



## OFFICE OF THE CITY CLERK AND TREASURER

**Marissa Ortiz, City Clerk**

(509) 234-2701 ext. 1232 ♦ Fax: (509) 234-2704 ♦ [mortiz@connellwa.org](mailto:mortiz@connellwa.org)

### June Monthly Report

This monthly report will emphasize some of the key functions that have been completed by this office.

- Prepared, published, and posted City Council Meeting Agendas/Notices.
- Received 3 Public Record requests for the month of June.
- Joined a webinar on June 3 for Legislative Updates on 2020 Public Records Bills.
- Attended a remote Street Committee Meeting on June 11, 2020.
- City Treasurer Bernal held a remote Finance Meeting on June 15<sup>th</sup> with the Finance Committee, reviewing the Treasurer's Report for May.
- The CEO from the Columbia Basin Health Association presented a check of \$5,000 to the Connell Park & Recreation Department. The City of Connell is very grateful for their support.
- Held a remote Park & Recreation Advisory Board Meeting on June 30, 2020.
- Joined the first ever 2020 AWC Annual Conference Online- during the week of June 23-26.
- Accounting Clerk Barragan created step by step video tutorials in English & Spanish on how to create an account with Xpress Bill Pay to pay your utility bills online. View them on our city website!
- 8 active business license applications submitted for June, including 2 home-based businesses.
- City Staff participated in distributing a Free Mask Give a Away for anyone in our region. Had good attendance!