.2.3   Contribute to Community Vitality:

- Build the capacity of and cooperation between the private and public sectors, artists, arts and community members.

- Encourage civic dialogue about important City issues.

- Develop and maintain safe artworks.

4.2.4   Involve a Broad Range of People and Communities:

- Enhance opportunities for all citizens, neighborhoods and organizations to participate in the planning and creation of artworks.

- Celebrate the City's cultural communities.

- Provide opportunities for the community to come together.

Section 5: General Policies

Access to Artworks:

The City shall seek to assure continuing access to artwork by the public, although the City may limit availability due to circumstances such as funding, public safety, display space and deaccession.

Section 6: Roles and Responsibilities

The Community:

Everyone within the city is invited to participate in City of Minneapolis public art projects. "Community" is not solely defined by geographic boundaries and may include residents, users, community organizations and institutions, businesses, cultural communities, advocacy groups, students and youth. This definition shall be included in all notices of community meetings, community surveys and requests for proposals.

Steering Committees:

A Steering committee shall be created to advise each public art project and to inform the community about the public art projects as they develop. In lieu of creating separate steering committees, the Art in Public Places program or commissioning department may choose to work with existing steering committees working on a related project for the same site. The membership of Steering Committees shall be flexible but shall contain representatives who are capable of assessing the project and designs based on the review criteria. Steering Committee membership for each project shall be approved by the Minneapolis Arts Commission.

Section 7: Project Selection

Objectives:

7.1.3   Balance projects across wards and neighborhoods.

7.1.4   Be aware of and receptive to initiatives which come from the community.

7.1.5   Be proactive in soliciting proposals from the community.

Eligibility:

6.6   Independent Boards and Commissions of the City of Minneapolis, including NRP groups may recommend their capital projects for participation in the Art in Public Places program. They may also include public art projects in their own requests to the Capital Long-Range Improvement Committee.

7.2.3   Community-based public art projects that address a particular issue or neighborhood site.

Review Authority:

6.2 The Public Art Advisory Panel is responsible for site selection. It includes 3 community members.

Community Criteria:

7.6.2 Enhance 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?

- Are there opportunities within the site/project to integrate artwork into the design or function of structures?

7.6.3 Contribute to Community Vitality:

- Will the site be visible to and attract visitors and residents?

- Is the project making an effort to build capacity and cooperation between the private and public sectors, artists, arts organizations and community members?

- Does the site have the potential to engage these groups?

- Is the site located on one of the City's commercial corridors?

- Does the site/project provide an opportunity to encourage civic dialogue on City issues?

- Is the proposed site and artwork location safe?

7.6.3 Involve a Broad Range of People and Communities:

- Does the site/project provide an opportunity to engage citizens, neighborhoods and organizations in the planning and creation of the artwork?

- Will the site/project support an artwork that meets ADA regulations?

- Does the site/project provide an opportunity to celebrate one or more of the City's cultural communities?

- Does the site provide an opportunity for people to gather and come together?

Section 8: Project Development and Design Review

Objectives:

8.1.2   Build community support for public artworks early in the process.

8.1.3   Develop artworks that enhance communities and the sites where they are located.

8.1.5   Develop safe artworks.

Community Input:

Community input shall be gathered on all public art projects prior to the development of the request for proposals and after the artist(s) has created a fully-developed design for the artwork. The type of input gathered shall be consistent with the City's Public Art Values and Goals, and shall include discussion of location, safety, maintenance and community involvement strategies. The specific vehicles used for gathering community input shall be selected by the Steering Committee, but shall always include sharing information at existing neighborhood meetings, as well as at least two of the following other approaches:

8.2.1   Review of existing plans, histories or public art plans for the site or area.

8.2.2   Conducting surveys or interviews of nearby residents or site users

8.2.3   Internet discussions.

8.2.4   Holding an event such as a public meeting or design workshop;

8.2.5   Gathering information at existing events or cultural gatherings.

Opportunities for public input shall be posted at the future site of the public artwork and in the appropriate neighborhood newspaper. They shall also be sent to relevant community groups and neighborhood organizations. Residents within a three-block radius shall also be notified of such opportunities.

Summaries of surveys interviews, discussions, meetings, gatherings and events shall be made available to anyone requesting the information.

Process:

Throughout the following process, artists, the Steering Committee, Public Arts Administrator and the Public Art Advisory Panel shall be guided by the criteria outlined in Section 8.4 below:

8.3.1   The project Steering Committee shall review community input summaries and provide feedback to the Public Arts Administrator on the Request for Proposals and on examples of specific selection criteria for artists.

8.3.2   Steering Committee representatives shall serve on the Artist Selection Panel. (See Section 6.3.2 for exact make-up of Artist Selection Panels.)

8.3.3   After selected, but prior to design development, artists shall meet with the Steering committee to discuss the scope of the project and community input to date.

8.3.5   Project Steering Committees shall respond to artist's draft designs and provide feedback.

8.3.6   After the artist(s) has created a fully-developed design for the artwork it shall be shared with the broader community through two of the vehicles identified in Section 8.2 above.

8.3.7   The design shall than be reviewed by experts and technicians (art conservator, engineer, police, foresters, Committee on people with Disabilities) identified by the Public Arts Administrator or other project managers.

8.3.8   Artist's final design shall be brought before the Public Art Advisory Panel and Minneapolis Arts Commission, prior to the execution of any agreements for fabrication of the design. Artists or members of the project Steering Committee shall have the opportunity to address both of these groups with respect to the design. The Minneapolis Arts Commission shall be the final authority in design review of public artworks.

8.3.9   The Steering Committee shall also at the site upon completion of the public art project to verify that the work is consistent with the work approved by the Arts Commission.

8.3.10   The Public Arts Administrator shall hold a final meeting of the Steering Committee to obtain feedback on the process and interview members about lessons learned.

Community Criteria:

8.4.2   Enhance Community Identity and Place:

- Does the design reflect the community or setting and the above characteristics?

- Is the artwork design integrated into the site design and function?

8.4.3   Contribute to Community Vitality:

- Will the completed work have the potential to attract visitors and residents?

- Will the completed work or proposed process encourage civic dialogue about City issues?

- Will the proposed project be safe?

8.4.4   Involve a Broad Range of People and Communities:

- Will the proposed project involve community members in the creation of the artwork?

- Does the design address ADA regulations as they apply to public art?

- Does the design celebrate one or more of the City's cultural communities?

- Will the completed work bring people together or create a gathering place?

Section 9: Artist Selection

Objectives:

9.1.5   Select artists who are sensitive to the communities in which they will be working.

Review Authority:

6.3 Artist Selection Panels are responsible for artist selection. They include 1 community member, 1 site representative and 2 at-large members (Section 6.3).

Community Criteria:

9.3.2   Enhance Community Identity and Place:

- Is the artist familiar with the community or setting and its characteristics, including history, identity, geography and cultures?

- Does the artist's previous work demonstrate awareness of the respective community or setting and the above characteristics?

- Do the proposed ideas demonstrate awareness of the community or setting and the above characteristics?

- Are the proposed ideas suited to integration into the site design?

- Does the artist have experience integrating artwork into infrastructure and building function?

9.3.3   Contribute to Community Vitality:

- Do the artist's previous projects or proposed ideas have the potential to attract visitors and residents?

- Does the artist's previous work or proposed process build capacity and cooperation between the private and public sectors, artists, arts organizations and community members?

- Does the artist's previous work or proposed process encourage civic dialogue about City issues?

- Are the artist's previous projects or proposed ideas safe?

9.3.4   Involve a Broad Range of People and Communities:

- Does the proposed process involve community members in the design or creation of the artwork?

- Does the artist have experience working with communities and with diverse groups?

- Does the artist have a demonstrated ability to address ADA regulations as they apply to public art?

- Does the artist's previous or proposed process celebrate one or more of the City's cultural communities?

- Does the artist have experience in projects that bring people together or create gathering places?

Section 10: Public Education

Objectives:

10.1.1   Educate the community about public artworks and artists.

10.1.2   Use artworks as a means to educate the community about City services and places.

10.1.3   Develop educational programs that are appropriate for the community.

10.1.4   Reduce the risk of vandalism.

10.1.5   Support an efficient workload for staff.

Public Information and Events:

Upon completion of a public artwork, the City shall distribute a press release to local media informing the public about the artwork, post information on the City's website and hold a public dedication. The City may provide informational flyers about the artwork at the site and to relevant community groups and neighborhood organizations. Information about each public artwork owned by the City shall be posted on the City's website.

Plaques:

The City shall install a plaque for each public artwork developed by the City. Plaques shall contain the title of the artwork, artist name(s), year of dedication, responsible department for the commission, and a credit to all sponsors, who contribute funding toward ten percent or more of the artwork's costs. Sponsor credits shall be limited to the individual or institution

name and shall not exceed the point size of responsible department. The plaque shall also acknowledge the Minneapolis Arts Commission. When appropriate, plaques shall include a phone number for reporting vandalism or damage.

Section 11: Conservation Treatment and Maintenance

Objectives:

11.2.5   Maintain artworks so that they continue to be safe and contribute to the vitality of communities.

Funding:

11.6.3   Volunteer and garden club maintenance is not an acceptable solution for the life span of an artwork.

Review Authority:

6.2   The Public Art Advisory Panel prioritizes projects for conservation treatment. It includes 3 community members.

Community Criteria:

11.8.2   Enhance Community Identity and Place:

- Does the artwork raise awareness of the community or setting and its characteristics, including history, identity, geography and cultures?

- Is the artwork an icon associated with the community or setting and the above characteristics?

11.8.3   Contribute to Community Vitality:

- Does the artwork draw visitors to the community?

- Has it attracted strong public attachment or support over time?

- Does the conservation effort have the potential to build capacity and cooperation between the private and public sectors, artists, arts organizations and community members?

- Is the artwork a catalyst for civic dialogue about City issues?

- Is the artwork safe or will repairing it make it safe?

11.8.4   Involve a Broad Range of People and Communities:

- Does the artwork engage a broad range of people?

- Does the current artwork and site meet ADA regulations or can it be modified to do so?

- Does the artwork celebrate one or more of the City's cultural communities?

- Does the artwork bring people together or create a gathering place?

Section 12: Gifts and Loans

Objectives:

12.1.9 Accept artworks that enhance communities and welcome the community into public spaces.

General Policies:

12.3.2 Placement of Artwork: Placement of artworks obtained by gifts and loans is restricted to public areas.

Public Meeting:

12.4.7 The Minneapolis Arts Commission may hold a public meeting for the purpose of gathering community feedback on a proposed gift. The Public Art Advisory Panel or the Commission may also decide to hold additional public meetings or gather community input through other methods.

Review Authority:

6.2 The review and approval process includes the Public Art Advisory Panel (3 community members), Minneapolis Arts Commission (7 laypeople) and City Council.

Community Criteria:

12.4.2 Enhance Community Identity and Place:

- Does the proposed project reflect the community or setting and its characteristics, including history, identity, geography and cultures?

12.4.3 Contribute to Community Vitality:

- Does the proposed project or artwork have the potential to attract visitors and residents?

- Does the proposed project or process build that capacity and cooperation between the private and public sectors, artists, arts organizations and community members?

- Does the artist's previous work or proposed process or artwork encourage civic dialogue about City issues?

- Is the proposed project or artwork safe?

12.4.4   Involve a Broad Range of People and Communities:

- Does the proposed process involve community members in the design or creation of the artwork?

- Does the artist have experience working with communities and with diverse groups?

- Does the proposed project or artworks meet ADA regulations?

- Does the artist's previous work or the proposed process or artwork celebrate one or more cultural communities?

- Does the artist have experience in projects that bring people together or create gathering places, or will the artwork bring people together?

Section 13: Encroachment Permits

Objectives:

13.1.2   Support efforts to enhance communities through public art projects.

Review Authority:

6.2   The review and approval process includes the Public Art Advisory Panel (3 community members) Minneapolis Arts Commission (7 laypeople) and Department of Public Works.

Community Criteria:

Same as for section 9.

Section 14: Deaccession and Removal

Objectives:

14.1.2   Eliminate artworks that are unsafe, not repairable or no longer meet the needs of communities.

Eligibility:

14.4.1   Deaccession or removal requests may be submitted by ...A neighborhood organization.

Public Meeting:

14.4.4   The Minneapolis Arts Commission or the Public Art Advisory Panel shall hold at least one public meeting for the purpose of gathering community feedback on a proposed deaccession or removal. The Public Art Advisory Panel or the Commission may also decide to hold additional public meetings or gather community input through other methods.

Review and Approval:

6.2   The review and approval process includes the Public Art Advisory Panel (3 community members) Minneapolis Arts Commission (7 laypeople) and City Council.

Community Criteria:

14.5.2   enhance Community Identity and Place:

- Is the artwork significantly less appropriate given changes in the function or character of the setting or the community?

14.5.3   Contribute to Community Vitality:

- Is the site no longer publicly accessible?

- Has the artwork been the source of significant adverse public reaction over at least five years?

- Has the artwork failed to contribute to the overall community dialogue about civic issues?

- Is the artwork unsafe?

14.5.4   Involve a Broad Range of People and Communities:

- Has the applicant gathered input from various people and groups in considering removal of the artwork?

- Do a broad range of people support the removal of the artwork?

- Does the current artwork or site fail to meet ADA regulations, and is it impossible to modify them to do so?

- Is the artwork a source of contention among various cultural communities?

- Has the artwork failed as a gathering place?

Section 15: Receipt and Completion

Objectives:

15.1.3   Confirm agreement among all partners that artworks are complete and all parties have fulfilled their responsibilities

Process:

15.3.4   Verification by the appropriate project steering committee that the work is consistent with the work approved by the Arts Commission.

15.3.6   The Public Arts Administrator shall hold a final meeting of the Steering Committee to obtain feedback on the process and interview members about lessons learned.

Review and Approval:

The review and approval process includes the Steering Committee, experts, Minneapolis Arts Commission and City Council.

Section 15: Acquisitions

Objectives:

16.1.4   Accept artworks that enhance communities and welcome the community into public spaces.

General Policies:

16.3.2   Placement of Artwork: Placement of artworks obtained by acquisition shall be restricted to public areas and employee commons spaces.

Process:

16.4.6   Public Meeting: The Minneapolis Arts Commission may hold a public meeting for the purpose of gathering community feedback on a proposed acquisition. The Public Art Advisory Panel or the Commission may also decide to hold additional public meetings or gather community input through other methods.

Review and Approval:

The review and approval process includes the Steering Committee, experts, Minneapolis Arts Commission and optionally the City Council.

Community Criteria

16.5.2   Enhance Community Identity and Place:

- Does the proposed project demonstrate awareness of the community or setting and its characteristics, including history, identity, geography and cultures?

- Is the proposed project in accordance with adopted policy, historic use or master plans?

- Is a suitable site currently available for the artwork?

- Is the content of the proposed artwork compatible with its proposed setting?

16.5.3   Contribute to Community Vitality:

- Does the proposed project or artwork have the potential to attract visitors and residents?

- Does the proposed project or process build that capacity and cooperation between the private and public sectors, artists, arts organizations and community members?

- Does the artist's previous work or proposed artwork encourage civic dialogue about City issues?

- Is the proposed project or artwork safe?

16.5.4   Involve a Broad Range of People and Communities:

- Does the proposed process involve community members in the design or creation of the artwork?

- Does the artist have experience working with communities and with diverse groups?

- Does the proposed project or artwork meet ADA regulations?

- Does the work, the artist's previous work or the proposed artwork celebrate one or more cultural communities?