

**CITY COUNCIL AGENDA ITEM**  
CITY OF SHORELINE, WASHINGTON

**AGENDA TITLE:** 2011 Shoreline Lake Forest Park Arts Council Contract  
**DEPARTMENT:** Parks, Recreation & Cultural Services  
**PRESENTED BY:** Lynn M. Cheeney, Recreation Superintendent

**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. Since that time, 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. In 2010, over 15,000 residents attended events sponsored by this organization.

These programs include but are not limited to Concerts in the Parks, Children's Performance Series and the annual Shoreline Arts Festival. It also includes the agreement for the use of the Showmobile. (Exhibit A) Nancy Frey, Executive Director of the Arts Council will provide an annual detailed briefing to the City Council on programs and attendance at these events at an upcoming Council meeting.

**FINANCIAL IMPACT:**

This contract was anticipated and was included in the 2011 budget at \$60,000. 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 \$60,000 to provide educational and cultural opportunities for the citizens of Shoreline.

Approved By: City Manager  City Attorney \_\_\_\_\_

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

2011

17544 Midvale Ave., N., Shoreline, WA 98133

(206) 546-1700 v Fax (206) 801-2780

**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 and facilities. One of the concerts will be held at the City Hall campus.

***Arts in Culture Series***

Adult/family series featuring a minimum of three 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 including the City on arts related projects. Assist City as representative of the arts community for public art projects.

***Portable Works***

Enhance City facilities with selections from Portable Works collection.

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 assist with marketing of City sponsored arts events.
4. The Shoreline Lake Forest Park Arts Council agrees to comply with all City regulations.
5. 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.
6. 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.
7. 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 and/or Public Works Department to assist with the transportation, set-up and take down of the Showmobile for Arts Council events in the City of Shoreline.
8. Total compensation shall be \$60,000 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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