

MEMORANDUM

To: City of Seguin Mayor and Council

From: Jack Jones, Director of Parks & Recreation

Through: Rick Cortes, Assistant City Manager

Subject: Resolution of the City Council of Seguin, Texas authorizing the City Manager to execute an Amendment to License Agreement between the City of Seguin and the Wilson Pottery Foundation for housing the Wilson Pottery exhibits at the Sebastopol House at no charge.

Date: June 26, 2018

In April of 2016, City staff met with representatives of the Wilson Pottery Foundation to go over the attached document outlining the Wilson Pottery Foundation's contributions to the City of Seguin, and to discuss their request to reduce contracted monthly payments to the City. In August of 2016, City Council approved a 50% reduction in their payments from \$850 to \$425 monthly effective October 1, 2016.

On May 14, 2018, City staff received an email from Joe Reid, Interim President of the Wilson Pottery Foundation, regarding their delinquency in payments for the City housing Wilson Pottery exhibits. The email referenced the challenge to operate an institution that is not self-sustaining. As such, staff recommends no longer charging the Wilson Pottery Foundation for hosting their exhibits effective July 1, 2018. Overall, the Wilson Pottery exhibits have become incorporated as part of the Sebastopol House tours. Even though the exhibits are not original to the house, the Historic Site Guide Charles Mead weaves the exhibits into his guided tours in discussing the overall history of Seguin. There are many visitors to the Sebastopol House just wanting to see the Wilson Pottery exhibits, especially during the City's Pecan Fest Heritage Days in October. There is no cost to the City for housing the exhibits.

The Wilson Pottery Foundation will still be required to carry comprehensive general (public) liability insurance or its equivalent, with minimum combined single limits of \$500,000 per person, \$1,000,000 per occurrence, \$1,000,000 products/completed operations aggregate, and \$1,000,000 general aggregate per occurrence. The City of Seguin will be an additional insured on the policy.

Staff recommends approval of a resolution authorizing the City Manager to execute an Amendment to License Agreement between the City of Seguin and the Wilson Pottery Foundation for housing the Wilson Pottery exhibits at no charge.