



Legislation Text

File #: 17-1143, **Version:** 1

City Council Meeting Date: December 5, 2017

To: Mayor and City Council

From: Ben Martig, City Administrator

Consider Approval of Northfield Historical Society Contract.

Action Requested:

The Northfield City Council approves a three-year contract with the Northfield Historical Society at \$29,000 per year.

Summary Report:

The City Council made a motion at the November 21 meeting to fund the Northfield Historical Society at \$29,000 per year. Staff had requested the item be postponed to allow for an amendment to the service contract. The Council approved a motion to postpone to December 5. Staff has added an amended contract at \$29,000 per year and added an additional general service clause "Continue to provide the community with engaging programs and exhibits that serves the local population and encourages a broader appreciation of the town and its history." No additional specific service provisions were added after a review.

Cathy Osterman, Northfield Historical Society, provided a presentation on the Northfield Historical Society activities at the September 19, 2017 City Council meeting. The current contract for services with the Northfield Historical Society is attached. The existing contract expires on December 31, 2017. Staff has met with Ms. Osterman and discussed work plans and the proposals presented. Staff has worked on the scope of services with a focus on City projects and getting the old City of Northfield minute books and one-of-a-kind handwritten City documents digitized, transcribed and preserved.

Financial Impacts:

The current 2018 and 2019 budget has \$25,800 included for funding the Northfield Historical Society. If approved, staff will increase the budget for the Northfield Historical Society by \$3,200 for 2018 and 2019 and make an offsetting expense reduction within the "General Government" of the General Fund for each year. No amendment will be necessary within the proposed budget by keeping the amendments within this area and offsetting.

The funding dating back to 2014 is as follows:

- 2014 - \$19,656
- 2015-2017 - \$25,792/year

Alternative Options:

The Northfield Historical Society's presentation on September 19, 2017 included requested funding for 2018-

2020 (3-year contract) options as follows:

- Proposal A = \$29,000 per year
- Proposal B = \$45,000 per year

Staff had previously provided an option recommending \$25,800 which would be an alternative and provided as an attachment.

Tentative Timelines:

The current contract for services expires on December 31, 2017.