



Department Source: Law

To: City Council

From: City Manager & Staff

Council Meeting Date: April 1, 2024

Re: Authorizing a Third Cooperative Agreement with Community Foundation of Central Missouri

## Executive Summary

A resolution has been prepared to authorize a third cooperative agreement with Community Foundation of Central Missouri to provide for the transition of staffing and operations services.

## Discussion

The Community Foundation of Central Missouri (CFCM) was founded in June of 2010 after several years of discussion between the City and numerous individuals and organizations in the community. The creation arose out of a desire to improve the quality of life in Columbia by increasing charitable giving, connecting donors to community needs they care about, and providing leadership on critical community issues. In order to assist the foundation in developing the capacity to become a self-sustaining organization to increase philanthropy in the community, the City hired a Trust Officer and entered into a cooperative agreement with the CFCM to provide services to the organization. John Baker has been the City's Trust Officer since 2011. Pursuant to the cooperative agreement between the City and CFCM, the Trust Officer performed the duties of the Executive Director of the CFCM.

With the announced retirement of John Baker on April 12 as the Trust Officer of the City, the City and the Community Foundation of Central Missouri believe the time is right to transition the employment of the Executive Director of the CFCM to the CFCM. Such a transition will require relocation of offices and reassignment of duties. The Third Cooperative Agreement expressly terminates the prior agreement entered into between the City and CFCM as well as provides for the transition. The new Executive Director of CFCM will be authorized to utilize the existing office space in the Gentry Building until December 31. Under the prior agreement, the City paid all expenses for employment of the Trust Officer and a part-time administrative professional. In the transition period, the City will make a payment to CFCM to be utilized by CFCM to hire its own staff and pay all expenses of operations going forward. The agreement is for a one (1) year term with two automatic one-year renewals. The payments from the City will be: Year 1 - \$100,000, Year 2 - \$90,000, Year 3 - \$80,000.

The other duties of the Trust Officer, such as management of the New Century Fund and oversight of the City's funds held at the CFCM will transition to existing city staff.



## Fiscal Impact

Short-Term Impact: First year payment of \$100,000.00; second year payment of \$90,000.00.  
Long-Term Impact: Third year payment of \$80,000.00. There will be a reduction in expenses for the Trust Officer and a part time employee as well as reduction in income from the CFCM to the City which provided partial reimbursement for those expenses, which should make the transition revenue/expense neutral.

## Strategic & Comprehensive Plan Impact

### Strategic Plan Impacts:

Primary Impact: Organizational Excellence, Secondary Impact: Safe Community, Tertiary Impact: Inclusive and Equitable Community

### Comprehensive Plan Impacts:

Primary Impact: Livable & Sustainable Communities, Secondary Impact: Inter-Governmental Cooperation, Tertiary Impact: Livable & Sustainable Communities

## Legislative History

Date	Action
03/05/2018	R32-18 - Authorizing a cooperative agreement with Community Foundation of Central Missouri for administrative and office support services.
04/15/2019	R60-19 - Authorizing a First Amended and Restated Cooperative Agreement with Community Foundation of Central Missouri to provide for reimbursement of the additional costs associated with temporary administrative assistance.
08/21/2023	R119-23 - Authorizing a second amended and restated cooperative agreement with Community Foundation of Central Missouri to provide for reimbursement of the additional costs associated with temporary administrative assistance.

## Suggested Council Action

Adoption of the resolution.