

Title: Planning Committee – Dec. 15 2010 Commission Report

Chairperson: Cheryl Zuellig

Members: Margaret Parker, Elaine Sims

Goals:

The goal of the Planning Committee is to proactively plan for and address short and long range items including but not limited to:

- a. Set up steps for the development of the Annual Plan
- b. Assess Projects sent from projects Committee
- c. Develop Maintenance Plan Strategy
- d. Coordinate the creation of the Strategic Plan
- e. Coordinate Commissioner Nomination Process

Tasks Accomplished this Month:

Planning Committee met on Nov 23, 2010

1. The administrator description has been reviewed by AAPAC and city staff and is now complete
2. Reviewed Annual report. Margaret is coordinating revisions/clarifications with city staff
3. Report on Public Art Maintenance Procedures (see attached)

Open: Ongoing Tasks still to be completed:

1. Confirm next steps and schedule with Sue M. Need an AAPAC liaison for this effort to include coordination with city, posting on art sites. Marsha C.?
2. Planning Committee is going to review the Organizational Recommendations that were prepared by Connie Pulcipher next month to see what items we could be working on.
3. A draft calendar for AAPAC has been started. Still in progress. We will add initial items and then send it to PR and Projects for their review and additions. The goal is to have this calendar posted on our website for public viewing.

Recommendations

none

Commission Vote Requested

none

Budget Implications:

none

Administrative Implications:

none

Report on Public Art Maintenance Procedures

Sue has made revisions to the draft procedures AAPAC Planning Committee provided. Next step is to go over these procedures with Field, Facilities, Water Treatment managers and IT staff for inclusion into the Cityworks program. Once artwork has been assigned, these units will have access to the art program with descriptions of the piece, location and maintenance procedures. Not all City staff will have maintenance responsibilities for artwork. Once final procedures are approved, Venita will forward for our final review.

City Staff plan to meet next week on this item.

Margaret Parker