

RESOLUTION NO. 2020-112

**RESOLUTION AUTHORIZING CITY MANAGER TO EXECUTE AMENDMENT NO. 1
TO THE INTERGOVERNMENTAL AGREEMENT (IGA) BETWEEN THE CITY OF
FOREST GROVE AND WASHINGTON COUNTY FOR ADDITIONAL FUNDING
UNDER THE CITIES AND SPECIAL DISTRICTS ASSISTANCE (CSDA) PROGRAM**

WHEREAS, the City and Washington County entered into an IGA making \$231,227 in CSDA Program funding available to the City for COVID relief expenses incurred directly by the City; and

WHEREAS, the City has expended that initial funding and has requested an additional \$40,000 in funding for direct expenses incurred or to be incurred by December 30, 2020, by the City; and

WHEREAS, Washington County has awarded the additional \$40,000 in funding to the City and prepared an amendment to the original IGA so the City can receive the additional funds.

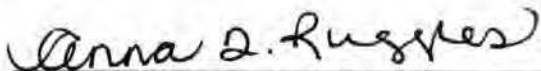
NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:

Section 1. The City Council hereby approves Amendment No. 1 to the Intergovernmental Agreement (IGA) for the CSDA funding (attached as Exhibit A).

Section 2. The City Manager is authorized to execute the amendment to the IGA on behalf of the City.

Section 3. This resolution is effective immediately upon its enactment by the City Council.

PRESENTED AND PASSED this 14th day of December, 2020.



Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 14th day of December, 2020.



Peter B. Truax, Mayor

INTERGOVERNMENTAL AGREEMENT AMENDMENT NO. 1

This Amendment is made and entered into by and between, City of Forest Grove (“Organization”) and Washington County, a political subdivision of the State of Oregon (“County”), County and Organization may be jointly referred to as the “Parties” or individually as a “Party.”

This Amendment modifies that certain contract between the Parties, the original contract number being 20-1358.

Recitals:

WHEREAS, on November 3, 2020, the Washington County Board of Commissioners approved an additional allocation of \$2,500,000.00 for the Cities and Special Districts Assistance Program; and,

WHEREAS, On December 1, 2020, County allocated an additional amount of \$4,165,380 for a total additional allocation of \$6,665,380 for the Cities and Special Districts Assistance Program; and,

WHEREAS, on December 1, 2020, Organization was allocated an additional \$40,000 to its portion of the Cities and Special Districts Assistance Program to be expended on or before December 30, 2020.

The contract is amended as follows:

Section 1.1 shall be replaced in its entirety by:

County shall distribute at total of up to \$271,227 from the Cities and Special Districts Assistance Program funds to Organization within ten (10) days of receipt of the required reports described in Sections 2.2 through 2.4 of this Agreement, including backup documentation for actual incurred expenses from Organization.

Section 2.1 shall be replaced in its entirety by:

Organization may request reimbursement from the County for up to \$271,227 of the Cities and Special Districts Assistance Program funds in the initial report and following monthly reports for actually incurred eligible expenditures.

Section 2.2 shall be replaced in its entirety by:

Organization shall submit an initial report with reimbursement request no later than August 31st, 2020 to the County for expenditures actually incurred from March 1st, 2020 through July 31st, 2020 to be reimbursed with Cities and Special Districts Assistance Program funds. This report and all other reports shall include copies of all receipts, invoices, payroll reports, or other relevant backup for all expenditures that Organization is asking to be reimbursed for. All reports and documentation are to be submitted to the Program Coordinator, Christine Thornhill, Christine_Thornhill@co.washington.or.us

Section 2.4 shall be replaced in its entirety by:

Organization shall submit a Final report and reimbursement request on or before January 15th, 2021 for expenditures incurred between November 15th, 2020 through December 30th, 2020.

Section 2.11.3 shall be replaced in its entirety by:

Were incurred during the period that begins March 1, 2020 and ends on December 30, 2020.

Section 4.1 shall be replaced in its entirety by:

This Amendment extends the termination date of the Agreement from December 30, 2020 to March 1, 2021, unless extended by mutual written consent of the Parties.

Attachment R is replaced in its entirety by the attached.

Effective Date of Amendment: December 2, 2020, or upon final signature, whichever is later.

All other terms and conditions of the original contract shall remain in full force and effect.

This Amendment is agreed upon by the Parties and executed by the duly authorized signatures below.

WASHINGTON COUNTY, OREGON

AUTHORIZED SIGNATURE

DATE

PRINTED NAME

TITLE

CITY OF FOREST GROVE, OREGON



AUTHORIZED SIGNATURE #1

December 14, 2020

DATE

Jesse VanderZanden

PRINTED NAME

City Manager

TITLE



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: 3. N.
MEETING DATE: 12/14/2020
FINAL ACTION: RESO 2020-112

CITY COUNCIL STAFF REPORT

TO: *City Council*

FROM: *Jesse VanderZanden, City Manager*

MEETING DATE: *December 14, 2020*

PROJECT TEAM: *Paul Downey, Administrative Services Director*

SUBJECT TITLE: *Resolution Approving Amendment #1 to IGA with Washington County for Cities and Special District Assistance (CSDA) Program*

ACTION REQUESTED:

	Ordinance		Order	X	Resolution		Motion		Informational
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X all that apply

ISSUE STATEMENT: The City received \$231,227 in CSDA funding earlier this year for payroll and other expenses incurred directly by the City for COVID-19 related expenses. Based on City staff estimates, the County has allocated another \$40,000 for COVID-19 related expenses incurred directly by the City. The County has prepared an amendment to the existing intergovernmental agreement (IGA) so the City can receive the additional funding. Staff has prepared a resolution approving the amendment to the IGA with Washington County for Council consideration.

BACKGROUND: The City has expended the original \$231,227 in COVID relief funding for City-incurred expenses such as payroll for COVID efforts, materials and supplies such as Personal Protective Equipment (PPE), and expenses incurred by the Fire Department to support the food relief efforts. The City has additional payroll and materials & services expenses that it has incurred and continues to incur. City staff estimated the total payroll and other expenses that will be incurred through December 30, 2020. Based on that estimate, City staff requested an additional \$40,000 in funding for City-incurred COVID relief expenses. Washington County awarded the additional funding to the City.

FISCAL IMPACT: The additional funds will help to pay for COVID expenses that would have otherwise been paid by the City General Fund.

STAFF RECOMMENDATION: Staff recommends that the Council approve the attached amendment to the IGA and authorize the City Manager to endorse the amendment.

ATTACHMENT(s): Resolution Authorizing City Manager to Execute Amendment No. 1 to the Intergovernmental Agreement (IGA) Between the City Of Forest Grove and Washington County for Additional Funding Under the Cities and Special Districts Assistance (CSDA) Program



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