

File No. 240649

Committee Item No. 1

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget and Appropriations Committee Date June 26, 2024

Board of Supervisors Meeting Date _____

Cmte Board

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- Application
- Public Correspondence

OTHER (Use back side if additional space is needed)

- PUC Resolution No. 24-0049 2/27/2024
- _____
- _____
- _____
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Completed by: Brent Jalipa Date June 14, 2024

Completed by: Brent Jalipa Date _____

1 [Accept and Expend Grant - American Rescue Plan Act of 2021 - California State Water
2 Resources Control Board - Assist Eligible Residential and Commercial Customers with Water
and Wastewater Customer Account Arrears - \$23,368,920.23]

3

4 **Resolution authorizing the San Francisco Public Utilities Commission to accept and**
5 **expend federal funds from the American Rescue Plan Act of 2021 and administered by**
6 **the State Water Resources Control Board with a total amount of \$23,368,920.23 to**
7 **assist eligible residential and commercial customers who accrued water and/or**
8 **wastewater arrears or received discounts for water and/or wastewater services during**
9 **the extended COVID-19 pandemic from June 16, 2021, through December 31, 2022,**
10 **effective upon approval of this Resolution.**

11

12 WHEREAS, On February 25, 2020, Mayor London N. Breed declared San Francisco to
13 be in a local state of emergency due to the threat of a novel (new) coronavirus (COVID-19),
14 posing serious health threats to the population; and

15 WHEREAS, On March 4, 2020, Governor Gavin Newsom declared a state of
16 emergency for all of California to protect against the threat of COVID-19; and

17 WHEREAS, On March 13, 2020, Mayor Breed issued a second supplement to Mayoral
18 Proclamation Declaring the Existence of a Local Emergency Dated February 25, 2020, stating
19 that “the San Francisco Public Utilities Commission (SFPUC) shall suspend for 60 days: (a)
20 the discontinuation or shut off of water service for residents and businesses in the City for
21 non-payment of water and sewer bills, (b) the discontinuation or shut off of power service for
22 SFPUC Hetch Hetchy Power Customers in San Francisco for non-payment of power bills, (d)
23 the imposition of late payment penalties or fees for delinquent Hetch Hetchy Power Customer
24 accounts and (e) the return of delinquent CleanPowerSF Customers to PG&E generation
25 service for failure to pay CleanPowerSF charges;” and

1 WHEREAS, In response to the pandemic, the SFPUC implemented several emergency
2 programs to assist customers struggling with financial hardship and to maintain access to
3 critical public utilities by enacting a collections and shutoff moratorium, which was extended
4 multiple times, and by administering emergency credits and discounts for customers in all
5 enterprises; and

6 WHEREAS, In the water and wastewater enterprises, the SFPUC ran emergency
7 discount programs for both residential, commercial, and nonprofit customers, which were on
8 top of the agency’s existing low-income discount programs, flexible payment plan options, and
9 other measures to support customers with their utility bills; and

10 WHEREAS, By SFPUC Resolution Nos. 20-0238, 21-0063, 22-004, 22-0157, and 23-
11 0074, the SFPUC has continually recognized that in the interest of public health and safety,
12 access to water and wastewater services should be maintained even in the face of financial
13 hardship; and

14 WHEREAS, As part of the Fiscal Year 2021-22 State Budget Act, \$985 million was
15 appropriated from the State General Fund to the State Water Resources Control Board
16 (SWRCB) to water systems and wastewater treatment providers to forgive residential and
17 commercial customers arrearages that accrued during the COVID-19 pandemic relief bill
18 period, March 4, 2020, through June 15, 2021; and

19 WHEREAS, The SWRCB created the California Water and Wastewater Arrearage
20 Payment Program (CWWAPP) to distribute funds allocated by the state legislature to water
21 systems and wastewater treatment providers to forgive residential and commercial customers
22 arrearages that accrued during the COVID-19 Relief Bill Period; and

23 WHEREAS, As a part of its integrated response to help customers still in arrears, the
24 SFPUC championed a legislative strategy to secure significant state and federal funds to pay
25 off customer arrearages; and

1 WHEREAS, In June 2022, the SFPUC received and distributed \$7.3 million to water
2 and \$9.3 to wastewater residential and commercial customers in need of arrearage relief
3 through the 2021 California Water and Wastewater Arrearage Payment Program; and

4 WHEREAS, On September 13, 2022, by Resolution No. 374-22, the Board of
5 Supervisors retroactively approved and authorized the SFPUC to accept and expend
6 CWWAPP funding to assist eligible residential and commercial customers who accrued
7 customer account arrears during the COVID-19 pandemic from March 4, 2020, through June
8 15, 2021; and

9 WHEREAS, On July 10, 2023, Governor Newsom signed Senate Bill No. 122
10 expanding the Arrearages Program to extend the COVID Relief Period to December 31, 2022,
11 with the state legislature allocating the remaining \$600 million in federal funding for this
12 Program; and

13 WHEREAS, On October 3, 2023, under SWRCB Resolution No. 2023-0038, the
14 SWRCB adopted guidelines for the Extended Arrearages Program (the Program), which will
15 provide funding for both water and wastewater debt from residential and commercial
16 customers and funding for water and wastewater discount programs administered by the
17 SFPUC; and

18 WHEREAS, The Program had a 60-day application period for both water and
19 wastewater arrearages, beginning in November 2023; and

20 WHEREAS, In December 2023, the SFPUC submitted eligible customer arrearage and
21 discount information to the State along with its formal application, requesting a total amount
22 not to exceed \$23,368,920.23; and

23 WHEREAS, On May 13, 2024, the SFPUC received the full requested amount for
24 Water and Wastewater residential and commercial customer arrearages and discount
25 programs; and

1 WHEREAS, Following Program guidelines, the SFPUC must apply funds received to
2 accounts within 60 days of receipt; and

3 WHEREAS The grant budget includes a provision for indirect costs of \$200,000; now,
4 therefore, be it

5 RESOLVED, That the Board of Supervisors authorizes the SFPUC to accept and
6 expend grant funds of \$23,368,920.23, to provide assistance to eligible residential and
7 commercial customers who accrued water and/or wastewater arrears or received discounts
8 for water and/or wastewater services during the extended COVID-19 pandemic from June 16,
9 2021, through December 31, 2022, pursuant to Administrative Code, Section 10.170-1; and,
10 be it

11 FURTHER RESOLVED, That the General Manager of the SFPUC is hereby authorized
12 and empowered to execute, deliver, and perform, in the name of the City and County of San
13 Francisco, all applications, contracts, agreements, amendments and payment requests
14 necessary to secure the State grant funds and implement and carry out the purposes
15 specified in the applicable grant application; and, be it

16 FURTHER RESOLVED, That the Board of Supervisors ratifies any administrative
17 action taken to date with respect to these grants and grant funds.

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RECOMMENDED:

_____/S/_____

DENNIS J. HERRERA
General Manager of SFPUC

APPROVED:

_____/S/_____

GREG WAGNER
Controller

APPROVED:

_____/S/_____

LONDON N. BREED
Mayor

File Number: 240649
(Provided by Clerk of Board of Supervisors)

Grant Resolution Information Form
(Effective July 2011)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: **California Extended Water and Wastewater Arrearage Payment Program (CWWAPP)**
2. Department: **SFPUC**
3. Contact Person: **Erin Corvinova** Telephone: **(415) 487-5227**
4. Grant Approval Status (check one):
 Approved by funding agency Not yet approved
5. Amount of Grant Funding Approved or Applied for: **\$23,368,920.23**
6. a. Matching Funds Required: \$ --
b. Source(s) of matching funds (if applicable):
7. a. Grant Source Agency: **State Water Resources Control Board**
b. Grant Pass-Through Agency (if applicable):
8. Proposed Grant Project Summary:

The California State Water Board is administering federal funds to community water and wastewater systems for the California Extended Water and Wastewater Arrearage Payment Program (Program) during fiscal year 2024, sourced by the American Rescue Plan Act. The Program was created to provide relief for unpaid bills related to the COVID-19 pandemic.

The SFPUC has submitted an application to the State Water Board with information on water and wastewater arrearages accrued during the pandemic and is in the application review process. Funds for water and wastewater arrearage relief are expected to reach the SFPUC sometime between April and May 2024 and will be used to pay off customer water and wastewater arrearages accrued between June 16, 2021 to December 31, 2022. These funds will also cover administrative costs submitted by the SFPUC.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: **November 1, 2023**

End-Date: **June 15, 2024**

10. Amount budgeted for contractual services: **\$0**
 - a. Will contractual services be put out to bid?
 - b. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements?
 - c. Is this likely to be a one-time or ongoing request for contracting out?

11. Does the budget include indirect costs? Yes No
- a. If yes, how much? **\$ 200,000 for administrative costs.**
 - b. How was the amount calculated? **The SFPUC added the cost of printing and postage for customer outreach, as well as staff time devoted to working on the program.**
 - c. If no, why are indirect costs not included?
 - Not allowed by granting agency
 - To maximize use of grant funds on direct services
 - Other (please explain):

13. If no indirect costs are included, what would have been the indirect costs?

12. Any other significant grant requirements or comments:

N/A

****Disability Access Checklist***(Department must forward a copy of all completed Grant Information Forms to the Mayor's Office of Disability)**

13. This Grant is intended for activities at (check all that apply):

- | | | |
|--|---|--|
| <input type="checkbox"/> Existing Site(s) | <input type="checkbox"/> Existing Structure(s) | <input type="checkbox"/> Existing Program(s) or Service(s) |
| <input type="checkbox"/> Rehabilitated Site(s) | <input type="checkbox"/> Rehabilitated Structure(s) | <input checked="" type="checkbox"/> New Program(s) or Service(s) |
| <input type="checkbox"/> New Site(s) | <input type="checkbox"/> New Structure(s) | |

14. The Departmental ADA Coordinator or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local disability rights laws and regulations and will allow the full inclusion of persons with disabilities. These requirements include, but are not limited to:

1. Having staff trained in how to provide reasonable modifications in policies, practices and procedures;
2. Having auxiliary aids and services available in a timely manner in order to ensure communication access;
3. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the DPW Access Compliance Officer or the Mayor's Office on Disability Compliance Officers.

If such access would be technically infeasible, this is described in the comments section below:

Comments:

Departmental ADA Coordinator or Mayor's Office of Disability Reviewer:

Colleen Dietterle
(Name)

Manager of Executive Affairs and Initiatives
(Title)

Date Reviewed: 5/17/2024

Colleen Dietterle
(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Dennis Herrera
(Name)

General Manager
(Title)

Date Reviewed: May 20, 2024

Dh A. Hk
(Signature Required)

Survey Extended Arrearage Application

You completed survey 452812 on 12/21/2023 09:12:14

California Extended Water and Wastewater Arrearages Payment Program

Please view this application in maximized window mode in your browser, as tables may be misaligned in a reduced size window mode.

About: The purpose of this online application form is to collect required information and documentation from community water systems, wastewater treatment providers, and wastewater billing entities to allow the State Water Resources Control Board (State Water Board) to process your funding application for the California Extended Water and Wastewater Arrearage Payment Program (Extended Arrearage Program).

The application should be completed by an authorized representative of the entity. An application cannot be submitted by an individual customer because the Extended Arrearage Program is not a customer facing program.

The Extended Arrearage Program combines both water and wastewater arrearages into one single program, with **only one** disbursement check allowed per entity. Applicants are encouraged to submit one application for all water and wastewater arrearages per entity.

Applicants that previously received funding from the original Water Arrearage Program and/or Wastewater Arrearage Program for the period of March 4, 2020, through June 15, 2021, may only apply for funding for the modified COVID Relief period of June 16, 2021, through December 31, 2022. New Applicants may apply for the entire extended COVID Relief period of March 4, 2020, through December 31, 2022.

Funding Application Requirements: All questions on this application require a mandatory response or document upload to submit the application. The application will time-out within one (1) hour of being opened and cannot be partially saved. All questions must be answered and submitted within one session.

Please use the Application Preview (https://www.waterboards.ca.gov/arrearage_payment_program/docs/2023/extended-arrearage-application-preview.pdf) to review the application questions and prepare a response to each question before starting this online application. The preview application and other required application documents can also be found in the Application and Forms section on the Extended Arrearage Program website. https://www.waterboards.ca.gov/arrearage_payment_program/ (https://www.waterboards.ca.gov/arrearage_payment_program/)

You will receive an email confirmation with the summary of the application once submitted.

The application cannot be reopened or edited once submitted. If you need to amend the application, email the Extended Arrearage Program with your Application ID number you received after submitting the initial application stating you will be submitting a new application.

The State Water Board may be able to provide technical assistance to help you complete this funding application. For questions related to the funding application, contact the Extended Arrearage Program at: DFA-WaterArrearages@waterboards.ca.gov (<mailto:DFA-WaterArrearages@waterboards.ca.gov>).

APPLICANT INFORMATION


(Only one disbursement per legal entity will be allowed for all combined drinking water arrearages, wastewater arrearages, and administrative costs.)

Q1. Legal Entity Name 

(This should be exactly the name that is on the Tax-ID form)

City and County of San Francisco

Q2. SAM.gov Unique Entity ID


(A UEI with Sam.gov is required. DUNS numbers are no longer being accepted. The UEI will be a 12-digit alphanumeric number)

LFNSYLN7C84

DRINKING WATER ARREARAGES

(All questions require a response.)

Q3. Did you previously receive funding for drinking water arrearages as part of the California Water and Wastewater Arrearage Payment Program: Water Arrearages Program for the period of March 4, 2020, through June 15, 2021? ★

Yes

Q4. Did you receive funding from any other source(s) outside of the State Water Board for drinking water arrearages for the period of March 4, 2020, through December 31, 2022? ★

Yes

Q5. If you received funding from any other source(s) outside of the State Water Board for drinking water arrearages for the period of March 4, 2020, through December 31, 2022, please list them. ★
If you did not, enter "N/A".

Low Income Household Water Assistance Program (LIHWAP),
Chronicle Season of Sharing Fund

Q6. In the table below, enter **drinking water arrearages** for residential and customer accounts for the period of **March 4, 2020 through June 15, 2021**. If you have previously received funding from the Water Arrearage Program or are not applying for funding for drinking water arrearages for this period, enter 0 number of accounts and 0.00 dollars requested. Do not enter commas (,) or dollar-signs (\$) in the table. ★

COVID-19 BILL RELIEF PERIOD 03/04/2020 – 06/15/2021 (DRINKING WATER ONLY)		
CUSTOMER ACCOUNTS	NO. OF ACCOUNTS IN ARREARS ★	REQUESTED AMOUNT IN ARREARS ★
RESIDENTIAL	0	0
COMMERCIAL	0	0
SUBTOTAL (Auto Calculated)	0	0.00

Q7. In the table below, enter **drinking water arrearages** for residential and customer accounts for the period of **June 16, 2021 through December 31, 2022**. If you are not applying for funding for drinking water arrearages for this period, enter 0 number of accounts and 0.00 dollars requested. Do not enter commas (,) or dollar-signs (\$) in the table. ★

COVID-19 BILL RELIEF PERIOD 06/16/2021 – 12/31/2022 (DRINKING WATER ONLY)		
CUSTOMER ACCOUNTS	NO. OF ACCOUNTS IN ARREARS ★	REQUESTED AMOUNT IN ARREARS ★
RESIDENTIAL	15692	7391777.82
COMMERCIAL	1131	2234545.47
SUBTOTAL (Auto Calculated)	16823	9626323.29

TOTAL CUSTOMER ACCOUNTS IN ARREARS (DRINKING WATER ONLY) (Auto-calculated from Q6 and Q7)

responses)	
NO. OF ACCOUNTS IN ARREARS	REQUESTED AMOUNT IN ARREARS
16823	9626323.29

Q8. Please list all associated PWSID numbers for the community water system(s) that the arrearage payment is being requested for (*separate each PWSID by using a comma*). ★

CA3810001, CA0110012, CA3810702

If no drinking water arrearages are being requested for funding, enter "N/A".

WASTEWATER ARREARAGES

(All questions require a response.)

Q9. Did you previously receive funding for Wastewater Arrearages as part of the California Water and Wastewater Arrearages Payment Program: Wastewater Arrearages Program for the period of March 4, 2020, through June 15, 2021? ★

Yes

Q10. Did you receive funding from any other source(s) outside of the State Water Board for wastewater arrearages for the period of March 4, 2020, through December 31, 2022? ★

Yes

Q11. If you received funding from any other source(s) outside of the State Water Board for wastewater arrearages for the period of March 4, 2020, through December 31, 2022, please list them. ★

Low Income Household Water Assistance Program (LIHWAP),
Chronicle Season of Sharing Fund

If you did not, enter "N/A".

Q12. In the table below, enter **wastewater arrearages** for residential and customer accounts for the period of **March 4, 2020 through June 15, 2021**. If you have previously received funding from the Wastewater Arrearage Program or are not applying for funding for wastewater arrearages for this period, enter 0 number of accounts and 0.00 dollars requested. Do not enter commas (,) or dollar-signs (\$) in the table. ★

COVID-19 BILL RELIEF PERIOD 03/04/2020 – 06/15/2021 (WASTEWATER ONLY)		
CUSTOMER ACCOUNTS	NO. OF ACCOUNTS IN ARREARS ★	REQUESTED AMOUNT IN ARREARS ★
RESIDENTIAL	0	0
COMMERCIAL	0	0
SUBTOTAL	0	0.00

(Auto Calculated)

Q13. In the table below, enter wastewater arrearages for residential and customer accounts for the period of **June 16, 2021 through December 31, 2022**. If you are not applying for funding for wastewater arrearages for this period, enter 0 number of accounts and 0.00 dollars requested. Do not enter commas (,) or dollar-signs (\$) in the table. ★

COVID-19 BILL RELIEF PERIOD 06/16/2021 – 12/31/2022 (WASTEWATER ONLY)		
CUSTOMER ACCOUNTS	NO. OF ACCOUNTS IN ARREARS ★	REQUESTED AMOUNT IN ARREARS ★
RESIDENTIAL	15715	11139995.96
COMMERCIAL	1103	2402600.98
SUBTOTAL (Auto Calculated)	16818	13542596.94

TOTAL CUSTOMER ACCOUNTS IN ARREARS (WASTEWATER ONLY) (Auto-calculated from Q12 and Q13 responses)	
NO. OF ACCOUNTS IN ARREARS	REQUESTED AMOUNT IN ARREARS
16818	13542596.94

Q14. Please list all associated WDID number(s) of the wastewater treatment facilities or collection systems that the arrearage payment is being requested for ★

2386009001, 2386010001

(Separate each by using a comma. If the WDID number is unknown, please list the name(s) of the wastewater treatment facilities or collection systems)

If no wastewater arrearages are being requested for funding, enter "N/A".

ADMINISTRATIVE COSTS

(All questions require a response. Entering a zero is an acceptable response.)

Q15. The maximum administrative costs allowed is 3% of the Grand Total Arrearage (\$) Amount Requested (total water and wastewater arrearages requested) included in the Application (up to a maximum of \$1 million dollars).

Enter the Total (\$) Administrative Costs Requested (do not include commas): ★

200000

TOTAL FUNDING REQUEST

(Auto-calculated from Q6, Q7, Q12, Q13, and Q15 required responses.)

Total (\$) Funding Request for combined drinking water, wastewater, and administrative costs.

23368920.23

Q16. Please indicate if your reported Residential and/or Commercial arrearages include any of the following: ★

- a. Customer arrearages that have been transferred to a third-party debt collector.
- b. Customer arrearages that have been addressed or received funding from your system's existing customer assistance program that was implemented during the COVID-19 pandemic period.
- c. Both a and b.
- d. None of the above

REQUIRED FUNDING APPLICATION INFORMATION

(A document/file is required for each upload question. Documents requiring a signature must be signed by an authorized representative of the entity, or someone who is delegated by the authorized representative. See the Signatory Requirements Guidelines (https://www.waterboards.ca.gov/arrearage_payment_program/docs/2023/extended-arrearage-sigguide.pdf.)

Q17. Authorized Representative and Mailing Information

Please enter in the following information pertaining to the person authorized or delegated to represent the applicant and accept funding from the State Water Board. A copy of the application summary will be sent to the email address entered in this question once the application is submitted. The entered address is where the disbursement check will be mailed to and **must** be included on the Taxpayer ID form.

Q17.a. Authorized Representative First and Last Name: ★

Q17.b. Title: ★

Q17.c. Organization: ★

Q17.d. Business Mailing Address: ★

Q17.e. City: ★

Q17.f. County: ★

Q17.g. State: ★

Q17.h. Zip Code: ★

Q17.i. Phone Number: ★

Q17.j. Email Address: ★

Q18. Contact Information for Person Submitting Application

Please enter in the following information for the person submitting this application. The person submitting the application has been granted the authority to act in the capacity of applying on behalf of the legal entity and is the authorized contact for the State Water Board staff regarding the processing of the application. A copy of the application summary will be sent to the email address entered in this question once the application is submitted.

(this may be the same as the authorized or delegated representative)

Q18.a. Application Contact First and Last Name: ★

Q18.b. Title: ★

Q18.c. Organization: ★

Q18.d. Phone Number: ★


Q18.e. Email Address: ★

REQUIRED FUNDING APPLICATION DOCUMENTS

“(A document/file is required for each upload question. Documents requiring a signature must be signed by an authorized representative of the entity, or someone who is delegated by the authorized representative. See the Signatory Requirements Guidelines (https://www.waterboards.ca.gov/arrearage_payment_program/docs/2023/extended-arrearage-sigguide.pdf.)

Q19. Authorized Representative Documentation and Delegation Form

The State Water Board’s Authorized Representative Delegation Form (https://www.waterboards.ca.gov/arrearage_payment_program/docs/2023/extended-arrearage-ard.pdf) can be used to indicate a delegation but is not the only document that serves this purpose. If using the provided form, please physically sign the form prior to uploading because an electronic signature will not be accepted. If using a different method of signatory authorization, please upload that document. If no delegation by the authorized representative is necessary per the Signatory Requirements Guidelines (https://www.waterboards.ca.gov/arrearage_payment_program/docs/2023/extended-arrearage-sigguide.pdf), please upload a blank page.

Authorized Representative Delegation Form (or other document) Upload 

Choose File No file selected
Upload

(Uploaded files:) Delete SIGNED 10.30.23 CWWAPP ARD.pdf (/MT/TakeSurvey/Download? fileName=1150_452812_130666_ExtendedArreara__q130666_1.pdf)


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Q20. Disbursement Request Form

The State Water Board’s Disbursement Request Form (https://www.waterboards.ca.gov/arrearage_payment_program/docs/2023/extended-arrearage-drf.pdf) is required and must be completed in its entirety and physically signed prior to uploading. The original wet signature copy of the Disbursement Request Form must be mailed to the State Water Board before payment is disbursed. Forms with electronic signatures will not be accepted.

You must mail the original wet signed form to:

State Water Resources Control Board
Division of Financial Assistance
Water Arrearage Payment Program
1001 I Street, 17th Floor
Sacramento, CA 95814

Disbursement Request Form Upload 

Choose File No file selected
Upload

(Uploaded files:) Delete SIGNED 12.12.23 CWWAPP DRF.pdf (/MT/TakeSurvey/Download? fileName=1150_452812_130662_ExtendedArreara__q130662_1.pdf)

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Q21. Conditions of Payment Form

The State Water Board’s Conditions of Payment (COP) Form (https://www.waterboards.ca.gov/arrearage_payment_program/docs/2023/extended-arrearage-cop.pdf) is required and must be completed in its entirety and physically signed prior to uploading. The original wet signature copy of the COP Form must be mailed to the State Water Board before payment is disbursed. Forms with electronic signatures will not be accepted.

You must mail the original wet signed form to:

State Water Resources Control Board
Division of Financial Assistance
Water Arrearage Payment Program

1001 I Street, 17th Floor
Sacramento, CA 95814

Conditions of Payment Form
Upload 

 No file selected


(Uploaded files:) Delete SIGNED 10.31.23 Conditions of Payment.pdf (/MT/TakeSurvey/Download? fileName=1150_452812_130664_ExtendedArreara__q130664_1.pdf)

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Q22. Arrearage Accounts Documentation

Document upload of spreadsheet in MS Excel format is required. Applicants must provide documentation from accounting or billing systems verifying the reported arrearages as part of the application. The spreadsheet must contain at minimum the customer's account number, the dollar amount of arrearages, the type of arrearage (residential or commercial), and the associated PWSID (for water arrearages) or WDID (for wastewater arrearages) for that customer's arrearage. If additional documentation must be provided from the applicant's accounting or billing system to verify the reported arrearages, please contact State Water Board staff at DFA-WaterArrearages@waterboards.ca.gov (mailto:DFA-WaterArrearages@waterboards.ca.gov).

A sample Accounts Spreadsheet can be found here: Arrearage Accounts Spreadsheet
(https://www.waterboards.ca.gov/arrearage_payment_program/docs/2023/extended_arrearage_accountsspreadsheet.xlsx)

Arrearage Accounts
Spreadsheet Upload 


 No file selected

(Uploaded files:) Delete SFPUC Arrearage Accounts Documentation Upload 12.12.23.xlsx (/MT/TakeSurvey/Download? fileName=1150_452812_130670_ExtendedArreara__q130670_1.xlsx)

0%

CERTIFICATIONS

Q23. Certification

Please certify that the information provided in this funding application is true and accurate under penalty of perjury: 

I certify.

Q24. Terms and Conditions of Electronic Submission

Before you can submit, you must accept the State Water Resources Control Board Conditions of Use and Privacy Policy: 

Conditions of Use (https://www.waterboards.ca.gov/conditions_of_use.html)

Privacy Policy (https://www.waterboards.ca.gov/privacy_policy.html)



I have read and agree to the Conditions of Use and Privacy Policy.

Grant Budget for California Arrearage Payment Program (CAPP)

	Allocation
Water	\$9,626,323.29
Wastewater	\$ 13,542,596.94
Administrative Cost	\$200,000
Total	\$23,368,920.23

Amounts shown above refer to total funds received by the SFPUC from the 2023 California Extended Water and Wastewater Arrearage Payment Program. Actual funds applied to benefiting eligible customers will vary based off updated information on account statuses. Unused funds will be returned to the State.

PUBLIC UTILITIES COMMISSION

City and County of San Francisco

RESOLUTION NO. 24-0049

WHEREAS, On February 25, 2020, the Mayor declared San Francisco to be in a local state of emergency due to the threat of a novel coronavirus (COVID-19), posing serious health threats to the population. On March 4, 2020, Governor Gavin Newsom declared a state of emergency for all of California to protect against the threat of COVID-19; and

WHEREAS, On March 13, 2020, the Mayor mandated that the San Francisco Public Utilities Commission (SFPUC) suspend shutoffs of water and power service due to late or non-payments and the issuance of associated late penalties and fees; and

WHEREAS, On March 16, 2020, the City's Health Officer issued a stay safe at home order, Health Officer Order No. C19-07 (the Stay Safe At Home Order), requiring most people to remain in their homes subject to certain exceptions including obtaining essential goods such as food and necessary supplies, and requiring the closure of nonessential businesses; and

WHEREAS, On June 15, 2021, Governor Gavin Newsom signed Executive Orders N-07-21 and N-08-21 rescinding the Stay At Home Order and implementing the Blueprint for a Safer Economy; and

WHEREAS, On September 13, 2022, by Resolution No. 22-0157, this Commission extended the suspension of shutoffs on water and wastewater service due to late or non-payment and the issuance of associated late penalties and fees through June 30, 2023 for residential retail customers; and

WHEREAS, COVID-19 has and continues to harm the local and state economies due to job loss, business closures, wage decreases, and other negative economic impacts. These challenges have made it more and more challenging for customers to afford utility bills; and

WHEREAS, As customers struggle to afford utility bills due to this economic hardship cause by COVID-19, there has been a rise in the numbers of total arrearages across all customer types, burdening customers with the financial strain of piling bills and resulting in loss of revenues for the SFPUC; and

WHEREAS, As part of the Fiscal Year 2021-22 State Budget Act, \$985 million was appropriated from the State General Fund to the State Water Resources Control Board (SWRCB), and shortly thereafter the SWRCB created the California Water and Wastewater Arrearage Payment Program (CWWAPP) to distribute those funds to water systems and wastewater treatment providers to forgive residential and commercial customers arrearages that accrued during the COVID-19 pandemic relief bill period (March 4, 2020 through June 15, 2021); and

WHEREAS, In June 2022, The SFPUC received and distributed \$7.3 million for Water and \$9.3 million for Wastewater residential and commercial customers in need of arrearage relief pursuant to the 2021 CWWAPP program; and

WHEREAS, On July 10, 2023, Governor Newsom signed Senate Bill No. 122 expanding the CWWAPP (Extended CWWAPP) to extend the COVID Relief Period to December 31, 2022, with the state legislature allocating the remaining \$600 million in federal funding for this program; and

WHEREAS, On October 3, 2023, as part of Board Resolution No. 2023-0038, the SWRCB adopted guidelines of the Extended CWWAPP; and

WHEREAS, In December 2023, the SFPUC submitted an application for the Extended CWWAPP, with additional data on eligible customers and ongoing arrearages; and

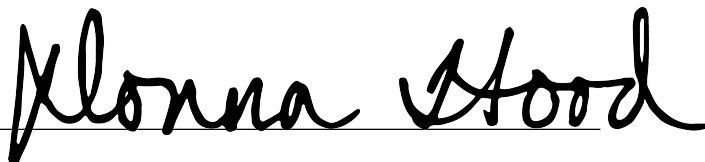
WHEREAS, The SFPUC applied for and expects to receive eligible funds in the amount of \$23,368,920.23 under the Extended CWWAPP for Water and Wastewater residential and commercial customer arrearages; and

WHEREAS, The SFPUC must disperse the Extended CWWAPP funds within 60 days of receipt to the eligible SFPUC customers under the program; and

WHEREAS, This action does not constitute a “project” under the California Environmental Quality Act Guidelines section 15378(a) because there would be no physical change in the environment; now, therefore, be it

RESOLVED, That this Commission hereby authorizes the SFPUC to accept and expend of up to \$23,368,920.23 in Extended CWWAPP funds to cover the arrearages for eligible Water and Wastewater residential and commercial customers accumulated between June 16, 2021 and December 31, 2022, subject to approval by the San Francisco Board of Supervisors under Administrative Code section 10.170-1(b).

I hereby certify that the foregoing was adopted by the Public Utilities Commission at its meeting of February 27, 2024.

A handwritten signature in black ink that reads "Plonna Hood". The signature is written in a cursive, flowing style. Below the signature is a horizontal line.

Secretary, Public Utilities Commission



State Water Resources Control Board

April 2nd, 2024

To: City and County of San Francisco,

California Extended Water and Wastewater Arrearage Payment Program (Extended Arrearage Program)

Please review the attached approved Disbursement Request Form for the Payment Amount Due. The Applicant will be receiving the payment in approximately 4-6 weeks.

The payment you receive is from a Federal Award. As a pass-thru entity, the State Water Resources Control Board (State Water Board) is required to notify recipients of all federal awards received from the State Water Board during each fiscal year.

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Grant Guidance) (2 CFR § 200.501), requires non-Federal entities to have a single or program audit conducted if the entity expends (receives) \$750,000 or more per fiscal year. For more information, please visit the California [State Controller's Office website](#). Please also see the [Single Audit FAQ for the Extended Arrearage Program](#).

Catalog of Federal Domestic Assistance (CFDA) # 21.027 - Coronavirus State & Local Fiscal Recovery Funds

REPORTING REQUIREMENTS: Extended Arrearage Program Applicants must comply with the following reporting requirements as stated in the adopted Extended Arrearage Program Guidelines:

- Allocate the funds received as bill credits to customers within sixty (60) days of receiving funds.
- Provide documentation to the Extended Arrearage Program showing the bill credit allocations and amount used for administration within six (6) months of receiving the funds.
- Notify customers in writing of the amount credited and indicate the credited amount is being provided through the California Extended Water and Wastewater Arrearage Payment Program through funding from the State Water ResourcesControl Board using federal America Recovery Plan Act(ARPA) funds.

E. JOAQUIN ESQUIVEL, CHAIR | ERIC OPPENHEIMER, EXECUTIVE DIRECTOR

RETURN OF FUNDS: Any funds received and not credited to customer accounts in accordance with Extended Arrearage Program requirements, with the exception of authorized administrative costs, must be remitted back to the State Water Board within six (6) months of receiving payment.

RECORDS RETENTION: Recipients of funds from the Extended Arrearage Program are subject to audit at any time. Maintain an accurate record-keeping and financial management system that provides efficient accountability of your payment from the Extended Arrearage Program. Retain records continually for at least seven (7) years following final reporting.

STATE WATER RESOURCES CONTROL BOARD

**CALIFORNIA EXTENDED WATER AND WASTEWATER ARREARAGE
PAYMENT PROGRAM - DISBURSEMENT REQUEST FORM**

LEGAL ENTITY NAME: City and County of San Francisco

MAILING ADDRESS: 525 Golden Gate Avenue, 4th Floor
San Francisco, CA 94102-3220

ARREARAGE PERIOD (SELECT ALL THAT APPLY)

03/04/2020 - 06/15/2021 (Original COVID-19 Bill Relief Period)

06/16/2021 - 12/31/2022 (Modified COVID-19 Bill Relief Period)

Enter a dollar amount with cents into each field. If no dollars are being requested, enter a zero.

	WATER ARREARAGE	WASTEWATER ARREARAGE	TOTAL ARREARAGE REQUESTED
RESIDENTIAL	\$7,391,777.82	\$11,139,995.96	\$18,531,773.78
COMMERCIAL	\$2,234,545.47	\$2,402,600.98	\$4,637,146.45
SUBTOTAL			\$23,168,920.23
ADMINISTRATIVE COSTS (MAXIMUM OF 3% OF SUBTOTAL UP TO \$1 MILLION)			\$200,000.00
GRAND TOTAL OF PAYMENT AMOUNT REQUESTED			\$23,368,920.23

CERTIFICATION: I have read and signed the Conditions of Payment Form and understand this Disbursement Request Form **CANNOT BE PROCESSED** unless a complete and accurate Conditions of Payment Form is currently on file with the State Water Resources Control Board.

The arrearages claimed in this Disbursement Request Form have been incurred and remain unpaid by customers of the Applicant and any payments received from the State Water Resources Control Board will be allocated as bill credits within sixty (60) days of receipt of the funds requested in accordance with the California Extended Water and Wastewater Arrearage Payment Program Guidelines and will return any moneys not credited to the State Water Resources Control Board within six months of receipt.

AUTHORIZED REPRESENTATIVE OR DESIGNEE SIGNATURE:

DATE:



12/12/2023

FOLLOWING SECTION IS FOR STATE USE ONLY

PAYMENT INVOICE NO.: A00112-01

INVOICE DATE: 12/21/2023

**CALIFORNIA EXTENDED WATER AND WASTEWATER ARREARAGE
PAYMENT PROGRAM - DISBURSEMENT REQUEST FORM**

(STATE USE ONLY)

LEGAL ENTITY NAME: City and County of San Francisco
REMIT TO ADDRESS: 525 Golden Gate Avenue, 4th Floor
 San Francisco, CA 94102-3220

PAYMENT INVOICE NO.: A00112-01

INVOICE DATE: 12/21/2023

PAYMENT REQUEST AMOUNT \$ 23,368,920.23

ADJUSTMENT \$ 0.00

AMOUNT DUE \$ 23,368,920.23

ADJUSTMENT COMMENTS:

FISCAL SUPPLIER ID: 0000007690


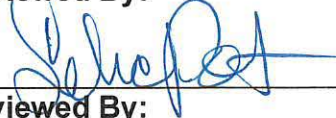
ADDRESS ID: 162

FUND TITLE		ITEM	FY	CHAPTER	STATUTE
Coronavirus Fiscal Recovery Fund of 2021		3940-162-8506	23/24	38/23	2023
PROGRAM	REPORTING STRUCTURE	ACCOUNT	ALT ACCOUNT	PROJECT #	PROJECT ACTIVITY #
3560000C93	39400556	5432600	5432600000	3940COVIDARREAR	L/A

STATUTE LANGUAGE:

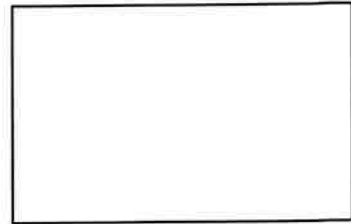
Per California Health and Safety Code 116773.4, the board provides financial assistance to community water systems and wastewater treatment providers for the purpose of assisting customers with past-due bills accrued during the COVID-19 pandemic bill relief period from March 4, 2020 to December 31, 2022.

SIGNATURES FOR APPROVAL OF PAYMENT

	SSMI	03/21/2024
Reviewed By:	Title: Analyst	Date:
	SSMII	3/26/2024
Reviewed By:	Title: Manager	Date:

Introduction Form

(by a Member of the Board of Supervisors or the Mayor)



I hereby submit the following item for introduction (select only one):

- 1. For reference to Committee (Ordinance, Resolution, Motion or Charter Amendment)
- 2. Request for next printed agenda (For Adoption Without Committee Reference)
(Routine, non-controversial and/or commendatory matters only)
- 3. Request for Hearing on a subject matter at Committee
- 4. Request for Letter beginning with "Supervisor _____ inquires..."
- 5. City Attorney Request
- 6. Call File No. _____ from Committee.
- 7. Budget and Legislative Analyst Request (attached written Motion)
- 8. Substitute Legislation File No. _____
- 9. Reactivate File No. _____
- 10. Topic submitted for Mayoral Appearance before the Board on _____

The proposed legislation should be forwarded to the following (please check all appropriate boxes):

- Small Business Commission Youth Commission Ethics Commission
- Planning Commission Building Inspection Commission Human Resources Department

General Plan Referral sent to the Planning Department (proposed legislation subject to Charter 4.105 & Admin 2A.53):

- Yes No

(Note: For Imperative Agenda items (a Resolution not on the printed agenda), use the Imperative Agenda Form.)

Sponsor(s):

Chan

Subject:

Accept and Expend Grant– American Rescue Plan Act of 2021- California State Water Resources Control Board – Assist Eligible Residential and Commercial Customers with Water and Wastewater Customer Account Arrears - \$23,368,920.23

Long Title or text listed:

Resolution authorizing the San Francisco Public Utilities Commission to accept and expend federal funds from the American Rescue Plan Act of 2021 and administered by the State Water Resources Control Board with a total amount of \$23,368,920.23 to assist eligible residential and commercial customers who accrued water and/or wastewater arrears or received discounts for water and /or wastewater services during the extended COVID-19 pandemic from June 16, 2021 to December 31, 2022

Signature of Sponsoring Supervisor: