



AGENDA MEMORANDUM

Future Item for the City Council Meeting of 11/17/15

Action Item for the City Council Meeting of 12/8/15

DATE: October 26, 2015

TO: Ronald L. Olson, City Manager

FROM: Yasmine Chapman, Director of Human Resources
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361.826.3315

Interlocal Agreement with Del Mar College for training services and facilities use.

CAPTION:

Resolution authorizing the City Manager, or his designee, to execute an Interlocal Agreement with Del Mar College for the training of City Employees and for the use of Del Mar training facilities.

PURPOSE:

The Interlocal Agreement allows the City of Corpus Christi Learning and Development to collaborate with Del Mar College to deliver learning and development courses, including the City Champions' Customer Service Program.

BACKGROUND AND FINDINGS:

For several years, the City of Corpus Christi and Del Mar College have annually executed two documents: the Memorandum of Agreement, which provided for the development and provision of classroom training; and a Training and Development Agreement which provided training fees for the use of Del Mar instructors and facilities. As we prepared to renew these agreements for FY'16, the Legal Department recommended creating an Interlocal Agreement consolidating the two agreements into one document.

The City of Corpus Christi utilizes instructors from Del Mar College to administer the City Champions Customer Service Training, the Management Academy classroom training, Cultural Intelligence training, and other learning and development activities, as appropriate. Del Mar is used to credential our in-house supervisory and management academy programs. The college provides access to their facilities at no cost, including sessions provided at the Del Mar College Center for Economic Development, however, there may be a fee for use of their facilities for other activities, such as hosting public meetings. This Interlocal Agreement will allow us to provide accredited coursework, expand our learning and development activities for employees, as well as develop and deliver continuous customer service training through the City Champions Program. The anticipated expenses for the services and facility use will not exceed the FY 2016 budgeted amount of \$65,350.

ALTERNATIVES:

We do not have an alternate selected for this purpose

OTHER CONSIDERATIONS:

None

CONFORMITY TO CITY POLICY:

None

EMERGENCY / NON-EMERGENCY:

None

DEPARTMENTAL CLEARANCES:

None

FINANCIAL IMPACT:

X Operating Revenue Capital Not applicable

Fiscal Year: 2015-2016	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS	
Line Item Budget		\$130,000		\$130,000	
Encumbered / Expended Amount					
This item		\$65,350		\$65,350	
BALANCE		\$64,650		\$64,650	

Fund(s): General Fund

Comments: none

RECOMMENDATION:

We recommend the approval of this agreement.

LIST OF SUPPORTING DOCUMENTS:

Resolution – Del Mar College
Interlocal Agreement