



# TOWN OF FAIRFAX

## STAFF REPORT

### June 4, 2014

**TO:** Mayor and Town Council

**FROM:** Maria Baird, Community Resources Coordinator *MB*

**SUBJECT:** Approval of two-month extension for the current Artist-in-Residence term

---

#### **RECOMMENDATION**

Authorize the Town Manager to extend the term with the current Artist-in-Residence, Matt Tasley, an additional two months, until August 30, 2014.

#### **DISCUSSION**

The Town Council appointed the current Artist-in-Residence on June 10, 2013. The standard term for the Artist-in-Residence is one year beginning on July 1, 2013 and ending June 30, 2014. However, by the time the previous artists cleared their materials from the Pavilion loft, Mr. Tasley did not begin serving in the capacity of Artist-in-Residence until mid-August of 2013.

Based on these circumstances, the Parks & Recreation Commission (PARC) suggested that the term be extended beyond June 30<sup>th</sup> of this year for two months so that the artist could have a full year term.

The revised selection schedule is that staff will issue a Request For Proposal (RFP) for a new Artist-in-Residence on July 1<sup>st</sup>. The position will be advertised for 30 days. Staff will advertise on the Town & FOCAS website, bulletin boards, and artists trade publications. Per Council policy, if more than three applications are received, PARC will recommend the top three candidates for the Town Council to interview. The Council will interview all the candidates if 3 or fewer applications are received. In any case, PARC will provide input regarding selection criteria and the strengths and weaknesses of each applicant to be interviewed by the Town Council. Ideally, the applicant will be appointed to the position of Artist-in-Residence at the September 3, 2014 Town Council meeting.

#### **FISCAL IMPACT**

None. The annual stipend for the Artist-in-Residence remains \$400, which is itemized in the Parks & Recreation budget.