



Legislation Text

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**File #:** 17-1100, **Version:** 1

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**City Council Meeting Date:** November 14, 2017

**To:** Mayor and City Council

**From:** Ben Martig, City Administrator

Consider Approval of the Northfield Convention & Visitors Bureau 2018 Budget.

**Action Requested:**

The Northfield City Council approves the 2018 Northfield Convention & Visitors Bureau Budget.

**Summary Report:**

The Convention & Visitors Bureau (CVB) and Chamber of Commerce Board of Director's approved the attached recommended 2018 CVB budget. Lisa Peterson, Director of Tourism for the CVB, presented the proposed 2018 budget along with a summary of activities to the Council at their October 3<sup>rd</sup> Council meeting.

The City contracts with the Chamber of Commerce for services related to providing CVB duties as outlined in the contract. Section IIIC. of the attached agreement requires Council approval of the budget.

**Alternative Options:**

Remove from the agenda for clarification for the proposed budget.

The Council does have the authority to modify as they may deem appropriate according to the contract Section IIIC. Staff is not suggesting any revisions.

**Financial Impacts:**

The attached 2018 budget illustrates the total revenues and expenditures proposed. Revenues are generated by a City imposed three percent tax on lodging in Northfield for the purpose of marketing and promoting the City as a tourist and convention center. The authority to tax for this purpose is provided to all cities in Minnesota via Minnesota Statutes.

The City collects 100% of the tax then distributes to the CVB 95% of the revenue collected. The 5% retained by the City is for administrative purposes.

**Tentative Timelines:**

The authorization will grant the Convention & Visitors Bureau budget.