

**POLICY FOR INSTALLATION OF PUBLIC ART ON
UTILITY & TRAFFIC SIGNAL CONTROL BOXES
REVISED AUGUST 2014**

1. PURPOSE

The purpose of this policy is to provide a process and procedure for the installation of public art on utility and traffic signal control boxes located within the City's right-of-way. The intent of this policy is to, create a way to improve the image of the community; add character to the community; enhance pedestrian and driving experiences by incorporating art into the streetscape; reduce graffiti on utility and traffic signal control boxes; promote and enhance the City's aesthetic environment through public art; continue to maintain a visual arts program for the residents and visitors of Desert Hot Springs; and promote the economic vitality of the community.

2. DEFINITIONS

- A. Utility Box: A metal box installed at various locations along public utility easements and right-of-ways that contain electrical, telephone, or cable television switches and connections.
- B. Traffic Signal Control Box: A metal box installed at various locations along public utility easements and right-of-ways that contain switches and connections for controlling traffic signal operations.

3. PROCESS & PROCEDURES

- A. City staff shall solicit local artists for a specified period of time to submit an application for the installation of public art on utility and traffic signal control boxes with art concepts at specific locations throughout the City. ~~The main focus shall be on major arterial streets.~~ All future boxes shall be located on Palm Drive, Mission Lakes Boulevard, Pierson Boulevard, Hacienda Avenue, Two Bunch Palm Drive, Dillon Road, Indian Canyon Drive, and Little Morongo Drive.
- B. In August of each year the CCAC shall pick a specific number of utility boxes at specific locations that will be available to be painted by local artists. The boxes can be blank or replacement of existing art.
- C. In September of each year the CCAC shall advertise a Call for Artists to compete to paint the Utility Boxes. The advertising period shall be set by the CCAC and be a minimum of two weeks and a maximum of 6 weeks. All applications shall be submitted by 5:00 p.m. on the final date as defined in the Call for Artists. Each Artist shall submit a complete City application that shall include a rendering of the proposed art, resume of the artist's experience, types of paints being used, and specific costs involved in the proposal.
- D. All applications and proposed art concepts are to be submitted to the Planning Division of the Community Development Department.
- E. In the November or December CCAC meeting, City staff shall prepare a staff report with a list of artists ~~and their concepts~~ and a brief description of each proposal and forward them to the CCAC for their approval. ~~for their review and recommendation at earliest regular meeting of the Community & Cultural Affairs Commission.~~ City staff shall notify the applicant/artist of the date and time of the

meeting where their proposed art concepts will be considered by the Community & Cultural Affairs Commission.

- F. At the Community and Cultural Affairs Committee each artist shall present his/her vision of their proposal.
- G. Although there is no identified theme for future proposals, preference will be given to art which relates to the history, character, or cultural identity of the City of Desert Hot Springs.
- H. The Community & Cultural Affairs Commission shall review the proposed art approve the art, location, and award of up to \$500.00 to each artist (one per location) and the amount awarded shall be included in the contract between the City and the Artist. ~~The City Council has final authority as to the actual amount awarded. The amount awarded shall be included in the contract between the City and artist to install the public art.~~ The City Council can appeal any decision made by the Community and Cultural Arts Commission to a City Council meeting.
- I. The Community & Cultural Affairs Commission shall approval the art, location and amount of award and direct to staff to proceed with a Short Form contract between the City and artist. The artists will have to comply with the "Acknowledgment of Conditions" and any and all City contract requirements. City staff shall notify the applicant/artist of the date and time of the meeting where their proposed art concepts will be considered by the City Council.
- J. City staff will coordinate all work with the utility company and artist to ensure compliance with any and all conditions and legal requirements.
- K. At the conclusion of the work City staff will report back to the Community & Cultural Affairs Commission. City staff will maintain a file of all utility and traffic signal control boxes within the City that are improved with public art.

Since no Utility Boxes were processed in the last half of 2014. Staff recommends that there be a one-time process in the Spring of 2015 in addition to the above mentioned process.

- 1. CCAC pick location and Number of Boxes in December 2014
- 2. Issue the "Call to Artists" in January of 2105
- 3. CCAC Reviews all proposals in March or April of 2015 and takes final action.