



Legislation Details (With Text)

**File #:** 17-853      **Version:** 1      **Name:**

**Type:** Motion      **Status:** Passed

**File created:** 5/24/2017      **In control:** City Council

**On agenda:** 6/6/2017      **Final action:** 6/6/2017

**Title:** Consider Proposal for Analysis of the Northfield Community Resource Center (NCRC) with AEM Financial Solutions.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. 1 - AEM Proposal Northfield City of NCRC Analysis, 2. 2 - NCRC Management Service Agreement April 2014, 3. 3 - 2016\_12\_06 NCRC Management Service Agreement Extension

Date	Ver.	Action By	Action	Result
6/6/2017	1	City Council	approve	Pass

**City Council Meeting Date:** June 6, 2017

**To:** Mayor and City Council

**From:** Ben Martig, City Administrator

Consider Proposal for Analysis of the Northfield Community Resource Center (NCRC) with AEM Financial Solutions.

**Action Requested:**

The Northfield City Council approve the Proposal for Analysis of NCRC with AEM Financial Solutions and direct inclusion of the final cost in a future budget amendment Resolution.

\* Please note a future budget amendment requires 2/3 majority approval by City Council and this action will obligate the City to this expenditure. Therefore, staff is suggesting that this item must be passed by 2/3 majority approval.

**Summary Report:**

See attached proposed financial analysis of the Northfield Community Resource Center. The proposed study will complete a financial analysis in preparation of the new management agreement review. There has been former financial studies completed but there is a need for an internal review and update in preparation of this new agreement.

The designated representatives of the Northfield Community Resource Center have reviewed this proposal and are unanimously supportive of this analysis to be completed.

**Alternative Options:**

None recommended. We do not have internal staff capacity to complete this analysis and the information is

necessary due diligence. There could be other proposals sought but AEM is also doing other financial assistance for the City and is in a good position to complete this analysis in a timely and thorough manner.

**Financial Impacts:**

There was \$132,099.89 in “unreserved fund balance” dedicated from Fund 211 as of 4-11-17 according to former Finance Director Lammers. The study will be funded from this reserve.

**Tentative Timelines:**

See attached proposal. No further official timelines outside of the contract have been prepared at this time.