

MEMORANDUM

To: Mayor and City Council Members
Steve Parker, City Manager

From: Rick Cortes
Assistant City Manager

Subject: Temporary Increase to Utility Assistance Program Annual Allowance

Date: April 21, 2020

On September 4, 2018, pursuant to City Council direction, the City of Seguin initiated the Utility Assistance Program which provides funds for utility assistance to qualifying Seguin utility customers. Funds for this program are obtained from rolling up City of Seguin utility customer's bills to the nearest dollar. The maximum annual impact to participants is \$11.88. Participants are automatically enrolled; however, participants have the ability to opt out of the program at any time.

The Community Council of South Texas (CCSCT) is currently the disbursement agent for the City of Seguin. Access to these funds are limited primarily to utility customers who are elderly, persons with disabilities, or persons who live at or below the poverty level. Participants are provided a voucher through CCSCT to help offset their utility bill. Participants currently have a maximum annual allowance of \$300, which can be utilized on one or more invoices throughout the fiscal year. In light of the unforeseen situation, staff is requesting approval of the attached resolution authorizing a temporary increase to the maximum annual allowance from \$300 to \$500. Please note that through March 31, 2020, the balance in this fund is \$8,160.

The temporary increase will be in place through September 30, 2020. Staff recommends approval and will be available to answer any questions at your convenience.