

CITY OF EL PASO, TEXAS
AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM

DEPARTMENT: Library

AGENDA DATE: 11-11--08 City Council Meeting – Consent Agenda

CONTACT PERSON/PHONE: CAROL BREY-CASIANO (543-5406)

DISTRICT(S) AFFECTED: Citywide

SUBJECT: Resolution

APPROVE a resolution / ordinance / lease to do what? **OR AUTHORIZE** the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.

That the City Manager be authorized to sign an inter local agreement by and between the City of El Paso and Institute of Policy and Economic Development at UTEP for a project known as Needs Assessment for the El Paso Public Library, with no City funds to be used for the needs assessment.

BACKGROUND / DISCUSSION:

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?

Students of the Institute of Policy and Economic Development (IPED) at UTEP in the Master of Public Administration Capstone seminar in the Fall 2008 semester will work with the El Paso Public Library to conduct a needs assessment. The students will utilize valid research methods to assess the Library's current community impact, the fulfillment of needs of its users, and the characteristics of its nonusers. A presentation will be made to City and Library staff upon completion of the project.

PRIOR COUNCIL ACTION:

Has the Council previously considered this item or a closely related one?

No.

AMOUNT AND SOURCE OF FUNDING:

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

The \$5,000 cost of the project is being covered by private source funding.

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

N/A

*****REQUIRED AUTHORIZATION*****

LEGAL: (if required) _____ **FINANCE:** (if required) _____

DEPARTMENT HEAD: Carol A. Brey-Casiano
(Example: if RCA is initiated by Purchasing, client department should sign also)
Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA:

CITY MANAGER: [Signature]

DATE: 10/31/08

CITY CLERK DEPT.

08 OCT 31 PM 1:58

RESOLUTION

BE IT RESOLVED BY CITY COUNCIL OF THE CITY OF EL PASO:

That the City Manager be authorized to sign an inter local agreement by and between the CITY OF EL PASO and INSTITUTE OF POLICY AND ECONOMIC DEVELOPMENT AT UTEP/ UNIVERSITY COLLEGE for a project known as NEEDS ASSESSMENT FOR THE EL PASO PUBLIC LIBRARY, with no City funds to be used for the needs assessment.

ADOPTED this _____ day of _____, 2008.

THE CITY OF EL PASO

John F. Cook, Mayor

ATTEST:

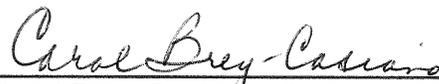
Richarda Duffy Momsen
City Clerk

APPROVED AS TO FORM:



Mark Shoosmith
Assistant City Attorney

APPROVED AS TO CONTENT:



Carol Brey-Casiado, EPPL Director

CITY CLERK DEPT.

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October 1, 2008

Letter of Agreement between the Institute for Policy and Economic Development (IPED) at UTEP/ University College and the El Paso Public Libraries (EPPL)

The Institute for Policy and Economic Development (IPED)/ University College agrees that the students in the Master of Public Administration Capstone seminar (PAD5367) in the fall 2008 semester will work with the El Paso Public Libraries (EPPL) to conduct a needs assessment for the EPPL located in El Paso, Texas. The participants in the Capstone seminar, as part of their course assignment, will utilize valid research methods to assess EPPL's current community impact, the fulfillment of needs of its users, and the characteristics of its nonusers.

The deliverables will consist of a comprehensive needs assessment report and a power point presentation. Specific terms of the agreement:

1. The liaisons for the El Paso Public Libraries will be Carol Brey-Casiano, Director, Jack Galindo and Jackie Franco. The UTEP faculty member for the class will be Dr. Elizabeth Dalton. The IPED MPA Capstone class liaison will be Rosalinda Natividad.
2. At the beginning of the semester there will be a collective scoping session with capstone seminar students, faculty members, and EPPL liaisons. EPPL staff will be available for consecutive meetings to address Capstone class member questions if required.
3. The El Paso Public Libraries agrees to provide any publically available data, respond to specific requests for information as indicated in the project summary, and provide access to past surveys of library patrons conducted by EPPL staff.
4. The research project will be presented to EPPL at a staff presentation. The deliverables will be transmitted to the client on or before December 10, 2008.

IPED will receive payment in the amount of \$5,000 for the services outlined in this agreement.



Dennis L. Soden, Ph.D.
Dean, University College

See Signature Page

Carol Brey-Casiano
EPPL Director

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SIGNATURE PAGE

Letter of Agreement

Institute for Policy and Economic Development (IPED) at UTEP

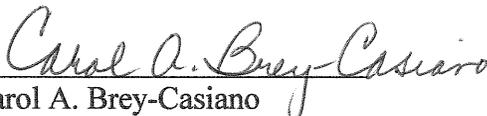
CITY OF EL PASO

Joyce A. Wilson
City Manager

ATTEST:

Richarda Duffy Momsen
City Clerk

APPROVED AS TO CONTENT:


Carol A. Brey-Casiano
Director of Libraries

APPROVED AS TO FORM:


Mark Shoosmith
Assistant City Attorney

Signature UTEP