



COBURG CITY COUNCIL ACTION/ISSUE ITEM

TOPIC: Addendum 1 to the Intergovernmental Agreement with the City of Cottage Grove for Building Permit Program Services

Meeting Date: July 27, 2021

Staff Contact: Megan Winner, Planner

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REQUESTED COUNCIL ACTION:

Consider approval to allow for the City Administrator to execute addendum 1 to Intergovernmental Agreement with Cottage Grove for the purpose of providing Building Permit Program Services to the City of Coburg.

RECOMMENDED MOTION: *"I move to approve the City Administrator sign Addendum 1 to the June 8, 2020 Intergovernmental Agreement with Cottage Grove for the purpose of providing Building Permit Program Services to the City of Coburg."*

BACKGROUND

Over the last year, 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 is needed to more accurately reflect Cottage Grove's cost to provide Agreement between Cottage Grove and Coburg to continue those services.

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.

RECOMMENDATIONS AND ALTERNATIVES

Staff recommends that Council approve the City Administrator to execute the agreement.

PUBLIC INVOLVEMENT

This is an annual budgetary item. Revenues and expenditures for the permit services program are part of the 2022 adopted budget. Public comment was available through the budget process.

NEXT STEPS

The next step would be to implement the Addendum 1

ATTACHMENTS

- A. June 8, 2020 Intergovernmental Agreement
- B. Proposed - ADDENDUM 1 and 2021-2022 Building Program Costs

REVIEWED THROUGH

Anne Heath, City Administrator
Sammy Egbert, City Recorder