



CITY OF
GEARHART

Staff Report

For City Council Meeting - 10/4/2023

Subject - New Business - Low-Income Household Water Assistance Program

Synopsis - Last year, the City began a partnership with CAT (Community Action Team) on behalf of low-income families who need assistance with their water bill. The renewal letter and agreement is attached. The organization needs partnership renewed annually so they can speak to vendors (us) on the account holder's behalf. If we do not sign the agreement, no assistance will be available for qualified families within our jurisdiction.

Recommendation: Staff recommends the Council motion for consensus to enter into the required vendor contract with the Community Action Team in order to provide assistance to low-income families with water bills.

Legal Analysis: City Attorney Peter Watts can provide additional comments; the agreement is attached.

Financial Analysis: There is no cost for City involvement in the program.

Respectfully Submitted,

Chad



Community Action Team

Serving Columbia, Clatsop, and Tillamook Counties

phone (503) 397-3511

fax (503) 397-3290

www.cat-team.org

September 15, 2023

Dear Water Supplier,

We appreciate your partnership with working with our agencies in providing water assistance to low-income families with help on their water/waste bills through the LIHWA Program.

In preparation, we are required to collect Vendor Contracts. This current program year will extend through March 31st 2024 (or until we exhaust our funding for the year). Please complete the enclosed information and mail the original as soon as possible.

Again, thank you for your assistance and partnership in providing low-income energy assistance in our region. If you have any questions, you can reach me at 503-366-6546.

Sincerely,

Katie May, Energy Assistance Programs Manager

Community Action Team, Inc.

125 N. 17th Street

St. Helens, OR 97051

E-mail: kmay@cat-team.org

Phone: 503-366-6546

FAX: 503-397-3290

Family Resource Center
125 North 17th Street
Saint Helens, OR 97051

Fiscal Office
124 North 18th Street
Saint Helens, OR 97051

Child & Family Programs
108 West B Street
Rainier, OR 97048

AGREEMENT TO EXTEND
LOW-INCOME HOUSEHOLD WATER ASSISTANCE (LIHWA) PROGRAM

This Agreement to Extend the Low-Income Household Water Assistance (LIHWA) Program Agreement is entered into by and between the _____
("Agency"), the _____ ("Vendor"), and the Oregon Housing and
Community Services Department, together with its successors and assigns
("Department") (each a "Party" and collectively the "Parties").

WHEREAS, the Parties entered into the Low-Income Household Water Assistance
(LIHWA) Program Agreement ("Agreement") on _____ [Insert date], and

WHEREAS, the Parties desire to extend the Agreement for six months in alignment with
the approval of the Department's No-Cost Extension.

THEREFORE, in exchange for the mutual promises contained herein, the Parties agree
to the terms and conditions set forth below:

In accordance with Section 5(a)(vi) of the Agreement, the Parties agree to extend the
terms of the originally executed Agreement through March 31, 2024.

Except as expressly modified herein, the terms and conditions of the Agreement shall
remain in full force and effect and are incorporated herein.

Vendor

Agency

Name of Vendor

Name of Agency

Signature

Signature

Print Name

Print Name

Title

Title

Date

Date