



City of Lawrence

CITY MANAGER'S OFFICE

DAVID L. CORLISS
CITY MANAGER

City Offices
PO Box 708 66044-0708
www.lawrenceks.org

6 East 6th St
785-832-3000
FAX 785-832-3405

CITY COMMISSION

MAYOR
ARON E. CROMWELL

COMMISSIONERS
ROBERT J. SCHUMM
MICHAEL DEVER
HUGH CARTER
MIKE AMYX

November 9, 2011

Susan Tate, Executive Director
Lawrence Arts Center
940 New Hampshire
Lawrence, KS 66044

Re: Letter of Agreement about Final Fridays Support

Dear Ms. Tate:

As you are aware, the Lawrence Cultural Arts Commission wishes to assist the furtherance of the Final Fridays events in downtown Lawrence by assisting with a financial contribution toward the operational coordination of these events. At its September 2011 meeting the Cultural Arts Commission voted to support this effort at a level of \$300 monthly, for a one year period, for a total of \$3,600.

Please consider this to be a letter of agreement between the City of Lawrence and the Lawrence Arts Center regarding how these funds will be provided to the Arts Center and their use. The City will remit a check in the amount of \$3,600, representing \$300 monthly for the time frame September 2011 through September 2012. During this time, the Lawrence Arts Center will provide the staff person to provide the coordination for Final Fridays. Should Final Fridays be discontinued during this time period, the Lawrence Arts Center agrees to return any unutilized funds at a rate of \$300 for each month an event is not held. If you are in agreement with these terms, please sign one of the letters and return a signed copy to me, retaining one for your records.

The City appreciates the Lawrence Arts Center taking a lead in this coordination effort and the City fully supports the continuation and growth of this exciting event! Should you need to contact me, I can be reached at 832-3413 or dstoddard@lawrenceks.org.

Sincerely,

Diane Stoddard
Assistant City Manager
Staff Liaison to the Lawrence Cultural Arts Commission

c: Lawrence Cultural Arts Commission



Acknowledged by the Lawrence Arts Center

Susan Tate, Executive Director

Date