

ADDENDUM NO. 1

INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITIES OF COTTAGE GROVE AND COBURG FOR BUILDING PERMIT PROGRAM SERVICES

BETWEEN: City of Cottage Grove (Cottage Grove)

AND: City of Coburg (Coburg)

EFFECTIVE DATE: July 1, 2021.

RECITALS

- A. Cottage Grove and Coburg entered into an Intergovernmental Agreement for Building Permit Program Services, on June 8, 2021, with an effective date of July 1, 2021 (IGA).
- B. Amendments to the Contract are needed to more accurately reflect Cottage Grove's costs to provide Coburg with Building Permit Program Services.

AGREEMENT

In consideration of the foregoing Recitals, which by this reference are incorporated herein, and of the mutual covenants, conditions and obligations on the part of each party to be kept and performed, it is hereby agreed as follows:

1. Section 4, Consideration, subsection (A) of the IGA, is hereby amended to read as follows:

“\$16,454.50 to Cottage Grove on a quarterly basis, by July 25th, October 25th, January 25th and March 25th each year this Agreement continues in effect. This amount represents the actual cost to Cottage Grove to provide Building Permit Program Services to Coburg, thus ensuring that all Building Permit funds collected by Coburg are properly dedicated to administration and enforcement of Coburg's Building Inspection Program.”

By execution of this Addendum, each party hereby acknowledges that it has read this Addendum No. 1, understands this amendment, and reaffirms all unamended provisions of the IGA.

CITY OF COTTAGE GROVE,
an Oregon municipal corporation

CITY OF COBURG.
an Oregon municipal corporation

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____

Date: _____, 2021

Date: _____, 2021

2021-2022 Building Program Costs

Total Staff Expenses \$372,800.00

\$152,330.00 Building Official

\$152,336.00 Electrical Inspector

\$ 68,134.00 Residential Building Inspector and Plans Examiner (75% of total cost)

Total Materials and Services \$13,050.00

\$1,500 Telephone

\$ 1,000 Fuel and Lubricants

\$ 100 Communication Service

\$ 100 Postage

\$ 500 Vehicle Expense

\$ 500 Computer Service and Supplies

\$ 500 Office Supplies

\$ 500 Books, Maps, Periodicals

\$1,000 Computer Equipment

\$ 100 Minor Equipment

\$ 250 Misc. Supplies & Expenses

\$2,000 Professional Association Dues

\$3,000 Education & Registration Fees

\$2,000 Travel and Subsistence

Total Cottage Grove Building Program Expenses \$209,359.00

\$186,400.00 Staffing

\$ 6,525.00 Materials & Services (billed quarterly as expended)

\$ 15,434.00 General Office Overhead (8% of total costs)

\$ 1,000.00 Vehicle Expense (Mileage Re-Imbursement)

Total Creswell Building Program Expenses \$64,818.00 (Quarterly Payment \$16,204.50)

\$56,670.00 Staffing

\$ 1,957.50 Materials & Services (billed quarterly as expended)

\$ 4,690.00 General Office Overhead (8% of total costs)

\$ 1,500.00 Vehicle Expense (Mileage Re-Imbursement)

Total Veneta Building Program Expenses \$86,924.00 (Quarterly Payment \$21,731.00)

\$75,560.00 Staffing

\$ 2,610.00 Materials & Services (billed quarterly as expended)

\$ 6,254.00 General Office Overhead (8% of total costs)

\$ 2,500.00 Vehicle Expense (Mileage Re-Imbursement)

Total Coburg Building Program Expenses \$65,818.00 (Quarterly Payment \$16,454.50)

\$56,670.00 Staffing

\$ 1,957.50 Materials & Services (billed quarterly as expended)

\$ 4,690.00 General Office Overhead (8% of total costs)

\$ 2,500.00 Vehicle Expense (Mileage Re-Imbursement)

Percentage of program expenses:

Cottage Grove 50%

Coburg 15%

Creswell 15%

Veneta 20%