



CITY OF LONG BEACH

DEPARTMENT OF PARKS, RECREATION & MARINE

C-14

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February 21, 2006

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Authorize the City Manager to execute an agreement with Mr. Larry Curtis for an amount not to exceed \$54,000 to provide services as Conductor/Director of the Long Beach Municipal Band for a one-year period, ending December 31, 2006, and amendments to extend for two consecutive periods of one year each. (Districts 2, 3, 4, 5, 8)

DISCUSSION

The Department of Parks, Recreation and Marine has contracted with Mr. Larry Curtis to provide services as Conductor/Director of the Long Beach Municipal Band (Municipal Band) since March 1993. The most recent agreement governing the terms and conditions for his services was approved by the Parks and Recreation Commission on February 20, 2003, and has now expired. City Council approval is required due to the use of Tidelands and other funds this fiscal year to support the 2006 Municipal Band program.

For the proposed 2006 eight-week concert season, Mr. Curtis will provide services as Conductor/Director of the Municipal Band. This responsibility entails developing the musical program for the season, as well as personally conducting each performance. In addition to these basic responsibilities, Mr. Curtis will be involved in developing a theme for each concert series, producing written descriptions of the musical selections for program brochures, providing consultation on program material design, and fundraising. Mr. Curtis will assist with the recruitment, selection, and scheduling of all performers, musicians, and other personnel working with the Municipal Band. Pre- and post-concert season services will include recommendations for the purchase of equipment and supplies for the band, conducting rehearsals, preparing documented feedback for City employee evaluations for Department review, returning equipment and vehicles, and being present at a pre- and post-season inventory of City-owned equipment conducted by City employees.

The proposed 2006 agreement has the following major terms and conditions:

- Contract Amount: Mr. Curtis will be paid a total amount not to exceed \$54,000 broken down as follows:
 - Pre-concert season services not to exceed \$10,500;
 - Rehearsal related services and concert performances not to exceed \$4,550 per week; and

"We create community and enhance the quality of life through people, places, programs and partnerships"

- Post-concert season services not to exceed \$7,100.
- Term: The agreement will be for a one-year period, ending on December 31, 2006. The City and Mr. Curtis shall have the option, subject to mutual consent, to extend the term of the agreement for two consecutive periods of one year each by amendment hereto after approval and execution of amendments by the City Manager.

This letter was reviewed by Senior Deputy City Attorney Donna F. Gwin on February 1, 2006, and Budget Management Officer David Wodynski on February 10, 2006.

TIMING CONSIDERATIONS

City Council action is requested on February 21, 2006, to allow timely execution of the agreement and pre-season concert activities.

FISCAL IMPACT

The proposed agreement with Mr. Curtis will not exceed \$54,000 per year. The funding sources for the Municipal Band in Fiscal Year 2006 will be Tidelands Funds (TF), sponsorships from enterprise operations, donations from Partners of Parks, and transient occupancy tax (TOT) revenue in the Special Advertising and Promotions Fund (SR133). It is important to note that the TOT revenue is not an ongoing source of funding for the added two weeks. A new recurring funding source must be identified for FY 07 and subsequent years. The necessary appropriation adjustments will be brought forth for City Council approval as part of the second quarter budget adjustments.

SUGGESTED ACTION:

Approve recommendation.


Respectfully submitted,



PHIL T. HESTER
DIRECTOR OF PARKS, RECREATION AND MARINE

PTH:DEL:clg

APPROVED:



GERALD R. MILLER
CITY MANAGER