

# Artwork Donation/Loan Policy Recommendations to Council

## **Responsibilities of the City**

- The Arts Commission's recommendations to accept donations will be forwarded to the User Department Director and the City Manager's Office. The City Manager will forward to City Council for acceptance if an artwork is recommended for installation in a prominent location. A prominent location is defined as an exterior location that is accessible to the public, enjoys high visibility, and is used or visited by a large number of visitors and/or city residents.
- User Department(s) will be responsible for routine maintenance of the artwork if accepted.
- User Departments may decline donations if requiring extraordinary maintenance expense, if deemed unsafe, or if interfering with department operation.
- User Department may forego a monetary contribution to the Public Art Fund if departments ensure sufficient operating funds for repair will be available as needed. (Current policy states, "Donors proposing artwork to the City shall contribute 2% of the total value of the artwork or \$5,000, whichever is less, to the City's Public Art Fund so that funds may be available for treatment when repair or conservation becomes necessary.")
- Cultural Arts Division (CAD) will serve as the city's single point of entry in order to track donation requests for consistent public communication and policy implementation.
- CAD will maintain records such as maintenance plans, repairs, and project details, serving as the city's central clearinghouse for art on city property.

## **Responsibilities of Donor**

- A statement of current value of artwork, evidenced by appraisal or cost of new commission, is required for insurance purposes; Cost of appraisal is the responsibility of the donor.

## **Exceptions to the Policy Section**

- Artwork acquired as part of a city museum or cultural facility collection is not subject to this policy.
- Artwork created by students enrolled in CoA educational programs is not subject to this policy.
- Artwork(s) proposed for short-term, temporary loan to the City of Austin may be subject to review under this policy, if the proposed artwork is not part of a city museum, cultural facility, or art program equipped with a collection management policy. All new collection management policies must but be reviewed by the Austin Arts Commission.
- Exemptions to this policy for permanent artworks proposed for Town Lake Butler Hike and Bike Trail will use a newly created Request for Consideration Application. (The current policy excludes only Town Lake Park.) Donors must submit ideas for new artwork commissions with this form. The goal is to make sure any donation proposals are reviewed in conjunction with existing master plans and to ensure site compatibility and appropriate use of public space. Review of proposals for these locations will address compatibility of artwork with the site and its users (both visitors and city residents), as well as with the cultural life of Austin. For commemorative artworks, the review process must consider the biographical or historical background of the person or event to be commemorated, the significance of this commemoration, and the relevance of the person/event to the site.
- During the process of reviewing a donation proposal, User Departments may consult internal or external stakeholders, if warranted, or may postpone review if proposed site is currently involved in master planning.