



RAYMORE ARTS COMMISSION AGENDA

Tuesday, June 13, 2017 - 7 p.m.

City Hall Council Chambers
100 Municipal Circle
Raymore, Missouri 64083

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Public Comments

Please identify yourself for the record and keep your comments to a maximum of five minutes.

5. Presentations

Introduction of new members

6. Staff Reports

- A. FY 2016-2017 Budget
- B. Programming Update
- C. Summer Scene Update

7. Committee Updates

- A. Public Art Committee

8. Consent Agenda

The items on the Consent Agenda are approved by a single action of the Arts Commission. If any Commissioner would like to have an item removed from the Consent Agenda and considered separately, he/she may do so.

- A. Arts Commission Minutes - May 2017
- B. Arts Commission Minutes - April 2017

Motion to approve the consent agenda



9. Old Business

No Old Business

10. New Business

- C. Approval of the MOU between the Arts Commission and Parks & Recreation Board
The MOU provides a framework for how the Arts Commission and Parks & Recreation Board will direct staff and resources during and after the placement of artwork in the approved locations throughout the Raymore's parks.

Motion to approve

- D. Approval of funding for the Centerview ribbon cutting/grand opening, \$1,000
As part of the Commission's 2017 Work Plan, members had expressed an interest in funding an artistic feature or entertainment for the opening of Centerview. The Commission had budgeted \$1,000. Staff is recommending the Commission approve funding for the Lee's Summit Symphony quartet.

Motion to approve

11. Commissioner Comments

12. Adjournment

Following adjournment, the Arts Commission will be touring Centerview with the Parks & Recreation Department. Members of the public are welcome to join.

Any person requiring special accommodation (i.e. qualified interpreter, large print, hearing assistance) in order to attend this meeting, please notify the City Clerk at (816) 331-0488 no later than forty-eight (48) hours prior to the scheduled commencement of the meeting.

FY 2016-2017 Arts Commission Budget

Project	Description	Budget	Status
Public Art		\$7,500	
Municipal Center Sculpture	Permanent Art Piece	\$4,000	In Progress
Public Art Piece	TBD	\$1,000	
Pop Up Art Project	2017 Event	\$2,000	
Art Exhibit Program	Promotion/Supplies	\$500	
Partnerships/Sponsorships		\$2,350	
Farmers Market Sponsorship	Entertainment	\$1,000	Approved - In Progress
Festival in the Park Parade	Float Supplies	\$250	
TCAL Art Contest	Student Art Contest	\$100	
Municipal Center Grand Opening	Special Art Entertainment	\$600	Actual, budgeted \$1,000
Programming		\$8,000	
November Family Art Day	Teacher Fees and Supplies	\$105	Completed
December Family Art Day	Teacher Fees and Supplies	\$71	Completed
February Family Art Day	Teacher Fees and Supplies	\$0	Confirmed
March Family Art Day	Teacher Fees and Supplies	\$0	Confirmed
April Family Art Day	Teacher Fees and Supplies	\$0	Confirmed
May Family Art Day	Teacher Fees and Supplies	\$0	Confirmed
June Family Art Day	Teacher Fees and Supplies	\$0	
July Family Art Day	Teacher Fees and Supplies	\$150	
August Family Art Day	Teacher Fees and Supplies	\$150	
September Family Art Day	Teacher Fees and Supplies	\$150	
October Family Art Day	Teacher Fees and Supplies	\$150	
Art Club	Supplies - 10 Sessions	\$450	Spring Confirmed
Summer Scene	2017 Event	\$5,500	In Progress, \$4,000
Programming TBD	TBD	\$524	
Professional Development		\$650	

Professional Development	TBD	\$650	
Other		\$1,000	
Arts Website	Template Creation/Enhancement	\$0	Completed
Foundation Formation	Legal Fees	\$0	Endowment

Total Budget	\$20,000
Total Expenditures	\$17,350
Available	\$2,650

Raymore Arts Commission - FY 2017 Work Plan

Strategy 1: Increase the amount of public art in Raymore

Project 1: Implement the Public Art Plan

<i>Description</i>	<i>Owners</i>	<i>Time Frame</i>	<i>Estimated Cost</i>	<i>Notes</i>
Based on the Public Art Plan adopted in FY16, commission or acquire artwork for designated locations.	Public Art Committee	10/31/2017	\$5,000	

Project 2: Coordinate the 2017 Pop Up Art Project

<i>Description</i>	<i>Owners</i>	<i>Time Frame</i>	<i>Estimated Cost</i>	<i>Notes</i>
Continue the success seen in the 2016 Pop Up Art Project: Relax in Raymore in 2017. The project will again center around creating a community-wide art project that residents, visitors, and businesses can engage in.	Public Art Committee	06/2017	\$2,000	The theme and type of art for the project will be selected in early 2017.

Project 3: Continue the City Council Art Exhibit Program

<i>Description</i>	<i>Owners</i>	<i>Time Frame</i>	<i>Estimated Cost</i>	<i>Notes</i>
Continue to exhibit artists in the Raymore City Council Chambers	Public Art Committee	Ongoing	\$500	

Strategy 2: Increase resources for the arts by broadening and diversifying the base of public and private funding sources

Project 1: Retain support from the City Council for the Arts Commission

<i>Description</i>	<i>Owners</i>	<i>Time Frame</i>	<i>Estimated Cost</i>	<i>Notes</i>
Request funding and present a plan for utilizing that funding to the City Council for inclusion in the FY18 budget.	Arts Commission	05/31/17	\$0	Arts Commission Discussion will begin in March

Project 2: Coordinate with the Foundation to develop a fundraising plan to support the arts

<i>Description</i>	<i>Owners</i>	<i>Time Frame</i>	<i>Estimated Cost</i>	<i>Notes</i>
Once the foundation is established, the Arts Commission will work with the Foundation Board to develop a plan for raising money to support the arts in Raymore.	Arts Commission	TBD	\$0	

Project 3: Identify grants to assist with funding Arts Commission priorities

<i>Description</i>	<i>Owners</i>	<i>Time Frame</i>	<i>Estimated Cost</i>	<i>Notes</i>
Staff will continue to identify and apply for grants that could be applied for to either offset City funding or provide additional funding for FY17 projects.	Meredith Hauck	Ongoing	\$0	

Strategy 3: Continue support of existing community art-related programs and provide incentives to incorporate additional artistic elements

Project 1: Provide funding to Parks and Recreation for additional musical performances during the Farmers Market

<i>Description</i>	<i>Owners</i>	<i>Time Frame</i>	<i>Estimated Cost</i>	<i>Notes</i>
Parks and Recreation's Farmers Market already features musical performances throughout the season. This funding would allow them to add additional dates to the calendar.	Parks and Recreation	06/2017 - 10/2017	\$1,000	Parks and Recreation will be responsible for hiring the artists - they would like any recommendations from the Arts Commission

Project 2: Return as a co-sponsor of the Tri-County Art Council's Student Art Contest

<i>Description</i>	<i>Owners</i>	<i>Time Frame</i>	<i>Estimated Cost</i>	<i>Notes</i>
Continue the Arts Commission's support of the TCAL Student Art Contest	TCAL	11/2017	\$600	TCAL is responsible for coordinating the contest.

Project 3: Participate in the Raymore Festival in the Park Parade

<i>Description</i>	<i>Owners</i>	<i>Time Frame</i>	<i>Estimated Cost</i>	<i>Notes</i>
Promote awareness of the arts by having a float in the Raymore Festival in the Park parade	Bob Berry	09/2017	\$250	

Project 4: Work with Parks and Recreation to increase the number of arts-related classes and programs each season

<i>Description</i>	<i>Owners</i>	<i>Time Frame</i>	<i>Estimated Cost</i>	<i>Notes</i>
In cooperation with the Parks and Recreation Department, identify and suggest additional arts-related classes and programs that could take place as part of the Department's offerings.	Arts Commission Activities and Programming Task Force	Ongoing	\$2,500	The programs should be self-funding from registration fees, but a budget is attached to help offset any additional costs of bringing a new or unusual program.

Project 5: Present the Arts Commission's Signature Event Summer Scene

<i>Description</i>	<i>Owners</i>	<i>Time Frame</i>	<i>Estimated Cost</i>	<i>Notes</i>
To build awareness of arts in the community, the Arts Commission will continue to host its signature event Summer Scene in June. The event will feature community artists.	Summer Scene Committee	06/2017	\$5,500	

Project 6: Create an enhanced art section of the Raymore website (including a Community Calendar)

<i>Description</i>	<i>Owners</i>	<i>Time Frame</i>	<i>Estimated Cost</i>	<i>Notes</i>
Create a centralized place on the City's website where Raymore residents and visitors can access information related to the arts	Mike Ekey	06/2017	\$1,000	Budget may be needed to create custom templates/design for this section of the website

Project 7: Provide financial support for an artistic element at the Municipal Center Grand Opening

<i>Description</i>	<i>Owners</i>	<i>Time Frame</i>	<i>Estimated Cost</i>	<i>Notes</i>
The new Municipal Center will open in Spring 2017. This building will lend itself to be used for many arts-related events and activities, as well as be a place where visual art can be featured. To reinforce the opportunities that exist at the building for the arts, an artistic element (TBD) will be incorporated into the Grand Opening celebration.	Mike Ekey	Spring 2017	\$1,000	



RAYMORE PUBLIC ART COMMITTEE

Tuesday, June 13, 2017 - 6 p.m.

100 Municipal Circle
Raymore, Missouri 64083

1. Call to Order
2. MOU with Parks & Recreation Board (included in the Arts Commission packet)
3. Public Art (Council Chambers & Centerview)
4. Relax in Raymore
5. Adjournment.

Any person requiring special accommodation (i.e. qualified interpreter, large print, hearing assistance) in order to attend this meeting, please notify the City Clerk at (816) 331-0488 no later than forty-eight (48) hours prior to the scheduled commencement of the meeting.

PUBLIC ART COOPERATION AGREEMENT AND MEMORANDUM OF UNDERSTANDING

THIS PUBLIC ART COOPERATION AGREEMENT AND MEMORANDUM OF UNDERSTANDING is entered into as of this _____ day of _____, 2017, by and between the City Manager of the City of Raymore, Missouri, and agent and official of the City of Raymore, Missouri appointed and serving pursuant to Articles V of the Charter of the City of Raymore, Missouri and the Parks and Recreation Board of the City of Raymore, Missouri, an administrative board and agency of the City of Raymore, Missouri established and existing pursuant to Sections 90.500 through 90.570 of the Revised Statutes of Missouri, as amended, and Article VIII of the Charter of the City of Raymore, Missouri.

ARTICLE I DEFINITIONS

For purposes of this Public Art Cooperation Agreement and Memorandum of Understanding the following terms shall have, and be defined, according to following definitions:

A. Arts Commission. When used within this Public Art Cooperation Agreement and Memorandum of Understanding, the term “Arts Commission” shall refer to, and be defined as, the duly constituted and appointed Raymore Public Arts Commission.

B. Charter. When used within this Public Art Cooperation Agreement and Memorandum of Understanding, the term “Charter” shall refer to, and be defined as, the Charter of the City of Raymore, as currently adopted.

C. City. When used within this Public Art Cooperation Agreement and Memorandum of Understanding, the term “City” shall refer to, and be defined as, the City of Raymore, Missouri a charter city within Cass County, Missouri.

D. City Council. When used within this Public Art Cooperation Agreement and Memorandum of Understanding, the term “City Council” shall refer to, and be defined as, the City Council for the City.

E. City Manager. When used within this Public Art Cooperation Agreement and Memorandum of Understanding, the term “City Manager” shall refer to, and be defined as, the current acting city manager for the City.

F. MOU. When used within this Public Art Cooperation Agreement and Memorandum of Understanding, the term “MOU” shall refer to, and be defined as, this agreement which is being created for the purposes of identifying and outlining the details and arrangement for installation, maintenance and funding of public artwork within the City.

G. Original Memorandum. When used within this MOU, the term “Original

Memorandum” shall refer to, and be defined as, the Cooperation Agreement and Memorandum of Understanding governing the operation of the City Manager and the Park Board dated February 26th, 2001 which is and remains in full force and effect.

H. Park Board. When used within this MOU, the term “Park Board” shall refer to and be defined as, the duly appointed and constituted Parks and Recreation Board of the City.

I. Public Art. When used within this MOU, the term “Public Art” shall refer to, and be defined as, art in any media that has been planned and executed with the intention of being staged in the physical public domain and accessible for viewing and observance by all.

ARTICLE II RECITALS

A. Pursuant to Article VIII of the Charter, the Park Board enjoys such authority as is conferred by Section 90.500 through 90.570 of the Revised Statutes of Missouri, as amended, including without limitation the supervision and custody of the City’s parks.

B. Pursuant to Article V of the Charter, the City Manager serves as the chief administrative officer of the City and exercises various powers and duties in the areas of administration of City departments and agencies, personnel supervision, budgetary matters, financial supervision, and contractual authority.

C. On February 26th, 2001, the Park Board and the then-acting City Manager, with approval of the City Council, entered into the Original Memorandum to recognize and clarify understandings, procedures, relationships and duties governing the efficient provision of services and the satisfaction of their respective duties and areas of responsibility under the Charter and applicable law and to memorialize the same.

D. Since the establishment of the Original Memorandum the City has continued to expand the services and amenities for its citizenry including the creation of new parks, public lands and public facilities which the parties agree will be benefitted by Public Art.

E. In contemplation of the Original Memorandum, the City Manager and Park Board desire to establish this MOU seeking to recognize and clarify understandings, procedures, relationships and duties governing the commissioning, installation and maintenance of Public Art on the new parks, public lands and public facilities maintained by the Park Board.

NOW THEREFORE, in consideration of the foregoing recitals and of the mutual promises and understandings set forth herein, the parties hereby agree as follows:

ARTICLE III
AGREEMENT TERMS

A. City Council Responsibilities. As to the commissioning, installation, maintenance and upkeep of Public Art within the park lands and facilities of the City, the City Council shall have the following control, supervision, improvement, care, custody and responsibilities:

1. The City Council shall provide for the creation, acquisition and installation of Public Art on land and in facilities owned by the Park Board. In the acquisition of Public Art, the City Council may utilize the assistance of the duly constituted and appointed Raymore Art Commission or direct donations of Public Art. In the purchase of Public Art, the City Council may, but is not limited to the utilization of the following funds sources (“Funding Sources”);

- (a) Funds allocated and budgeted by the City,
- (b) Direct donations of funds and Public Art from private citizens,
- (c) Endowed funds acquired by the Raymore Art Commission, and/or
- (d) Funds from grants (including matching grant funds) acquired through governmental and private entities, as may be available.

2. The City Council shall provide for all maintenance and upkeep of any Public Art acquired and installed in park lands and/or facilities owned by the Park Board and may utilize the Funding Sources identified above, in addition to any other funding that may be identified and/or obtained for the same.

3. The City Council shall provide funding, using the Funding Sources for all of the materials and labor required to install the Public Art within the park lands and/or facilities of the City maintained by the Park Board.

4. The City Council shall retain full and complete creative control over the acquisition and installation of the Public Art through the Arts Commission and its established processes at the approved locations identified by the Park Board as provided for in Section B (6) & (7) below.

B. Park Board and Director of the Raymore Parks and Recreation Department Responsibilities. As to the installation, maintenance and upkeep of Public Art within the park lands and facilities of the City, the Park Board and the Director of the Raymore Parks and Recreation Department shall have the following control, supervision and responsibilities:

1. The Director of the Raymore Parks and Recreation Department, shall be responsible to notify the Park Board in writing within thirty (30) days of a Request for Qualifications and/or Call for Artists being issued by the Arts Commission for Public Art,

including dates for public hearings on the selection of Public Art.

2. The Park Board, by and through the Raymore Parks and Recreation Department shall provide in-kind labor to assist in the site preparation and support for the installation process of approved Public Art acquired by the City.

3. The Park Board shall provide for the general maintenance and upkeep of the property around the installation of the Public Art within the park lands and/or facilities maintained by the Park Board including the replacement and maintenance of lighting included as part of the Public Art installation.

4. The Park Board and Director of the Raymore Parks and Recreation Department shall monitor the status of all Public Art installed within the park lands and/or facilities maintained by the Park Board and shall be responsible for notifying the City Manager, and/or his designee, of any vandalism, weather damage or natural decay requiring that the Public Art be repaired, removed or replaced. If removed and replaced, any new Public Art shall be replaced using the established process for approval and installation.

5. The Park Board agrees that it shall not interfere with, nor deny, the placement of any Public Art that has been approved by the City Council through the established selection process for Public Art at the approved locations identified by the Park Board.

6. The Park Board shall be responsible for identifying approved locations within the parks system for placement of Public Art and shall institute procedures for the inclusion of the same in its park planning processes.

7. The Director of the Raymore Parks and Recreation Department shall notify the City Manager, or their designee, in writing at least thirty (30) days in advance of any park planning meetings by the Park Board that would include identification of approved locations for Public Art within the park lands and/or facilities maintained by the Park Board.

C. Title to Public Art. Unless otherwise determined by written agreement between the City and a commissioned artist, or between the City and the Park Board, the City shall retain full right, authority ownership and control over any Public Art installed within park lands or facilities operated by the Park Board.

D. Annual Report. On or before the second Monday in June, the Park Board shall prepare and present an annual report to the City Council stating:

1. The condition as of the first day of May of that year of the Public Art located within the parks properties and facilities as shall be from time to time entrusted to the Park Board;

2. The necessity for any maintenance and upkeep requirements for Public Art located within the park properties and facilities as shall be from time to time entrusted to the Park Board;

3. Any suggestions for additional park lands and/or facilities where Public Art may be suggested to better enhance the quality of life for the citizens and guests of the City; and

4. Such other statistics, information and suggestions as the Park Board may deem of general interest as it relates to Public Art within the park lands and/or facilities.

E. Conflict. Any conflict between the terms of this MOU and the Original Agreement shall be resolved in favor of the Original Agreement.

F. Term and Amendment.

1. Term. The initial term of this MOU shall commence upon its execution by the parties and shall run for a period of two (2) years from the date thereof. Thereafter, this MOU shall be reviewed every two (2) years and automatically renewed if no changes are recommended from either party.

2. Amendment. This MOU may be amended only by a writing duly authorized and executed by both parties.

IN WITNESS WHEREOF, the parties have caused this MOU to be executed in their respective names and capacities as of the day and date first above written.

CITY OF RAYMORE, MISSOURI

By:

James Feuerborn, City Manager

CITY OF RAYMORE, MISSOURI
PARKS AND RECREATION BOARD

By:

William Manson, Chair