



CITY OF KIRKLAND

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MEMORANDUM

To: Kurt Triplett, City Manager
From: Ellen Miller-Wolfe, Economic Development Manager
Date: July 17, 2012
Subject: Resolution Renaming and Refining the Mission of the Kirkland Cultural Council

RECOMMENDATION

The Council approves the attached Resolution renaming the Cultural Council as the Kirkland Cultural Arts Commission and refining the mission of the Commission to focus on public art.

Background: Approximately one year ago, July 19, 2011, the City Council met to consider options for the future of the Kirkland Cultural Council (KCC). The KCC had been eliminated from the City 2010-11 budget and as a result, had relied upon an \$8000 grant from 4Culture and some money that it has raised to cover the costs of limited staffing (5 hrs. per week on average) and incidental costs associated with events and programs. At the July 19, 2011 meeting, the City Council approved one-time funding from its special projects reserve totaling \$25,000 to fund the KCC through December, 2012. The Council indicated that there should be no increase in KCC programs, that the minimum level of staffing be maintained, that there be no fundraising, and that a study would be undertaken to determine the best option for providing arts programs for the City.

Upon presentation of the results of the study analyzing the Kirkland Cultural Council, and also, upon review of comparable programs in other cities, the City Council determined on May 15, 2012 that the Cultural Council should continue as an advisory body to the City Council, and that it should focus on public art, an area of expertise most needed by city government. The Council also recommended that the group recommend a name that better describes its focus on public art, and that it can take on other projects as budget (and limited staffing) permit. To respond to Council requirements and also "right size" administrative functions of the Cultural Council to reflect a limited budget, staff recommends adoption of the attached Resolution and initial roster.

Name Change and Mission Refinement

The principal changes described in the resolution are as follows:

- Name is changed from the Kirkland Cultural Council to the Kirkland Cultural Arts Commission to reflect major focus of Commission on public art and requirements that two members of the Commission have demonstrable public art expertise.

- Reduction of membership to no more than twelve (12) members and distribution of those appointments among the City Council (Positions 1-5) and Cultural Arts Commission (Positions 6-12).
- Reduction of public meetings to more than ten (10) annually and at least one every two (2) months.
- The Commission may pursue strategic planning and development, along with special projects, after consultation with the City Manager and based on the availability of resources.

Roster Changes

In addition, staff recommends that the roster governing appointments to the Commission be revised to accomplish:

- Reduction of 15 to 12 positions
- Distribution of the 12 positions between City Council and Commission appointments
- Retention of current members with unexpired terms
- Identification of two positions as public art positions, and one additional position as being filled by an artist.

Cultural Council Concurrence

These proposed changes to the name, mission and roster of the group have been reviewed and approved by the current Kirkland Cultural Council.

Recommendation: Staff recommends that the City Council approves the Resolution renaming the Kirkland Cultural Council the Cultural Arts Commission and refining the Commission's mission, as well as approve the new roster of appointments. Both respond to the City's need for a public art- focused body whose administration and programs reflect current budgetary limitations.

Kirkland Cultural Council Roster & Member Terms July 5, 2012

Position	Name/Address	Appointed By	Term Length	Expiration
Position 1 Youth		City Council	4 years	
Position 2 Public Art	Gaerda Zeiler	City Council	4 years	March 31, 2015 (started 3/2011)
Position 3	Bhaj Townsend	City Council	4 years	March 31, 2013 (started 5/2009)
Position 4	Linda Paros	City Council	4 years	March 31, 2015 (started 3/2011)
Position 5	Trent Latta	City Council	4 years	March 31, 2015 (started 3/2011)
Position 6 Artist		Cultural Council	4 years	
Position 7 Public Art		Cultural Council	4 years	
Position 8 Cultural Heritage	Nora Carlson	Cultural Council Discretionary	2 years	March 31, 2013
Position 9		Cultural Council Discretionary	4 years	
Position 10	Melissa Nelson	Cultural Council Discretionary	4 years	March 31, 2015 (started 12/2009)
Position 11	Amy Whittenburg	Cultural Council Discretionary	4 years	March 31, 2014 (started 3/2008)
Position 12	Cathy Heffron	Cultural Council Discretionary	4 years	March 31, 2013 (started 3/2009)
	Ellen Miller-Wolfe Julie Huffman 123 5 th Avenue Kirkland WA 98033	Staff		

RESOLUTION R-4932

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND RENAMING THE KIRKLAND CULTURAL COUNCIL AS THE KIRKLAND CULTURAL ARTS COMMISSION AND REFINING ITS MISSION.

WHEREAS, the Kirkland Cultural Council was formed in November 2002 pursuant to Resolution R-4353; and

WHEREAS, given the current economic and budgetary challenges faced by the City, the City Council would like to update the priorities and mission of the Cultural Council; and

WHEREAS, to better reflect its refined mission, the Cultural Council will be renamed as the Cultural Arts Commission; and

WHEREAS, the City Council hereby reiterates its approval of the Cultural Arts Commission as a local arts agency and requests that King County recognize the Cultural Arts Commission as a local arts agency located in Kirkland, Washington;

NOW, THEREFORE, be it resolved by the City Council of the City of Kirkland as follows:

Section 1. Renaming the Kirkland Cultural Council to the Kirkland Cultural Arts Commission. The Kirkland Cultural Council is hereby renamed as the Kirkland Cultural Arts Commission.

Section 2. Purpose. The primary purpose of the Cultural Arts Commission shall be to advise the City Council on public art acquisitions and loans, and review and recommend projects under the City's "one percent for the arts" program. After consultation with the City Manager, and based on the availability of resources, the Cultural Arts Commission may also promote strategic planning and development for arts, culture and heritage in the community, including implementation of projects.

Section 3. Membership. There will be no fewer than 7 members and no more than 12 members of the Cultural Arts Commission. The City Council shall appoint members 1-5, the Cultural Arts Commission shall, in its discretion, appoint members 6-12. All of the members shall reside or own a business within the City of Kirkland. All members must have an interest in the arts and in the role of public art in the community. A member may serve in an individual capacity, even if he or she works for an organization that may make a proposal to the Cultural Arts Commission. The membership of the Cultural Arts Commission is intended to reflect balance, taking into account such elements as the diversity of the community, connection to various geographic areas of the City, and art, culture and heritage expertise.

Position 1 shall be filled by a "Youth," meaning a person who meets the requirements of Kirkland Municipal Code 3.08.110(b). Position 6

shall be filled by an "Artist," meaning a person who has a demonstrated commitment as an artist. Positions 2 and 7 shall be designated as "Public Art" positions, meaning filled by a person with demonstrated expertise in the area of public art, including the curation and management of a public art collection. Position 8 shall be designated "Cultural/Heritage" meaning it is filled by a person who has a demonstrated commitment to cultural and/or heritage matters. If a person who meets the special qualifications listed above happens to be serving in another position, then this position may be filled without regard to the special qualification.

Except for the Youth Position, a member's term on the Cultural Arts Commission shall be for four years. Except as otherwise provided, the terms for all positions shall begin on April 1 and expire on March 31 of the applicable calendar year. Positions 8-12 may be filled or left unfilled, at the discretion of the Cultural Arts Commission.

A member may be reappointed to the Cultural Arts Commission; provided that, no person shall serve as a member for more than two full terms. Vacancies shall be filled for the remainder of the unexpired term of the vacant position. A member will be expected to attend no less than 80% of all meetings for which there is no prearranged absence. In addition, when a member misses three or more consecutive meetings, not excused by a majority vote of the Cultural Arts Commission, the Cultural Arts Commission shall consider removal of that member. In the case of a member who was appointed by the City Council, the Cultural Arts Commission shall report a member's pattern of absence to the City Council, together with a recommendation concerning removal by the City Council. A member who is unable to attend regular meetings is expected to tender his or her resignation. A resignation shall be effective on such date as designated by the resigning member.

The Cultural Arts Commission shall meet at least every other month, and no more than ten times per year.

Section 4. Officers. Annually, the Cultural Arts Commission shall elect from the members of the Commission a Chair and a Vice Chair. The Cultural Arts Commission will pick a Chair for a term of one year with the possibility of selection for one additional year. The term for Vice Chair shall be one year and the Vice Chair will not automatically ascend to become the Chair. There will be no term limit on serving as Vice Chair. It shall be the duty of the Chair to preside at all meetings of the Cultural Arts Commission. In the Chair's absence, the Vice Chair shall preside. The Chair shall propose an agenda for meetings and shall vote on matters being voted on by the Cultural Arts Commission.

Section 5. Voting. A quorum of the Cultural Arts Commission shall be a majority of persons currently serving as voting members. Each voting member is entitled to one vote.

Section 6. Procedure. All business of the Cultural Arts Commission shall be guided by "Roberts Rules of Order".

Section 7. Compensation. The members of the Cultural Arts Commission shall receive no compensation from the City of Kirkland. Expenses specifically authorized by the City Manager may be reimbursed to a member.

Passed by majority vote of the Kirkland City Council in open meeting this ____ day of _____, 2012.

Signed in authentication thereof this ____ day of _____, 2012.

MAYOR

Attest:

City Clerk