

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE: 2009 Shoreline Lake Forest Park Arts Council Contract
DEPARTMENT: Parks, Recreation & Cultural Services
PRESENTED BY: Lynn M. Cheeney, Recreation Superintendent

PROBLEM/ISSUE STATEMENT:

The City of Shoreline has contracted with the Shoreline Lake Forest Park Arts Council since 1996 to assist in providing educational and cultural opportunities for the citizens of Shoreline. Within the 2009 Parks, Recreation and Cultural Services budget there was \$66,124 approved for this contract. These programs include but are not limited to Concerts in the Parks, Children's Series and the annual Shoreline Arts Festival. It also includes the agreement for the use of the Showmobile. The Executive Director of the Arts Council also provides an annual detailed briefing to the City Council on programs and attendance at the events sponsored by the Arts Council.

FINANCIAL IMPACT:

This contract was anticipated and included in the 2009 budget at \$66,124. City funding for the Arts Council is a 3.5% increase over 2008. City purchasing policies require contracts exceeding \$50,000 be reviewed and approved by City Council action.

RECOMMENDATION

Staff recommends City Council to authorize the City Manager to execute a contract between the City of Shoreline and the Shoreline Lake Forest Park Arts Council in the amount of \$66,124 to provide educational and cultural opportunities for the citizens of Shoreline.

Approved By: City Manager  City Attorney _____

INTRODUCTION

The first contract between the City of Shoreline and the Shoreline Lake Forest Park Arts Council was created in 1996 to provide cultural services to the City. Since 1996, the City and the Shoreline Lake Forest Park Arts Council have enjoyed a positive relationship serving our Shoreline community with a variety of programs and events that would not be possible without this partnership. Over 18,650 Shoreline residents participated in these events and programs made possible by the 2007 contract.

In 2004, the City of Shoreline contributed \$25,000 to the Arts Council for the Showmobile (a portable stage). This contribution gave the City authorization to use the Showmobile for City concerts and special events. The City provides the Arts Council transportation of the Showmobile for programs and events in the city of Shoreline.

BACKGROUND

The 2009 Contract contains the following services and programs to the city of Shoreline:

Shoreline Arts Festival

Two-day summer event presenting a wide variety of arts for all ages, including visual, performing, cultural and literary event, activities, exhibits, and programs.

Concerts/Performances in the Parks

Six evening summer concerts/performance in Shoreline parks.

Arts in Cultural Series

Adult/family series featuring a minimum of four different performance events during the fall, winter and spring.

Children's Series

Children's/family series featuring a minimum of three different performance events during the winter and spring.

Community Outreach

Includes responding to and working with a variety of community organizations on arts related projects.

Showmobile

The City may use the Showmobile for events in the City of Shoreline at no cost to the City. The City agrees to transport Showmobile for the Arts Council events held in the City of Shoreline at no cost to the Arts Council.

RECOMMENDATION

Staff recommends City Council to authorize the City Manager to execute a contract between the City of Shoreline and the Shoreline Lake Forest Park Arts Council in the amount of \$66,124 to provide educational and cultural opportunities for the citizens of Shoreline.

ATTACHMENTS

A. Scope of Work

**EXHIBIT A
CITY OF SHORELINE
SCOPE OF WORK AND COMPENSATION**

17544 Midvale Ave., N., Shoreline, WA 98133
(206) 546-1700 ♦ Fax (206) 546-7870

Shoreline-Lake Forest Park Arts Council

1. The Shoreline-Lake Forest Park Arts Council agrees to provide the following cultural programs and community outreach for the city of Shoreline citizens:

Shoreline Arts Festival

Two-day summer event presenting a wide variety of arts for all ages, including visual, performing, cultural and literary event, activities, exhibits, and programs.

Concerts/Performances in the Parks

Evening summer concerts/performances in Shoreline parks.

Arts in Culture Series

Adult/family series featuring a minimum of four different performances events during the fall, winter and spring.

Children's Series

Children's/family series featuring a minimum of three different performance events during the winter and spring.

Community Outreach

Includes responding to and working with a variety of community organizations on arts related projects.

2. The Shoreline Lake Forest Park Arts Council agrees to contract with performers of the City's choosing for the following City events:

Celebrate Shoreline

One performance at the City's Celebrate Shoreline festival.

Hamlin Haunt

One evening performance at the City's Hamlin Haunt Halloween event.

3. The Shoreline Lake Forest Park Arts Council agrees to comply with all City regulations.
4. Identify the city of Shoreline as the primary "co-sponsor" of these program, defined as follows:

- A. For all printed program promotional materials, appropriately list the words, "with support from the City of Shoreline." Separate listing will include City logo and standard phrasing. Printed program promotional materials shall include, but not limited to, posters, signs, flyers, newsletter listing, media advertising, etc. The City recognizes that publications of articles may be subject to edits by the new media, but that the Shoreline-Lake Forest Park Arts Council will make every attempt to acknowledge the City by name.
 - B. Inclusion, when appropriate, of the City's name in City-funded programs in Public Service Announcements, and any other non-print media.
 - C. Display of City's identification banner at outdoor events and easel and signage for use at indoor events.
5. In an effort to increase program publicity, Shoreline Lake Forest Park Arts Council Executive Director will provide information and photos on upcoming activities for submittal in the PRCS Recreation Guide. PRCS staff will notify Executive Director well in advance of deadlines. The Arts Council agrees to allow the City of Shoreline the use of the Showmobile for City sponsored events. The City agrees to provide in-kind labor from the Parks, Recreation and Cultural Services Department to assist with the transportation, set-up and take down of the Showmobile for Arts Council events in the City of Shoreline.
6. Total compensation shall be \$66,124 payable in four equal payments. Bill Voucher (Exhibit B) shall be submitted each quarter. Requests are to be submitted at the end of March, June, September and November. A completed Program Attendance Form (Exhibit D) must accompany each Billing Voucher. A Taxpayer Identification Number (Exhibit C) must be submitted prior to any requests for funds.

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