



701 East Broadway, Columbia, Missouri 65201

Council Memo

Department Source: [Convention and Visitors Bureau]

To: City Council

From: City Manager & Staff

Council Meeting Date: [May 4, 2026]

Re: [Authorizing a Special Event Operations Agreement with Columbia Art League for the 2026 Art in the Park]

Impacted Ward: [Ward 3]

Executive Summary

The Columbia Art League has submitted a special event application for the 2026 Art in the Park festival on June 6 and June 7, 2026 in Stephens Lake Park. This resolution authorizes the Operations Agreement pursuant to Section 24-73(b) of the City Code.

Discussion

The Special Events Committee has reviewed the Special Event Application for Art in the Park and has worked closely with the event organizer to address all aspects of the festival. Celebrating its 67<sup>th</sup> year, this two-day regional arts & crafts fair offers a family-friendly environment for the community and its visitors.

City staff has reviewed the festival layout, street closure map, tent placements, public safety plan, solid waste plan, safety plan and insurance requirements. Due to the size and scope of the festival, as well as the street closure and use of city services and equipment, an Operations Agreement must be executed and approved by City Council per Section 24-73(b) of the City Code.

The Parks & Recreation Department and the City Special Events Committee have worked closely with Columbia Art League to coordinate event logistics within Stephens Lake Park, and to finalize the public safety, traffic and waste management plans. The organizer has provided the appropriate liability insurance in compliance with City Code.

The Special Events Committee will continue to work with the festival organizer prior to the start of the event, including conducting a walk-through inspection prior to the event start to ensure all requirements of the Operations Agreement are met and approved by the appropriate city staff.

Fiscal Impact

Short-Term Impact: N/A

Long-Term Impact: N/A

Strategic & Comprehensive Plan Impact

Strategic Plan Impacts:

Primary Impact: Resilient Economy, Secondary Impact: Organizational Excellence, Tertiary Impact: Safe Community

Comprehensive Plan Impacts:

Primary Impact: Economic Development, Secondary Impact: Livable & Sustainable Communities, Tertiary Impact: Not Applicable

Legislative History

Date	Action
5.6.25	R67-25: Authorizing a special event operations agreement with Columbia Art League for the 2025 Art in the Park Event.
4.16.24	R85-24: Authorizing a special event operations agreement with Columbia Art League for the 2024 Art in the Park Event.
5.1.23	R69-23: Authorizing a special event operations agreement with Columbia Art League for the 2023 Art in the Park Event.
5.2.22	R62-22: Authorizing a special event operations agreement with Columbia Art League for the 2022 Art in the Park Event.

Suggested Council Action

Approval of the legislation.