



City of Bandon

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Bandon by the Sea

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Torrey Contreras, City Manager *TC*

INITIATED BY: Paula Burris, Finance Director *PB*

DATE: June 3, 2024

SUBJECT: **Item Number 5.4: AGREEMENT FOR SERVICES WITH THE URBAN RENEWAL AGENCY FOR FISCAL YEAR 2024-25**

BACKGROUND:

The Urban Renewal Agency does not have its own staff and contracts with the City annually for administration of the Districts.

ANALYSIS OF THE ISSUES:

The Bandon Urban Renewal Agency (URA) contracts with the City of Bandon for administrative, accounting, planning, public works and auditing services. The URA will reimburse the City for services in the following amounts:

1. For Administrative Services during FY 2024-25, a reimbursement of \$36,225 for District No. 1 and \$22,260 for District No. 2, to be paid as a lump sum.
2. For Accounting Services during FY 2024-25, a reimbursement of \$12,915 for District No. 1 and \$13,400 for District No. 2 to be paid as a lump sum.
3. For Auditing Services during FY 2024-25, a reimbursement of \$14,200 for District No. 1 and \$7,250 for District No. 2 to be paid to the contracted audit firm upon completion of work.
4. For planning services during FY 2024-25, a reimbursement of \$8,660 for District No. 1 and \$7,350 for District No. 2.
5. For public works services during FY 2024-25, a reimbursement of \$8,660 for District No. 1 and \$7,350 for District No. 2.

If legal or outside consulting services are utilized, these will be billed directly to the URA without markup. If the District wishes to contract for additional services, an amendment to the annual agreement is required.

FISCAL IMPACT:

The proposed FY 2024-25 Budget includes the amounts indicated in the agreement for services with the URA.

RECOMMENDATION:

The following is recommended to the City Council:

1. Review and discuss the information provided;
2. Approve Item 5.4, which is captioned as follows:

**APPROVE AGREEMENT WITH THE URBAN RENEWAL AGENCY FOR
ADMINISTRATION, ACCOUNTING, PLANNING, PUBLIC WORKS, AND
AUDITING SERVICES FOR FISCAL YEAR 2024-25**