

PUBLIC SERVICES COMMITTEE MINUTES

Tuesday, August 16th at 5:30 pm

Carthage City Hall, Council Chambers

Public Services Committee Members Present: Ceri Otero, Ed Hardesty, Trudy Blankenship, Brandi Ensor

Members Absent: N/A

Staff Present: Traci Cox, Mark Peterson, Chelsea Cholley

Non-Members: Abi Almandinger, Robin Blair, Steve Cottrell, Jason Shelfer, Dr. Larry Deffenbaugh, David Armstrong.

Councilwoman Otero called the meeting to order at 5:30 pm.

Old Business

1. Consider and approve minutes from the previous meeting.

Councilwoman Blankenship moved to approve the minutes.

Motion Carried

New Business

1. Consider and Discuss Citizen Public Art at Griggs Park.

Mr. Peterson explained that Parks Department has been looking at different opportunities to bring public art to our parks. Mr. Peterson was approached by Mr. Shelfer with a concept to paint on a blank wall located in Griggs Park that they have already primed previously. Mr. Shelfer explained that this is not an Art Central Project but that a few members of the board of directors has been assisting in this effort. Mr. Shelfer provided a design of what would be painted which would encompass the feel of the community in Griggs Park. Mr. Shelfer stated that he hopes with the start of this project it would help create momentum for other art projects in the city and create an appreciation of art in Carthage. This would be at no cost to the city and they would fundraise the cost of supplies.

Councilman Hardesty Motioned to pass resolution to council to accept donation of Citizen Public Art at Griggs Park.

Motion Carried.

2. Consider and Discuss Civil War Cannon Donation for Central Park

Mr. Peterson started off by stating some history with Central Park and the Civil War and how he was approached by Mr. Cottrell and Dr. Deffenbaugh about a donation of a Cannon that will be provided and purchased by Dr. Deffenbaugh. Mr. Peterson explained that the cannon donation would align with the master plan trail that will include educational signage and placed in the southeast corner of Central Park. Dr. Deffenbaugh will provide the cannon at no cost to the city if parks would be able to provide a spot for it in Central Park. The city would provide a concrete pad for it to be placed on as well as some educational signage.

Councilman Hardesty Motioned to pass resolution to council to accept donation of Civil War Cannon for Central Park.
Motion Carried.

Staff Reports

Mr. Peterson provided updates on some McCune Brooks Regional Hospital Trust projects. The committee was provided one concept for Municipal Park Destination Playground. Mr. Peterson stated we are still waiting on cost of the concept shown as well as meeting with others to get more concepts for Municipal Park Playground. Mr. Peterson stated he is also waiting on a concept for Kellogg Lake Project that will be a nature concept with restrooms and playgrounds and stated Jason will be providing more information on the updates that will be to the park restrooms. Mr. Peterson stated that parks will be looking at some other grant opportunities and MBRHT stated they would allow us to use those dollars as matching funds. Parks will meet with Mr. Skinner of the Conservation Department to assist us with review of grant opportunities.

Mr. Peterson explained that he was able to meet with Cody Smith, State Representative for our district, to look into some state grant opportunities that would be helpful for some park projects and some possible land acquisition.

Mr. Peterson stated that he has met with Ms. Almandinger and Dick Horton Consulting to share ideas and next steps for the pocket park. Ms. Almandinger is to survey the square business owners and employees of the square and court house. The data and ideas will be shared with Jason to develop designs and implementation. Mr. Peterson stated that pricing from Game Time Athletics just came in and will be reviewed and he will be looking at other contractors as well but will be using the information Game Time provided to help develop a plan and work with Jason.

Mr. Peterson provided a summary to the committee that explained the financials of Fourth of July and the result of the MOU that Parks had with Carthage Chamber of Commerce. The partnership allowed to have no cost in creating the 4th of July experience outside of staff. It is expected that the partnership will be even more successful next year. Mr. Peterson also provided a breakdown of the Civil war reenactment budget and the funds that they have remaining that will be used towards more Civil War Events.

Mr. Peterson went over the Lime scooter trial period, since we have expanded on 7/28 there has only been one person to reach out to the park department over a concern that did not have anything to do with the expansion. There was a large increase as expected through Marian Days, but based on a map that Mr. Peterson provided, it can be seen that users are using the scooters all over town. A more complete description and recommendation will be brought forward after the trial period ends on 8/21.

Councilwoman Blankenship made a motion to adjourn.

Motion Passed

Meeting adjourned at 6:13pm.

August 2022 Golf Report

2022 Rounds – 2919

Green Fee	Membership	Cart Fees	Driving Range	Monthly City Revenue
\$42,809.00	\$3,887.00	\$27,085.00	\$1,504.00	\$75,285.00

August 2021 revenue - \$64,469.65 Rounds – 3174

August 2020 revenue - \$80,783.00 Rounds – 3446

August 2022 Golf Report

August of 2022 was a very good month. The differences between last year and this year tell a story. We were \$12,526 higher this year in green fee revenue, \$2109.65 lower this year in membership revenue, and \$485 lower in cart revenue. \$86 lower in driving range revenue. A total of \$10,815.35 higher in total golf revenue for August 2022. Our rounds difference was 255 lower this year.

August of 2020 was during the Covid demand peak. We have anticipated starting to see a slight drop from the Covid peaks. It is happening. We have offset that with demand-based pricing. August clearly showed this. Cart revenue was similar, and green fee revenue was significantly higher. I will bring forward additional changes to peak pricing for demand-based pricing. This is so we may price our 2023 events appropriately. I would be applying a portion of increases to cart fees so we may see that value from members that ride. All of these will align with the adopted Cost Recovery and Pricing Policy.

We had 3 events in August and three league nights per week.

We sold 1 senior w/cart and 6 junior memberships in August. The rest of the membership revenue was monthly memberships. Covid membership spikes will start fading to some degree.

Golf Maintenance Report

On Course

- 1 Spray app fairways and tees
- 2 Three foliar apps on greens
- 3 One wetting app on greens
- 4 Hand-watered trees that had struggled throughout drought
- 5 Top-Dressed greens twice
- 6 Rebuilt bunkers from one storm damage
- 7 Picked up downed limbs throughout the course
- 8 Plugged weak areas on greens #1-4 and 9
- 9 Expanded nursery to the East
- 10 Glyphosate on #13 ditch and around the perimeter of the course
- 11 Sprayed weeds on the infield of the adult softball field
- 12 Edged front nine bunkers

Shop

- 1 100 hour PMs on two 2700s and 2500
- 2 Backlapped reels on 2700s
- 3 Fixed broken nozzle on the spray rig
- 4 Switched over reels to rollers and then back on 2500
- 5 Lowered HOC to .145 on greens mowers
- 6 Repaired broken throttle cable on the spray rig
- 7 Greased all machines in the shop

Office \ Professional

- 1 Care leave meeting
- 2 Meetings with Advance turf solutions
- 3 OTA Meeting
- 4 Employee day at Shangri-La

CIVIL WAR MUSEUM ATTENDANCE

DATE	DAY	CARTHAGE	TOURIST	LOCATION UNLISTED	GRAND TOTAL	SALES	DONATIONS
08/01/22	MONDAY	CLOSED	0	0	0		
08/02/22	TUESDAY	0	5	0	5		
08/03/22	WEDNESDAY	0	1	0	1		
08/04/22	THURSDAY	3	7	0	10		
08/05/22	FRIDAY	9	32	0	41		
08/06/22	SATURDAY	0	33	0	33		
08/07/22	SUNDAY	0	5	0	5		
08/08/22	MONDAY	CLOSED	0	0	0		
08/09/22	TUESDAY	3	15	0	18		
08/10/22	WEDNESDAY	3	8	0	11		
08/11/22	THURSDAY	2	19	0	21		
08/12/22	FRIDAY	3	23	0	26		
08/13/22	SATURDAY	0	20	0	20		
08/14/22	SUNDAY	0	1	0	1		
08/15/22	MONDAY	CLOSED	0	0	0		
08/16/22	TUESDAY	2	6	0	8		
08/17/22	WEDNESDAY	0	10	0	10	\$ 440.45	
08/18/22	THURSDAY	0	13	0	13		
08/19/22	FRIDAY	6	13	0	19		
08/20/22	SATURDAY	3	6	0	9		
08/21/22	SUNDAY	0	16	0	16		
08/22/22	MONDAY	CLOSED	0	0	0		
08/23/22	TUESDAY	0	16	0	16		
08/24/22	WEDNESDAY	2	6	0	8		
08/25/22	THURSDAY	2	11	0	13		
08/26/22	FRIDAY	3	45	0	48		\$ 482.00
08/27/22	SATURDAY	3	14	0	17		
08/28/22	SUNDAY	3	14	0	17		
08/29/22	MONDAY	CLOSED	0	0	0		
08/30/22	TUESDAY	1	3	0	4		
08/31/22	WEDNESDAY	0	6	0	6	\$ 757.20	\$ 141.00
TOTAL		48	348	0	396	\$ 1,197.65	\$ 623.00

2022

	JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.
AUDITORIUM												
4-8 hrs.	6	3	7	7	4	4	4	10				
8-12 hrs.	1	2	4	2	3	6	5	3				
set-up	1	2	1	2	2	3	3	2				
Total	<u>8</u>	<u>7</u>	<u>12</u>	<u>11</u>	<u>9</u>	<u>13</u>	<u>12</u>	<u>15</u>				
BASEMENT AUD.												
4-8 hrs.	4	6	8	4	3	4	3	3				
8-12 hrs.	0	0	1	1	1	3	1	1				
Total	<u>4</u>	<u>6</u>	<u>9</u>	<u>5</u>	<u>4</u>	<u>7</u>	<u>4</u>	<u>4</u>				
Drivers Testing												
Total	<u>4</u>	<u>3</u>	<u>4</u>	<u>4</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>5</u>				
(License Bureau)												
BAXTER	<u>31</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>				
Total	<u>31</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>				
FOYER	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>				
Total	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
BASEMENT (MISC)												
Basement Office #1	31	28	31	30	31	30	31	31				
Basement Office #2	31	28	0	0	0	0	0	0				
USW (leased)												
Basement Office #3	31	28	31	30	31	30	31	31				
USW (leased)												
Basement Office	0	0	0	0	0	0	0	0				
Basement Office	0	0	0	0	0	0	0	0				
EPA												
Meeting Rooms	1	4	2	2	1	1	1	1				
Total	<u>94</u>	<u>88</u>	<u>65</u>	<u>62</u>	<u>63</u>	<u>61</u>	<u>63</u>	<u>63</u>				



Public Art Policy

This Public Art Policy guides the development and implementation of public art in Carthage. The policy is intended to provide Council, the Department of Parks and Recreation, the Public Services Committee, the arts community, and general community with a mechanism through which the City of Carthage assesses, acquires, and manages works of public art for municipally owned public spaces through purchase, loan, commission, or donation.

Part 1: Definitions

- 1.1 Mandate
- 1.2 Key Objectives
- 1.3 Guiding Principles

Part 2: Defining Public Art

- 2.1 Areas of Focus
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- 2.3 Definitions

Part 3: Administration, Funding and Site Selection

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- 4.1 Conflict of Interest
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- 4.5 Acquisition Criteria
- 4.6 Artwork Acquisition Criteria
- 4.7 Donations

Part 5: Collection Management, Maintenance and Monitoring

- 5.1 Collection Management
- 5.2 Alteration or Relocation
- 5.3 De-accession Process

5.4 Monitoring of Public Art Policy and Program

Part 1: Vision and Objectives

1.1 Mandate

To organize and leverage City, community and business resources, knowledge, and experience to support creative place-making across Carthage through contemporary and innovative public art initiatives and programs.

1.2 Key Objectives

- Contribute to a vibrant, high-quality public realm in Carthage.
- Engage the community in creative place-making across the entire City: downtown, residential, rural, and natural areas.
- Celebrate and promote Carthage's identity, including building on the City's complete history, diversity, and geography, while imagining new futures.
- Invest in the development of artists from a wide range of disciplines through a variety of training and commissioning opportunities.

1.3 Guiding Principles

- Strive for artistic value and creativity of approach.
- Cultural equity.
- Collaboration with artists, communities, municipal departments, other levels of government and the private sector.
- Follow best practices.
- Be responsive to community needs.
- Be risk-taking, creative, and innovative.
- Be transparent, accessible, and inclusive.
- Cultivate the local arts sector, including a wide variety of art forms and practices.
- Prioritize sites for public art/creative placemaking based on potential impact, both high profile and under-served areas.
- Encourage investment in the program from a wide variety of sources.

Part 2: Defining Public Art

2.1 Areas of Focus

The City of Carthage Public Art Program includes three main areas of focus:

1. **Temporary Public Art, Street Art, and Public Art Platforms:** Developing opportunities for diverse cultural expression in civic spaces, places and neighborhoods through the commission and exhibition of works of temporary public art from a variety of art forms including street art and establishing one or more public art platforms to exhibit a rotating display of art in a public venue. This work will not become part of the Civic Collection.
2. **Community Arts, Public Engagement and Education:** Engaging communities in developing Carthage's story and creative place-making across the City. Community members will be involved in the public art program through art-making, consultation, education, and promotions. This work will not become part of the Civic Collection.
3. **Public Art Development Program:** Encouraging provision of public art in significant development projects through the community planning process. The Director of Parks and Recreation, working collaboratively with the Public Art Committee, will offer assistance to private developers and other public entities in acquisition of public art where needed.

2.2 Limitations of this Policy

This policy does not include the following:

- Special events
- Archaeological, archival and museum collections/exhibitions
- Commemorations that are not created by an artist and/or sited in public space
- Graffiti management
- Work on private land
- Public art in City of Carthage facilities and on City of Carthage property that are leased or licensed to another party. Public art in facilities that are excluded from this policy are the responsibility of the organization occupying the facility.
- This Policy does not address changing the current City budget or allotting additional funds for the purchase of Public Art. It outlines the process for selecting works of art to be purchased through City of Carthage procurement policies, or for accepting /rejecting works of art proposed for donation to the City by individuals or organizations.

2.3 Definitions

City of Carthage Public Art Policy



Public Art is a work in any media created by an artist that has been planned and executed with the specific intention of being sited or staged in public space, acquired following the conditions established in the Public Art Policy of the City of Carthage.

A **Work of Art** is a work in any media created by one or more Artists.

Civic Collection shall be defined as the artifacts, archives, and works of art belonging to the City of Carthage.

Public Art Collection shall be defined as the works of public art belonging to the City of Carthage.

Public Space is defined herein as any space on or within City property accessible to the general public, or any space that is accessible to the general public and approved by the City as a viable public art project site.

Creative Place making is a practice that intentionally leverages the power of the arts, culture, and creativity to serve a community's interest while driving a broader agenda for change, growth and transformation in a way that also builds character and quality of place.

Acquisition is the acquiring of public art through commission, purchase, donation, gift, or bequest.

De-accession is the formal process to permanently remove an object from the Public Art Collection. Possibilities include selling, returning or destroying etc.

Types of Public art

Art that is **Site-specific**, whether long-term or temporary, functional, or aesthetic, stand-alone or integrated and in any media, is an original work that is created in response to the immediate context.

Integrated Public Art forms a physical part of a building, structure, or landscape. If the site were to be redeveloped, the art would be as well.

Stand-alone Public Art is not a physical part of a building, structure, or landscape.

Temporary Public Art is an original work by an artist(s) that is created for a specific occasion, time frame or event and which is situated at a particular site on a temporary basis. The art may cover a range of forms including, but not limited to, the visual arts, digital, sound art, and performance-based work.

A **Public Art Platform** is a place in public space reserved for the regular and temporary exhibit of new works of art. The art platform can take many forms including a physical podium, a sanctioned street art wall or a digital screen. The art platform could be dedicated exclusively to public art or shared with other content. To ensure success for

an art platform, there should be a regular funding stream or an endowment in place for new works of art before it is established.

Community Art is an artistic activity led by an artist based in a community setting involving community members, who contribute a variety of talents, to design and create a public art piece. The content of the artwork usually reflects local issues that have been identified by people within the community. Community Art helps people articulate their goals to build a strong place for the community.

Street Art is an urban style of Temporary Public Art on walls, sidewalks and roadways that is sanctioned and permitted.

Non-sanctioned Public Art is work that is initiated outside the Public Art Program scope and did not follow the City of Carthage's Public Art Policy. Therefore, works are not sanctioned and will not be included in the Public Art Collection.

Part 3: Administration, Funding and Site Selection

3.1 Administration

The Carthage Parks & Recreation Department has the primary responsibility for the management of the Public Art Program within a larger portfolio of the Department's work. The Department will create a Public Art Committee with whom it will work to administer the Public Arts Policy. The responsibilities related to the Public Art Program include:

Program Coordination:

- Managing art acquisition processes, including coordinating with the Public Art Committee, and technical reviews.
- Managing artist contracts and payments.
- Coordinating between the artist, City departments, and community agencies.
- Collaborating with City staff to coordinate public art projects and programs.
- Collaborating with the arts sector, community members and program partners (e.g. local organizations, private sector and other levels of government).
- Providing community outreach and education.

Management of Public Art Collection:

- Managing the Public Art Collection as one collection node within the larger Civic Collection, including acquisitions, maintenance, conservation, research, interpretation, and de-accessions.
- Maintaining an up-to-date inventory as well as processing and documenting new items and items being removed from the collection.

Council

The Mayor, Council and Public Service Committee are arms-length of any acquisition processes, but their role is to perform the following functions or empower staff to do so on Council's behalf:

- Review and approve the City of Carthage's Public Art Policy.
- Approve Municipal capital project allocations regarding public art.
- Approve negotiated agreements with private developers that may contain sections related to the provision of public art, where applicable.

3.2 Funding

Encourage the development of partnerships, grants and sponsorships from local organizations and businesses to further support the development of public art in public spaces. The City will encourage public art initiatives from the community through the development of partnerships with local organizations and businesses, advice from the Director of Parks and Recreation, assistance where appropriate, and where projects meet the Public Art Program goals and priorities.

3.3 Site Selection Values

Public Art sites for City projects and private developer contributions will be selected based on the following Site Selection Values:

1. Sites for public art will be accessible; visible; compatible with the site's current and potential uses; and compatible with surrounding sites and adjacent public art. Sites must be able to accommodate work, be safe and meet all required standards.
2. Public art will be located in a diversity of sites across Carthage and will not be concentrated in any one site or area.
3. Support economic development and revitalization efforts.
4. Placemaking and opportunities for art to create community.

3.4 Project Selection Process

Sites that best fit the Site Selection Criteria in **Section 3.3** above will be prioritized annually to fit within the funding available for the City's Public Art Program.

1. **Evaluation:** The Public Art Committee will evaluate proposed public art donation or purchase.
2. **Approval:** The Public Service Committee will vote on whether to approve the proposed public art installation and forward to the City Council.
3. **City Council Review:** The City Council will review the decision of the Public Service Committee and confirm by resolution.
4. **Purchase/Acceptance of Donation and Installation.**

Part 4: Acquisitions and Donations

4.1 Conflict of Interest

Carthage Council and staff shall declare a conflict of interest, pecuniary or any other interest, and remove themselves in all cases from a juried selection process, or any decision regarding the acquisition of public art in which he or she is involved either directly or indirectly.

4.2 Acquisitions

Public art acquisitions must be conducted in accordance with the criteria and processes outlined in this policy. Works may be acquired through any of five methods: commission; purchase; donation; loan; and lease. Elected officials and the Park and Recreation Department agree to adhere to the acquisition processes in this policy and not acquire works outside of this process.

The City will use a wide range of commissioning methods and can seek opportunities to engage the community through these processes and other programs, for example; educational events, workshops, lectures, and mentorships.

4.3 Installation and Acceptance

The responsibility for the installation of public art acquired will be identified, in advance, through the agreement of purchase, commission, donation or rental contract. All acquired public art will be condition-reported upon receipt by the Director of Parks and Recreation, or his designee, who is managing the public art acquisition, and any problems found will be referred to the artist(s)/installer/lender for resolution as appropriate.

4.4 Public Art Committee

Public art acquisitions shall be reviewed by The Public Art Committee. The selected winning scheme shall be recommended to the Director of Parks and Recreation. The Public Art Committee must be established for each acquisition or donation over \$5,000 in value, but they may also be established for works of a lesser amount. The Director of Parks and Recreation and The Public Art Committee will be responsible for selecting an artist for a commission or an artwork for purchase following the Acquisition Criteria below.

Public Art Committee members include recognized arts and design professionals such as practicing artists, curators, art critics, art educators, architects, and landscape architects. Local representation with interests in the site could include a neighborhood or community representative from a local association, a business representative, or a resident.

The Public Art Committee typically consists of three or five members, with the majority being qualified art and design experts. While the ultimate objective of the panel is to reach a unanimous decision, members may be divided in their evaluations and as such, a panel will consist of uneven numbers to enable a majority vote. Depending on the scope of the competition, invited members may be local or regional art professionals.

The Public Art Committee shall recommend an artist to the Director of Parks and Recreation. All recommendations will remain confidential until the Park and Recreation Department announces the results. Relevant City staff and other experts may attend the adjudication session as applicable to the project and/or provide their input, but they will be non-voting advisors.

4.5 Acquisition Criteria

Artist Evaluation Criteria

The Park and Recreation Department, working collaboratively with The Public Art Committee will consider the following criteria when selecting an artist:

- The mandate, and objectives of the Public Art Program overall, and the specific aims in the project/program brief.
- Artistic excellence of previous work.
- Ability to achieve highest quality of contemporary artistic excellence and innovation.
- Professional qualifications and relevant working experience as related to public art, project management and working with a design team, project team and/or community group, as appropriate.
- Potential to comprehend, access and interpret relevant technical requirements.
- Interest in and understanding of the public art opportunity and the context.

4.6 Artwork Acquisition Criteria

When evaluating specific art proposals, the Director of Parks & Recreation, with input from the Public Art Committee and relevant City staff, will use the Artist Evaluation Criteria as well as the following criteria:

- Artistic value and creativity of approach.
- Compliance with the objectives and requirements.
- Appropriateness to the site and community context.
- Maintenance and conservation requirements.
- Budget, timeline and technical feasibility and probability of success.

4.7 Donations

The City of Carthage recognizes that individuals or organizations may wish to make donations of public art.

All donations are to be referred to the Director of Parks and Recreation for evaluation. Donations having a value of more than \$5000 or that are deemed to be politically sensitive must be assessed by the Public Service Committee. Proposals for donations of works in progress may be given conditional approval, for a period of no longer than two years, after which the proposed donation will be re-evaluated.

The following information must be provided by the potential donor when submitting a donation proposal:

- 4.7.1 Information about the artwork including photographs of the artwork (if existing) or

illustrations (if proposed);

4.7.2 Maintenance and conservation plan, including the condition of the work and any repairs needed;

4.7.3 Site and installation requirements of the artwork;

4.7.4 Projected budget for installation and ongoing maintenance of the artwork; and

4.7.5 Legal proof of the donor's authority to donate the work.

Donation Criteria

The following criteria will be used by the Park and Recreation Department in collaboration with the Public Art Committee, as needed, to assess proposed donated artworks:

4.7.6 Artwork acquisition criteria.

4.7.7 Compatibility with the City's Civic Collection Policy, Public Art Collection, and the objectives of the Public Art Program.

4.7.8 Authenticity and provenance.

4.7.9 Absence of restrictive conditions imposed by the donor and any conflicts of interest.

4.7.10 The physical condition, durability, and maintenance requirements of the artwork.

4.7.11 Alignment with the City of Carthage Vision and Mission Statement.

Associated Donation Costs

Unless waived by the City, the donor is responsible for all costs including, but not limited to:

4.7.12 Appraisal or evaluation by a certified specialist.

4.7.13 Photographs for inventory and insurance purposes.

4.7.14 Transporting the donation.

4.7.15 10% of the value of the donation to cover future maintenance and conservation (more for artwork deemed to be subject to a high maintenance cost)

4.7.16 Any costs associated with the engineering, site planning and preparation and installation of the artwork.

Part 5: Collection Management, Maintenance and De-accessioning

5.1 Collection Management

Identification

After final acceptance of the public art by the City of Carthage, the City shall, at its expense, prepare and install at the public art site, or in the surrounding area, a plaque or other signage that identifies the artist, the title of the artwork and the year of completion. The City shall reasonably maintain such notice in good repair against the

effects of time and the elements.

5.2 Alteration or Relocation

Due to the changing nature of urban and built environments, the location of an artwork may, in time, no longer be appropriate to the context, and the City may determine that the artwork shall be relocated. Where this is the case, the City of Carthage will notify the artist of any proposed significant alteration to the public art site or any relocation of the artwork that would affect the intended character and appearance of the art. The City will endeavor to contact the artist to consult with them prior to any such alteration but will not be bound by the artist's advice. Where the artist does not agree to the change, the artist has the right to renounce authorship of the artwork.

5.3 De-accession Process

1. **Evaluation:** The Public Art Committee will evaluate the work of art based on the Removal/De-Accessing criteria.
2. **Public Notice:** Public notice will be made, and the public will have an opportunity to provide comment.
3. **Approval:** The Public Service Committee will vote to de-access a piece of public art and forward to the City Council.
4. **City Council Review:** The City Council will review the decision of the Public Service Committee and confirm by resolution.
5. **Removal/De-accession.**

5.4 Monitoring of the Public Art Policy and Program

Carthage Parks & Recreation, in consultation with the Public Art Committee will monitor the Public Art Policy and Program implementation to determine if:

- The assumptions underpinning the policy continue to be valid.
- Policy priorities remain constant.
- The policy is being carried out as intended.
- The policy is having the desired outcome.



Re: 2022 Maple Leaf Festival

Public Services Committee:

Let this letter and following documents submitted for approval to this respected committee for the use of the Fair Acres Parking lot East of YMCA for the carnival, and the use of Central Park for various activities during the 56th Annual Maple Leaf Festival.

Thank you for consideration and continued support of the Maple Leaf Festival.

Respectfully,

A handwritten signature in dark ink, appearing to read "Julie Reams". The signature is written over a large, faint circular mark.

Julie Reams

President

Carthage Chamber of Commerce

417-358-2373



Request to Public Services Committee

1. Carnival Location-Fair Acres Parking Lot east of YMCA (see map)
2. Central Park-Saturday October 8, 2022 for Oktoberfest Event
3. Central Park-Sunday in the Park, October 9, 2022 for Chili Cook-Off/Dog Contests

Request #1

We are asking to use this location to allow a carnival operation for the 2022 Maple Leaf Festival.

Hours of operation will be as follows:

Fri 10/14/2021	5-10 p.m.
Sat 10/15/2021	12 noon-10pm

The setup is approximately 200'x300' for rides, games, and concessions and 150'x75' for support vehicles. Again, we are working with the YMCA and Arvest Bank to use their area for the parking of the support vehicles.

Tentatively, the company would arrive on Wednesday, October 12, 2022; we are requesting that they undergo inspections from Public Safety and Public Works on Monday, setup Wednesday and Thursday, operate Friday and Saturday, and breakdown/cleanup Sunday morning.

Customers can purchase all-access armbands or pay-as-you-go tickets. They provide their own electricity and trash cans, as well as purchase a City business license and obtain all necessary health permits and safety inspections. Their company sets a curfew for all their employees. Their generator is the only equipment that requires ground stakes, and it creates only two small holes according to the carnival owner. This would be placed off site of the paved parking lot. They also provide fencing around all their rides and do their own cleanup. The Chamber would provide water access. Trash service, and portable toilets will also be made available. Pride Amusements, LLC is the same company that has provided the Carnival since 2016 and we have not had any ill effects. Comments received are very favorable. Request has been made to the Planning and Zoning Commission for a Special Use Permit as in previous years.

Request #2

We are requesting the use of Central Park on Saturday October 8, 2022 for Oktoberfest. We will need tables/picnic tables set around the park so attendees may enjoy the food from the food trucks and entertainment. We are requesting the park from 10:00 a.m. until 11:00 p.m. Events will begin around 3:00 p.m. which will include three to four food vendors/trucks, bands throughout the event, a beer garden (in the designated area) as well as various games for the family. An off-duty police officer will be on site since there will be a beer garden. Power will be coordinated with CWEP.

Request #3

We are requesting the use of Central Park on Sunday October 9, 2022 for the annual chili cook-off and dog races. This is the day after Oktoberfest so there will already be tables set up from that event. We are requesting the park from 5:00 am until 6:00pm. Set up and check-in will begin at 6am. Clean up will begin after the cook-off ends and the dog show is over at approximately 5:00pm.

Client#: 805

PRIDEAMU

ACORD_{TM}

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/03/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Haas & Wilkerson Insurance 4300 Shawnee Mission Parkway Fairway, KS 66205 913 432-4400	CONTACT NAME: Kimberlee Aten, CISR PHONE (A/C, No, Ext): 913 432-4400 E-MAIL ADDRESS: kimberlee.aten@hwins.com FAX (A/C, No): INSURER(S) AFFORDING COVERAGE INSURER A: ACE American Insurance Company (CHUBB) NAIC# 22667 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
INSURED Pride Amusements of Missouri, Inc. dba Pride Amusements PO Box 486 Joplin, MO 64802	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PROJECT ☒ LOC OTHER:		G21762556	04/05/2022	04/05/2023	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$EXCLUDED PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COM/OP AGG \$2,000,000 \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	☐ UMBRELLA LIAB ☐ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y ☐ N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below					PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Additional Insured; Carthage Chamber of Commerce, Arvest Bank, YMCA, City of Carthage

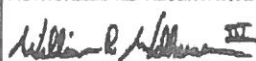
CERTIFICATE HOLDER

CANCELLATION

Carthage Chamber of Commerce
402 S. Garrison
Carthage, MO 64836

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



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