

**CITY OF SAN ANTONIO
INTERDEPARTMENTAL MEMORANDUM
DEPARTMENT OF COMMUNITY INITIATIVES**

TO: Mayor and City Council

FROM: Dennis J. Campa, Director, Department of Community Initiatives

THROUGH: Terry M. Brechtel, City Manager

COPIES: Frances A. Gonzalez, Assistant City Manager; City Attorney's Office; Finance Department; Office of Management & Budget; Office of Cultural Affairs; Asset Management; Carver Development Board; File

SUBJECT: Carver Season of Events, funding and management services contract

DATE: September 23, 2004

SUMMARY AND RECOMMENDATIONS

- A. This ordinance authorizes the execution of 15 professional artistic contracts related to the Carver Community Cultural Center's 2004-2005 season of events, in an amount not to exceed \$163,592. It also authorizes the execution of professional and related technical services agreements, and theater rental agreements as required for the 2004-2005 Carver Season of Events. It also authorizes negotiations with comparable contractors in the event professional artist contracts are cancelled and provides authority to negotiate tentative reservation performance dates through calendar year 2006. It authorizes the transfer of funds allocated from the Community and Visitor Facilities Fund and the Carver Community Cultural Center Trust Fund in the amount of \$203,525 to the Organizational Support Project of the Carver Community Cultural Center's operational budget and approves a personnel complement.
- B. This ordinance authorizes the acceptance of \$41,500 from the Carver Development Board in support of the Carver Community Cultural Center's artistic performance fees and operational costs to the Organizational Support Project.
- C. This ordinance authorizes the execution of a management services contract in the amount of \$55,598 with the Carver Development Board (CDB) for operation of the Carver Community Cultural Center for the term October 1, 2004 through September 30, 2005.
- D. This ordinance establishes a \$1.00 preservation fee to be charged per Carver Community Cultural Carver event ticket that will be used to offset normal wear and tear repair costs of the facility. The ordinance also establishes a Renewal and Replacement Fund for the receipt of Preservation Fees received from ticket sales.

Staff recommends approval of these ordinances.

BACKGROUND INFORMATION

The Carver Development Board (CDB) was established in 1987 as a 501(c)(3) organization to exclusively benefit the Carver Community Cultural Center through the solicitation and acceptance of grant awards, donations and other fundraising activities. The City, in collaboration with the CDB, has a 16-year history of bringing the residents of San Antonio quality cultural performing arts presentations and enriching the community through other arts educational opportunities. The Carver Center resumes hosting events at the historical cultural arts center during the 2004 - 2005 fiscal year, following construction activities in the summer of 2004.

Beginning its 27th season of internationally known performing artists, the Carver Center has planned a total of 21 performance events in music, dance and theatre arts outlined in Attachment A. Two artists will provide two performances and four performances will be paid by the Carver Development Board. Partners collaborating with the Carver include the CDB, Trinity University and the Asia India Society of San Antonio. The partners will pay the artistic fees for four of the performance events. Fourteen performance events are billed as Carver Main Stage and seven performance events will be presented at the Little Carver Civic Center and are billed as the Little Carver Intimate Series. The artistic contract with world-renowned artist Aaron Neville requires additional compensation consideration of \$2,500 only if ticket sales exceed 2,300 seats, and an additional bonus compensation of \$2,500 if ticket sales exceed 2,500 seats. The Carver Main Stage performance events will be held either at the Laurie Auditorium or at the Carver Theatre.

All ticket revenues for performance events are deposited into the Carver Community Cultural Center Trust Fund, excluding funds from the 2004-2005 partners. In addition, all tickets purchased for events at the Carver will include a proposed \$1.00 preservation fee to offset normal wear and tear repair costs of the facility. These funds will be deposited into a Renewal and Replacement Fund and administered by the Department of Community Initiative's Fiscal Section. Carver Season ticket purchases already made were not assessed the preservation fee since the purchase of advance season tickets has already concluded. Renewal and Replacement Fund revenues are projected at approximately \$5,000 a season.

The initial management services contract began July 15, 2002 to foster and promote the dual working relationship between the City and the CDB. The management services contract in the amount of \$55,598 serves to designate responsibilities of both the City and the CDB in the areas of financial, programmatic, advisory support and authority as well as the daily management, maintenance and operation of the Carver. These responsibilities are outlined in Carver Management Services Contract. The Center's personnel complement of seven personnel remains unchanged.

Performance measures for the Fiscal Year 2005 are provided in Attachment B.

POLICY ANALYSIS

This ordinance addresses the core issue of Human Development and is a continuation of existing policy to provide for recreational and cultural events using multiple sources of revenue, to include General Funds.

The management services contract provides that the overall responsibility for management, maintenance and operation of the Carver Center is vested in the Carver Development Board's Executive Committee, which is comprised of the officers of the CDB and two ex-officio members appointed by the Department of Community Initiatives' Director. Actions are implemented through the Executive Director of the Center.

FISCAL IMPACT

Funds for artistic professional services in an amount not to exceed \$163,592 and related technical services for the 04-05 Carver season will be budgeted from the General Fund, the Carver Community Cultural Center Trust Fund account and from the Organizational Support Project, a designated fund for Community and Visitor Facilities Tax transfers and trust funds. Furthermore, authorization is sought to transfer \$154,250 from the budgeted revenue fund accounts of the Community and Visitor Facilities Fund and \$49,275 of Carver Community Cultural Center Trust Funds for a total of \$203,525. The action also accepts a contribution of \$41,500 from the CDB to augment the grant fund, bringing the total authorized budget to a total of \$245,025. All funds will be deposited and managed by the City. Attachment C details revenues and expenditures for the Organizational Support Grant Project.

With the execution of the management services contract, the City agrees to provide \$55,598 to the CDB for the management of the Carver Community Cultural Center. Attachment D outlines the three-year history of fund appropriations and budget for the actions contained above.

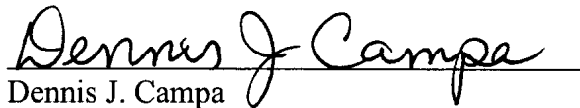
COORDINATION

Coordination of activities has occurred with the City Attorney's Office, Finance Department, Office of Management & Budget, Office of Cultural Affairs, Asset Management, and the Carver Development Board.

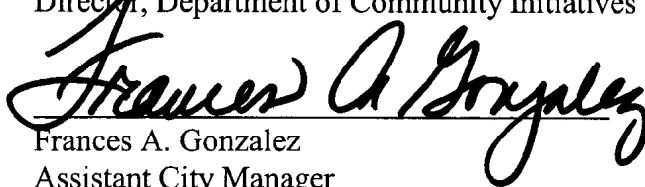
SUPPLEMENTARY COMMENTS

Attachments:

- Attachment A - Schedule of Performance Events
- Attachment B - Carver Performance Measures
- Attachment C - Carver Revenues / Expenditures Flow Chart
- Attachment D - History of Fund Appropriation
- Attachment E - Ethics Disclosure Statements:
 - Required of the Carver Development Board
 - Required of performance artists or their designated representative



Dennis J. Campa
Director, Department of Community Initiatives



Frances A. Gonzalez
Assistant City Manager

Approved:



Terry M. Brechtel
City Manager

ATTACHMENT A*The Carver Main Stage Series (Jazz, Dance, Music & Family)*

The City of San Antonio will sponsor ten of fourteen performing events. The Family Series is a new initiative providing and encouraging families to experience live performances on Saturday afternoons, beginning at 2 PM. The City of San Antonio will support the artistic fee for the performers expensed up to \$154,142. The Carver Development Board, Trinity University and the Asia India Society of San Antonio are collaborating sponsors and will pay the artistic fee of four performing events on the season exceeding \$98,000. Ticket revenues will be deposited with the City of San Antonio excluding the partnerships events with Trinity University and the Carver Development Board. Ticket revenues from the Asia India Society of San Antonio will be deposited at \$2,000 minimum. Total ticket revenues are anticipated at \$129,332.

The 2004-2005 Carver Season of Events includes the following performances:

OCTOBER			
EVENT	DATE	VENUE	DISCIPLINE
<i>Elder Statesmen of Jazz – Special Event sponsored by the Carver Development Board</i>	10/1/04	<i>Laurie Auditorium, Trinity University</i>	<i>JAZZ</i>
<i>Ragamala “From Temple to Theatre” – Special Event sponsored by the Asia India Society</i>	10/9/04	<i>Carver Theatre</i>	<i>DANCE</i>
Jason Moran and Jeri Brown	10/23/04	Carver Theatre	JAZZ
NOVEMBER			
Koresh Dance Company	11/13/04	Carver Theatre	DANCE
JazzReach “Get Hip”	11/20/04	Carver Theatre	FAMILY
DECEMBER			
Aaron Neville	12/4/04	Laurie Auditorium, Trinity University	MUSIC
<i>African American Dance Ensemble “Kwaanza” – Special Event sponsored by the Carver Development Board</i>	12/11/04	<i>Carver Theatre</i>	<i>FAMILY</i>
JANUARY			
Joe McDermott and the Smart Little Creatures “Every Where You Go”	01/29/05	Carver Theatre	FAMILY

ATTACHMENT A

The 2004-2005 Carver Season of Events CONTINUED:

FEBRUARY			
EVENT	DATE	VENUE	DISCIPLINE
Shout Sister Shout – features the Holmes Brothers, Odetta and Marie Knight	02/12/05	Carver Theatre	MUSIC
Rennie Harris Puremovement – <i>features two performance dates</i>	02/25-26/05	Carver Theatre	DANCE
MARCH			
<i>Directions in Music – features Herbie Hancock – Special Event sponsored by the Carver Development Board & Trinity University</i>	03/11/05	<i>Laurie Auditorium, Trinity University</i>	<i>JAZZ</i>
APRIL			
Ethel	04/30/05	Carver Theatre	MUSIC
MAY			
Urban Bush Women	05/06/05	Carver Theatre	DANCE

ATTACHMENT A

The Little Carver Intimate Series

The Little Carver Intimate Series was first introduced to the community in 2002, after the former Porter Memorial Christian Methodist Episcopal Church, built in 1919, was converted and conveyed to the City of San Antonio as the Little Carver Civic Center. For the 2004-2005 season, seven performance events will be held at the Little Carver Civic Center. Six artists have been contracted for the season. The City of San Antonio will support all events in the amount of \$9,450 for artistic fees with anticipated revenues budgeted at \$11,706. All ticket revenues will be deposited with the City of San Antonio.

The 2004-2005 Little Carver Intimate Series includes the following performances:

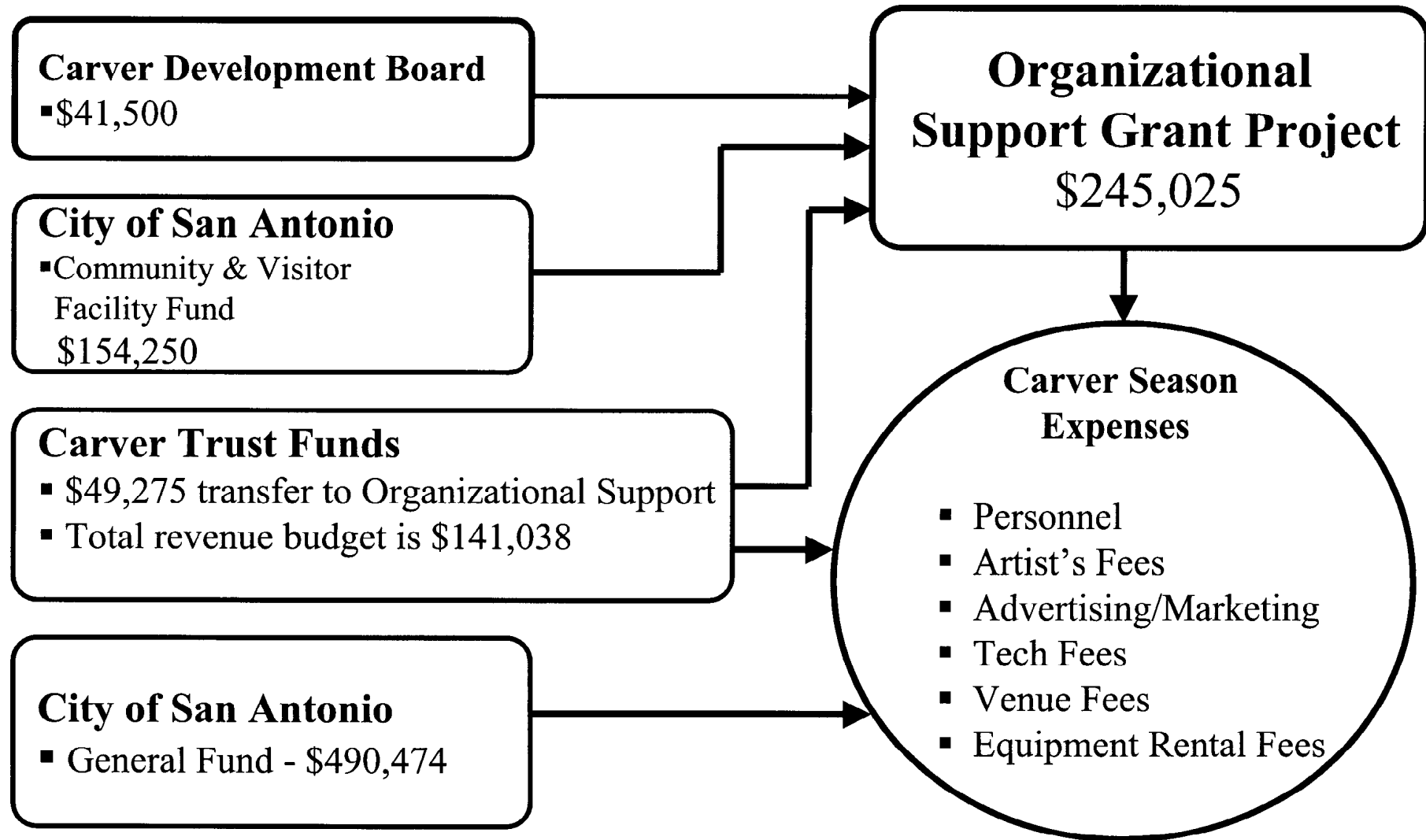
NOVEMBER		
EVENT	DATE	VENUE
Viva Tango Orchestra "Cantos Y Palabras"	11/05/04	Little Carver Civic Center
The Metta Quintet "Going to Meet the Man"	11/19/04	Little Carver Civic Center
DECEMBER		
E Muzeki	12/10/04	Little Carver Civic Center
APRIL		
The Avanti Quartet "A Classical Twenty-Something"	4/01/05	Little Carver Civic Center
Fathers and Sons	4/15/05	Little Carver Civic Center
MAY		
Ruby Nelda Perez "Dona Rosita's Jalapeño Kitchen" – <i>features two performance dates</i>	5/13-14/05	Little Carver Civic Center

ATTACHMENT B

The Carver performance measures are reflected in the table below:

Accountability Measures	Actual	Actual	Proposed
	FY 02/03	FY 03/04	FY 04/05
No. of Carver Season Events	14	9	11
No. of Intimate Series Events	4	7	7
No. of Youth Matinees	12	8	8
Season Event Attendance	5,817	7,217	6,271
Intimate Series Attendance	480	756	1,190
Youth Matinee Attendance	4,728	6,422	4,680

Carver Community Cultural Center Season Revenues and Expenditures for FY 2004-2005



ATTACHMENT D

A. The authorization to transfer from the budgeted revenue fund accounts (Hotel/Motel and Carver Trust) in the amount of \$203,525, managed by the City, will be deposited and managed in a grant, known as the Organizational Support Project.

The following information provides a three-year history of funds appropriated for artistic fees.

Artist's Fee Expenditures	Actual FY 02/03	Actual FY 03/04	Proposed FY 04/05
General Fund	\$150,000.00	\$150,000.00	\$150,000.00
Organizational Support Project	-0-	-0-	-0-
Carver Trust Fund Account	32,680.00	28,500.00	13,592.00
Total	\$182,680.00	\$178,500.00	\$163,592.00

B. The action to accept the financial contributions from the Carver Development Board in the amount of \$41,500 does not impact the General Fund. The authorized budget for the Organizational Support Project managed by the City is proposed at \$245,025. This grant project authorizes seven full-time staff positions, currently five are filled.

The following information provides a three-year history of funds appropriated for the Organizational Support Project.

Organizational Support Project	Actual FY 02/03	Actual FY 03/04	Proposed FY 04/05
Revenue Accounts			
Hotel / Motel Tax Fund	\$154,250.00	\$154,250.00	\$154,250.00
Carver Cultural Center Endowment	20,000.00	-0-	-0-
Carver Cultural Center Trust Fund	63,148.00	40,589.00	49,275.00
Sub-Total	\$237,398.00	\$ 194,839.00	\$ 203,525.00
Carver Development Board (CDB)	-0-	41,000.00	41,500.00
Total	\$237,398.00	\$235,839.00	\$245,025.00

C. With the execution of the management services contract, the City agrees to provide \$55,598.00 to the CDB for the management of the Carver Community Cultural Center, as budgeted from Fees to Professional Contractors from the Carver's General Fund.

The following information provides a two-year history of funds appropriated for the Management Services Contract, as well as proposed funding for FY 2004-2005.

Management Services Contract	Actual FY 02/03	Actual FY 03/04	Proposed FY 04/05
Fees to Professional Services-CDB	\$52,728.00	\$55,598.00	\$55,598.00

**CITY OF SAN ANTONIO
DEPARTMENT OF COMMUNITY INITIATIVES**

CARVER COMMUNITY CULTURAL CENTER

ETHICS DISCLOSURE STATEMENTS

**Carver Development Board
Carver Season Performing Artist's**