

**-NOTICE OF MEETING-**  
**Public Services Committee Thursday October 18<sup>th</sup>, 2022**  
**5:30 P.M.**  
**Carthage City Hall, Council Chambers**  
**326 Grant, Carthage MO 64836**

**AGENDA**

**Old Business**

1. Consider and approve minutes from the previous meeting.

**Citizens Participation** (Citizens wishing to address the Council or Committee should notify the City in advance and provide the item they want to address in written format at least 24 hours before the meeting. Please call Chelsea Cholley at the Parks & Recreation office at 417-237-7035 or email [c.cholley@carthagemo.gov](mailto:c.cholley@carthagemo.gov) .

**New Business**

1. Consider and Discuss Public Art Policy.
2. Consider and Discuss Local and State Grant Opportunities for "Our Town, Our Time" Park Master Plan Projects.

**Staff Reports**

**Other Business**

**ADJOURNMENT**

**PERSONS WITH DISABILITIES WHO NEED SPECIAL ASSISTANCE CALL  
417-237-7000 (VOICE) OR 1-800-735-2466 (TDD VIA RELAY MISSOURI) AT LEAST 24 HOURS  
BEFORE MEETING.**

Posted: \_\_\_\_\_

By: \_\_\_\_\_

## **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.

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**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 4<sup>th</sup> 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.**

## September 2022 Golf Report

2022 Rounds – 3006

| Green Fee   | Membership | Cart Fees   | Driving Range | Monthly City Revenue |
|-------------|------------|-------------|---------------|----------------------|
| \$45,404.00 | \$3,449.50 | \$26,113.00 | \$1,718.00    | \$76,684.50          |

September 2021 revenue- \$70,961.00 Rounds – 2931

September 2020 revenue- \$61,265.00 Rounds – 2956

## September 2022 Golf Report

September was another excellent month. We now start to move into a brief shoulder season through November. October still has several events planned. If the weather continues to benefit us, October should be a good month. Weekday play will start slowing down significantly as we lose sunlight in the evening and have the cool mornings.

We had the most rounds of golf played in September since 2007. Accordingly, we had the highest revenue total of any September. Trends are membership revenue going down from the peak covid demand. Rack green fee play is going up to replace those rounds. This equals more revenue per round. That is our goal.

October starts our analysis of the past season. We will start business and marketing plans for the 2023 calendar year and season. I do this in conjunction with Tyler and Aaron.

If the golf community speaks highly of course conditions, the players will come. We are in great shape. Aaron Borland and his staff have done an excellent job! The results speak of that.

We had 11 events during September. We also host the Carthage Tiger Invitational Cross Country meet each September.

The 2021 leagues have ended for the year.

We sold 1 Family, 1 Senior, and 1 Single membership. The additional membership revenue was from monthly memberships.

## Golf Maintenance Report

### On Course

- 1 Prepped and seeded area between 5 and 7
- 2 Two wetting agent apps
- 3 Two foliar apps
- 4 Verticut and Topdressed
- 5 Insecticide app built into IPM for ants
- 6 Power washed walk bridge and pavilions on the course
- 7 Seeded various weak areas on greens through drought and vandalism
- 8 Plugged out last of bad areas on chipping green and putting clock
- 9 Hand watered trees that do not receive irrigation

### Shop

- 1 Welded range picker.
- 2 Changed HOC down on Steiner and Sidewinder
- 3 Sharpened blades on 4000
- 4 Changed HOC to .135 on greens mowers
- 5 Switched to and from reels, roller and verticutters on 2500
- 6 Greased all machines.
- 7

### Office \ Professional

- 1 Pre-Ordered 2023 chemicals with Advanced Turf Solutions
- 2 OTA Championship in Branson
- 3 Employee day at The Lodge in Lake of the Ozarks

September was an event filled month. With the holiday and 15 events scheduled the team was able to work abnormal hours and still maintain improving conditions at our facility. The OTA championship was also a success with Carthage's Superintendent walking away with the victory and trophy! Bring on the National tournament! It has also been a pleasure being able to take the staff to "competitors" facilities to bond over a round of golf and converse on differences between facilities.

2022

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

## CIVIL WAR MUSEUM ATTENDANCE

| DATE         | DAY       | CARTHAGE   | TOURIST    | LOCATION<br>UNLISTED | GRAND<br>TOTAL |
|--------------|-----------|------------|------------|----------------------|----------------|
| 09/01/22     | THURSDAY  | 1          | 10         | 0                    | 11             |
| 09/02/22     | FRIDAY    | 0          | 2          | 2                    | 4              |
| 09/03/22     | SATURDAY  | 6          | 24         | 0                    | 30             |
| 09/04/22     | SUNDAY    | 0          | 10         | 0                    | 10             |
| 09/05/22     | MONDAY    | CLOSED     | 0          | 0                    | 0              |
| 09/06/22     | TUESDAY   | 3          | 11         | 0                    | 14             |
| 09/07/22     | WEDNESDAY | 2          | 15         | 0                    | 17             |
| 09/08/22     | THURSDAY  | 0          | 4          | 0                    | 4              |
| 09/09/22     | FRIDAY    | 3          | 97         | 0                    | 100            |
| 09/10/22     | SATURDAY  | 0          | 20         | 0                    | 20             |
| 09/11/22     | SUNDAY    | 5          | 12         | 0                    | 17             |
| 09/12/22     | MONDAY    | CLOSED     | 0          | 0                    | 0              |
| 09/13/22     | TUESDAY   | 0          | 20         | 0                    | 20             |
| 09/14/22     | WEDNESDAY | 5          | 11         | 0                    | 16             |
| 09/15/22     | THURSDAY  | 1          | 10         | 0                    | 11             |
| 09/16/22     | FRIDAY    | 12         | 10         | 0                    | 22             |
| 09/17/22     | SATURDAY  | 3          | 20         | 0                    | 23             |
| 09/18/22     | SUNDAY    | 9          | 8          | 0                    | 17             |
| 09/19/22     | MONDAY    | CLOSED     | 0          | 0                    | 0              |
| 09/20/22     | TUESDAY   | 1          | 18         | 0                    | 19             |
| 09/21/22     | WEDNESDAY | 0          | 7          | 0                    | 7              |
| 09/22/22     | THURSDAY  | 1          | 9          | 0                    | 10             |
| 09/23/22     | FRIDAY    | 2          | 10         | 0                    | 12             |
| 09/24/22     | SATURDAY  | 7          | 12         | 0                    | 19             |
| 09/25/22     | SUNDAY    | 8          | 10         | 0                    | 18             |
| 09/26/22     | MONDAY    | CLOSED     | 0          | 0                    | 0              |
| 09/27/22     | TUESDAY   | 2          | 17         | 0                    | 19             |
| 09/28/22     | WEDNESDAY | 0          | 8          | 0                    | 8              |
| 09/29/22     | THURSDAY  | 40         | 19         | 0                    | 59             |
| 09/30/22     | FRIDAY    | 0          | 13         | 0                    | 13             |
|              |           |            |            |                      |                |
| <b>TOTAL</b> |           | <b>111</b> | <b>407</b> | <b>2</b>             | <b>520</b>     |

| SALES     | DONATIONS |
|-----------|-----------|
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| \$ 631.25 | \$ 295.00 |
|           |           |
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|           |           |
|           |           |
|           |           |
|           |           |
| \$ 234.50 | \$ 197.00 |
|           |           |
| \$ 865.75 | \$ 492.00 |



## 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
- 2.2 Limitations
- 2.3 Definitions

### Part 3: Administration, Funding and Site Selection

- 3.1 Administration
- 3.2 Funding
- 3.3 Site Selection Criteria
- 3.4 Project Selection Process

### Part 4: Acquisitions and Donations

- 4.1 Conflict of Interest
- 4.2 Acquisitions
- 4.3 Installation and Acceptance
- 4.4 Artist Evaluation
- 4.5 Acquisition Criteria
- 4.6 Donations

### Part 5: Collection Management, Maintenance and Monitoring

- 5.1 Collection Management
- 5.2 Alteration or Relocation
- 5.3 De-accession
- 5.4 Monitoring 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 place making based on potential impact, both high profile and under-serviced 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 Services 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

**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 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 Services 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

# City of Carthage Public Art Policy



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. Place making 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 Services 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

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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 Artist Evaluation

The Park and Recreation Department, working collaboratively with The Public Services 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.

## 4.5 Artwork Acquisition Criteria

When evaluating specific art proposals, the Director of Parks & Recreation, with input from the Public Services 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.

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- Maintenance and conservation requirements.
- Budget, timeline and technical feasibility and probability of success.

### 4.6 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:

- Information about the artwork including photographs of the artwork (if existing) or illustrations (if proposed);
- Maintenance and conservation plan, including the condition of the work and any repairs needed;
- Site and installation requirements of the artwork;
- Projected budget for installation and ongoing maintenance of the artwork; and
- 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 Services Committee, as needed, to assess proposed donated artworks:

- Artwork acquisition criteria.
- Compatibility with the City's Civic Collection Policy, Public Art Collection, and the objectives of the Public Art Program.
- Authenticity and provenance.
- Absence of restrictive conditions imposed by the donor and any conflicts of interest.
- The physical condition, durability, and maintenance requirements of the artwork.
- 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:

- Appraisal or evaluation by a certified specialist.
- Photographs for inventory and insurance purposes.
- Transporting the donation.

- 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)
- 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 Services 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 Services Committee

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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.

# GRANTS

| Grants                                                                    | Status      | Opens          | Deadline            | Funds Available | Matching Funds | Project                           | Priorities                  | Important Notes                                                                           | Link                                                                                                                                                                                        |
|---------------------------------------------------------------------------|-------------|----------------|---------------------|-----------------|----------------|-----------------------------------|-----------------------------|-------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2023 Land & Water Conservation Fund                                       | In Progress | August         | November 16th, 2022 | \$500,000.00    | \$500,000.00   | Kellogg Lake Concept Design       | SHIPQ, Environmental Review | All projects eligible                                                                     | <a href="#">Land and Water Conservation Fund Land Grants - Missouri Department of Conservation</a>                                                                                          |
| 2022 Recreational Trails Program                                          | Closed      | Mid-December   | February            | \$250,000.00    | \$50,000.00    | TBD, based on other grants funded | Environmental Review        | Aimed towards trails/trail amenities                                                      | <a href="#">Recreational Trails Program 2022 Grants - Missouri State Parks</a>                                                                                                              |
| MDC Land Conservation Partnership Grant: Conservation Land Acquisition    | In Progress | July 1st, 2022 | June 1st 2023       | \$200,000.00    | ?              | TBD, based on other grants funded |                             | Must be used on land. Limited on use of land only to be used as natural habitat           | <a href="https://mdc.mo.gov/community-conservation/community-conservation-funding-opportunities">https://mdc.mo.gov/community-conservation/community-conservation-funding-opportunities</a> |
| MDC Land Conservation Partnership Grant: Conservation Easement Assistance | In Progress | July 1st, 2022 | June 1st 2023       | \$200,000.00    | Reimbursement  | TBD, based on other grants funded |                             |                                                                                           | <a href="https://mdc.mo.gov/community-conservation/community-conservation-funding-opportunities">https://mdc.mo.gov/community-conservation/community-conservation-funding-opportunities</a> |
| Jasper County ARPA                                                        | In Progress | N/A            | N/A                 | \$50,000        | Reimbursement  | Central Park Wifi                 | Purchase items              | Reimbursement Program. Need to purchase items before applying. Need Procurement Documents | <a href="https://www.jaspercountymissouri.gov/Community-Development/Approved-11-22-2021">https://www.jaspercountymissouri.gov/Community-Development/Approved-11-22-2021</a>                 |
| Conver Regional Celebration of Public Spaces Program                      | In Progress | ?              | 1-Nov               | \$35,000        | \$0.00         | Pocket Park                       | Community Space             |                                                                                           | <a href="#">Find Grants &amp; Scholarships - Community Foundation of the Ozarks</a>                                                                                                         |
| Steadley                                                                  | In Progress | open           | November 15th, 2022 | ?               | 30-50%         | MBBHT Projects                    | Citizens of Carthage        | Steadley has been prepared for this request riding alongside MBBHT funds                  |                                                                                                                                                                                             |