

**POLICY FOR INSTALLATION OF PUBLIC ART ON  
UTILITY AND TRAFFIC SIGNAL CONTROL BOXES**  
**REVISED ~~AUGUST 2014~~ JUNE 2018**

**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 rights-of-way 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 rights-of-way that contain switches and connections for controlling traffic signal operations.

**3. PROCESS AND PROCEDURES**

- A. City staff shall solicit local artists (via a press release through the City Manager's Office) 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, Dillion Road, Indian Canyon Drive, and Little Morongo Drive. CCAC can add additional locations.
- ~~B. In August of each year the Community and Cultural Affairs Commission (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.~~
- ~~B.C.~~ In ~~September~~ July of each year the Community and Cultural Affairs Commission (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 six 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.~~
- ~~CE.~~ In the ~~November or December~~ August 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 and 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 CCAC.
- ~~DE.~~ At the CCAC each artist shall present his/her vision of their proposal.
- ~~EG.~~ 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.
- ~~F.~~ The CCAC shall forward their approval, conditional approval or denial recommendations of the art, location and award of up to \$500 to each artist (one per location) to the September City Council meeting. The City Council can appeal any decision made by the CCAC to a City Council meeting. 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
- ~~H.~~ The CCAC shall review the proposed art, approve the art, location and award of up to \$500 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 can appeal any decision made by the CCAC to a City Council meeting.
- ~~GI.~~ The CCAC shall approve the art, location and amount of award and If approved, City Council will direct staff to proceed with a Short Form contract between the City and the artist. The artist will have to comply with the "Acknowledgement 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.~~
- ~~HJ.~~ City staff will coordinate will 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 CCAC. City staff will maintain a file of all utility and traffic signal control boxes within the City that are improved with public art.

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