

# COBURG CITY COUNCIL MONTHLY REPORTS

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## TOPIC: Intergovernmental Annual Agreements (IGA) with City of Cottage Grove and Lane Council of Governments

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Meeting Date: June 14, 2022

Staff Contact: Anne Heath, City Administrator

Contact: 541-682-7852, anne.heath@ci.coburg.or.us

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### REQUESTED COUNCIL ACTION:

Approve three annual Intergovernmental Agreements

**Suggested Motion:** *"I move to approve annual Intergovernmental agreements with the City of Cottage Grove for building permit program services, and Lane Council of Governments for Information Systems services and Telecommunications System Management for 2022-2023."*

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### CITY COUNCIL GOAL: Operational Capacity

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### BACKGROUND

The City depends on intergovernmental agreements to provide services to our customers, and to receive services needed for the administration of the City. These are normal annual agreements that need to be renewed prior to the beginning of the new fiscal year.

The three Intergovernmental agreements to be renewed are as follows:

1. City of Cottage Grove Contract for Building Permit Program Services Addendum #2 to the June 8, 2021 IGA.
  - Annual adjustment to cover costs to provide Building Program Services service to the City.
    - 2020 Original IGA quarterly rate \$14,257.50
    - 2021 Addendum 1 quarterly rate \$16,454.50
    - **2022 Addendum 2 quarterly rate \$17,648.00**

The increase in the cost of this agreement is due to the increased budget for staffing in the Cottage Grove building permit office, as well as the projected growth in the City of Coburg in fiscal year 2023 which will require inspection services.

2. Lane Council of Governments (LCOG) Intergovernmental Agreement for Information System (IS) management.
  - Annual adjustment to cover the cost of providing Computer Support Technicians and administration of City data base, network, and servers.

▪ 2020-21 IGA quarterly rate	\$15,000.00
▪ 2021-22 IGA quarterly rate	\$15,525.00
▪ <b>2022-23 IGA quarterly rate</b>	<b>\$15975.00</b>
  
3. LCOG Intergovernmental agreement for Telecommunications System Management and Service
  - Annual adjustment to cover the cost of providing Telecommunication System (phones). Includes full support including maintenance, system back-up, voicemail, 24/7 support, training and more.

▪ 2020-21 IGA monthly rate	\$1432.00
▪ 2021-22 IGA monthly rate	\$1432.00
▪ <b>2022-23 IGA monthly rate</b>	<b>\$1216.00</b>

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#### **PURPOSE**

Annual administration of services

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#### **BUDGET**

The costs of these programs are covered in the planning budget for the building permit services, and in Administration for IT and Telecommunications services. This budget was reviewed by the budget committee and recommended for adoption.

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#### **RECOMMENDATION**

Staff recommends that the Council approve the renewal of the intergovernmental agreements with the City of Cottage Grove and Lane Council of Governments.

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#### **NEXT STEPS**

City Administrator will sign contracts and City Recorder will submit them to the other agencies.

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**ATTACHMENTS**

- A. Intergovernmental Agreement with City of Cottage Grove proposed addendum 2**
  - B. Intergovernmental agreement LCOG for IS managed Services**
  - C. Intergovernmental agreement LCOG for Telecommunications**
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**REVIEWED THROUGH:**

Sammy Egbert, City Recorder

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