



Department Source: City Manager

To: City Council

From: City Manager & Staff

Council Meeting Date: December 2, 2019

Re: Appropriating Funds Received from Community Foundation of Central Missouri

## Executive Summary

An ordinance has been prepared to appropriate funds received from the Community Foundation of Central Missouri (hereinafter "CFCM") for temporary administrative assistance.

## Discussion

The administrative requirements of the Trust Administrator's office have grown extensively along with the success of CFCM and the expansion of its services. To lessen the administrative load on the Trust Administrator, John Baker, CFCM has donated funds to the City of Columbia to pay wages and taxes for a temporary employee to assist the Trust Administrator with Community Foundation administration.

At the City Council's April 15, 2019 meeting, a resolution was adopted that authorized an amended and restated cooperative agreement with CFCM to provide for reimbursement of the additional costs associated with the temporary position. In accordance with the agreement, CFCM paid \$38,500 to the City for FY2020 on September 27, 2019. These funds already donated to the City will provide administrative assistance to the Trust Administrator. This appropriation request of \$13,995.09 is for hourly wages and taxes. The expectation is that the temporary, part-time position will remain indefinitely, with additional funding coming to the City from CFCM per the cooperative agreement for the next three years. The temporary employee has a workstation in the Gentry Building, near the Trust Administrator.

## Fiscal Impact

Short-Term Impact: Funds received from CFCM to the City have increased in FY 2020 by \$16,000 for administrative support services.

Long-Term Impact: Funds received from CFCM to the City will increase to \$16,800.00 in FY 2021 for administrative support services.

## Strategic & Comprehensive Plan Impact

### [Strategic Plan Impacts:](#)

Primary Impact: Operational Excellence, Secondary Impact: Social Equity, Tertiary Impact: Not Applicable

### [Comprehensive Plan Impacts:](#)

Primary Impact: Livable & Sustainable Communities, Secondary Impact: Inter-Governmental Cooperation, Tertiary Impact: Not Applicable



# City of Columbia

701 East Broadway, Columbia, Missouri 65201

## Legislative History

Date	Action
04/15/2019	R62-19 authorized an amended and restated cooperative agreement with Community Foundation of Central Missouri to provide for reimbursement of the additional costs associated with temporary administrative assistance.
05/07/2018	Ordinance No. 023532 authorized the appropriation of funds for a new temporary employee.
03/05/2018	R32-18 authorized a cooperative agreement with Community Foundation of Central Missouri for administrative and office support services.

## Suggested Council Action

Passage of the ordinance authorizing the appropriation of funds.