

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Motion to Authorize the City Manager to Execute the 2015 Shoreline-Lake Forest Park Arts Council Service Contract		
DEPARTMENT:	Parks, Recreation and Cultural Services		
PRESENTED BY:	Mary K. Reidy, Recreation Superintendent		
ACTION:	<input type="checkbox"/> Ordinance	<input type="checkbox"/> Resolution	<input checked="" type="checkbox"/> Motion
	<input type="checkbox"/> Discussion	<input type="checkbox"/> Public Hearing	

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 Shoreline community. Since that time, the City and the Shoreline-Lake Forest Park Arts Council have enjoyed a positive relationship serving the Shoreline community with a variety of programs and events that would not be possible without this partnership. In 2014, over 19,000 people attended events sponsored by the Arts Council.

These programs include, but are not limited to, Concerts in the Park, a Children's performance series, the annual Shoreline Arts festival and various workshops throughout the year. The scope of work for the 2015 Shoreline -Lake Forest Park Arts Council contract, which defines the terms of the agreement, is attached to this staff report as Attachment A. Fred Wong, Executive Director of the Arts Council, will provide a detailed briefing to the City Council on programs and attendance at these events at a future City Council meeting.

RESOURCE/FINANCIAL IMPACT:

This contract was included in the 2015 Parks, Recreation and Cultural Services budget for \$60,000, which was approved by the City Council on November 24. City purchasing policies require Council authorization for service contracts exceeding \$50,000.

RECOMMENDATION

Staff recommends that the City Council move to authorize the City Manager to execute the 2015 service 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 Shoreline community.

ATTACHMENTS:

Attachment A: 2015 Shoreline-Lake Forest Park Arts Council Service Contract Scope of Work

Approved By: City Manager *DT* City Attorney *JA-T*

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

2015 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. Also arts installations/happenings before the festival.

Concerts/Performances in the Parks

Evening summer concerts/performances in Shoreline parks and facilities - a minimum of seven (7), two (2) in LFP and five (5) in Shoreline.

Arts & Culture Events

Adult/family series featuring a minimum of three (3) different events during the winter, spring, and fall, including the Edible Book Festival, Create & Make Workshops, Art/Business Workshops, Sketch crawl and Free Play Art Day.

Family Performances

Children's/family series featuring a minimum of three (3) different performance events during the winter and spring, including Missoula Children's Theatre at the Festival.

Community Outreach

Respond to and work 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, such as Piano Time, Sculpture Stroll, and Arts Al Fresco. Sponsor the Summerset Arts Festival. Grants for the arts among teens and ethnic minorities. Community Project Awards to support groups presenting arts projects. Community arts event calendar to help promote other organizations. Performing Arts – Community Conversations to foster partnerships among arts groups. Work with other non-profits like the YMCA, Kruckeberg Botanic Garden, and Shoreline Historical Museum on arts or arts education related projects.

Arts Education

Fund teaching artists to work with Shoreline Schools to enhance arts education in visual, performing, and literary arts. Enhance arts education also by creating free on-line arts instructional videos.

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. In addition, the Arts Council agrees to meet four (4) times per year with the City and other community partners to discuss leveraging community dollars and support in marketing and programming.
4. The Shoreline-Lake Forest Park Arts Council agrees to comply with all City regulations.
5. The Shoreline-Lake Forest Park Arts Council agrees to 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, the Shoreline-Lake Forest Park Arts Council Executive Director will provide information and photos on upcoming activities for submittal in the Parks, Recreation and Cultural Services Recreation Guide. Parks, Recreation and Cultural Services staff agrees to notify the Executive Director well in advance of deadlines.
7. The Shoreline-Lake Forest Park 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 for these services 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.