



**CITY OF WASHOUGAL
CITY COUNCIL REGULAR MEETING
Monday, February 12, 2024
7:00 PM**

MEETING INFORMATION

Please click the link below to join the webinar:
<https://us02web.zoom.us/j/86137011539>

- I. INVOCATION - Mike Hansen**
- II. CALL TO ORDER**
- III. PLEDGE OF ALLEGIANCE**
- IV. ROLL CALL**
- V. AMENDMENTS TO THE AGENDA**
- VI. PUBLIC COMMENTS**
- VII. CONSENT AGENDA**

The following items will be passed by a single motion to approve all listed actions and resolutions. There will be no discussion on these items unless requested by Council. If discussion is requested, the item will be moved from the Consent Agenda and considered separately - after the motion has been made and passed to approve the remaining items.

- A. Workshop Minutes of January 22, 2024**
- B. Council Minutes of January 22, 2024**
- C. Payroll Claims of January 31, 2024, Totaling \$652,001.14**
- D. Accounts Payable of January 11 thru February 1, 2024, Totaling \$707,617.28**
- E. Emergency Utility Assistance**
AGENDA BILL #05-2024

- VIII. NEW BUSINESS - None**
- IX. PUBLIC COMMENTS**
- X. REPORTS AND COMMUNICATIONS**
 - A. CITY MANAGER**
 - B. MAYOR**
 - C. CITY COUNCIL**
- XI. ADJOURNMENT**

UPCOMING MEETINGS: Monday, February 26, 2024, Workshop at 5:00 pm and Council at 7:00 pm

BUSINESS OF THE CITY COUNCIL
City of Washougal, Washington

FOR AGENDA OF:

2/12/2024

SUBJECT:

MEETING INFORMATION

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/86137011539>

DEPT. OF ORIGIN:

Administration

REVIEWED AT:

TO BE RETURNED TO COUNCIL:

EXPENDITURE REQUIRED:

BUDGETED:

APPROPRIATION REQUIRED:

SUMMARY STATEMENT

RECOMMENDED ACTION

BUSINESS OF THE CITY COUNCIL
City of Washougal, Washington

FOR AGENDA OF:

2/12/2024

SUBJECT:

Workshop Minutes of January 22, 2024

DEPT. OF ORIGIN:

Administration

REVIEWED AT:

TO BE RETURNED TO COUNCIL:

No

ATTACHMENTS:

📎 **Workshop Minutes 1.22.24.pdf**

EXPENDITURE REQUIRED:

BUDGETED:

APPROPRIATION REQUIRED:

SUMMARY STATEMENT

RECOMMENDED ACTION



**CITY OF WASHOUGAL
CITY COUNCIL WORKSHOP MEETING
MINUTES**

Monday, January 22, 2024

5:00 PM



MEETING INFORMATION

Please click the link below to join the webinar:
<https://us02web.zoom.us/j/88547226923>

VIDEO I. CALL TO ORDER

Mayor David Stuebe called the meeting to order at 5:02 pm.

II. ROLL CALL

Present: Mayor David Stuebe, and Councilmembers Michelle Wagner, David Fritz, Molly Coston, Ernie Suggs, and Tia Robertson **Absent:** Julie Russell

Staff:

David Scott, City Manager

Wendi Steinbronn, Police Chief

Rose Jewell, Community Engagement Manager

Michelle Wright, Public Works Business Administrator

VIDEO III. PUBLIC COMMENTS

Larry Keister announced the Port of Camas/Washougal Strategic Planning meeting.

IV. NEW BUSINESS

VIDEO A. City Manager's Office: Facilities Use and Recreation Update

David Scott presented the following:

- Council direction to explore opportunities for enhanced use
- Enhance Community Engagement
 - Citizen Academy
 - Volunteer Program
 - Enhanced and Expanded Events
- Finding: Facility use - community center
 - CDBG status
 - Existing agreements
 - FVRL
 - Washougal Senior Association
 - Meals on Wheels
 - ReFuel
 - Association on Aging for Exercise class
 - Opportunities and additional staff resources
- Findings: ECFRC
 - CDBG funding restrictions in place to 2028
 - Akin (former Children Home Society)
 - Currently under utilized

- Upgrades needed for enhanced use for all three floors is estimated at \$1.5M
- Findings: Recreation Programming
 - Lack of dedicated staff
 - Partnering opportunity and current status
- Current and Planned Initiatives and Activities
 - FTE: Community Engagement Program Coordinator
 - Facility Preparation
 - Implementation
- Towncenter Revitalization Project - enhance opportunity use
- Facility preparation
- Discussion: Report on current clients served and programing in the ECRCC, funding mechanisms, need to update WMC facilities use fees, total cost of the facilities expenses,
- Next steps: ECRC enhancements, analysis in subsidy for 2025, and reports from lessees and agreements to council

V. PUBLIC COMMENTS

Megan (Joey) Bailey commented on accessibility and city programs.

VI. REPORTS AND COMMUNICATIONS

A. CITY MANAGER

David Scott gave a shout out to public works staff for their work during the latest snow and ice storm and acknowledged the community's patience.

B. MAYOR

David Stuebe complimented public works and first responders for their efforts during the storm.

C. CITY COUNCIL

Councilmember Wagner shared her concerns with street clearing and suggested additional funding and resources be considered for future events.

Councilmember Coston shared her experience with the snow removal.

Councilmember Fritz noted public works efforts during the storm, the value of others organizations and neighbors, and urban forestry and tree maintenance.

Councilmember Robertson shared her experience with a fallen tree during a past storm, public works good efforts, and resources available during a storm.

VII. ADJOURNMENT

Meeting ended 6:22.

Mayor

City Clerk

BUSINESS OF THE CITY COUNCIL
City of Washougal, Washington

FOR AGENDA OF:

2/12/2024

SUBJECT:

Council Minutes of January 22, 2024

DEPT. OF ORIGIN:

Finance

REVIEWED AT:

TO BE RETURNED TO COUNCIL:

ATTACHMENTS:

▯ **Council Minutes 1.22.24**

EXPENDITURE REQUIRED:

BUDGETED:

APPROPRIATION REQUIRED:

SUMMARY STATEMENT

RECOMMENDED ACTION



**CITY OF WASHOUGAL
CITY COUNCIL REGULAR MEETING
MINUTES
Monday, January 22, 2024
7:00 PM**

MEETING INFORMATION

Please click the link below to join the webinar:
<https://us02web.zoom.us/j/89666140363>

I. INVOCATION

None.

II. CALL TO ORDER

Mayor David Stuebe called the meeting to order at 7:02 pm.

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

Present: Mayor David Stuebe, and Councilmembers Michelle Wagner, David Fritz, Molly Coston, Ernie Suggs, and Tia Robertson. **Absent:** Julie Russell

Motion to excuse Councilmember Russell. Suggs / Coston. No objections

Staff:

David Scott, City Manager
Robert Zeinemann, City Attorney
Daniel Layer, Finance Director/City Clerk
Rose Jewell, Community Engagement Manager
Wendi Steinbronn, Chief of Police

V. AMENDMENTS TO THE AGENDA

None.

VI. PROCLAMATIONS - Career and Technical Education (CTE) Month

Councilmember Robertson read the proclamation in its entirety.

Margaret Rice, Washougal School District CTE Director, accepted the award on behalf of the district.

VII. PUBLIC COMMENTS

Yvonne Gee, Washougal resident, expressed interest on being appointed as representative to the Clark County Arts Commission.

Joey Bailey, Clark County resident, spoke on climate change and current effects in the region.

Ron Rocha, Washougal resident, expressed his gratitude towards the City for managing the

ice storm, his full support of removing the cannabis ban in Washougal, and the separation of church and state, specifically the invocations that are part of the council meetings.

VIII. CONSENT AGENDA

The following items will be passed by a single motion to approve all listed actions and resolutions. There will be no discussion on these items unless requested by Council. If discussion is requested, the item will be moved from the Consent Agenda and considered separately - after the motion has been made and passed to approve the remaining items.

Motion: Approve the consent agenda as read.

Ernie Suggs/David Fritz Motion Passed.

- A. Workshop Minutes of January 8, 2024**
- B. Council Minutes of December 4, 2023**
- C. Council Minutes of January 8, 2024**
- D. Payroll Claims of January 12, 2024, Totaling \$318,213.40**
- E. Accounts Payable of January 4, 2024, Totaling \$38,011.66**
- F. Emergency Utility Assistance**
AGENDA BILL #02-2024

IX. NEW BUSINESS

- A. Ordinance: Utility Rates**
Agenda Bill #03-2024

Daniel Layer presented the staff report and recommended action.

Discussion ensued.

Motion: Pass, post, and publish the ordinance in the usual manner.

Ernie Suggs/Molly Coston Motion Passed.

- B. Clark County Arts Commission Washougal Seat – Yvonne Gee**

Yvonne Gee's application was brought forward for council's consideration.

Discussion ensued.

Motion: To forward a recommendation to appoint Yvonne Gee to the Clark County Art's Commission to represent the City of Washougal.

Ernie Suggs/Tia Robertson Motion Passed.

X. PUBLIC COMMENTS

Joey Bailey, Clark County resident, spoke on suicide prevention and the sanctity of life.

XI. REPORTS AND COMMUNICATIONS

A. CITY MANAGER

David Scott referenced his report presented at tonight's workshop.

B. MAYOR

Mayor Stuebe referenced his report presented at tonight's workshop. He also reported on the upcoming meetings in Olympia and his aspirations and goals for the upcoming year.

C. CITY COUNCIL

Councilmember Wagner reported on:

- Art Commission and progress - Hamllik Park project - Jan-Feb 2024 commencement
- Mural on the Red Barn at Hartwood Park
- TownCenter Campanile beautification bids
- Invocation open to anyone and any religion; however, does not have to be religious
- Police complaint system
- Potential suicide prevention program at East County Family Resource Center

Councilmember Fritz reported on:

- Unite Washougal Board of Directors meeting - 1/9/2024
- Children's Home Society, now Akin, monthly unite Polish meeting on 1/25/2024
- Hope Rising book study on 1/31/2024
- Local connections at Runyan's Jewelers in Camas on 1/23/2024
- Lower Columbia Estuary Tour on 1/26/2024
- Appointment to Association of Washington Cities (AWC) Federal Legislative Priorities Committee

Councilmember Robertson reported on:

- Meeting with Public Works Department
- Meeting with Larry Keister, Commissioner, Port of Camas-Washougal

Councilmember Coston reported on:

- Special C-TRAN board meeting on 1/29/24
- Nominations for the 2024 Marshall Award are open for Clark County residents

Councilmember Suggs reported on:

- Washougal Schools Foundation meeting and preparation for the Student Stride for Education event
- Chamber meeting last week - missed meeting
- Chamber luncheon is tomorrow, 1/23/2024
- Port of Camas-Washougal meeting
- Kudos to staff for work performed during winter storm

XII. EXECUTIVE SESSION - Agency Enforcement and Potential Litigation - RCW 42.30.110(1) (i): no action to follow

Mayor Stuebe announced the executive session at 7:44 pm with the regular meeting to reconvene at 8:00 pm.

Present at Executive Session: Mayor David Stuebe, and Councilmembers Michelle Wagner, David Fritz, Tia Robertson, Molly Coston, and Ernie Suggs

Staff:

David Scott, City Manager
Robert Zeinemann, City Attorney
Daniel Layer, Finance Director/City Clerk
Rose Jewell, Community Engagement Manager

The meeting resumed at 8:00pm.

XIII. ADJOURNMENT

The meeting adjourned at 8:01 pm.

Mayor

City Clerk

DRAFT

BUSINESS OF THE CITY COUNCIL
City of Washougal, Washington

FOR AGENDA OF:

2/12/2024

SUBJECT:

Payroll Claims of January 31, 2024, Totaling \$652,001.14

DEPT. OF ORIGIN:

Finance

REVIEWED AT:

TO BE RETURNED TO COUNCIL:

ATTACHMENTS:

📎 **PAYROLL CLAIMS VOUCHER 01.31.24.pdf**

EXPENDITURE REQUIRED:

BUDGETED:

APPROPRIATION REQUIRED:

SUMMARY STATEMENT

RECOMMENDED ACTION

CITY OF WASHOUGAL

PAYROLL CLAIMS VOUCHER APPROVAL

I HEREBY CERTIFY THAT THE SERVICES CHARGED ON THE VOUCHERS ATTACHED HAVE BEEN
FURNISHED TO THE BEST OF MY KNOWLEDGE. I FURTHER CERTIFY THE CLAIMS BELOW TO BE VALID AND CORRECT.

FINANCE _____

WE THE UNDERSIGNED COUNCIL MEMBERS OF WASHOUGAL, WASHINGTON DO HEREBY CERTIFY THAT THE
EMPLOYEE CHECKS #10668 thur 10670 and EMPLOYEE VOUCHERS # 31499 to 31583
ARE APPROVED FOR PAYMENT IN THE AMOUNT OF \$652,001.14 ON THE 31ST DAY OF JANUARY.

FINANCE COMMITTEE _____

FINANCE COMMITTEE _____

FINANCE COMMITTEE _____

BUSINESS OF THE CITY COUNCIL
City of Washougal, Washington

FOR AGENDA OF:

2/12/2024

SUBJECT:

Accounts Payable of January 11 thru February 1, 2024, Totaling \$707,617.28

DEPT. OF ORIGIN:

Finance

REVIEWED AT:

TO BE RETURNED TO COUNCIL:

No

ATTACHMENTS:

- ▯ AP_CK_RUN_01-11-24_88008-88031.pdf
- ▯ AP_CK_RUN_01-18-24_88037-88045.pdf
- ▯ AP_CK_RUN_01-25-24_88115-88153.pdf
- ▯ AP_CK_RUN_02.01.24_88154-88185.pdf

EXPENDITURE REQUIRED:

BUDGETED:

APPROPRIATION REQUIRED:

SUMMARY STATEMENT

RECOMMENDED ACTION



Washougal, WA

Check Register

Packet: APPKT01701 - AGAP011124

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-Accounts Payable						
1156	ASSOCIATION OF WASHINGTON CITI	01/22/2024	Regular	0.00	25,022.41	88008
	Void	01/22/2024	Regular	0.00	0.00	88009
231	CAMAS POWER EQUIPMENT	01/22/2024	Regular	0.00	52.63	88010
2124	CINTAS CORPORATION	01/22/2024	Regular	0.00	1,241.08	88011
795	DEPT OF RETIREMENT SYSTEMS	01/22/2024	Regular	0.00	255.22	88012
379	GUNDERSON TIRE CENTER	01/22/2024	Regular	0.00	278.67	88013
2940	JACK PETERSON ATTORNEY AT LAW	01/22/2024	Regular	0.00	4,400.00	88014
3737	Jubitz Corporation	01/22/2024	Regular	0.00	3,358.39	88015
3984	Kindness 911	01/22/2024	Regular	0.00	2,500.00	88016
454	L.N. CURTIS & SONS	01/22/2024	Regular	0.00	529.37	88017
4197	Law Enforcement Information and R	01/22/2024	Regular	0.00	50.00	88018
1864	PITNEY BOWES INC	01/22/2024	Regular	0.00	414.87	88019
558	PITNEY BOWES RESERVE ACCT	01/22/2024	Regular	0.00	2,500.00	88020
3311	RAMAKER & ASSOCIATES, INC	01/22/2024	Regular	0.00	1,350.00	88021
3782	Solutions Yes, LLC	01/22/2024	Regular	0.00	352.94	88022
3923	SW WA LLC	01/22/2024	Regular	0.00	729.53	88023
200	TRAFFIC SAFETY SUPPLY CO	01/22/2024	Regular	0.00	120.75	88024
2383	TRANSUNION RISK AND ALTERNATIV	01/22/2024	Regular	0.00	195.51	88025
690	USA BLUEBOOK	01/22/2024	Regular	0.00	366.40	88026
931	WA ASSOC OF SHERIFFS & POLICE CI	01/22/2024	Regular	0.00	2,000.00	88027
800	WA CITIES INS. AUTHORITY	01/22/2024	Regular	0.00	427,281.00	88028
	Void	01/22/2024	Regular	0.00	0.00	88029
785	WASHOUGAL LUMBER CO.	01/22/2024	Regular	0.00	96.50	88030
3399	WILCO FARMERS	01/22/2024	Regular	0.00	286.95	88031

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	32	22	0.00	473,382.22
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	32	24	0.00	473,382.22

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH - OPERATING	1/2024	473,382.22
			<u>473,382.22</u>



Washougal, WA

Check Register

Packet: APPKT01702 - AGAP011824

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-Accounts Payable						
1529	ACCURATE ELECTRIC UNLIMITED, INC	01/22/2024	Regular	0.00	284.27	88037
1087	CHILDREN'S HOME SOCIETY OF WA	01/22/2024	Regular	0.00	7,500.00	88038
3867	Cleanpot Portable Toilets LLC	01/22/2024	Regular	0.00	825.00	88039
4198	Department of Labor & Industries	01/22/2024	Regular	0.00	756.80	88040
3697	ELTEC SYSTEMS LLC	01/22/2024	Regular	0.00	1,045.08	88041
160	KEYS WEST	01/22/2024	Regular	0.00	112.84	88042
3975	NORTHWEST BIOSOLIDS	01/22/2024	Regular	0.00	648.90	88043
2956	REFUEL WASHOUGAL	01/22/2024	Regular	0.00	1,300.00	88044
2198	WAXIE SANITARY SUPPLY	01/22/2024	Regular	0.00	1,068.06	88045

Bank Code AP Summary				
Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	10	9	0.00	13,540.95
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	10	9	0.00	13,540.95

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH - OPERATING	1/2024	13,540.95
			<u>13,540.95</u>



Washougal, WA

Refund Check Register

Refund Check Detail

UBPKT12812 - January credit refunds

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
05-000169-001	Wallace, Lavonne	1/11/2024	88032	128.20			128.20	Deposit
12-005148-000	Ferguson, Darren	1/11/2024	88033	349.49			349.49	Deposit
14-004448-000	Jones, Daniel & Samantha	1/11/2024	88034	114.85			114.85	Deposit
20-007458-001	Brown, Aaron and Meghan	1/11/2024	88035	437.45			437.45	Deposit
20-008230-000	Kessinger, Thomas And Melanie	1/11/2024	88036	1,091.54			1091.54	Deposit
Total Refunds: 5				Total Refunded Amount:			2,121.53	

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS/REFUNDS	2121.53
Revenue Total:	2121.53

General Ledger Distribution

Posting Date: 01/22/2024

Account Number	Account Name	Posting Amount	IFT
Fund: 401 - 401			
401-1999	CLAIM ON POOL OPERATING CASH	-2,121.53	Yes
401-2115	UTILITY UNAPPLIED CREDITS	2,121.53	
401 Total:		0.00	
Fund: 999 - POOLED CASH - OPERATING			
999-1111	POOLED CASH OPERATING	-2,121.53	
999-2099	DUE TO OTHER FUNDS	2,121.53	Yes
999 Total:		0.00	
Distribution Total:		0.00	



Washougal, WA

Check Register

Packet: APPKT01716 - AGAP020124

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-Accounts Payable						
2661	BSK ASSOCIATES	02/02/2024	Regular	0.00	3,012.89	88154
1063	CLARK COUNTY PUBLIC HEALTH	02/02/2024	Regular	0.00	7,274.00	88155
125	CLARK COUNTY TREASURER	02/02/2024	Regular	0.00	42,473.99	88156
619	DS SERVICES OF AMERICA, INC.	02/02/2024	Regular	0.00	394.06	88157
3180	ENERSPECT MEDICAL SOLUTIONS	02/02/2024	Regular	0.00	292.96	88158
751	GRAINGER	02/02/2024	Regular	0.00	317.41	88159
4199	HOUSING AUTHORITY OF THE CITY C	02/02/2024	Regular	0.00	2,590.00	88160
418	J2 BLUE PRINT SUPPLY COMPANY	02/02/2024	Regular	0.00	103.08	88161
936	JACOB NICHOLS	02/02/2024	Regular	0.00	34.01	88162
843	JESSE L KASZIEWICZ	02/02/2024	Regular	0.00	33.91	88163
261	LUTZ HARDWARE	02/02/2024	Regular	0.00	133.95	88164
4128	Mackenzie Engineering Inc.	02/02/2024	Regular	0.00	8,399.76	88165
4200	Marcie Chamberlain	02/02/2024	Regular	0.00	82.00	88166
483	MOTOROLA SOLUTIONS	02/02/2024	Regular	0.00	11,724.01	88167
3695	MSDSONline Inc.	02/02/2024	Regular	0.00	3,781.65	88168
4040	National Precast LLC	02/02/2024	Regular	0.00	6,420.00	88169
503	NORTHERN SAFETY CO INC	02/02/2024	Regular	0.00	133.32	88170
503	NORTHERN SAFETY CO INC	02/02/2024	Regular	0.00	476.86	88171
4071	OCD Automation INC	02/02/2024	Regular	0.00	12,775.00	88172
2102	OTAK	02/02/2024	Regular	0.00	23,036.50	88173
180	PAPE' MACHINERY	02/02/2024	Regular	0.00	5,152.14	88174
558	PITNEY BOWES RESERVE ACCT	02/02/2024	Regular	0.00	2,500.00	88175
770	RAG MAN, INC	02/02/2024	Regular	0.00	130.20	88176
4073	Robertson Fick Engineering PC	02/02/2024	Regular	0.00	70,413.54	88177
3761	Securitas Technology	02/02/2024	Regular	0.00	10,725.92	88178
962	SOUTHWEST CLEAN AIR AGENCY	02/02/2024	Regular	0.00	3,019.73	88179
3923	SW WA LLC	02/02/2024	Regular	0.00	938.07	88180
3949	Timothy Charles Shell	02/02/2024	Regular	0.00	1,604.00	88181
208	WALLIS ENGINEERING	02/02/2024	Regular	0.00	310.01	88182
4202	Washington Economic Development	02/02/2024	Regular	0.00	100.00	88183
785	WASHOUGAL LUMBER CO.	02/02/2024	Regular	0.00	114.61	88184
867	WFOA	02/02/2024	Regular	0.00	75.00	88185

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	45	32	0.00	218,572.58
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	45	32	0.00	218,572.58

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH - OPERATING	2/2024	218,572.58
			<u>218,572.58</u>

AGENDA BILL #05-2024
BUSINESS OF THE CITY COUNCIL
City of Washougal, Washington

FOR AGENDA OF:

2/12/2024

SUBJECT:

Emergency Utility Assistance

DEPT. OF ORIGIN:

Finance

REVIEWED AT:

TO BE RETURNED TO COUNCIL:

No

ATTACHMENTS:

- ▢ **Emergency Utility Assistance 1**
- ▢ **Emergency Utility Assistance 2**
- ▢ **Emergency Utility Assistance 3**
- ▢ **Emergency Utility Assistance 4**

EXPENDITURE REQUIRED:

BUDGETED:

APPROPRIATION REQUIRED:

SUMMARY STATEMENT

On August 12, 2013, the Council adopted resolution 1072 establishing an Emergency Utility Assistance Program to provide assistance to low-income customers in order to prevent water shut off. Ordinance 1732 Authorized established of the fund. Resolution 1119 amended the program to add annual transfer of 5% of late fee revenue to support the program. The program anticipates future funding through community donations. The Finance Committee reviews the applications for requirement compliance and approves each individual request.

RECOMMENDED ACTION

Authorize the transfer of funds from the utility assistance program to the customers utility account as approved by the Finance Committee.

City of Washougal

Utility Assistance Program Approval

Claims presented have been reviewed by Finance for Accurate and adequate information

We the undersigned council members of Washougal, Washington do approve of the Utility Assistance payments as determined by the Finance Committee.

FINANCE COMMITTEE Ernie Suggs

FINANCE COMMITTEE David Fritz

FINANCE COMMITTEE Vin. Robertson

Amount to be approved by Council: \$ 229.35

Added to NOVUS for Final Council Approval

Council Meeting Date

Route to AP for Payment

2

City of Washougal

Utility Assistance Program Approval

Claims presented have been reviewed by Finance for Accurate and adequate information

We the undersigned council members of Washougal, Washington do approve of the Utility Assistance payments as determined by the Finance Committee.

FINANCE COMMITTEE Ernie Suggs

FINANCE COMMITTEE David Fritz

FINANCE COMMITTEE Tia Robertson

Amount to be approved by Council: \$237.11

Added to NOVUS for Final Council Approval

Council Meeting Date

Route to AP for Payment

City of Washougal

Utility Assistance Program Approval

Claims presented have been reviewed by Finance for Accurate and adequate information

We the undersigned council members of Washougal, Washington do approve of the Utility Assistance payments as determined by the Finance Committee.

FINANCE COMMITTEE

Ernie Suggs

FINANCE COMMITTEE

David Fritz

FINANCE COMMITTEE

Vin. Robertson

Amount to be approved by Council:

\$ 203.15

Added to NOVUS for Final Council Approval

Council Meeting Date

Route to AP for Payment

City of Washougal

Utility Assistance Program Approval

Claims presented have been reviewed by Finance for Accurate and adequate information

We the undersigned council members of Washougal, Washington do approve of the Utility Assistance payments as determined by the Finance Committee.

FINANCE COMMITTEE Ernie Suggs

FINANCE COMMITTEE David Fritz

FINANCE COMMITTEE Vin. Robertson

Amount to be approved by Council: \$ 250.00

Added to NOVUS for Final Council Approval

Council Meeting Date

Route to AP for Payment