

# COBURG CITY COUNCIL MONTHLY REPORTS

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## TOPIC: Contracts for Approval

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**Meeting Date: September 27, 2022**

**Staff Contact: Anne Heath**

**Contact: 541-682-7871, [Anne.Heath@ci.coburg.or.us](mailto:Anne.Heath@ci.coburg.or.us)**

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### BACKGROUND

Because the Council meeting was cancelled on September 13, 2022, there were contracts that would have been approved through the consent agenda. However, in order to keep the City running smoothly, the City Administrator has signed these contracts including:

- Paverite USA contract for Crack Sealing
- LCOG IGA for Planning Services
- Kizer and Sons Farm Lease Agreement

Copies of these agreements are contained in the packet

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### REQUESTED COUNCIL ACTION:

Approval for the City to ratify the contracts signed by the City Administrator.

By accepting the consent agenda, Council is ratifying the contracts that have already been signed. If a Councilor wishes to pull any of the contracts from the consent agenda to discuss, they can request to do so at the meeting.

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### CITY COUNCIL GOAL

Responsible Fiscal Stewardship

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### CONTRACT DETAILS

**Paverite Contract** – is a contract in the amount of \$34,700 for crack sealing in the Northwest portion of the City. This was an informal bid process, and Paverite was awarded the bid.

**LCOG Planning Services Contract** - This is renewing a standard contract that we hold with LCOG. LCOG provides us backup for planning services including legal on land use issues.

**Kizer and Sons Farm Lease** – The farm lease expires on the property on September 30. This property is adjacent to the Sewer Property. This went out for Requests for Proposals (RFP) and

it was awarded to Kizer and Sons, Inc. The lease is for 33 acres on a five-year lease. The amount of the lease is \$5775.00 annually. The lease begins on October 1, 2022.

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## **BUDGET**

All contracts are budgeted items

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## **RECOMMENDATION**

Staff recommends that the Council approve the consent agenda and thus ratify the signed contracts.

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## **ATTACHMENTS**

- **Paverite USA Contract**
  - **LCOG Planning Contract**
  - **Kizer and Sons, Inc. Farm Lease**
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**Reviewed Through:**

**Anne Davies, City Attorney**  
**Sammy Egbert, City Recorder**