



AGENDA MEMORANDUM

Future Item for the City Council Meeting of May 22, 2018
Action Item for the City Council Meeting of June 12, 2018

DATE: May 3, 2018
TO: Keith Selman, Interim City Manager
FROM: Tom Tagliabue, Director, Intergovernmental Relations
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Authorize execution of an agreement with the United Corpus Christi Chamber of Commerce to support the South Texas Military Facilities Task Force

CAPTION:

Motion to authorize execution of an agreement with the United Corpus Christi Chamber of Commerce to support the operations, activities, and tasks of the South Texas Military Facilities Task Force during Fiscal Year 2018 not to exceed \$75,000.

PURPOSE:

The agreement will give structure and direction to the Board of Directors, Executive Committee and staff of the South Texas Military Facilities Task Force for its dealings with the City of Corpus Christi.

BACKGROUND AND FINDINGS:

The City of Corpus Christi contributes \$75,000 per year to the United Corpus Christi Chamber of Commerce (Chamber) for the operations, activities and tasks of the South Texas Military Facilities Task Force (Task Force). The Task Force is a committee of the Chamber whose purpose is to protect the military missions of Naval Air Station Corpus Christi, the Corpus Christi Army Depot and the various tenant commands at NASCC as well as the missions of the U.S. Coast Guard Sector Office, which recently moved to the Valent Building at the Corpus Christi International Airport.

The City and Chamber/Task Force have never had an agreement outlining the responsibilities in consideration for the City's financial contribution. Other governmental partners, such as Nueces County and the Port of Corpus Christi have similar agreements. The agreement includes three requirements in Appendix A.

1. Requirement for the Task Force to revise its by-laws. The by-laws of the Task Force have not been updated since its inception and do not currently reflect the

makeup or operations of the Chamber and Task Force.

2. Requirement to adopt an annual budget. The Task Force has not previously formally adopted a budget detailing its revenues and expenditures.
3. Prohibit the Task Force from adopting policies, initiatives or actions in conflict with the Chamber or any member governmental units. This is a provision in the draft by-laws. The Task Force as a Chamber committee should not adopt positions or take actions in conflict with its parent organization and funding governmental partners, like the City, County, Port, or Regional Transportation Authority.

In addition to basic operational responsibilities, the agreement requires the Task Force to provide semi-annual reports to the City detailing its activities of its performance and a detailed accounting of expenditure of City funds.

On May 1 the City received its invoice for Fiscal Year 2018 (October 1, 2017 through September 30, 2018). Funding was appropriated to Intergovernmental Relations Department and is being processed for payment.

ALTERNATIVES:

1. Do not approve the agreement.
2. Amend the agreement.

EMERGENCY / NON-EMERGENCY: Non-emergency

DEPARTMENTAL CLEARANCES:

Legal – City Attorney
Finance
Budget
City Manager

FINANCIAL IMPACT:

X Operating ☐ Revenue ☐ Capital ☐ Not applicable

Fiscal Year: 2017-2018	Current Year	Future Years	TOTALS
Line Item Budget	\$111,996		\$111,996
Encumbered / Expended Amount	\$29,574		\$29,574
This item	\$75,000		\$75,000
BALANCE	\$7,422		\$7,422

Fund(s): General Fund

Comments:

RECOMMENDATION:

Staff recommends adoption of the agreement.

LIST OF SUPPORTING DOCUMENTS:

Draft agreement