

AGENDA

Finance Committee Meeting

February 24, 2020 @ 6:30 PM

Finance Department, City Hall

1. Call to Order

- A. Attendance

2. General Business

- A. Donation of Service Requests
 - a. Special Olympics Swim Team – One hour pool rental with WIBIT (\$199)
 - b. Sunrise Eagles PTO - One hour pool rental with WIBIT (\$185)
 - c. Carbonado SD PTA – Swim Lesson Session (\$75)
- B. Ordinance #2674 – Budget Amendment (Council Packet)
- C. Resolution #1675 - Travel and Fuel Credit Card Policies (Council Packet)
- D. Voucher and Credit Card Review

3. Other Business

- A. Next Meeting March 9, 2020 at 6:30PM

Adjournment

DONATION REVIEW - STAFF

Date: 2/17/20

Group Name: Special Olympics Swim Team

Dollar Value of Donation: \$199 1 HR W/ BT SPECIAL UP TO 50 PPL

Criteria	Met	Not Met	Comment
The requested use is for the general benefit of the health, safety, and welfare of the Citizens of Enumclaw.	✓		
Fees raised would be for a charitable cause as recognized under Section 501 (3)(c) of the Internal Revenue Code.	✓		
The use of the donation is not discriminatory toward any citizen or group of citizens.	✓		
No group or organization may dominate the distribution of donated services at the exclusion of other groups or organizations.	✓		
Request does not go over annual maximum of \$2400	✓		
The donation has the potential to generate additional and/or return customers to a City recreation facility	✓		
The requested use does not conflict with a revenue generating activity/customer	✓		

Manager Recommendation (circle one): Approve Deny

Amount of Annual Maximum Remaining after this donation: \$1,1246.10

Manager Signature: [Signature] Date: 2/17/20

Department Head Signature: [Signature] Date: 2/18/2020



PARKS, RECREATION & COMMUNITY SERVICES

CITY OF ENUMCLAW DONATION REVIEW REQUEST

Date: 2-15-2020

Group Name: Enumclaw Special Olympics

501c3 Verification: 813 206 468

Purpose/Use of Donation: Pool Party for our athletes

Requested Donation: Pool Party w/ widget

Please clearly describe how the donation will benefit the health safety and welfare of the Citizens of Enumclaw:

The activity + exercise will benefit our athletes with special needs + the volunteer Enumclaw community

Contact Information:

Name: Bonnie Kennedy

Address: 1443 Harding St Enumclaw, WA 98022

Email: enumclawspecialolympics@yahoo.com

Phone number: 253-334-4190

DONATION REVIEW - STAFF

Date: 2.14.20

Group Name: SUNRISE EAGLES PTO

Dollar Value of Donation: \$185

Criteria	Met	Not Met	Comment
The requested use is for the general benefit of the health, safety, and welfare of the Citizens of Enumclaw.	✓		
Fees raised would be for a charitable cause as recognized under Section 501 (3)(c) of the Internal Revenue Code.	✓		
The use of the donation is not discriminatory toward any citizen or group of citizens.	✓		
No group or organization may dominate the distribution of donated services at the exclusion of other groups or organizations.	✓		
Request does not go over annual maximum of \$2400	✓		
The donation has the potential to generate additional and/or return customers to a City recreation facility	✓		
The requested use does not conflict with a revenue generating activity/customer	✓		

Manager Recommendation (circle one): Approve Deny

Amount of Annual Maximum Remaining after this donation: \$1,845.00

Manager Signature: [Signature] Date: 2.14.20

Department Head Signature: [Signature] Date: 2/18/2020



PARKS, RECREATION & COMMUNITY SERVICES

CITY OF ENUMCLAW DONATION REVIEW REQUEST

Date: 2/14/2020

Group Name: Sunrise Eagles PTO

501c3 Verification: 54-2175921

Purpose/Use of Donation: school auction fundraiser

Requested Donation: 1 hr. pool wibit rental

Please clearly describe how the donation will benefit the health safety and welfare of the Citizens of Enumclaw:

The sunrise PTO provides funds for class field trips, classroom snacks, playground & PE equipment, for the locker room attendant for the second graders, staff appreciation, & much more. Thank you for your consideration!

Contact Information:

Name: Ashley Bashaw

Address: 1736 Franklin St., Enumclaw, WA 98022

Email: ashleybashaw@gmail.com

Phone number: 206-406-10207



Sunrise Eagles PTO

Dear Valued Community Member,

The Sunrise Eagles PTO will be hosting our first "Soaring Eagles" silent auction on Friday, March 27th from 6:30-9:30pm at The Claw. All of the proceeds of this auction will go toward a variety of classroom and school enrichment, including (just to name a few) our new Art Docent program, Family Activity Nights, field trip transportation, and dancing classrooms. The teachers and students at Sunrise Elementary are working hard to gather donation items for classroom themed baskets and would truly appreciate your help!

We know how integral community involvement is to the success and support of our students. We are grateful for any donation you are able to make for our silent auction (whether it be a physical item or gift certificate) and deeply value your time and generosity. We look forward to acknowledging your contribution in our PTO newsletter, on our Facebook page, and of course at the auction itself.

Sunrise Eagles PTO is a registered non-profit, volunteer organization supporting Sunrise Elementary and the students in our community. Donations to the Sunrise Eagles PTO are tax-deductible and a letter acknowledging your gift will be sent to you for tax purposes. Our tax ID number is located at the bottom of this letter. We are happy to pick up your donation at any time—please find us at the contact information listed below. We welcome the opportunity to provide you with additional information as needed and look forward to hearing from you.

Thank you again for your support of our school!

Sincerely,

Ashley Bashaw

Angie Adam

Ashley Bashaw and Angie Adam
Sunrise Eagles PTO Co-Presidents

PTO Email: sunriseeaglespto@gmail.com

Tax ID: 54-2175921

Facebook: Sunrise Eagles PTO

DONATION REVIEW - STAFF

Date: 2/19/20

Group Name: Carbondale School District PTA

Dollar Value of Donation: \$75

Criteria	Met	Not Met	Comment
The requested use is for the general benefit of the health, safety, and welfare of the Citizens of Enumclaw.		✓	This school comes on their own volition to have their 2nd graders take swim lessons @ Pool.
Fees raised would be for a charitable cause as recognized under Section 501 (3)(c) of the Internal Revenue Code.	✓		
The use of the donation is not discriminatory toward any citizen or group of citizens.	✓		
No group or organization may dominate the distribution of donated services at the exclusion of other groups or organizations.	✓		
Request does not go over annual maximum of \$2400	✓		
The donation has the potential to generate additional and/or return customers to a City recreation facility	✓		
The requested use does not conflict with a revenue generating activity/customer	✓		

Manager Recommendation (circle one): Approve Deny

Amount of Annual Maximum Remaining after this donation: \$1571.00

Manager Signature: [Signature] Date: 2/19/20

Department Head Signature: [Signature] Date: 2/19/2020



Symbol Of Excellence

CARBONADO HISTORICAL SCHOOL DISTRICT No. 19

P.O. Box 131
427 4th St.
Carbonado, WA 98323
(360) 829-0121
FAX # (360) 829-0471

Jessie Sprouse
Superintendent

To Whom It May Concern:

Once a year, the Carbonado Parent Teacher Association holds a school-wide fundraiser in hopes of enriching the school experience of every student. This year it will be held on Friday, March 20th, 2020. This night helps provide equipment and technology for our students. It also funds class field trips for all students. Previous fundraising events have allowed us to make a sizable payment towards a new playground, provide SMARTboards and Chromebooks for classrooms, and supply sports equipment, uniforms, and an electronic scoreboard. It allows PTA the ability to endow our classrooms and clubs and offsets the personal out of pocket costs to our teachers and staff.

Carbonado School PTA, a 501c3, is humbly asking for donations of goods or services, big or small. These donations will be used for our auction event. Keep in mind that Carbonado is a community that has to travel out of town for virtually all of its shopping and entertainment. Your donation will be recognized on a poster displayed during the event. We realize businesses are frequently asked to make donations for various events and community fundraisers and we thank you for also considering our event. This night would not be possible without the support of many businesses and people like you; your donation would be greatly appreciated.

Thank you for your consideration and support.

Please mail donation to:

Carbonado PTA
PO Box 262
Carbonado, WA 98323

Or Contact:

Leanne Holm for pick up
360-367-0979
Lmariesand@yahoo.com
Tax ID#: 601 871 541

or Ashley Kooreny

akooreny@carbonado.k12.wa.us



PARKS, RECREATION & COMMUNITY SERVICES

CITY OF ENUMCLAW DONATION REVIEW REQUEST

Date: 2/9/20

Group Name: Carbonado School District PTA

501c3 Verification: 601 871 541

Purpose/Use of Donation: provide equip + tech to students

Requested Donation: Session of swim lessons

Please clearly describe how the donation will benefit the health safety and welfare of the Citizens of Enumclaw:

See attached letter.

Contact Information: see attached letter

Name: _____

Address: _____

Email: _____

Phone number: _____