



MEETING DATE: October 14, 2025
PRESENTED BY: Rick Venecia, Boys & Girls Club Director
AGENDA ITEM: Approval of Resolution # _____ approving an Agreement between the City of Mission and the Boys and Girls Club of Mission, Inc. regarding the transition of the Club from a City department to an independent nonprofit entity operating as a 501(c)(3) - Venecia

NATURE OF REQUEST:

Boys and Girls Club of Mission, Inc. is an independent nonprofit organization that provides youth services to families and children residing with the City of Mission. The City of Mission has previously provided operational and administrative services to BGCM, such as HR services and payment processing services, to assist BGCM with its administrative functions. The City and the Board of Directors of BGCM have mutually determined that the City providing certain administrative services to the BGCM will be mutually beneficial to both entities. The City shall provide the following exclusive list of services for BGCM. The City of Mission's Finance Department shall not be involved and/or shall not review investments, budget, and purchasing policies. City of Mission shall provide BGCM funding in the amount of \$700,000 each fiscal year for administrative and utility expenses. BGCM Personnel shall be employees of the City of Mission, which will continue to provide benefits to employees. City of Mission shall transfer ownership of fixed assets located at BGCM sites to BGCM.

BGCM shall maintain a bank account that is separate from any City of Mission bank account, create and manage its own purchasing, procurement and investment policies, shall approve and submit approved timesheets for payroll and city shall continue to process BGCM payroll for insurance and benefits. At the request by the City BGCM shall make available all accounting and financial documents, records, audits for the City's review. BGCM will be responsible for employment processing of its own employees, including onboarding new hires, background checks, new hire orientation, and employee discipline including termination. BGCM shall develop its own internal HR policies per Boys & Girls Clubs of America policies and requirements. Term of the agreement shall be from November 1, 2025 to September 30, 2026.

BUGETED: _____ **FUND:** _____ **ACCT. #:** _____

BUDGET: _____ **EST. COST:** \$ _____ **CURRENT BUDGET BALANCE:** \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: None

City Manager's Recommendation: Approval *AG*

RECORD OF VOTE: **APPROVED:** _____
 DISAPPROVED: _____
 TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____