

**SUMMARY OF  
CITY OF MOAB  
ORDINANCE NO. 2024-06**

On November 12, 2024, the Moab City Council enacted Ordinance No. 2024-06 to establish the Moab Residential Utility Assistance Pilot Program.

  
By: Joette Langianese, Mayor

11/12/24  
Date

ATTEST:  
  
Sommar Johnson, Recorder

VOTING:

- Council Member Wojciechowski voting AYE
- Council Member Topper voting AYE
- Council Member Knuteson-Boyd voting AYE
- Council Member Myers voting AYE
- Council Member Taylor voting AYE

A complete copy of Ordinance No. 2024-06 is available in the Moab City offices located at 217 E. Center Street, Moab, UT 84532.

**CITY OF MOAB ORDINANCE 2024-06**

**AN ORDINANCE ADOPTING THE MOAB RESIDENTIAL UTILITY ASSISTANCE PILOT PROGRAM**

WHEREAS, the City of Moab (“**Moab**”) is city and political subdivision of the State of Utah pursuant to Utah Code §§ 10-2-301 and 10-1-201.5; and

WHEREAS, the Moab City Council (“**Council**”) recognizes the need to establish a residential utility subsidy assistance program (“**Program**”) for qualified families who are responsible for paying utility bills, which the City Treasurer or their designee shall manage; and

WHEREAS, the 2024-2025 fiscal year budget for Moab appropriated \$75,000 for the Program; and

WHEREAS, the Council desires to adopt a policy needed to administer the Program on a first-come, first-served basis beginning January 1, 2025, and shall continue through June 30, 2025; and

WHEREAS, the Council finds that it is in the best interests of Moab and its citizens to enact the Program pursuant to Utah Code § 10-8-84, which authorizes the Council to “pass all ordinances and rules, and make all regulations, not repugnant to law...as are necessary and proper to provide for the safety and preserve the health, and promote the prosperity, improve the morals, peace and good order, comfort, and convenience of the city and its inhabitants, and for the protection of property in the city.”

NOW, THEREFORE, BE IT ORDAINED BY THE MOAB CITY COUNCIL AS FOLLOWS:

1. Enactment of Moab Residential Utility Assistance Pilot Program: The following documents are approved:
  - a. The Pilot program policy attached to this ordinance as **Exhibit 1**;
2. Administration of Pilot Program: The Treasurer and all other applicable City staff are authorized and directed to implement the Program in accordance with the Pilot Policy, including undertaking any educational outreach that may be needed to inform residents of the Program and applicable filing deadlines.
3. Effective Date of Ordinance. This ordinance shall take effect as soon as it is posted pursuant to Utah Code §10-3-711, deposited, and recorded in the office of the Moab City Recorder.

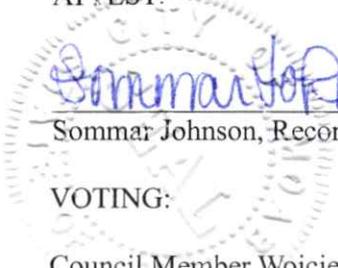
PASSED AND APPROVED this 12 day of NOVEMBER 2024, by a majority of the Moab City Council.

SIGNED:

  
\_\_\_\_\_  
Joette Langianese, Mayor

11/12/24  
Date

ATTEST:

  
  
\_\_\_\_\_  
Sommar Johnson, Recorder

VOTING:

Council Member Wojciechowski voting AYE  
Council Member Topper voting AYE  
Council Member Knuteson-Boyd voting AYE  
Council Member Myers voting AYE  
Council Member Taylor voting AYE

*(Complete as Applicable)*

Summary of ordinance posted to Moab City Website, the Utah Public Notice Website, and in a public location within the City boundaries pursuant to Utah Code §10-3-711 and 63G-30-102

NOVEMBER 12, 2024

Effective date of ordinance: JANUARY 1, 2025

2025 85

## City of Moab Residential Utility Assistance Pilot Program Policy

### 1) GENERAL PROVISIONS

#### a) Purpose

- i. To establish an efficient and streamlined process for implementing the residential utility assistance pilot program (“**Pilot Program**”) for low-income families who own property or rent their place of residence and are responsible for paying utility bills.

#### b) Scope

- i. This procedure applies to all low-income homeowners and renters who living within Moab’s City boundaries and pay utility bills (water, sewer, stormwater) directly to the City of Moab or the Grand Water and Sewer Service Agency (“**GWSSA**”).

#### c) Duration

- i. The Program will begin on January 1, 2025, and concluded on June 30, 2025.

### 2) ELIGIBILITY CRITERIA

#### a) Homeowner Eligibility

- i. Homeowners qualify if they meet the income thresholds for state assistance programs such as SNAP, TANF, WIC, or free/reduced lunch, or are within 185% of the Federal Poverty Level (FPL).

#### b) Renter Eligibility

- i. Renters qualify if they meet the same income thresholds as homeowners in 2.1 and provide the following documentation:
  - (1) Proof of residency through a valid lease agreement.
  - (2) Renters must provide documentation confirming their agreement to cover utility costs, even though the utility account will remain in the owner's name.

### 3) APPLICATION PROCEDURE

#### a) Homeowner Application Process

- i. Homeowners must submit a complete application online or in-person, with required documents.
- ii. The application must include proof of utility account ownership and income verification (tax returns, pay stubs, or proof of state program participation).

#### b) Renter Application Process

- i. Renters must provide proof of residency, utility account payment agreement, and income documentation.
- ii. Renters enrolled in SNAP, TANF, or similar programs may automatically qualify.

### 4) ASSISTANCE CALCULATION

#### a) Flat Rate System

- i. All qualifying participants, may receive a flat-rate utility credit of their total utility bill or \$40 per month, whichever is less, per utility account.

#### b) GWSSA Customers

- i. For qualifying participants that receive water and sewer service from GWSSA, Moab will make a flat-rate payment to their total utility bill or \$40 per month, whichever is less per

month per utility GWSSA provides directly to residents who live within Moab's City boundary.

## 5) PROGRAM ADMINISTRATION

### a) Application Review

- i. Applications will be reviewed by the Treasurer or designee.
- ii. The review process includes verification of eligibility, cross-referencing state databases, and confirmation of utility account ownership.
- iii. Applications will be approved on a first-come, first-served basis as funding allows.

### b) Notification

- i. Applicants will receive notification of approval or denial within 30 days of completed application. Denials will inform applicants why they were not selected to participate in the Program and will notify them of their right to file an appeal pursuant to Section 7.0 of this Program.
- ii. Selected applicants must execute an agreement with the City.

## 6) COMPLIANCE AND REPORTING

### a) Quarterly Audits

- i. Internal audits will be conducted quarterly to ensure compliance and accurate application of subsidies.

### b) Renewals

- i. Applicants must reapply to the Program annually.

## 7) APPEALS

### a) Appeal Process

- i. Except in cases where an application was denied because of a lack of funds (i.e., the available funding was allocated to other applications that were filed before the City received the application in question), an applicant may file a written appeal with the City Manager if the applicant believes the City denied the application in violation of the requirements of the Program or did not understand or misinterpreted facts or circumstances regarding the applicant's eligibility.
- ii. Applicants must file their written appeals with the City Manager within twenty (20) days of the date on which the City denied the applicant's application.
- iii. When filing their written appeal, the applicant must provide a detailed explanation of the reasons why the applicant believes the City's denial was improper along with any supporting information or documents.
- iv. The City Manager will issue a decision granting or denying the applicant's appeal within thirty (30) days of the date the written appeal is filed with the City.  
(1) If, however, the City Manager does not respond within thirty (30) days, the appeal shall be deemed to be denied.
- v. A decision by the City Manager granting or denying an appeal will constitute a final agency action, meaning that the applicant may file a petition for judicial review of the City Manager's with the district court within thirty (30) days of the City Manager's decision.