



# **Service Agreement for the Corpus Christi Museum of Science and History**



City Council Meeting  
December 6, 2022



# Background

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- Prior to September 2012, the Museum was a City Department
  - Since September 1, 2012, the Museum has been managed by an outside contractor
  - Management Company operates all aspects of the Museum including maintaining certification and accreditations
  - City owns Land, Building, and Collections
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# Background Continued

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- August 28, 2018: Five-year service agreement approved by City Council and awarded to Friends of Museum of Science and History
  - September 30, 2023: Current Management Agreement Expires
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# Friends of the Museum of Science and History

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- Texas Nonprofit Corporation formed in 1974
  - Supports the Corpus Christi Museum of Science and History
  - Committed to minimizing financial burden on City's General Fund with objective of maintaining the history- and science-oriented mission of the Museum
  - Committed to improving the museum experience with innovation and enhancements by offering diverse event activity to area residents and visitors
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# Friends of the Museum of Science and History Responsibilities

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- Friends of the Museum of Science and History are responsible for:
    - Daily operations and management
    - Marketing
    - Professional promotion and marketing efforts
    - Service-oriented guest and tenant services
    - Premium food and beverage services
    - Timely repairs and maintenance
    - Cleaning of building, equipment, and grounds
    - Positive, safe, and a secure Museum for both patrons and employees
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# Contract Value



## Proposed Service Agreement

Fiscal Years	FY 2024	FY 2025	FY 2026	Three Year Total
Management Fee	\$500,000	\$500,000	\$500,000	<b>\$1,500,000</b>
HOT Funds (for advertising)*	Up to \$50,000	Up to \$50,000	Up to \$50,000	<b>Up to \$150,000</b>
Museum Generated Revenues (Incentive Fee)**	TBD	TBD	TBD	<b>TBD</b>
<b>Total From HOT Fund</b>	<b>Up to \$550,000</b>	<b>Up to \$550,000</b>	<b>Up to \$550,000</b>	<b>Up to \$1,650,000</b>

\*Contractor will receive reimbursement up to \$50,000 in HOT Funds for advertising per fiscal year

\*\*Museum generated revenues will constitute the contractor's incentive fee



# Recommendation



- Staff recommends three-year agreement with Friends of the Museum of Science and History
  - Proposed Term: Effective October 1, 2023, and expire on September 30, 2026
  - Helps with executive recruitment and hiring of new Executive Director
    - Executive Director position is vacant as of November 10, 2022
    - Most recent Interim Executive Director had been in the position since the summer of 2022 (previous Executive Director was voted out by the Museum of Science and History Board)
    - Currently, Catrina Wilson is the Interim Chief Executive Officer/President



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# Questions

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