

# STAFF FOLLOW UP REPORT

DATE ACTION REQUESTED: N/A

Ordinance \_\_\_ Resolution \_\_\_ Motion \_\_\_ Information X  
No. No.

Date Submitted: July 27, 2010  
SUBJECT: Utility Assistance Program

Contact Person (Preparer) for this  
Motion: Steve Forrester

Dept.: Administration

File No.:  
*(If applicable)*

## RECOMMENDATION:

Staff to move forward in developing a MOU (Memorandum of Understanding) with St. Vincent DePaul.

## BACKGROUND:

On March 17<sup>th</sup>, 2010, City Staff met with Human Dignity Advocates (HAD) of Crook County to hear a proposal to consider implementing a utility assistance program.

Staff researched various options to assist in developing this program and presented them to Council on June 22, 2010. During the June 22, 2010 Council heard testimony in support of a utility assistance program. Afterwards, Council directed staff to look into creating a plan consistent with Option 1.

On July 20, 2010 staff met with St. Vincent DePaul. St. Vincent DePaul expressed their interest in administering and facilitating this program to distribute funds that could be donated for the purpose of paying water and sewer bills.

City Staff will meet with St. Vincent DePaul during the week of July 26<sup>th</sup> to further discuss the details of how the transactions will take place and incorporate them into a Memorandum of Understanding (MOU) between St. Vincent DePaul and the City. Once this MOU has been drafted Staff will bring back to Council for final approval.

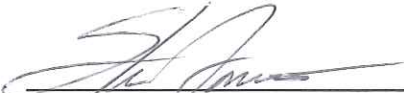
## FISCAL IMPACT:

There will be some minimal expenses in soliciting donations from customers as well as staff time during the implementation of program.

**STRATEGIC ASSESSMENT:**

Outlined in options distributed to Council June 22, 2010.

APPROVED BY:

  
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Steve Forrester, City Manager