

AN ORDINANCE

AUTHORIZING AN AGREEMENT WITH THE RESIDENTIAL ENERGY ASSISTANCE PARTNERSHIP, INC. (REAP) FOR THE ISSUANCE OF UTILITY ASSISTANCE CREDITS IN A PROJECTED AMOUNT OF \$800,000.00 THROUGH 2020, WITH TWO ANNUAL RENEWALS, AND AUTHORIZES AN AMENDMENT TO AN AGREEMENT WITH KINETECH CLOUD, LLC TO HOST AND MAINTAIN AN EMERGENCY UTILITY BILL ASSISTANCE SOFTWARE APPLICATION TO ELECTRONICALLY PROCESS UP TO 30,000 APPLICATIONS AT A COST OF \$36,250.00 ANNUALLY, AND TO PROVIDE ENHANCEMENTS TO THE ELECTRONIC APPLICATION PROCESS AS REQUESTED BY THE DEPARTMENT OF HUMAN SERVICES.

* * * * *

WHEREAS, in 2002, the City of San Antonio, Bexar County, and CPS Energy established REAP as a method to help local economically disadvantaged families in need of utility assistance; and

WHEREAS, specifically, REAP provides direct utility bill credits to income qualifying CPS Energy customers living within the City of San Antonio and Bexar County; and

WHEREAS, REAP funds are raised locally, financed by donations from CPS Energy customers and trust investment income; and

WHEREAS, CPS provides \$800,000 annually to the City of San Antonio Department of Human Services for the REAP utility assistance program; and

WHEREAS, in addition to the \$800,000, the City may request additional disbursement of funds from the REAP corpus; and

WHEREAS, the current estimated balance of the corpus is \$3.2 million; and

WHEREAS, during calendar year 2019, an additional \$1 million has been transferred from the corpus, and \$2.2 million in credits have been utilized overall to provide assistance to CPS customers; and

WHEREAS, area residents can utilize an electronic application developed by Kineteck Cloud, LLC to apply for the utility assistance and upload the required income and energy bill documentation using a scanner or smart phone camera; and

WHEREAS, Community Services Specialists are funded through the City's general fund to support CPS bill assistance to determine program eligibility; and

WHEREAS, eligible participants must be at or below 125% of the federal poverty guidelines (\$32,188 annually for a family of four), and may receive up to \$400.00 in credits per year for REAP; and

WHEREAS, through these credits, DHS anticipates providing CPS utility assistance through REAP to 9,000 households during 2019; and

WHEREAS, in 2018 the Department of Human Services entered into an agreement with Kinotech Cloud, LLC to create, host and maintain a mobile phone based DHS utility service software application that has improved the ability of area residents to electronically apply for emergency utility bill assistance; and

WHEREAS, by using their desktop computers, and mobile devices such as smart phones and tablets, residents can now easily apply for assistance and utilize their phone's camera to upload the required identification, income and account documentation; **NOW THEREFORE:**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:

SECTION 1. The City Manager or her designee, or the Director of the Department of Human Services, or her designee is hereby authorized to execute an agreement with the Residential Energy Assistance Partnership, Inc. for the issuance of utility assistance credits in a projected amount of \$800,000.00 through calendar year 2020, with two annual renewals through calendar year 2022, for the Residential Energy Assistance Partnership (REAP) utility assistance program. A copy of the agreement, in substantially final form, is attached hereto and incorporated herein for all purposes as **Attachment I**.

SECTION 2. The City Manager or her designee, or the Director of the Department of Human Services, or her designee is hereby authorized to execute an amendment to an agreement with Kinotech Cloud, LLC to host and maintain an emergency utility bill assistance software application to electronically process up to 30,000 applications at a cost of \$36,250.00 annually, and to provide enhancements to the electronic application process as requested by the Department of Human Services. A copy of the amendment to the agreement with Kinotech Cloud, LLC, in substantially final form, is attached hereto and incorporated herein for all purposes as **Attachments III**.

SECTION 3. Funding in the amount of \$56,250.00 for this ordinance is available in Fund 11001000, Cost Center 3801030101 and General Ledger 5202025 as part of the Fiscal Year 2020 budget. Payment not to exceed the budgeted amount is authorized to Kinotech Cloud, LLC to host and maintain an emergency utility bill assistance application and to provide enhancements to the application software as requested.

SECTION 4. The financial allocations in this Ordinance are subject to approval by the Director of Finance, City of San Antonio. The Director of Finance may, subject to concurrence by the City Manager or the City Manager's designee, correct allocations to specific SAP Fund Numbers, SAP Project Definitions, SAP WBS Elements, SAP Internal Orders, SAP Fund Centers, SAP Cost Centers, SAP Functional Areas, SAP Funds Reservation Document Numbers, and SAP GL Accounts as necessary to carry out the purpose of this Ordinance.

SECTION 5. This ordinance is effective immediately upon the receipt of eight affirmative votes; otherwise, it is effective ten days after passage.

PASSED AND APPROVED this ____ day of _____.

M A Y O R

Ron Nirenburg

ATTEST:

APPROVED AS TO FORM:

Leticia M. Vacek, City Clerk

Andrew Segovia, City Attorney