



COBURG CITY COUNCIL ACTION/ISSUE ITEM

TOPIC: Addendum 3 to the Intergovernmental Agreement with the City of Cottage Grove for Building Permit Program Services

Meeting Date: June 13, 2023
Staff Contact: Megan Winner, Planner
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REQUESTED COUNCIL ACTION:

Consider approval of addendum 3 to the Intergovernmental Agreement with City of Cottage Grove for the purpose of providing Building Permit Program Services to the City of Coburg.

RECOMMENDED MOTION: *"I move to approve Addendum 3 to the June 8, 2020 Intergovernmental Agreement with City of Cottage Grove for providing Building Permit Program Services to the City of Coburg."*

BACKGROUND

Since June 2020, the City of Coburg has been working under an Intergovernmental Agreement with Cottage Grove for the purpose of providing Building Permit Program Services. Amendments to the IGA are needed to more accurately reflect the cost to Cottage Grove to offer the program.

BUDGET

The cost of Building Permit Program services is directly tied to a percentage of work performed for the City of Coburg in comparison to the overall program. Amendments to the contract are needed to more accurately reflect Cottage Grove's costs to provide Coburg with Building Permit Program Services.

IGA	2020-2021	\$57,030.00
IGA	2021-2022	\$65,818.00
IGA	2022-2023	\$80,520.00

RECOMMENDATIONS AND ALTERNATIVES

Staff recommends that Council approve addendum 3.

PUBLIC INVOLVEMENT

This is an annual budgetary item. Revenues and expenditures for the Building Permit Program Services are part of the 2024 adopted budget. Public comment was available through the budget process.

NEXT STEPS

The next step would be to implement Addendum 3

ATTACHMENTS

- A. Addendum 3
- B. 2023-2024 Building Program Cost
- C. 2020 IGA and Addendum 1, Addendum 2

REVIEWED THROUGH

Anne Heath, City Administrator
Sammy Egbert, City Recorder