



City of Columbia

701 East Broadway, Columbia, Missouri 65201

Department Source: City Manager

To: City Council

From: City Manager & Staff

Council Meeting Date: March 5, 2018

Re: Authorizing a Cooperative Agreement with Community Foundation of Central Missouri for Office Support Services

Executive Summary

A resolution has been prepared to authorize a cooperative agreement with the Community Foundation of Central Missouri for administrative and office support services.

Discussion

In November of 2009, the City Council received a report from the New Century Fund and directed the City Manager to return to Council with an appropriation to hire a staff person to assist with the formation of a community foundation and administer the Columbia Trust. Since that time, the City has created the position of Trust Administrator which provides services to the Community Foundation of Central Missouri together with management of several public funds owned and managed by the City.

Because the Community Foundation of Central Missouri (CFCM) has now been established as a private organization and the City continues to provide office support to the CFCM, it is necessary to formalize the relationship with a written agreement which sets forth the services received by the City in exchange for the expenditure of funds. The agreement also provides for the CFCM to reimburse the City for a portion of the expenses and requires CFCM to provide an annual report of its activities. The payment from CFCM in FY 2018 is the equivalent of \$20,000 and that amount will increase by 5% per year during subsequent contract years.

Fiscal Impact

Short-Term Impact: The City of Columbia shall receive approximately \$20,000 in FY 2018 from CFCM for office support services.

Long-Term Impact: Beginning in FY 2019, CFCM's annual reimbursement to the City of Columbia for office support services will increase by 5% per year.

Strategic & Comprehensive Plan Impact

[Strategic Plan Impacts:](#)

Primary Impact: Social Equity, Secondary Impact: Operational Excellence, Tertiary Impact: Economy

[Comprehensive Plan Impacts:](#)

Primary Impact: Inter-Governmental Cooperation, Secondary Impact: Not applicable, Tertiary Impact: Not Applicable



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Legislative History

Date	Action
12-07-2009	B350-09: Established the Trust Specialist position in the Office of Neighborhood Services.
08-07-2017	B216-17: Accepting donated funds from the Community Foundation of Central Missouri to supplement the funding for the trust specialist position.

Suggested Council Action

Adoption of the resolution to authorize a cooperative agreement with Community Foundation of Central Missouri for office support services.