



DATE: June 22, 2017

AGENDA ITEM # 4

TO: Public Arts Commission

FROM: Jon Maginot, Staff Liaison

SUBJECT: Artwork donation

RECOMMENDATION: Consider the Donation of Artwork submission for *Life's a Balancing Act* and approve or deny recommendation to the City Council

BACKGROUND

The City of Los Altos Artwork Donation Policy is intended to establish a process for the donation of artwork to the City.

DISCUSSION

Ms. Joyce Hirata has submitted a Donation of Artwork form for her piece *Life's a Balancing Act*.

Per the Artwork Donation Policy, the PAC is to review the proposal on the “basis of aesthetic quality, relationship of the artist or artwork to the City of Los Altos, site availability, condition of the artwork, and installation and maintenance requirements.” Based on the review, the PAC will then present the artwork to the City Council for acceptance or rejection.

Attachments:

1. *Life's a Balancing Act* Donation of Artwork submission
2. City of Los Altos Artwork Donation Policy

**City of Los Altos
Donation of Artwork**

CITY CLERK'S OFFICE

2017 JUN 15 AM 11 18

Artwork

Title: Life's a Balancing Act
CITY OF LOS ALTOS
CALIFORNIA

Created

By: Joyce Hirata

Please attach four images (one from each side) with frame of reference. Digital images are also acceptable. Please e-mail digital images to: Public Arts Commission – administration@losaltosca.gov

Artist Information:

Artist's Full Name Joyce Hirata
Address 1162 Stafford Dr.
City, State, Zip Cupertino, CA 95014
Contact Phone # 408-921-2487 Email Address edmk6@yahoo.com

Donor Information (if different from above):

Donor Name
Address
City, State, Zip
Contact Phone # _____ Email Address

Artwork Information:

Title of work for label: Life's a Balancing Act
Dimensions: 7.5' x 4' Weight: 100 lbs. Piece #/Edition: 1/1
Inscriptions (approx) and/or
markings:
Description: mixed media sculpture

Intended for outdoor placement: Yes _____ No both (indoor ^{ONLY} or outdoor site)
Suggested description:

(Please note that the Los Altos City Council will make the final site selection.)

New Casting: Yes _____ No n/a If no, any provenance? _____

Completion _____ Date: _____

Purchase Price: n/a Appraised Value: n/a
Appraised _____
by/date: _____

Materials Information: (please be as detailed and specific as possible):

Medium (wood, stone, plastic, metal, etc.):

Inner armature: 5/8" steel rebar; body of woman, baby, teapot, hat, ~~ball~~ ball is paper mache, black base is medium density fiberboard, kite rod is stainless steel rod, stand is stainless steel, face, hands & fish is clay.

Surface Finish (sandblasted, glass beads, wire-wheeled, sanded, painted with, etc.): Acrylic paint coated with Golden Matte Polymer Varnish with UVLS.

Patina Information (if applicable): n/a

Original Coloration(s)

Protective Sealer(s)

Preservation measures taken at the time of creation: _____

Expected lifespan:

Unknown

Installation Information:

Details of installation (please include drawings if necessary): I am able to install or help install the sculpture. See attached instructions.

Please give a brief description of assembly including connecting methods:

See attached instructions.

Materials used: Phillips screwdriver, 15mm socket wrench, museum putty.

Mounting instructions:

A letter stating recommendations from an architect/engineer and conservator concerning the design selection of materials may be requested.

Potential for Vandalism: (circle one): **High** **Medium** **Low**

How the effects of any vandalism may be mitigated:

Maintenance Agreement:

Donor agrees that the following maintenance procedures shall be followed. Please check one:

1. To be maintained by the City of Los Altos in the following manners as needed:
 - a. Cold Wax Method
 1. Clean with non-ionic detergent using natural sponges and/or cotton rags.
 2. Apply a coat of carnauba paste wax to entire surface.
 - b. Hot Wax Method
 1. Clean with non-ionic detergent using natural sponges and/or cotton rags.
 2. Carefully heat surface with a propane driven torch (not to exceed 200^o)
 3. Apply a coat of carnauba-micro-crystalline wax to entire surface.
 4. Let cool, shine with rag, and apply 1 coat of tree wax.
 5. Shine again.
 - c. Treatment as needed to maintain the piece in good condition as determined by a qualified maintenance consultant.

2.

Specific maintenance requests:

Sculpture should only be dusted using feather duster, or soft cloth.

Signature:

Joze Huato

Date: 6/8/17

Donor Agreement:

The undersigned hereby offers to make a gift to the City of Los Altos as described in this document. The artwork may be displayed, moved, stored, or de-accessioned, according to policies adopted by the Public Arts Commission. The undersigned is the owner of the artwork, free of all liens and encumbrances and has the right to make this gift.

Donor's Signature:

Joze Huato Date: 6/8/17

Please submit the original of this form and all supporting materials to: City of Los Altos
c/o Public Arts Commission, One North San Antonio Road, Los Altos, CA 94022 or
administration@losaltosca.gov

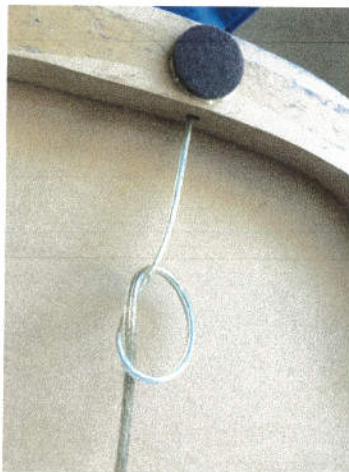
SCULPTURE SET UP INSTRUCTIONS

Tools needed: 15 mm 6 point socket wrench, Phillips screw driver

1. Insert metal stand through black base. On underside of black base, line up numbers 1-4 (written on bottom of metal and black base) with bottom of metal base. Use 4 washers and bolts and screw in through top of base and secure on underside of base with 4 washers and bolts. Tighten with socket wrench.



2. Bring clock/ball close to black base and metal stand and insert clock cord into hole by base of metal stand. Pull through and tie loose trip knot close to exit hole at rear of black base. Pull cord out to a length of about 6-7 feet. Open plug with phillips screw driver and attach cord wires to inner screws and tighten screws.



3. Place clock/ball through metal stand and tuck 4-5 feet of excess cord into ball.

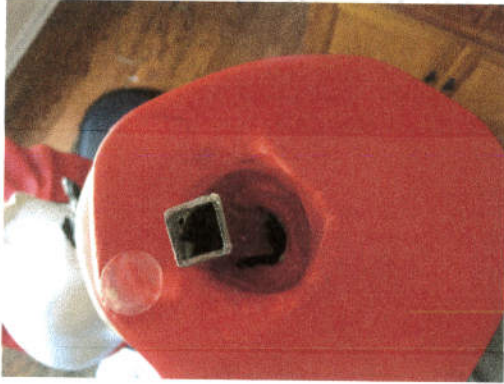
4. Insert stainless steel kite rod into small hole of metal stand, with kite pointing towards your right side.



5. Place woman into larger metal square slot, carefully placing her uplifted foot through the circular loop of kite rod.



6. Place hat inserting through metal bar on top of woman's head. Hole in hat is on top left side of hat. Align on head.



7. Attach teacup to platter, screwing cup onto platter.



8. Place fish into teapot with fish's head facing same direction as teapot spout. Then insert fish's metal base through hole in platter. Place platter with fish, teapot and cup on top of hat fitting metal square rod into square metal rod on top of hat.



9. Locate opening on left side of baby's body and insert baby onto metal rod on woman's left arm.



10. Attach museum putty to bottom of three eggs and put into wire basket, securing eggs. Place basket handle into woman's right hand.

11. Plug in clock.



Policy and Procedure

Subject: Acceptance of artwork donations
Responsible Commission: Public Arts Commission

I. PURPOSE

This policy is intended to establish a process and procedures for gifts or donations of artwork to the City of Los Altos at an appraised value of \$500.00 or more. Only artwork that enhances public spaces, is of the highest quality and has minimal maintenance requirements will be considered. This policy is intended for original works of art only and does not apply to decorative pieces that are mass-produced.

II. APPROVAL PROCESS FOR GIFTS AND DONATIONS

The donor or artist will submit the Donation of Artwork form to the Public Arts Commission staff liaison. A photograph, origin of the artwork, dimensions, medium, date of creation, biographical information on the artist, and current appraisal and maintenance requirements must be included with the form submission.

The Public Arts Commission will review the proposal on the basis of aesthetic quality, relationship of the artist or artwork to the City of Los Altos, site availability, condition of the artwork, and installation and maintenance requirements. The Commission will present the artwork to the City Council to accept or reject. The City Council has the final authority.

III. STEPS FOR DONATION

1. Artist or Donor submits the Donation of Artwork form to the Public Arts Commission staff liaison.
2. The Public Arts Commission reviews and evaluates the submission.
3. Submissions deemed to be appropriate for acceptance recommended to City Council.
4. Artist / Donor signs Use / Donation Agreement.
5. If approved, the staff liaison will work with Artist/Donor and confirm details of installation.
6. The staff liaison will have a plaque made after installation.
7. City staff will send an acknowledgement and letter of thanks to the artist and notify the media.

IV. ARTWORK MEDIA

Artwork of any media and any size will be considered, including but not limited to: painting, both portable and permanent works; sculpture, including in the round, bas-relief, mobile, kinetic, fountains, etc. in any material or combination of materials; other visual media including prints, drawings, stained glass, photography, clay, wood, plastic, or a combination of materials.

V. SITE

The Public Arts Commission will locate an appropriate site for the accepted and/or approved artwork. The City Council will review the site and provide final approval.

VI. INSTALLATION

The donor shall be responsible for transportation and delivery of the artwork for installation. All other costs associated with installation and maintenance of the artwork will be incurred by the City of Los Altos. City staff will coordinate installation with the Public Works Department. A plaque identifying the artwork, artist, and donor will be installed near the artwork.

VII. MAINTENANCE

No artwork will be accepted by the City unless maintenance requirements have been specified in advance. The documented maintenance plan should include an explanation of the expected life-span of the work while placed in a public environment and stipulate the type of environments (interior or exterior) in which the artwork may be placed. The plan should also discuss how the artwork may be a target for vandalism and how the effects of any vandalism may be mitigated. The plan must be authored by the artist or a qualified conservator.

In some cases, funds for ongoing maintenance may be required prior to acceptance of a gift. Maintenance, repair, and restoration will be coordinated and paid for by the City, if artwork is owned or accepted by the City, unless other arrangement are made in advance.

VIII. REPLACEMENT

The City is not required to replace the artwork if it is stolen or damaged.

IX. SPECIAL TERMS FOR ARTWORK DONATIONS

The donor must sign an agreement with the City agreeing to donate the work. This document will pass ownership title to the City of Los Altos. If the City removes the artwork, the City may dispose of or relocate the piece as it sees fit. This may include selling the artwork or disposing of it.

X. WAIVER OF DAMAGES UNDER ART PRESERVATION ACT

Artist/Donor expressly waives the right to sue City for damages under California Civil Code Section 987 and/or the Federal Visual Artists' Rights Act of 1990, as may be amended for any alleged alteration, destruction or mutilation which arises out of maintenance, repair, restoration, correction of a dangerous condition or relocation of the Work.

XI. HOLD CITY HARMLESS

To the extent permitted by law, Artist/Donor agrees to indemnify protect, defend and old harmless City, its City Council, officers, employees, volunteers and agents from and against any claim, injury, liability, loss, cost, and/or expense or damage, including all costs and reasonable attorney's fees in providing a defense to any claim, arising from Artist's negligent, reckless or wrongful acts, errors, or omissions with respect to or in any way connected with the donation of the artwork.

XII. EXCEPTIONS

There are no exceptions to this Policy without the express authorization of the City Manager.

XIII. AUTHORITY

By the authority of the City Manager.