

TO: Council
Mayor Kneeland

FROM: Abby Cochran
Human Resources Director

DATE: March 11, 2016

SUBJECT: Human Resources Council Report for March 14, 2016

Action Item #1 – Ordinance – Memorandum of Agreement with MORPC

We are respectfully requesting legislation to authorize the Mayor to sign a Memorandum of Agreement with Mid-Ohio Regional Planning Commission (MORPC). The agreement allows the City to partner with them to recruit qualified interns interested in pursuing a career in government.

Three departments have identified a need for internship work for the summer of 2016 (May 16-August 19, 2016): Parks and Recreation (one intern for marketing and one for construction management), Information Technology (GIS) and Public Service (Engineering).

The City is responsible for a \$600 fee per student sourced and for the cost of the interns' wages. No waiver or emergency is requested.

Action Item #2 – Motion Resolution – Transfer of Funds

We are respectfully requesting a motion resolution authorizing a transfer of funds in the amount of \$19,029 to fund the MORPC internship program. The funds would be transferred from 101.355.5105 to the accounts listed below:

Fund	Amount
101.145.5249	\$ 600.00
101.355.5249	\$ 600.00
101.431.5249	\$ 1,200.00
101.145.5114	\$ 4,049.00
101.145.5131	\$ 570.00
101.145.5132	\$ 85.00
101.145.5138	\$ 60.00
101.355.5114	\$ 3,360.00

Fund	Amount
101.355.5131	\$ 475.00
101.355.5132	\$ 70.00
101.355.5138	\$ 50.00
101.431.5114	\$ 6,720.00
101.431.5131	\$ 950.00
101.431.5132	\$ 140.00
101.431.5138	\$ 100.00