



**CITY COUNCIL MEETING
STAFF REPORT**

Meeting Date: November 2, 2015	Subject: Resolution No. 2555 Wilsonville Community Sharing Utility Bill-Paying Assistance Guidelines Staff Member: Susan Cole Department: Finance	
Action Required	Advisory Board/Commission Recommendation	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda	<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable Comments:	
Staff Recommendation: Staff recommends that the Council adopt Resolution No. 2555.		
Recommended Language for Motion: I move to approve Resolution No. 2555.		
Project / Issue Relates To: <i>[Identify which goal(s), master plans(s) your issue relates to.]</i>		
<input type="checkbox"/> Council Goals/Priorities	<input type="checkbox"/> Adopted Master Plan(s)	<input checked="" type="checkbox"/> Not Applicable

ISSUE BEFORE COUNCIL:

Resolution adopting guidelines for the use of City funds for Wilsonville Community Sharing’s utility bill-paying assistance program.

EXECUTIVE SUMMARY:

The attached guidelines are proposed to govern the use of City funds for Wilsonville Community Sharing’s (WCS) utility bill-paying assistance program. The guidelines are largely based on the procedures used by Clackamas County Social Services and reflect the current process used by staff of WCS to award assistance.

The City Council considered these guidelines at their Work Session of October 19, 2015, and directed staff to proceed with an enabling resolution.

EXPECTED RESULTS:

The expected result of these guidelines is to clarify the use of City funds for utility bill-paying assistance.

TIMELINE:

CURRENT YEAR BUDGET IMPACTS:

There are no current year budget impacts. The annual contract was awarded, but payments for the bill-paying assistance program after December 31 are contingent upon Council acceptance of guidelines.

FINANCIAL REVIEW / COMMENTS:

Reviewed by: SCole Date: 10/21/15

LEGAL REVIEW / COMMENT:

Reviewed by: MEK_____ Date:10/26/2015 _____

Resolution approved as to form.

COMMUNITY INVOLVEMENT PROCESS:

Staff worked with WCS on the development of these guidelines.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY

Helping those in need through Wilsonville Community Sharing.

ALTERNATIVES:

If guidelines are not accepted by the City Council, the current contract directs payment for the utility bill-paying assistance program to be withheld.

CITY MANAGER COMMENT:

ATTACHMENTS: