

CITY OF COOS BAY CITY COUNCIL

Agenda Staff Report

MEETING DATE	AGENDA ITEM NUMBER
May 5, 2026	4.g

TO: Mayor Benetti, Council President DiNovo and City Councilors

FROM: Nichole Rutherford, City Manager

THROUGH: Nichole Rutherford, City Manager

ISSUE: Consideration to Approve an Intergovernmental Agreement with Coos Bay-North Bend Water Board for Billing Services

SUMMARY:

Staff is recommending approval of the intergovernmental agreement with the Coos Bay-North Bend Water Board for billing services, both sewer user and transportation utility fees.

ACTION REQUESTED:

If it pleases Council, approve the intergovernmental agreement with the Coos Bay-North Bend Water Board for billing services and authorize the city manager to sign the agreement on behalf of the City.

BACKGROUND:

The city of Coos Bay has had a long history of contracting with the Coos Bay-North Bend Water Board to provide billing and collection services for both the City's sewer user and transportation utility fees. Our previous agreement dates back to 2015, and has not been reviewed or updated since that time. Recently the Water Board completed a cost of service analysis which helped them with identifying some areas for amendment within our intergovernmental agreement.

The Water Board currently bills and collects sewer and transportation utility fees for over 6,300 customers for the city of Coos Bay. Currently, the Water Board charges the city \$7,819 for sewer fees and \$1,906 for transportation fees. From their cost of service analysis, these service fees are not quite in alignment and need adjustment, along with a more reasonable way to review and adjust the fees in coming years. It should be noted that to bring this billing and collection service in-house is outside the City's current staffing levels and would amount to a greater cost for wages and benefits for new staff members to perform this work than the proposed services fees from the Water Board.

BUDGET IMPLICATIONS:

The proposed 2026-2027 budget includes the revised fee structure for both Fund 2 (transportation utility fee) and Fund 3 (sewer user fee).

ATTACHMENT(S):

- Water Board Agreement 2026 clean.docx
- City of Coos Bay IGA Exhibit FY2027.pdf