



REQUEST FOR CITY COUNCIL ACTION

MEETING DATE:

July 18, 2018

DEPARTMENT:

Utilities

DIVISION:

Administration

- ☒ Motion
- ☐ Resolution
- ☐ Ordinance - Introduction
- ☐ Ordinance - Adoption
- ☐ Public Hearing

TITLE:

Outside Agency Agreement: Western Arizona Council of Governments

SUMMARY RECOMMENDATION:

Authorize the City Administrator to execute an agreement with the Western Arizona Council of Governments to provide annual funding for up to three years to provide assistance to qualified City utility customers. (Utilities/Administration) (Jay Simonton)

REPORT:

The City of Yuma (City) has a low-income assistance payment program similar to those offered by other utilities whereby a customer may receive a payment voucher to be applied toward the customer's delinquent utility bill. The program is intended to prevent a customer from being disconnected from water services for non-payment during a financial hardship and provide education so assistance is not needed in the future. The Western Arizona Council of Governments (WACOG) is a governmental non-profit that serves income challenged households and vulnerable populations in Yuma, La Paz and Mohave Counties. Among other things, WACOG assists low-income households in paying utility bills.

Under this Outside Agency Agreement (Agreement), WACOG will coordinate with the City regarding eligibility criteria for persons seeking assistance. WACOG will conduct an application review process to verify income eligibility and hardship qualifications, and submit approved vouchers and subsequent payments to the City. If WACOG determines a person is eligible for assistance WACOG will issue a qualifying payment voucher for an amount not to exceed \$250.00. Customers who do not meet the eligibility criteria must pay the amount due to avoid service disconnection. A customer's account will remain connected pending the referral outcome.

Under the Agreement, WACOG may only provide a customer with payment assistance once per 12-month period. WACOG must also provide educational information regarding conservation and leak detection, information regarding budget management and other agency referrals that could provide additional assistance or job placement services.

The City has allocated \$50,000 for FY2018-19 to provide to WACOG for this program. These funds have been generated from the Delinquency Fee (Water Fund) which was approved by Council and became effective against delinquent bills as of February 1, 2015. WACOG must apply at least 80% of the funds toward issuing vouchers to qualified customers, and may apply up to 20% of the funds for program delivery services. WACOG will provide the City with scheduled monthly and semi-annual reports, and process payments for the vouchers once per month. When the \$50,000 has been fully distributed to eligible customers, the utility assistance program will terminate for the current fiscal year. The Agreement has an initial term of one year, but may be renewed for up to two additional one-year terms.

The City requires outside agencies that are funded by the City to sign an agreement with the City that provides for performance standards; accountability in the work performed, reporting of how the funds are spent and other conditions including insurance requirements and indemnification.

FISCAL REQUIREMENTS	CITY FUNDS:	\$0.00	BUDGETED:	\$0.00
	STATE FUNDS:	\$0.00	AVAILABLE TO TRANSFER:	\$0.00
	FEDERAL FUNDS:	\$0.00	IN CONTINGENCY:	\$0.00
	OTHER SOURCES:	\$0.00 \$0.00 \$0.00	FUNDING FOR THIS ITEM IS FOUND IN THE FOLLOWING ACCOUNT / FUND / CIP:	
	TOTAL:	\$0.00		
	FISCAL IMPACT STATEMENT:			
ADDITIONAL INFORMATION	SUPPORTING INFORMATION NOT ATTACHED TO THE CITY COUNCIL ACTION FORM THAT IS ON FILE IN THE OFFICE OF THE CITY CLERK:			
	1. 2. 3. 4. 5. IF CITY COUNCIL ACTION INCLUDES A CONTRACT, LEASE OR AGREEMENT, WHO WILL BE RESPONSIBLE FOR ROUTING THE DOCUMENT FOR SIGNATURE AFTER CITY COUNCIL APPROVAL? <input type="radio"/> Department <input type="radio"/> City Clerk's Office <input type="checkbox"/> Document to be recorded <input type="checkbox"/> Document to be codified			
SIGNATURES	CITY ADMINISTRATOR:		DATE:	
	Gregory K. Wilkinson		7/10/2018	
	REVIEWED BY CITY ATTORNEY:		DATE:	
	Richard W. Files		7/9/2018	
SIGNATURES	RECOMMENDED BY (DEPT/DIV HEAD):		DATE:	
	Jay Simonton		6/26/2018	
SIGNATURES	WRITTEN/SUBMITTED BY:		DATE:	
	Kim Beltran		6/21/2018	