

**CITY OF RIVIERA BEACH CITY COUNCIL
AGENDA ITEM SUMMARY**

MEETING DATE: SEPTEMBER 19, 2012

AGENDA ITEM SUMMARY NO. J12-091-4

- AWARDS / PRESENTATIONS / PETITIONS
- CONSENT
- PUBLIC HEARING
- ORDINANCE ON SECOND READING
- ORDINANCE ON FIRST HEARING

- REGULAR
- RESOLUTION
- DISCUSSION & DELIBERATION
- BOARD APPOINTMENT
- WORKSHOP

TITLE/SUBJECT: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY OF RIVIERA BEACH UTILITY SPECIAL DISTRICT, PALM BEACH COUNTY, FLORIDA, APPROVING THE SENIOR UTILITY ASSISTANCE PROGRAM (SUAP) TO HELP RIVIERA BEACH LOW INCOME SENIOR CITIZENS WITH FINANCIAL ASSISTANCE IN PAYING THEIR WATER BILL IN THE AMOUNT OF \$120,000 (UP TO 1,000 HOUSEHOLDS AT \$10.00 PER MONTH), AND AUTHORIZING THE INTERIM DISTRICT FINANCE DIRECTOR TO MAKE PAYMENT FROM THE UTILITY DISTRICT'S PROMOTIONAL ACCOUNT NO. 411-1417-536-0-4801, NOT TO EXCEED \$120,000; AND PROVIDING FOR AN EFFECTIVE DATE.

RECOMMENDATION / MOTION: APPROVAL OF THE RIVIERA BEACH SENIOR UTILITY ASSISTANCE PROGRAM (SUAP) RESOLUTION.

*Assistant City Manager or City Manager <i>[Signature]</i>	Library
*District Attorney <i>[Signature]</i>	Marina
*District Clerk <i>[Signature]</i>	Police
Community Development	Public Works
*Interim Finance Director <i>[Signature]</i> 9/12/12	Purchasing
Fire	Recreation & Parks
Human Resources	*Utility District <i>[Signature]</i>
Information Services	Other

APPROVED BY DISTRICT DIRECTOR: *[Signature]* DATE: SEP 12 2012

Originating Dept. Utility Special District <i>[Signature]</i>	Costs: \$ 120,000 Current FY: 2012-2013 Funding Source: <input type="checkbox"/> Capital Improvement <input checked="" type="checkbox"/> Operating <input type="checkbox"/> Other:	District Board Actions: <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/conditions <input type="checkbox"/> Denied _____ <input type="checkbox"/> Tabled to _____ <input type="checkbox"/> Referred to Staff _____
User Dept. Utility Special District <i>[Signature]</i>		Attachments: 1. Resolution. 2. Overview of SUAP. 3. SUAP Summary 4. SUAP Application.
Advertised: Date: Paper: <input checked="" type="checkbox"/> Not Required	Budget Account Number: 411-1417-536-0-4801	
Affected Parties <input type="checkbox"/> Notified <input checked="" type="checkbox"/> Not Required		

SUMMARY: In October 2009 the Utility Special District approved an increase in the water rates for residents living within the corporate boundary of the City of Riviera Beach. Senior citizens incomes are mostly fixed and any increase adversely affects low income senior resident's ability to pay their water bill. In January 2010 the Utility Special District approved funding for a Senior Utility Assistance Program (SUAP) to financially assist low income seniors with paying their water bills. From January 2010 through September 2010 this program assisted 56 senior residents who qualified for the monthly credit of \$10.76, which was the average water rate increase. A total of \$6,628.16 was expended out of the allocated budget for the proposed program.

The new SUAP will include a not-to-exceed budget of \$120,000 which will be used to credit \$10.00 to all the low income qualified seniors (up to 1,000) every month for a period of 12 months, from October 2012 to September 2013.

RECOMMENDATION/MOTION: Staff recommends a motion to approve the resolution.

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Capital Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Operating Costs	<u>0</u>	<u>\$120,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
External Revenues	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Program Income (City)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
In-Kind Match (City)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
NET FISCAL IMPACT	<u>0</u>	<u>\$120,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
NO. ADDITIONAL FTE POSITIONS (Cumulative)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Is Item Included In Current Budget? Yes _____ No x _____ Fiscal Year 2013

Budget Account No.: Fund 411 Dept/Division 1417 Org. 5360 Object 4801
 Account Number _____ Org. _____ Object _____

Reporting Category:

B. Recommended Sources of Funds/Summary of Fiscal Impact:

C. District Fiscal Review:


 Mr. Louis C. Aurigemma, P.E., Executive Director

III. REVIEW COMMENTS

A. Finance Department and/or Purchasing/Intergovernmental Relations/Grant Comments:


 Finance Department

 Purchasing and Grants

B. Other Department Review:

RESOLUTION NO. _____

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY OF RIVIERA BEACH UTILITY SPECIAL DISTRICT, PALM BEACH COUNTY, FLORIDA, APPROVING THE SENIOR UTILITY ASSISTANCE PROGRAM (SUAP) TO HELP RIVIERA BEACH LOW INCOME SENIOR CITIZENS WITH FINANCIAL ASSISTANCE IN PAYING THEIR WATER BILL IN THE AMOUNT OF \$120,000 (UP TO 1,000 HOUSEHOLDS AT \$10.00 PER MONTH), AND AUTHORIZING THE DISTRICT FINANCE DIRECTOR TO MAKE PAYMENTS FROM ACCOUNT NUMBER 411-1417-536-0-4801, NOT TO EXCEED \$120,000; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in October, 2009, the Utility District approved an increase in the water consumption rates for residents living within the corporate boundaries of the City of Riviera Beach. It was estimated that the increase would average approximately \$10.76 per household. Senior citizens incomes are mostly fixed and an increase adversely affects low income senior resident's ability to pay their water bill; and

WHEREAS, the primary purpose of the SUAP is to help low income senior citizen residents with financial assistance in paying the increase in their water bill. The SUAP is designed to assist low income senior citizen residents who meet an established eligibility requirement to be able to cover the difference between their normal average water bill cost and the increased water rate amount; and

WHEREAS, in order to receive assistance through this program the applicant must be a City of Riviera Beach resident, be at least sixty (60) years of age or older, meet the income eligibility requirements, and be the water bill account holder and resident of same address; and

WHEREAS, there was a credit of \$10.76 per month for seniors for their water bill from January 2010 through September 30, 2010; and

WHEREAS, the new SUAP will provide a credit of \$10.76 per month for eligible low income seniors on their water bill from October, 2012 through September, 2013.

NOW, THEREFORE, BE IT RESOLVED BY THE UTILITY SPECIAL DISTRICT OF THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA, AS FOLLOWS:

SECTION 1. That the District Board hereby approves the budget in the amount of \$120,000 for the Riviera Beach Senior Utility Assistance Program (SUAP) to aid Riviera Beach Low Income Seniors.

SECTION 2. This Resolution shall take effect upon its passage and approval by the District Board.

PASSED and APPROVED this 19th day of September, 2012.

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RESOLUTION NO. _____
PAGE 3

APPROVED:

BILLIE E. BROOKS
CHAIRPERSON

ATTEST:

CARRIE E. WARD
MASTER MUNICIPAL CLERK
DISTRICT CLERK

DAWN S. PARDO
VICE CHAIRPERSON

CEDRICK A. THOMAS
BOARD MEMBER

JUDY L. DAVIS
BOARD MEMBER

SHELBY L. LOWE
BOARD MEMBER

MOTIONED BY: _____

SECONDED BY: _____

B. BROOKS _____

D. PARDO _____

C. THOMAS _____

J. DAVIS _____

S. LOWE _____

REVIEWED AS TO LEGAL SUFFICIENCY

Pamala Hanna Ryan
PAMALA HANNA RYAN, GIPY ATTORNEY

DATE: 9/13/12



Senior Utility Assistance Program (SUAP) Overview

PURPOSE: The purpose of the Senior Utility Assistance Program (SUAP) is to help low income senior citizens residents with financial assistance in paying their water bills. In October 2009 the Utility District approved an increase in the water consumption rates for residents living within the corporate boundaries of the City of Riviera Beach. It was estimated that the increase would be at least \$8.00 per household. Senior citizens incomes are mostly fixed and an increase adversely affects low income senior resident's ability to pay their water bill. The SUAP is designed to assist low income senior residents who meet an established eligibility requirement to be able to cover the difference between their normal cost and the increased amount.

ELIGIBILITY REQUIREMENT: In order to receive assistance through this program the applicant must meet the following eligibility requirements. The applicant must be a resident of the City of Riviera Beach and must be the water service account holder. The applicant also must be at least sixty (60) years old whose household size and annual income is:

Number of Household	Household Gross Annual Income less than
1	\$25,350.00
2	\$28,950.00
3	\$32,550.00
4	\$36,150.00

The above income can be increased by \$2,900 for each additional household member. This chart has been generated based on the "Very Low Income (50%)" category from the Palm Beach County Annual Income Limits for West Palm Beach – Boca Raton Metropolitan Statistical Area.

REQUIRED DOCUMENTATION: The following documents are required to be attached to the completed application when submitting for assistance:

- **Proof of income (include all kinds of benefits and pensions) for all household members.**
- **Income Tax returns for previous two (2) years for all household members.**
- **Copy of current valid driver's license or Identification Card issued by the State of Florida for all household members.**
- **Social Security cards for all household members.**
- **Copy of most recent water bill.**

THE APPLICATION PROCESS: Any senior resident interested in applying for assistance can come to City Hall to pick up and submit the application, which will be located at the Utility Billing and Collections office on the first floor. Applications will not be accepted unless all required documentation is attached.

SUMMARY

SENIOR UTILITY ASSISTANCE PROGRAM (SUAP)

1.	Credit per month (per 12 months and includes tax)	\$10.00
2.	Maximum amount of applicants	1,000
3.	Total Monthly Credits	\$10,000.00
4.	<u>Total Program Cost</u>	<u>\$120,000.00</u>

ELIGIBILITY CRITERIA

1. **Riviera Beach Resident**
2. **60 years and older**
3. **Very Low Income qualification**
(Based on PALM BEACH COUNTY Annual Income Limits-FY12 Median Family Income)
4. **Water Account Holder and Resident of that SAME ADDRESS**

MARKETING

The following are some of the marketing tools that could be used for the advertising of this program:

1. Water Bills
2. Channel 18
3. THE RIVIERA Newsletter



**CITY OF RIVIERA BEACH
SENIOR UTILITY ASSISTANCE PROGRAM (SUAP) APPLICATION**

HOUSEHOLD INFORMATION

Name of Applicant	Last	First	M.I	Social Security #	Date of Birth
Names of Other Household Members		Relationship	Social Security #	Date of Birth	
Phone #:	Home:	Work:	Cell:		
Address:					
Water Bill Account #:					

APPLICANT'S EMPLOYMENT INFORMATION

<input type="checkbox"/> Employed		<input type="checkbox"/> Self-employed		<input type="checkbox"/> Retired		<input type="checkbox"/> Disabled		<input type="checkbox"/> Unemployed	
Employer:					Position:				
Type of business:					Start Date:				
Phone:					End Date:				
Address:									

HOUSEHOLD GROSS INCOME

Gross Monthly Income	Applicant	Other Household Members
	\$	\$
TOTAL ANNUAL:	\$	\$

CERTIFICATION BY APPLICANT

The applicant certifies that all information in this application and all information furnished in support of this application is true and correct to the best of the applicant's knowledge and belief.

The applicant hereby authorizes the City of Riviera Beach to obtain verification and information as may be needed in connection with qualifying the applicant for benefits.

Signature: _____ Date: _____