



## City Manager's Office

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To: Mayor Dennis Green, City Council, & City Manager  
From: Dalton Rice, City Manager  
Date: December 13, 2022  
Subject: Interlocal Agreement CTCOG – Planning Services

Honorable Mayor and City Council:

Members of Planning & Zoning (P&Z) met with the City Management team regarding city support in updating existing and establishing new ordinances.

While the MPR team has been relatively efficient in updating existing ordinances at the request of P&Z, members of P&Z and City Management have identified a gap pertaining to establishing new ordinances.

Staff and P&Z have requested an interlocal agreement (ILA) between MPR and the CTCOG to provide planning services to the City.

In summation this ILA provides the following:

- 1) Dedicated planner at P&Z meetings
- 2) 20 hours per month of COG staff support for ordinances updates and developments
- 3) Billed monthly not to exceed \$30,000 annually.

\*NOTE: This is not a flat rate and will be prorated monthly based on hours worked.

Staff recommends entering into the ILA with CTCOG for planning services to ensure MPR's ordinances are up-to-date and new ordinances established align with best practices.

## SCOPE OF WORK

(Attachment A)

### City of Morgan's Point Resort Contract City Planner Project

1. CTCOG will provide planning support staff to the City of Morgan's Point Resort for up to 20 hours monthly.
  - a. Staff member(s) will be housed at the CTCOG offices
  - b. Responsibilities will include review and revision of current city ordinances as well as development of new ordinances deemed a priority by Morgans Point Resort
2. Assigned staff member(s) will attend all P&Z Meetings unless prior notification is given to the City Manager and CTCOG Planning Director.
3. Assigned staff member(s) will work under the direction of the City Manager and CTCOG Planning Director.
4. Assigned staff member(s) will be authorized by adopted resolution to access computer and IT systems in place by Morgans Point Resort to effectively perform duties.
5. The cost of having CTCOG provide staff planning support will not exceed \$30,000/ annually and will be billed monthly.