



Staff Report

Date: September 13, 2019

To: Honorable Mayor Jirsa
Board of Trustees

From: Randy Hunt, Community Development Director

RE: Draft Options for Intergovernmental Agreement (IGA) – Informational Items for Review and Comment

As staff indicated at your Tue. Sep. 10 Town Board meeting, County and Town staff have been collaborating on draft IGA language for consideration by The Town Board Trustees, the Board of County Commissioners, and all stakeholders. The attachments accompanying this memorandum comprise our first public drafts of two options for Town and County review.

These drafts have already undergone staff review at several levels. We believe they are ready for public review; however, we would not wish to suggest that they are final drafts. They are intended to give substance to discussions and allow for examination of which elements seem to work and which elements need more examination. (In the software world, you could think of these as “beta versions”: ready for trial runs, but no expectations they are bug-free.)

Although this cover memo has my name (Randy Hunt) on it, I want to stress that the IGA draft language is very much a group product by staff. County staff – Community Development, County Attorney, Administration, and others – in particular deserve much credit for actual drafting. Town staff – Community Development, Town Attorney, Administration, and others – contributed a number of edits. Most of the edits have been shared back and forth, but I’d like to note that the latest drafts went to County staff yesterday afternoon – thus, any glitches in the most recent materials are likely Town staff (almost certainly my glitches.) Attachment 5A in particular is my product and has not had as thorough review by County and others.

Here is a summary outline of the attachments:

- A Memo from County staff to Town staff, dated Mon. Sep. 9.
- Attachment A (“Sixth Amendment...”): As the County staff memo indicates, this is one option on the table; it essentially maintains the status quo in the current IGA for approximately one year, except to specify that County staff will begin processing of County applications Jan. 1, 2020, and no payment from the County to the Town for those services is required in 2020. (These elements are already reflected in both Town and County draft 2020 budgets.) Town staff made no changes to County staff’s draft.
- Attachment B (“An Intergovernmental Agreement...”): This is the second and most intricate option. It outlines staff’s concepts toward a new IGA. The County staff’s draft is original text; Town staff changes show up as redlines, strikeouts, and comments.

- An important caveat: We recognize that policy direction is embedded in this option (and in Attachment A as well.) Policy direction is in the realm of our elected officials. With that said, the discussion can move forward expeditiously if specific concepts for policy are on the table, and all parties can examine them, determine if they're expected to work or not, and if necessary come up with different policy directions. This is the spirit of Attachment B.
- Attachment 5A: This is a sort of sub-category of Attachment B, addressing transitions with our current Planning Commission and Board of Adjustment. As noted, this is newly minted language and needs more review internally by staff. It should be read alongside Sec. 5 in Attachment B.

The County Commissioners are expected to consider these materials and discuss IGA options on Monday, Sep. 16 in a work session. We will plan to provide you with updates on those discussions in the near future. We will also share any Town Board discussions with the County as matters progress.

Staff will provide any and all relevant updates to you in time for your Sep. 24 Town Board agenda item on this topic.

Please let us know if you have any questions or concerns.