

ART ON THE CORNER SERVICES AGREEMENT

With Grand Junction Parks and Recreation Department

OVERVIEW OF AGREEMENT

City staff will function as the primary coordinator for the DDA Art on the Corner program and will perform such tasks, duties, and services necessary to administer the exhibit and program. These duties shall include, but not be limited to, organizing the annual sculpture change and all related responsibilities (emails, volunteers, forms, labels, sculptor contacts, equipment and supplies, etc.); developing and promoting the "call for entry" for the exhibit and actively encouraging artists to submit their work for consideration; coordinating the publication and distribution of brochures and other printed materials; mail and e-mail correspondence; sculpture inquiries and sales; assisting in organizing Art on the Corner Committee meetings; and any other duties and tasks as agreed upon between the parties. Duties include some marketing and promotional tasks specific to Art on the Corner such as writing press releases and doing media interviews, but these may also be shared with the DDA when appropriate. Duties do not include website maintenance or updating and do not include financial accounting, bookkeeping, or disbursing of funds. The City staff members will work closely with the DDA.

Time Breakdown and Invoicing

- Parks Coordinator would devote an average of five hours weekly to Art on the Corner (hours could vary upon events).
- DDA will be responsible for maintenance costs, no costs would be incurred by the City.
- DDA will be invoiced by the City Parks Department on a quarterly basis. Total yearly cost to the DDA will be \$8,580 (Coordinator Salary \$33hrly including benefits times 5 hours weekly).

X *Brandon Stam* 1/23/17 X *Rob Schoeber* 1/24/17

Brandon Stam
DDA Director

Rob Schoeber
Grand Junction Parks and Recreation Director