

Legislation Details (With Text)

File #: 17-458 **Version:** 1

Type: Action Item **Status:** Passed

In control: City Council

On agenda: 9/25/2017 **Final action:** 9/25/2017

Title: An intergovernmental agreement with the Housing Authority of the City of Salem for City administrative services.

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods

Sponsors:**Indexes:****Code sections:**

Attachments: 1. Intergovernmental Agreement for the Provision of City Services

Date	Ver.	Action By	Action	Result
9/25/2017	1	City Council	approved	Pass

TO: Mayor and City Council

THROUGH: Steve Powers, City Manager

FROM: Kacey Duncan, Deputy City Manager

SUBJECT:

An intergovernmental agreement with the Housing Authority of the City of Salem for City administrative services.

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods

ISSUE:

Shall the City Council authorize the City Manager to execute an intergovernmental agreement (IGA) with the Housing Authority of the City of Salem (SHA) to provide administrative support, finance / payroll, fleet services, human resources, information technology (IT), legal, purchasing, real estate, reprographics, and urban development support for FY 2017-18?

RECOMMENDATION:

Authorize the City Manager to execute an intergovernmental agreement (IGA) with the Housing Authority of the City of Salem (SHA) to provide administrative support, finance / payroll, fleet services, human resources, information technology (IT), legal, purchasing, real estate, reprographics, and urban development support for FY 2017-18.

SUMMARY AND BACKGROUND:

The SHA annually executes an IGA for the City's provision of services categorized as in-scope and out-of-scope. In-scope services include finance / payroll, human resources, IT, urban development, purchasing, and administrative assistance. Out-of-scope services include legal, fleet services, reprographics, real estate support, and special project support from any of the listed departments.

FACTS AND FINDINGS:

The City and SHA desire to execute a new IGA (Attachment 1) to authorize the provision of services set forth in Addendum A of the IGA. SHA will reimburse the City for the actual cost incurred by the City up to an amount not to exceed \$35,000 for all in-scope services. Based on an analysis of the prior 10 months of expenditure history (October 2016 through July 2017), the \$35,000 budgeted amount represents a reasonable expectation of the in-scope services the City will provide over the term of the agreement. SHA will reimburse the City for out-of-scope services on a time and material basis as set forth in Addendum A of the IGA.

This IGA will be in effect for the 12-month period beginning October 1, 2017, ending September 30, 2018.

David Lacy
Financial Operations Manager

Attachments:

1. Intergovernmental Agreement for the Provision of City Services