



REQUEST FOR COUNCIL ACTION

Title: Intergovernmental Agreement with the Oregon Cascades West Council of Governments for Planning Services

Preferred Agenda: June 27, 2023

Submitted By: Blair Larsen, Community & Economic Development Director

Reviewed By: Kelcey Young, City Manager

Type of Action: Resolution ____ Motion X Roll Call ____ Other ____

Relevant Code/Policy: N/A

Towards Council Goal: N/A

Attachments: Draft OCWCOG-Sweet Home Planning Services IGA

Purpose of this RCA:

The purpose of this Request for Council Action is to present a proposed Intergovernmental Agreement (IGA) between the Oregon Cascades West Council of Governments (OCWCOG) and the City of Sweet Home for planning services.

Background/Context:

Since 2019 the City of Sweet Home has had an active Intergovernmental Agreement (IGA) with OCWCOG for Planning Services. Initially, this arrangement began to provide major support due to inexperienced staff. Over time, however, the use of this IGA has declined, and Staff only utilize the OCWCOG's services in special circumstances requiring advanced planning expertise. The current IGA expires at the end of June, 2023. This draft is essentially the same, but updated to reflect OCWCOG's current staffing and rates.

The Challenge/Problem:

How does the City obtain planning expertise that full-time Staff lack?

Stakeholders:

- Sweet Home City Council – The City Council benefits from outside expertise with complex planning projects.
- City of Sweet Home Staff – City Staff benefit from an arrangement that gives them access to planning expertise and knowledge they lack.
- Sweet Home Property Owners and Developers – Local property owners and developers deserve answers and guidance on the development of their property that, in special circumstances, our full-time staff are unable to provide.

Issues and Financial Impacts:

Under the draft agreement, the City pays only for what OCWCOG staff time it uses. In the last year, the City has paid less than \$2,000. While the rates in this draft have increased, Staff do not estimate a significant increase to this amount.

Elements of a Stable Solution:

An ideal outcome would be to partner with OCWCOG for any advanced planning services that are beyond staff's capacity and expertise.

Options:

1. Do Nothing – Make no agreement with OCWCOG. The current IGA would expire at the end of June and not be renewed.
2. Motion to approve the Intergovernmental Agreement with OCWCOG as presented – This would allow City Staff to continue to utilize OCWCOG's planning services.
3. Motion to approve the Intergovernmental Agreement with OCWCOG as with changes – The Council could specify desired changes to the agreement and approve it based on those conditions. However, OCWCOG would also have to approve any changes.
4. Direct staff to investigate other options – Direct staff to research other ways it could access planning services and expertise.

Recommendation:

Staff recommends option 2, Motion to approve the Intergovernmental Agreement with OCWCOG as presented.