

TOWN COUNCIL AGENDA
June 24, 2024 6:00 PM

- I. Opening Ceremonies**
 - a. Call Meeting to Order
 - b. Pledge of Allegiance
 - c. Roll Call
- II. Public Participation: None.**
- III. Events Application: Concrete Chamber – 4th of July Picnic/Party (pages 1-5)**
- IV. Special presentations:**
 - a. Public Safety
 - b. Water & Wastewater – Concrete Utilities and WWTP May 2024 (pages 6-7)
- V. Consent Agenda:**
 - a. Town Council Meeting Minutes – June 10, 2024 (pages 8-11)
 - b. Approval of Claims Checks
- VI. Public Hearings: None.**
- VII. Old Business: None.**
- VIII. New Business:**
 - A. EDC – EV Charging Stations (pages 12-15)
 - B. Resolution #2024-13 – Payroll Draw Policy (pages 16-18)
- IX. Discussion Items:**
 - a. Joint Commission Workshop – July 29, 2024
 - b. Thompson Bridge Load Rating
- X. Reports**
 - a. Council Reports
 - i. Parks-Council Member, Cassie Manke
 - ii. Airport-Council Member, Jon Gunnarsson
 - iii. Health & Emergency Care – Council Member, Drew Jenkins
 - iv. HPLC- Representative, Council Member, Stephanie Semro
 - v. Economic Development Commission – Council Member, Stephanie Semro
- XI. B. Staff Reports**
 - i. Planning/Historical Preservation – Kevin Cricchio
 - ii. Admin/Finance-Andrea Fichter, Clerk-Treasurer
 - iii. Public Works- Terry Coggins, PW Director
 - iv. Fire Department – Jaesen Meacham, Fire Chief
 - C. Mayor Report
- XII. Announcements**
- XIII. Executive Session (*if necessary*)**
- XIV. Adjournment**

Town of Concrete Town is utilizing Zoom for access to Town Council meetings. The information below is for the next meeting:

Join Zoom Meeting

<https://zoom.us/j/3723563720>

Meeting ID: 372 356 3720

One tap mobile

+12532158782,,3723563720# US (Tacoma)

+13462487799,,3723563720# US (Houston)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

Meeting ID: 372 356 3720

Find your local number: <https://zoom.us/u/addgwovb80>

**TOWN OF CONCRETE
EVENTS APPLICATION
(proof of insurance required)
APPLICATION FEES (PLEASE CHECK ONE)**

	#		#
SPECIAL EVENT	\$42.35 AN EVENT	**TOWN STAFF PRESENCE REQUESTED	\$50.00 PER EMPL, PER DAY
SPECIAL EVENT WITH WATER	\$48.40 AN EVENT	**SANI-CAN REQUEST	\$90.00 PER SANI-CAN, PER DAY
SPECIAL EVENT WITH ELECTRICITY	\$54.45 AN EVENT	** PICNIC TABLES	\$12.10.00 PER TABLE, PER EVENT
SPECIAL EVENT WITH WATER & ELECTRICITY	\$60.50 AN EVENT	MARDI GRAS, 4 TH OF JULY, FLY-IN AND CASCADE DAYS - PICNIC TABLE RENTAL FEES WAIVED - REPLACEMENT COST REMAIN FOR ANY DAMAGE	<u>all</u>
SPECIAL EVENT NON-PROFIT ORGANIZATION	\$30.25 AN EVENT	STREET CARNIVAL AND/OR CIRCUS	\$36.30.00 PER DAY
SPECIAL EVENT NON-PROFIT WITH WATER	\$36.30 AN EVENT	STREET CARNIVAL/CIRCUS WITH WATER	\$48.40 PER DAY
SPECIAL EVENT NON-PROFIT WITH WATER	\$42.35 AN EVENT	STREET CARNIVAL/CIRCUS WITH ELECTRICITY	\$54.45 PER DAY
SPECIAL EVENT NON-PROFIT WITH WATER & ELECTRICITY	\$48.40 AN EVENT	STREET CARNIVAL/CIRCUS WITH WATER & ELECTRICITY	\$60.50 PER DAY

ENTER TOTAL FEES HERE \$ 48.40

** THESE FEES ARE IN ADDITION TO THE SPECIAL EVENT OR STREET CARNIVAL/CIRCUS FEE - DAMAGE BEYOND NORMAL REPAIR TO ITEMS WILL REQUIRE EVENT HOLDER TO PAY FULL REPLACEMENT COSTS AS STATED IN THE MOST RECENT FEE SCHEDULE

NAME: Valerie Stafford

ADDRESS: 4659 Sobek Ln - Concrete

PHONE: 360-466-8754

OFFICIAL NAME OF ORGANIZATION:

NAME OF ORGANIZATION: Concrete Chamber of Commerce

ADDRESS: P O Box 743 Concrete

PHONE: 360-853-8784

PERSON DIRECTLY IN CHARGE OF AND RESPONSIBLE FOR EVENT:

NAME: Valerie Stafford

ADDRESS: above

PHONE: _____

EVENT DETAILS:

EVENT NAME: 4th of July Picnic / Party

PURPOSE OF EVENT: Celebrate Independence Day

DATE OF EVENT: Thurs July 4, 2024 TIME OF EVENT: 3:00 PM

LOCATION OF EVENT: Silo Park

ROUTE OF EVENT (if applicable): Staging @ "PSE" parking lot, parade down Main Street to Silo Park

APPROXIMATE NUMBER OF SPECTATORS & PERSONS PARTICIPATING: 200

SETUP/TAKEDOWN TIMES: 2:00 PM / 4:00 PM

Will this Event include a fireworks display? Yes or No

This institution is an equal opportunity provider, and employer and does not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations.

Event sponsors or organizations will be required to provide a certificate of insurance to the town before the permit is issued. Commercial General Liability insurance of at least \$1,000,000 per occurrence, \$2,000,000 annual aggregate written on an occurrence form by an insurance carrier

SPECIAL NEEDS

<u>Number Needed</u>	<u>Item Needed</u>
	Sani-Cans
	Extra Garbage Cans
15	Road Closure Cones/Candlesticks
	Access to Power
	Access to Water
Department	ADDITIONAL ASSISTANCE OR EQUIPMENT NEEDED
Public Works	
Police	
Fire	

PROCEDURES FOR EVENT ACTIVITIES

- Anyone desiring to hold a special event in the Town of Concrete should fill out an Events Application and submit with the required fee/s, to the Clerk-Treasurer. Applications for Event Permits must be filed no less than thirty (30) days in advance of the proposed special events activity. Special events include parades, public meetings or assemblies or other organized gathering of a group of persons, or any ceremony, show, exhibition, dance or pageant which may reasonably be expected to result in the gathering of a group of persons, upon any public street, park or other public grounds. They do NOT include funeral processions, a governmental agency acting within the scope of its functions, students going to and from school or participating in educational activities, organized youth and other sports activities.
- The person or organization sponsoring the special events activity shall, on a form prescribed by the town attorney, as a condition to the issuance of a permit, execute an agreement to indemnify and hold the Town harmless from and on any claim that may be made or brought against the Town for loss, injury or damage to any persons or property arising out of or in connection with the special events activity.
- All entry forms to special events activity shall require each individual participant to release the Town from any liability that might be occasioned on account of any injury to the participant or damage to participant's property. If the special events activity will involve minors, said entry form shall provide for a release of such liability on behalf of the minor, by the minor and the minor's parents or guardian.
- **Event sponsors or organizations will be required to provide a certificate of insurance before the permit is issued. Commercial General Liability insurance of at least \$1,000,000 per occurrence, \$2,000,000 annual aggregate written on an occurrence form by an insurance carrier with an "A" rating and licensed to conduct business in the State of Washington must be in received by the Town of Concrete prior to the event. Auto Liability Insurance with at least \$1,000,000 Combined Single Limit written by an "A" rated carrier licensed to conduct business in the State of Washington, is required if motor vehicles (including parade floats, farm type equipment, or other motorized vehicles regardless if licensed or not) are used in the event. The Town of Concrete will be named as an additional insured by endorsement on the event sponsor's or organization's insurance policy. All participants shall also be required to meet the insurance requirements including naming the Town of Concrete as an additional insured. Proof of insurance shall be provided to the Town prior to the permit being issued.**
- Any person or organization sponsoring a special event activity shall be responsible for the prompt and orderly removal of any signs, booths, barricades and any other articles or items erected or used in connection with the special event activity and may trash or debris occasioned by the special event activity. Should the Town for any reason be forced to expend its own funds or staff or use its equipment to ensure the safe and orderly conduct of the special events activity or disassemble or remove any articles erected or used in connection with the special events activity or collect any trash or debris occasioned by the special events activity then the person or organization sponsoring the special events activity shall promptly reimburse the Town for the reasonable cost of same upon presentation of the Town's statement.
- The written permit shall be carried by the person heading or leading the special event activity for which the permit was issued.

I, Valerie Lee, representing Concrete Chamber of Commerce agree to the above Procedures.

Valerie Lee
(Signature)

6/12/2024
(Date)

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SPECIAL ACKNOWLEDGEMENT, RELEASE AND AGREEMENT OF INDEMNITY

It is fully understood and acknowledged by the undersigned that the (name of event or organization/ individual) 4th of July Parade/Party sponsored by Concrete Chamber of Commerce may be conducted along Town streets, across Town intersections and/or on Town property.

With full knowledge of these matters, the undersigned, as sponsor, hereby releases and absolves and agrees to indemnify the Town of Concrete, Washington, its officers, employees and agents, from and against any and all claims of whatever nature arising by reason of participation in the aforementioned event, including injury or death to such participant.

Date: 6-12-2024
Name of Sponsor: Concrete Chamber of Commerce
Address of Sponsor: PO Box 743 Concrete

Signature of Authorized Agent: Valerie J. Lee

Note: Sponsors are required to obtain waivers that include holding the Town harmless from all participants in running, walking, etc., events. Anyone under 18 years of age must obtain a parent's or guardian's signature.

Sign/Banner Placement Request

The Town of Concrete has a structure available for placing event banners or signs. Maximum length of such sign is 10 feet and maximum height is 2.5 feet. Event organizers are responsible for the creation and cost of such banner or sign. The Town will be responsible for the approval and installation of any banner or sign. Signs are only allowed to be placed on the town provided structure.

Signs or banners displayed must be for civic events or non-profit activities and cannot contain commercial advertising or sponsorships.

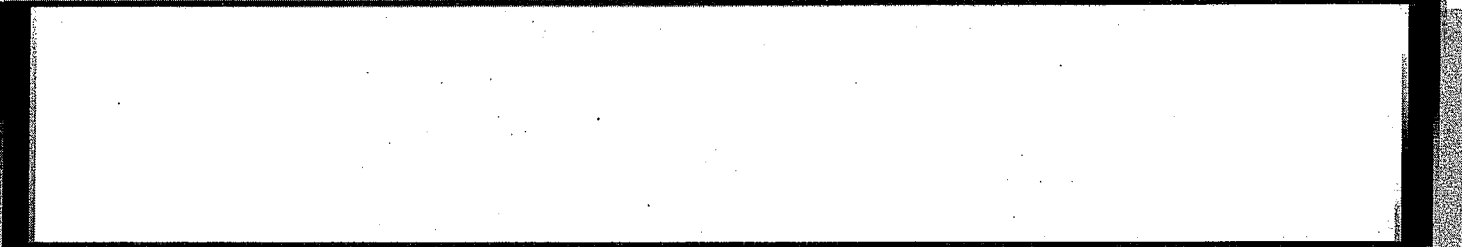
Signs or banners are limited to a maximum size of ten (10) feet in length and two and one half (2.5) feet in height and be legibility at the distance and pace (speed) at which it is to be seen and is limited to the following:

- Name of Event
- Date/s of Event
- Time of Event
- Event logo or other event related image/s

Do you have a sign/banner to be placed for this event? _____

Does it meet the above requirements? _____

Please provide a detailed sketch below or attach sample.



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**FOR TOWN USE ONLY
Review and Recommendations**

Department	Initials	Date	Comments
Public Works			
Police			
Fire			

Application Fees:

Date Paid: 6/13/24 Receipt No. 28061

Approved Event permits, will only be issued upon receipt of Certificate of Insurance and any other information required by the Town Council.

Insurance received: 6/13/24
Date

Presented to Town Council on: _____

APPROVED DISAPPROVED

SIGNATOR: _____
Mayor

ATTEST: _____
Clerk-Treasurer

OTHER FEES REQUIRED: YES NO

Amount: _____ Description: _____

Date Paid: _____ Receipt No. _____

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Board of Directors
Concrete Utilities
 Monthly Report of System Operation
Month: May 2024

For the month of May, the Concrete Utilities water system ran well. Monthly bacterial results met state DOH requirements.

Production

<i>Based on Logs sheets from 4/29/24 to 5/31/24</i>	Current Month 32 Days (GAL)	Last Month 31 Days (GAL)	Difference	Last Year 33 Days	Difference
Production	1,401,672	1,316,666		1,527,793	
Daily Avg.	43,802	42,473	+3%	46,297	+3%
GPD/Home - 484	91	88		96	

Miscellaneous

05/06- Collected compliance bacteria sample at 7377 S. Dillard.

Recommendations



Town of Concrete

Honorable Mayor and Town Council

Monthly Report of Wastewater Treatment Plant Operations & Maintenance

Month: May 2024

During the month of May, the plant met NPDES permit requirements. The effluent is clean, and the fecal coliform counts are below permit.

Locates

- There were no locates during the month of May.

Call Outs-Emergencies

- There were no call outs during the month of May.

Communications

System Maintenance

- The plant is running great. No changes or significant maintenance needed.
- MBR chemical cleaning completed.
- Mann & Hummell were onsite to repair the leaking membrane, they will return to finish the repair when parts arrive. This repair is covered under warranty.

Miscellaneous

Process Changes:

Metered Flow:

Average:	<u>65,000 gallons</u>
Max:	<u>76,000 gallons</u>
Total:	<u>2,015,000 gallons</u>
Total Wasting:	<u>22,500 gallons</u>

**Town of Concrete
Town Council Meeting
June 10, 2024**

6:00 pm. Mayor Reed called the meeting to order. Mayor Reed led the gallery in the Pledge of Allegiance.

Roll Call: Council Members: Councilmembers Rob Thomas (arrived at 6:31 p.m.), Cassie Manke, Drew Jenkins (via Zoom @ 6:03 p.m.), Stephanie Semro and Jon Gunnarsson.

Councilmember Semro made a motion to excuse Councilmember Thomas. Councilmember Manke seconded the motion. The motion carried unanimously. (Councilmember Thomas arrived after this motion)

Staff Present: Clerk Treasurer Andrea Fichter and Public Works Director Terry Coggins.

Staff Present Online: Town Attorney David Day, Town Planner Kevin Cricchio and Robert Foster.

Audience Members Signed In: Allen Jackson, Steve Bolan, June Moore, Wiley Moore, John Boggs, Sgt. Steven Dills, Jay Welch, and Stephanie Morgareidge.

Audience Members Signed in Online: Racquel Muncy, Dave Thomas, and Don Wick.

Public Participation: A.J. Urqhart – Superior Building Usage: AJ stated that he still has some scenes that he needs to shoot using the Superior Building and requested an extension of the current agreement until the end of September to complete those.

Councilmember Semro made a motion to extend the expiration date to September 30, 2024. Councilmember Manke seconded the motion. The motion carried unanimously.

AJ also stated that he would like to shoot a scene with the Council. He stated that he has a scene in the movie with the actor portraying the sheriff is giving his report to the town council and would like to have the actual council included in that scene. It was the consensus of the council for him to schedule a time with Marla to shoot that scene.

Steve Bolan – Airport: Steve distributed a report he put together of the work done at the airport where new grass was planted in the area utilized by the park service last summer. He reviewed before and after pictures of the area and also reported on the sprinkler system.

Events Application: Newhalem Tournament – Jack and Jill Mushball Tournament: Andrea stated this is a long running tournament that has been held in Newhalem in years past, but the field is unavailable for the event this year.

Mayor Reed stated this will take place the same weekend as the fly-in. It was also stated that this event has a large attendance and will bring people into town. Andrea stated the proof of insurance will need to be submitted prior to the event.

Councilmember Semro made a motion to approve. Councilmember Manke seconded the motion. The motion carried unanimously.

Concrete Events – Old Fashioned Fly-in: It was stated there are no changes from years past.

Andrea stated that payment and proof of insurance need to be made prior to the event.

Councilmember Manke made a motion to approve. Councilmember Semro seconded the motion. The motion carried unanimously.

Special Presentations: Public Safety: May 2024 Incident Report and Crime Map: Sergeant Dills reported on the calls and hours in town for the month of May. He stated there were a couple arrests for assaults and one arrest made from some transients that were removed from property owned by PSE. He stated they are also going to continue working on the speeding issue occurring on the highway through town limits.

Andrea stated that she will double check with WSDOT on the solar radar signs agreement and when the town can schedule to get those installed.

Water and Wastewater (WWS): No report.

Gray & Osborne: Lead Service Inventory Agreement: Andrea stated this was discussed at the last meeting and this is the agreement to get the work completed.

Councilmember Manke made a motion to approve. Councilmember Gunnarsson seconded the motion. The motion carried unanimously.

Lift Station Project – Final Pay Request, Project Acceptance/Retainage Release Request: Andrea stated this was also discussed at the last meeting. She stated the project is complete and this is the last pay request.

Councilmember Manke made a motion to approve. Councilmember Semro seconded the motion. The motion carried unanimously.

Consent Agenda:

Town Council Meeting Minutes – May 28, 2024
Approval of Claims Checks: #9922-#9959 - \$103,477.03
Stop Payment – Check #9648
Approval of Payroll

Councilmember Manke made a motion to approve. Councilmember Semro seconded the motion. The motion carried unanimously.

Public Hearings: Code Amendment Chapter 17.16 Boundary Line Adjustment, Ordinance #882: Kevin reported that these changes would apply town wide. He stated typically a Boundary Line Adjustment (BLA) is used to consolidate lots and cannot be used to create lots. He stated mostly these are used to move boundaries between two property owners. He stated this was sent to the Department of Commerce, SEPA agencies and to the town attorney for their comments, which he did not receive any comments. He stated this was also taken to the Planning Commission for a public hearing at their level. He stated the Planning Commission is recommending approval.

Mayor Reed opened the public hearing at 6:21 p.m.

Jason Miller requested an example of what was changed in this code. Kevin stated the major change is that BLA's will now require a survey to be completed which is similar to what is needed when doing any type of plat or development.

Jason asked what the difference between a short plat and BLA is. Kevin stated that BLA's are used to consolidate lots, and plat are done to create lots.

Mayor Reed closed the public hearing at 6:26 p.m.

Councilmember Gunnarsson made a motion to approve Ordinance #882. Councilmember Semro seconded the motion. The motion carried unanimously.

Old Business: None.

New Business: None.

Discussion Items: HPLC Joint Workshop – July 29, 2024: It was stated this is on the agenda as a reminder for this meeting.

Council Reports: **Parks: Cassie Manke:** Councilmember Manke reported they had a meeting tonight. She stated they are putting an agenda together and are going to start working on a plan for the East Concrete pocket park. She stated they also discussed starting a Facebook page for the Parks.

Airport: Jon Gunnarsson: Councilmember Gunnarsson reported the Wi-Fi installation is finally complete. He stated the town had to go through Astound instead of Ziplly.

Health and Emergency Care: Drew Jenkins: Councilmember Jenkins did not have a report.

Historic Preservation and Landmarks Commission: Stephanie Semro: Councilmember Semro stated they will meet again on the 26th of this month.

Economic Development Commission Stephanie Semro: Councilmember Semro stated there is a meeting this Wednesday.

Department Reports: Planning Commission/Historical Preservation: Kevin Cricchio: Kevin stated he will be working on code changes on sidewalk use and vacant buildings. He stated that he and Andrea have already began putting together drafts.

Administration/Finance Report: Andrea Fichter: Andrea stated the May Treasurer's Report was included in their packets as well as the overtime report. She stated the Mayor and her are working on updates to the personnel policy. She stated these will be sent to the attorney and to AWC for review before it is brought to the Council.

Public Works: Terry Coggins: Terry reported the hoses on the sweeper keeping coming loose or leaking. He stated they are constantly making repairs.

He also reported that he cannot get blades for the New Holland mower. He stated it is old and parts are no longer available.

Mayor Reed brought up the load rating inspection that needs to be completed for the Thompson Bridge. Terry stated that he had contacted one company and they came back with a quote of around \$75,000. He got a quote from another company that was around \$40,000 but now that company is saying they are too busy to complete the work. Mayor Reed stated there is a possibility of turning it into a walking bridge until this can be resolved.

Councilmember Thomas stated that unfunded mandates are very difficult for smaller communities. He asked that this be put back on the agenda for the next meeting to get an update.

Fire Department: Fire call report for May was included in the packets.

Mayor's Report: No report.

Announcements: Councilmember Thomas asked if the town had ever received an update on the Food Bank and Library discussions. Andrea stated that last she heard Rachel was going to reach out to Gladys to set something up, but she had not heard anything since then. Councilmember Thomas stated he would like to request an update for the next Council meeting.

Mayor Reed reported that tomorrow is the last day of school.

Executive Session: None.

Adjournment: Councilmember Thomas made a motion for adjournment at 6:49 p.m. Councilmember Manke seconded the motion. The motion carried unanimously.

Marla Reed, Mayor

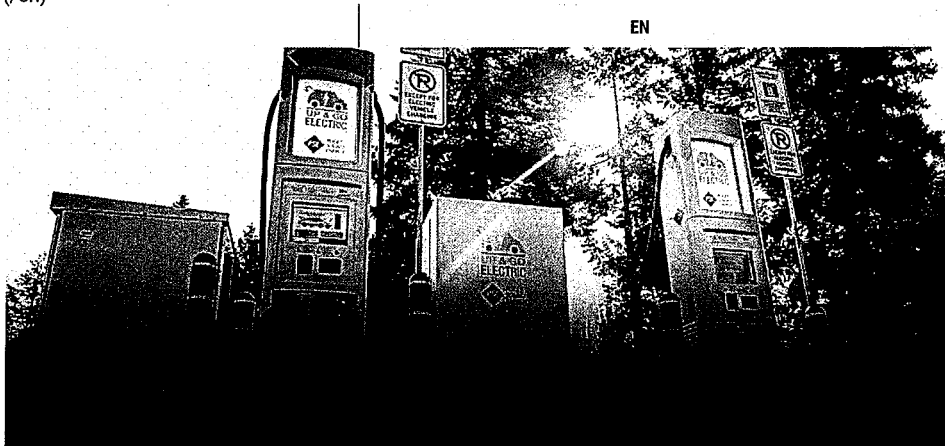
Attest: Andrea Fichter, Clerk Treasurer



\$
PAY BILL

PERSON
SIGN IN
(/LOGIN)

⚡
OUTAGES



ASK AN ENERGY ADVISOR

Have questions about PSE's Up & Go Electric EV charger programs? We're here to help. Call us at 1-800-562-1482, Monday through Friday 8 a.m. to 5 p.m. or contact us below

CONTACT US

Install a public EV charging station at low to no cost

As Washington state prepares for a boom in electric vehicles, PSE is removing the barriers that keep property owners from hosting a public charging station.

Up & Go Electric for Public allows businesses and communities to easily and affordably provide EV charging by covering up to 100% of the costs to install, maintain and operate a public charging station.

Choose the ownership option that's right for you

Up & Go Electric for Public incentives cover up to the full cost of equipment and installation for Level 2 and DC fast charging ports and transmission upgrades. Save time on installation and enjoy greater reliability by taking advantage of PSE's electric vehicle expertise.

Customer-owned option

For customers who want more control of the charging station. You'll fully manage installation, ownership and maintenance.

- Direct control over charger purchase, installation and maintenance options
- Ability to receive revenue and Washington state Clean Fuel Standard credits from the station

Customers whose sites directly serve or benefit historically underrepresented communities may be eligible for enhanced incentives and services. See the Empower Mobility section below for more information.

PSE-owned option

PSE will manage charging station installation and operation from end to end, including infrastructure upgrades, making this the easiest and most worry-free way to host a public charging station.

- Step-by-step, comprehensive planning by PSE's experts: we'll coordinate equipment purchasing, site design, construction and final inspection for the project to save you time and money
- Reliable, high-quality service from charging providers and installers vetted by PSE
- Worry-free operations: PSE will manage charger operations, so any issues or errors can be directed to us

Apply now

Apply now to install a public charging station with the help of available incentives from PSE Up & Go Electric for Public.

[\(/media/Project/PSE/Portal/Renewables/EV-Charging/Public-charging-CTA.png?rev=41c8d2d24424454c86a11d5299877f62&modified=20240104213703&hash=DAD102A364/](/media/Project/PSE/Portal/Renewables/EV-Charging/Public-charging-CTA.png?rev=41c8d2d24424454c86a11d5299877f62&modified=20240104213703&hash=DAD102A364/)



APPLY NOW

Incentive details

See the table below for details on available incentives under our ownership options.

PSE-OWNED		
CHARGER TYPE	% OF COSTS COVERED	MAXIMUM PER-PORT INCENTIVE
Level 2	100%	No max
DC Fast Charger	100%	No max
CUSTOMER-OWNED*		
CHARGER TYPE	% OF COSTS COVERED	MAXIMUM PER-PORT INCENTIVE
Level 2	Up to 50%	Up to \$2,000/port
DC Fast Charger	Up to 50%	Up to \$40,000/port
EMPOWER MOBILITY CUSTOMER-OWNED*		
CHARGER TYPE	% OF COSTS COVERED	MAXIMUM PER-PORT INCENTIVE
Level 2	Up to 100%	Up to \$4,000/port
DC Fast Charger	Up to 100%	Up to \$80,000/port

*The customer-owned options have an incentive limit of \$250,000 per project. Additional allowances for service line and transformer upgrade costs up to \$20,000 per DC fast charger port and \$2,000 per Level 2 port.

Empower Mobility

We want to expand electric mobility access to communities with the greatest need. Public charging stations provide community benefits, such as a reduction in carbon emissions and other harmful air pollutants, by empowering drivers to switch from gas-powered vehicles to cleaner electric vehicles.

Empower Mobility incentives

Customer-owned projects whose sites directly serve and/or benefit historically underrepresented communities may be eligible for enhanced incentives and service.

PSE will provide upfront incentives covering 100 percent of charger and installation costs up to \$4,000 per Level 2 port and \$100,000 per DC fast charging port.

Empower Mobility eligibility

To be eligible for Empower Mobility incentives, the installation site must directly serve and/or benefit historically underrepresented communities, also known as named communities. Named communities include both highly impacted communities and vulnerable populations.

Highly impacted communities are comprised of census tracts designated by the Washington State Department of Health as a 9 or 10 on the [Environmental Health Disparities Map](https://doh.wa.gov/data-and-statistical-reports/washington-tracking-network-wtn/washington-environmental-health-disparities-map) (<https://doh.wa.gov/data-and-statistical-reports/washington-tracking-network-wtn/washington-environmental-health-disparities-map>) or communities located in census tracts that are fully or partially on "Indian country" as defined in 18 U.S.C. Sec. 1151.

Vulnerable populations (<https://apps.leg.wa.gov/wac/default.aspx?cite=480-100-605>) are communities that experience a disproportionate cumulative risk from environmental burdens due to adverse socioeconomic factors, including disability, cardiovascular disease, low birth weight rates, higher rates of hospitalization, heat islands, arrearage/disconnections, access to digital/internet resources, access to food, access to health care, educational attainment level, estimated energy burden, historical red line influence, home care, housing burden, linguistic isolation, mental health/illness, poverty, race, renter vs owner, seniors with fixed income, transportation expenses and unemployment.

The list of vulnerability factors and resultant mapping may change as PSE's [Clean Energy Implementation Plan](https://www.cleanenergyplan.pse.com/ceip-library) (<https://www.cleanenergyplan.pse.com/ceip-library>) evolves.

Please see the program eligibility and requirements section for additional participation criteria.

Contact us

If you have questions about Empower Mobility incentives and eligibility, [contact an Energy Advisor](https://www.pse.com/rebates/ask-advisor-form) (<https://www.pse.com/rebates/ask-advisor-form>) or call 1-800-562-1482.

For more information, visit the [Empower Mobility page](/en/pages/electric-cars/empower-mobility) (</en/pages/electric-cars/empower-mobility>).

Program eligibility and requirements

All customers must:

- Be located in PSE's electric service area and not on transmission-only customer property.
- Have controlling interest in the property or the authority to act on behalf of property ownership.
- Be willing to convert available shared parking space(s) to dedicated charger installation(s).

Customers choosing the PSE-owned option must:

- Agree to a 10-year minimum lease agreement with PSE.
- Agree to an easement agreement with PSE. ([Download Up & Go Electric for Public business points summary](/media/PDFs/Electric-cars/Up_Go_Electric_for_Public_Business_Points_Summary.pdf?rev=2c5282873e4143f7b759a53594de4a89&modified=20240318194213&hash=BF31FE83FF1183324F5E1723B66F8897)) (/media/PDFs/Electric-cars/Up_Go_Electric_for_Public_Business_Points_Summary.pdf?rev=2c5282873e4143f7b759a53594de4a89&modified=20240318194213&hash=BF31FE83FF1183324F5E1723B66F8897).
- Verify the property is free of existing option agreements that would otherwise preclude its development by another party.

Customers choosing the customer-owned option must:

- Install a separate, dedicated meter for the charging station.
- Meet standards, equipment and metering requirements, such as mounted signage, available payment methods, registration and reporting.
- Ensure the site is able to serve multiple vehicle makes.
- Agree to a [non-negotiable service agreement](/media/PDFs/Electric-cars/Advice202318PSESCH551AttachmentB042023.pdf?rev=10db41ef154642b291de866c30239c1a&modified=20240124212858&hash=1EF7F201E36633961F228C3DFF7E8A81) (</media/PDFs/Electric-cars/Advice202318PSESCH551AttachmentB042023.pdf?rev=10db41ef154642b291de866c30239c1a&modified=20240124212858&hash=1EF7F201E36633961F228C3DFF7E8A81>).

Please see the Empower Mobility section above for eligibility details regarding enhanced incentives available for sites that directly serve and/or benefit historically underrepresented communities.

How it works

Bringing electric vehicle charging to your tenants can be overwhelming. PSE Up & Go Electric for Public can make it easier.

PSE-owned option:

1. Submit an application describing your project.
2. PSE reviews your application and contacts you for a program presentation.
3. Sign a non-legally binding [business points document](/media/PDFs/Electric-cars/Up_Go_Electric_for_Public_Business_Points_Summary.pdf?rev=2c5282873e4143f7b759a53594de4a89&modified=20240318194213&hash=BF31FE83FF1183324F5E1723B66F8897) (/media/PDFs/Electric-cars/Up_Go_Electric_for_Public_Business_Points_Summary.pdf?rev=2c5282873e4143f7b759a53594de4a89&modified=20240318194213&hash=BF31FE83FF1183324F5E1723B66F8897) that sets mutual expectations for the project.

- 4. PSE will perform a site walk and begin project development.
- 5. Receive regular updates and status review opportunities throughout project development, discuss lease/easement conditions with PSE, and sign corresponding agreements.
- 6. Once installation is complete, PSE will work with you on potential launch events and manage ongoing promotion of your charging station.

Customer-owned option

- 1. Submit an application describing your project and, if applicable, your eligibility for enhanced Empower Mobility incentives (see Empower Mobility section above).
- 2. If approved, PSE will contact you with an estimated incentive offer. (Note: Upfront incentives for Empower Mobility projects will be provided upon submission of the signed service agreement.)
- 3. Proceed with purchasing and installing chargers.
- 4. Complete installation and pass inspection.
- 5. You'll receive incentives upon submitting final equipment and installation receipts, as well as a signed copy of the PSE Up & Go Electric for Public [service agreement \(/media/PDFs/Electric-cars/Advice202318PSESch551AttachmentB042023.pdf?rev=10db41ef154642b291de866c30239c1a&modified=20240124212858&hash=1EF7F201E36633961F228C3DFF7E8A81\)](/media/PDFs/Electric-cars/Advice202318PSESch551AttachmentB042023.pdf?rev=10db41ef154642b291de866c30239c1a&modified=20240124212858&hash=1EF7F201E36633961F228C3DFF7E8A81).

 **More PSE charging options and incentives**

Public EV charging benefits your community and property

- **Attract new patronage:** while drivers wait for their vehicle to charge, they'll be able to explore nearby businesses and attractions.
- **Prepare for the electric vehicle boom:** beginning in 2030, all new passenger vehicles sold in Washington will be electric. Partner with PSE now to prepare for the future.
- **Advance sustainability goals:** electric vehicle charging can help lower the carbon footprint of your community or organization.

(<https://jobs.pse.com/>)



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RATES



RESOURCE PLANNING



HYDRO LICENSING



15

Resolution No. 2024-13

**A RESOLUTION OF THE TOWN OF CONCRETE TOWN COUNCIL
APPROVING AN EMPLOYEE PAYROLL DRAW REQUEST POLICY.**

WHEREAS, The Town of Concrete values its employees and understands the monthly pay schedule may be difficult for some employees; and

WHEREAS, the Town currently allows for payroll draws throughout the month; and

WHEREAS, to continue allowing payroll draws to occur, the Town Council has determined a policy should be put in place; and

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN OF CONCRETE TOWN COUNCIL AS FOLLOWS:

To approve the foregoing policy for the tracking and processing of payroll draws, attached as Exhibit A as well as the form to be used when employees request a payroll draw, attached as Exhibit B.

ADOPTED by the Town Council of the Town of Concrete, Washington, at its regular meeting on _____ of _____, 2024.

TOWN OF CONCRETE

Mayor

ATTEST:

Clerk Treasurer
Andrea Fichter, Clerk Treasurer

APPROVED AS TO FORM:

Town Attorney
Town Attorney, David Day

16

Payroll Draw Policy

The Town of Concrete understands the monthly payroll schedule may be difficult for some employees. The below policy outlines procedures for issuing a payroll draw when requested by an employee.

- Payroll draws may only be requested after the amount being requested has been earned in that month.
- When determining amount earned, it shall be calculated using the predetermined hourly rate set within the payroll system. Example – Employee has worked a total 5 – 8-hour workdays, equal to 40 hours. Employees hourly rate of pay as predetermined within the payroll system is \$20.00/hr. The maximum amount the employee could request at that time is \$800.00 ($5 \times 8 \times \$20.00 = \800.00).
- Any overtime pay accrued prior to the payroll draw request or allowed cash out of vacation or comp time accrual shall not be used in determining maximum draw amounts.
- Payroll draws will be deducted from the next payroll within the same month the draw occurred.
 - Payroll draws may not exceed the total monthly salary amount.
- Employees are responsible for notifying the payroll clerk of any errors in draws noted on the monthly payroll. Any over or underpayments of payroll draws noted on that month's payroll will be deducted or added in full to the following payroll or from the following payroll after such an error is determined.
- The Clerk Treasurer shall develop a form in accordance with this policy to be signed by the employee, their department head and the Clerk Treasurer when processing a payroll draw request.
- Payroll draws may be processed in accordance with this policy prior to end of month Council approval.

REQUEST FOR PAYROLL DRAW

Payroll Month and Year:
Employee Name:
Draw Request Date:
Amount Requested: \$

I, the employee, certify under penalty of perjury:

- That I have worked the required number of hours to be compensated said amount.
- I acknowledge that I am ultimately responsible for notifying the payroll clerk of any errors in draws noted on my monthly paystub and that any over payment or under payment of a draw in any particular month will be deducted or added in full in the following month's payroll or the following month's payroll of when the error is discovered.

Employee Signature:
Department Head Signature:

The Clerk Treasurer shall sign below, certifying draw being requested is allowable under the Payroll Draw Policy and certifies the employee has worked the needed hours to be compensated for the amount being requested.

Clerk Treasurer Signature:
