City of Brisbane
Staff Report

TO: City Council via City Manager

From: Maria Saguisag-Sid
Principal Analyst

Subject: Review of Final Draft of 50th Anniversary History Book

Date: Meeting of April 15, 2013

Purpose: Provide Council with final draft of 50th Anniversary History Book and provide direction for next steps.

Recommendation: Accept final draft for review. Authorize staff to pursue publication of 1,000 color copies and authorize an additional $27,000 budget.

Background: In 2010, Council formed a history subcommittee. Council had previously approved the creation of Brisbane, City of Stars, The First Twenty Five Years: 1961-1986. This new subcommittee was tasked with initiating the collection of history for the next 25 years, 1987-2011, to commemorate the 50th anniversary of the City's incorporation. After an RFP process, History Associates Incorporate was chosen as the consultant to assist with the creation of the history book.

During 2011-2012, Adrian Kinnane, Historian from History Associates, worked with the history subcommittee to determine a list of topics as well as identify candidates to be interviewed. After the list of topics was finalized Mr. Kinnane proceeded to provide a general chapter outline along with suggested sidebar topics and possible images. With the subcommittee's approval, Mr. Kinnane interviewed approximately 50 community members and staff to cover over 85 various topics, as well as researched information within the City's archive collection and records. Mr. Kinnane proceeded to write the history book and provide draft copies to the subcommittee for review as chapters were completed. The subcommittee provided much feedback to assist Mr. Kinnane in revising the chapters to the subcommittee's approval, and as chapters became finalized, collected various images to include within the book.

Discussion: The subcommittee has completed their review and submittal of their final edits for the history book. The 50th anniversary history book is now in final draft form which is being provided to the whole Council tonight for a final review. Staff is requesting the Council read the chapters, images and sidebars to complete the review process. Upon final approval from the Council, the history book will be ready for a last proofreading and can then move to the design and publication phase.

Fiscal Impact: Staff received an initial proposal to design and publish the history book in December 2012. At that time the estimate was in the range of $32,000 to print 1000 copies. Staff will pursue a final proposal with City Council's direction to move forward. There is currently $5000 still available in the current history book project budget that can be applied towards publication cost. If the Council authorizes publication of 1000 color copies of the history book, an additional $27,000 will be needed to fund the completion of the project.

Measure of Success: Does the 50th Anniversary History Book provide detailed information about the City of Brisbane's past?

Attachments: Final draft of 50th Anniversary History Book including chapters 1-7, image tables, sidebars and council history.

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City Manager