



# City of Norman, OK

Municipal Building Council  
Chambers  
201 West Gray Street  
Norman, OK 73069

## Master

**File Number: K-1314-29**

**File ID:** K-1314-29

**Type:** Contract

**Status:** Consent Item

**Version:** 1

**Reference:** Item No. 21

**In Control:** City Council

**Department:** Legal Department

**Cost:** \$30,870.00

**File Created:** 08/15/2013

**File Name:** Contract with Historical Museum

**Final Action:**

**Title:** CONTRACT NO. K-1314-29: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND NORMAN AND CLEVELAND COUNTY HISTORICAL SOCIETY IN THE AMOUNT OF \$30,870 FOR THE PURPOSE OF OPERATION OF THE CITY AND COUNTY HISTORICAL MUSEUM.

**Notes:** ACTION NEEDED: Motion to approve or reject Contract No. K-1314-29 with Norman and Cleveland County Historical Society in the amount of \$30,870; and, if approved, authorize the execution thereof.

ACTION TAKEN: \_\_\_\_\_

**Agenda Date:** 08/27/2013

**Agenda Number:** 21

**Attachments:** Text File Historical House, Fund Disbursement  
Agreement K-1314-29, Historical Society Report to  
Finance Committee 2-20-13

**Project Manager:** Leah Messner, Assistant City Attorney

**Entered by:** denise.johnson@normanok.gov

**Effective Date:**

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

### Text of Legislative File K-1314-29

Body

**BACKGROUND:** During the budgeting process a number of requests for funding assistance from nonprofit agencies are specifically reviewed, discussed and approved by Council. Pursuant to those discussions, funding agreements were prepared and submitted to the various agencies for their execution. One of those agencies is the Norman and Cleveland County Historical Society. Their funding agreement is now returned to Council for its approval.

**DESCRIPTION:** The agreement which comes before Council at this time is the same basic form agreement for all agencies. The agreement is specific in that it lists the services which the agency is to perform. Highlights of the funding agreement include a reporting procedure by the agency to the Council of expenditures of the funds. These records shall be made available for review within ten days by the Norman/Cleveland County Historical Society upon request by the City of Norman. The Society is also required to keep all City funds in a separate bank account from any other funds collected by the Society. There is a requirement in

each agreement that a representative of the City be allowed to serve as an *ex officio* member of the board of the organization if the City so desires. The agreement also provides for cancellation by either party and specifically provides for cancellation and return of any unexpended funds should the agency fail to use the funds for the purpose for which they are intended or should the agency be dissolved or cease to exist any time during the contract period.

In addition, the agreement automatically renews annually upon Council's review as a part of next year's budget subject to and contingent upon the availability of funds to fund this agreement, should the agency submit another request for funding. Funding for this year's contract is budgeted in Contributions -Organizations (account 010-7082-451.47-41).

**RECOMMENDATION:** Based upon the above, it is Staff's recommendation that the funding agreement with the Norman and Cleveland County Historical Society be approved. Should you have any questions or comments, please let me know.