

File No. 220856

Committee Item No. 1

Board Item No. \_\_\_\_\_

## COMMITTEE/BOARD OF SUPERVISORS

### AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee Date September 7, 2022

Board of Supervisors Meeting Date \_\_\_\_\_

#### Cmte Board

- Motion
- Resolution
- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Youth Commission Report
- Introduction Form
- Department/Agency Cover Letter and/or Report
- MOU
- Grant Information Form
- Grant Budget
- Subcontract Budget
- Contract/Agreement
- Form 126 – Ethics Commission
- Award Letter
- Application
- Public Correspondence

#### OTHER (Use back side if additional space is needed)

- Disbursement Request 3/15/2022
- Disbursement Request Forms 4/19/2022
- CA Gov State of Emergency Proclamation 3/4/2022
- MYR Emergency Proclamation 2/25/2020
- MYR Supplemental Declaration 3/13/2022
- SFPUC Resolution No. 22-0110 6/14/2022
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Completed by: Brent Jalipa Date September 1, 2022

Completed by: Brent Jalipa Date \_\_\_\_\_

1 [Accept and Expend Grant - Retroactive - American Rescue Plan Act of 2021 - California  
2 State Water Resources Control Board - Assist Eligible Residential and Commercial  
3 Customers with Wastewater Customer Account Arrears - \$9,302,044]

4 **Resolution retroactively authorizing the San Francisco Public Utilities Commission to**  
5 **accept and expend federal funds sourced by the American Rescue Plan Act of 2021**  
6 **and administered by the State Water Resources Control Board with a total amount of**  
7 **\$9,302,044 to assist eligible residential and commercial customers who accrued**  
8 **wastewater customer account arrears during the COVID-19 pandemic from March 4,**  
9 **2020, through June 15, 2021.**

10  
11 WHEREAS, on February 25, 2020, Mayor London N. Breed declared San Francisco to  
12 be in a local state of emergency due to the threat of a novel (new) coronavirus (COVID-19),  
13 posing serious health threats to the population; and

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

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

25

1           WHEREAS, On April 27, 2021, the SFPUC extended the suspension of shutoffs on  
2 water and power service due to late or non-payment and the issuance of associated late  
3 penalties and fees through March 31, 2022, by adopting Resolution No. 21-0063; and

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

8           WHEREAS, The number of single family residential water and wastewater accounts  
9 with delinquent bills more than 90 days past due more than quadrupled during the pandemic,  
10 going from 1,712 in March 2020 to 7,279 in May 2022; and

11           WHEREAS, Commercial customer water and wastewater delinquent accounts with a  
12 balance over 90 days past due almost tripled, increasing from 624 in March 2020 to 1,741 in  
13 May 2022; and

14           WHEREAS, On July 13, 2021, as part of the Fiscal Year 2021-22 State Budget Act (SB  
15 129), \$985 million was appropriated from the Coronavirus Fiscal Recovery Fund, established  
16 by the American Rescue Plan Act of 2021, to the State of California Water Resources Control  
17 Board (SWRCB) for payments to community water systems and \$1 billion was appropriated  
18 from the same fund to the state of California Department of Community Services (CSD) to  
19 electric utilities to forgive residential and commercial customers arrearages that accrued  
20 during the covid-19 pandemic relief bill period (March 4, 2020, through June 15, 2021); and

21           WHEREAS, On July 16, 2021, as part of Assembly Bill 135, the requirements of the  
22 California Arrearage Payment Program were established, and on July 23, 2021, as part of  
23 Assembly Bill 148, the requirements of the California Water Wastewater Arrearages Payment  
24 Program (CWWAP) were established to address water and wastewater arrearages  
25 accumulated during the pandemic; and

1           WHEREAS, In response to the public health and economic crisis from the COVID-19  
2 pandemic, the San Francisco Public Utilities Commission (SFPUC) continues to take  
3 measures to assist customers struggling to pay their utility bills; and

4           WHEREAS, The SFPUC submitted applications for the water and power programs in  
5 December 2021, which were approved in early 2022 but wastewater was not included in that  
6 Resolution, as the details of the wastewater program had not yet been released; and

7           WHEREAS, Because CWWAPP had an excess of funds due to fewer utilities applying  
8 to the program than expected, water and wastewater agencies were also allowed to apply for  
9 reimbursement of water and wastewater discounts provided during the same time period as  
10 the eligible arrears - March 4, 2020 to June 15, 2021; and

11           WHEREAS, The wastewater application was submitted, and approved in April 2022,  
12 and funds were received on May 23, 2022; and

13           WHEREAS, The SFPUC disbursed all funds in early June 2022 to ensure adherence to  
14 State guidelines, given the 60-day window of disbursement, and the timely issuance of much  
15 needed debt relief to customers; and

16           WHEREAS, Due to this program rule, this item is being brought to the Board of  
17 Supervisors retroactively and a delay or denial in approving the resolution will require the  
18 SFPUC to reverse credits given to customers to pay off eligible customer wastewater  
19 arrearages, resulting in continued debt owed to the SFPUC and burden on customers  
20 impacted by the COVID-19 pandemic; and

21           WHEREAS, This grant does not include an Annual Salary Ordinance (ASO)  
22 Amendment, and does not include funding for new staff members; and

23           WHEREAS, On June 14, 2022, the SFPUC Commission, by Resolution No. 22-0110,  
24 recommended that the Board of Supervisors accept this grant; now, therefore, be it  
25

1           RESOLVED, That the Board of Supervisors retroactively authorizes the SFPUC to  
2 accept and expend grant funds in the amounts of \$9,302,044 to assist eligible residential and  
3 commercial customers who accrued wastewater customer account arrears during the COVID-  
4 19 pandemic period between March 4, 2020, through June 15, 2021, pursuant to  
5 Administrative Code, Sec. 10.170-1; and, be it

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

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

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RECOMMENDED:

\_\_\_\_\_/s/\_\_\_\_\_  
DENNIS HERRERA

General Manager of the SFPUC

APPROVED: \_\_\_\_\_/s/\_\_\_\_\_

LONDON BREED  
Mayor

APPROVED: \_\_\_\_\_/s/\_\_\_\_\_

BEN ROSENFELD  
Controller

**File Number:** 220856  
(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: **The California Water and Wastewater Arrearage Payment Program (CWWAPP)**
2. Department: **SFPUC**
3. Contact Person: **Jeremy Spitz** Telephone: **(628) 724-7573**
4. Grant Approval Status (check one):  
 Approved by funding agency                       Not yet approved
5. Amount of Grant Funding Approved or Applied for: **\$9,302,044**
6. a. Matching Funds Required: **\$0**  
b. Source(s) of matching funds (if applicable): **American Rescue Plan Act of 2021**
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 Water and Wastewater Arrearage Payment Program (Program) during fiscal year 2022, 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 submitted a survey and application to the State Water Board with information on wastewater arrearages accrued during the pandemic and was approved for the full amount requested. Funds reached the SFPUC at the end of May 2022, and were fully disbursed in early June. The full amount received was used to reimburse the SFPUC for wastewater discounts provided between March 4, 2020 and June 15, 2020, to pay off customer wastewater arrearages accrued during that same time period, and to cover administrative costs incurred by the SFPUC.

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

Start-Date: **February 1, 2022**

End-Date: **June 14, 2022**

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

11. a. Does the budget include indirect costs?  
 Yes       No
- b. 1. If yes, how much? **\$100,000 for administrative costs**
- b. 2. How was the amount calculated? **The SFPUC added the cost of printing and postage as well as staff time devoted to working on the program.**
- c. 1. 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):
- c. 2. If no indirect costs are included, what would have been the indirect costs?

12. Any other significant grant requirements or comments: **No**

**\*\*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:

**Disability Access for this grant is approved contingent on when working with the public, programmatic accessibility elements in 14(1) and 14(2) are met. The Mayor's Office on Disability is available for consult on the provision of general accessibility requirements or appropriate reasonable modifications, as needed. [mod@sfgov.org](mailto:mod@sfgov.org) or 415 554-6789.**

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

Nicole Bohn

(Name)

Director, Mayor's Office on Disability

(Title)

Date Reviewed: July 7, 2022 \_\_\_\_\_



(Signature Required) \_\_\_\_\_



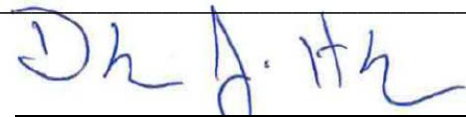
**Department Head or Designee Approval of Grant Information Form:**

Dennis J. Herrera  
(Name)

General Manager

(Title) 7/12/2022

Date Reviewed: \_\_\_\_\_

  
\_\_\_\_\_

(Signature Required)

**AMOUNTS RECEIVED**

	Arrears and Discounts	Admin Costs	Total
CleanPowerSF	\$ 2,423,598	\$ -	\$ 2,423,598
Hetch Hetchy Power	\$ 1,218,136.00	\$ -	\$ 1,218,136
Water	\$ 7,204,310	\$ 100,000	\$ 7,304,310
Wastewater	\$ 9,202,044	\$ 100,000	\$ 9,302,044
Total			\$ 20,248,088

Received Funding

Enterprise	Residential	Commercial	Discounts
Water	\$3,475,965	\$ 1,909,968	\$ 1,824,056
Wastewater	\$3,704,558.20	\$1,077,361.08	\$ 4,420,124
Hetch Hetchy Power	\$ 453,246	\$ 764,890	N/A
CleanPowerSF	\$ 2,423,598	\$ -	N/A
Total (\$M)	\$ 10,057,367	\$ 3,752,219	\$ 6,244,180

Admin Costs Total

\$ 100,000 \$ 7,309,988

\$ 100,000 \$ 9,302,044

N/A \$ 1,218,136

N/A \$ 2,423,598

\$ 200,000 \$ 20,253,766

**STATE WATER RESOURCES CONTROL BOARD**

**CALIFORNIA WATER AND WASTEWATER ARREARAGES PAYMENT PROGRAM  
WASTEWATER ARREARAGES DISBURSEMENT REQUEST FORM**

**APPLICANT NAME:** San Francisco Public Utilities Commission

**LEGAL ENTITY NAME:** City and County of San Francisco

**REMIT PAYMENT TO ENTITY (select one):**

**Wastewater Treatment Provider**       **Wastewater Billing Entity**

**REMIT TO ADDRESS:** 525 Golden Gate Avenue  
4th Floor ATTN: Cash Management  
San Francisco, CA 94102

	<b>NO. OF ACCOUNTS</b>	<b>PAYMENT AMOUNT REQUESTED</b>
<b>RESIDENTIAL</b>	12,251	\$7,376,768.91
<b>COMMERCIAL</b>	1,590	\$1,825,274.61
<b>SUBTOTAL</b>	13,841	\$9,202,043.52
<b>ADMINISTRATIVE COSTS</b> (Maximum of 3% OF SUBTOTAL UP TO \$1 MILLION)		\$100,000.00
<b>GRAND TOTAL OF PAYMENT AMOUNT REQUESTED</b>		\$9,302,043.52

**CERTIFICATION:** I have read and signed the Conditions of Payment Form and understand that 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 Wastewater Treatment Provider 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 Water and Wastewater Arrearages 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:**



3/15/2022

**FOLLOWING SECTION IS FOR STATE USE ONLY**

**PAYMENT INVOICE NO.:**

**INVOICE DATE:**

**STATE WATER RESOURCES CONTROL BOARD**

**CALIFORNIA WATER AND WASTEWATER ARREARAGES PAYMENT PROGRAM  
WASTEWATER ARREARAGES DISBURSEMENT REQUEST FORM**

**APPLICANT NAME: SAN FRANCISCO PUBLIC UTILITIES COMMISSION**

**LEGAL ENTITY NAME: CITY & COUNTY OF SAN FRANCISCO**

**REMIT PAYMENT TO ENTITY (select one):**

**Wastewater Treatment Provider**       **Wastewater Billing Entity**

**REMIT TO ADDRESS: 525 GOLDEN GATE AVE, 4<sup>TH</sup> FLOOR  
SAN FRANCISCO, CA 94102**

	<b>NO. OF ACCOUNTS</b>	<b>PAYMENT AMOUNT REQUESTED</b>
<b>RESIDENTIAL</b>	12,251	7,376,768.91
<b>COMMERCIAL</b>	1,590	1,825,274.61
<b>SUBTOTAL</b>	13,841	9,202,043.52
<b>ADMINISTRATIVE COSTS (Maximum of 3% OF SUBTOTAL UP TO \$1 MILLION)</b>		100,000.00
<b>GRAND TOTAL OF PAYMENT AMOUNT REQUESTED</b>		9,302,043.52

**CERTIFICATION:** I have read and signed the Conditions of Payment Form and understand that 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 Wastewater Treatment Provider 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 Water and Wastewater Arrearages 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:**

*Erin Franks*

Apr 19, 2022

Erin Franks (Apr 19, 2022 15:45 PDT)

Adobe Acrobat Sign Transaction Number: CBJCHBCAABAAUnFdpIrlTyWZT-JfrNj2yOC50bg0t0\_

**FOLLOWING SECTION IS FOR STATE USE ONLY**

**PAYMENT INVOICE NO.: W00019-01**

**INVOICE DATE: 4/12/2022**

**CALIFORNIA WATER AND WASTEWATER ARREARAGES PAYMENT PROGRAM  
WASTEWATER ARREARAGES DISBURSEMENT REQUEST FORM**

APPLICANT NAME: SAN FRANCISCO PUBLIC UTILITIES COMMISSION

LEGAL ENTITY NAME: CITY & COUNTY OF SAN FRANCISCO

REMIT PAYMENT TO ENTITY (select one):

Wastewater Treatment Provider       Wastewater Billing Entity

**FOLLOWING SECTION IS FOR STATE USE ONLY**

PAYMENT INVOICE NO.: W00019-01

INVOICE DATE: 4/12/2022

PAYMENT REQUEST AMOUNT	\$ 9,302,043.52
ADJUSTMENT	\$ 0
AMOUNT DUE	\$ 9,302,043.52

ADJUSTMENT COMMENTS:

FISCAL SUPPLIER ID: 0000007690


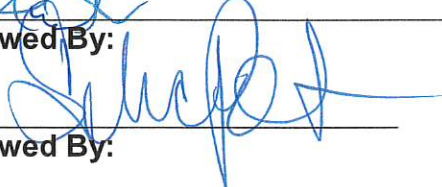
ADDRESS ID: 139

FUND TITLE		ITEM	FY	CHAPTER	STATUTE
Coronavirus Fiscal Recovery Fund of 2021		3940-162-8506	21/22	21/21	2021
PROGRAM	REPORTING STRUCTURE	ACCOUNT	ALT ACCOUNT	PROJECT #	PROJECT ACTIVITY #
3560000C25	39400556	5432600	5432600000	3940COVIDARREAR	L/A

**STATUTE LANGUAGE:**

Per California Health and Safety Code 116773.4(b)(4)(B), the board provides financial assistance to wastewater treatment providers or their wastewater billing entities for the purpose of assisting customers with past-due bills accrued during the COVID-19 pandemic bill relief period from March 4, 2020 to June 15, 2021.

**SIGNATURES FOR APPROVAL OF PAYMENT**

	Analyst	4/28/2022
Reviewed By: 	Title:	Date:
	Manager	4/28/2022
Reviewed By:	Title:	Date:



# State Waterboard Wastewater COVID Relief Application

You completed application 441722 on 03/15/2022 17:00:10

## Form

**About:** [?](#) (../Content/WW.html#0) The purpose of this online application form is to collect the required information and documentation to allow the State Water Board to process your funding application for the wastewater arrearages funding from the Water and Wastewater Arrearage Payment Program ([https://www.waterboards.ca.gov/arrearage\\_payment\\_program](https://www.waterboards.ca.gov/arrearage_payment_program)).

**Funding Application Requirements & Technical Assistance:** The State Water Board may be able to provide technical assistance to help you complete this funding application.

- For questions related to funding application below, please contact the State Water Board at [wwarrearages@waterboards.ca.gov](mailto:wwarrearages@waterboards.ca.gov) (mailto:wwarrearages@waterboards.ca.gov)
- See also California Water & Wastewater Arrearage Guidelines: Appendix A: (Wastewater Arrearages guidelines), adopted January 19, 2022.

## APPLICANT INFORMATION

0. Has the wastewater treatment provider or wastewater billing entity accrued wastewater arrearages during the COVID-19 pandemic billing relief period between 03.04.2020 through 06.15.2021? \* [?](#) (../Content/WW.html#0)

- Yes
- No

0.1 Thank you for your interest in the application. At this time, you do not meet the criteria to receive wastewater arrearage funding. If you feel like this is incorrect, please review the Wastewater Arrearages Guidelines ([https://www.waterboards.ca.gov/arrearage\\_payment\\_program/docs/wastewater\\_arrearages\\_proposedguidelines.pdf](https://www.waterboards.ca.gov/arrearage_payment_program/docs/wastewater_arrearages_proposedguidelines.pdf)) and contact us at [wwarrearages@waterboards.ca.gov](mailto:wwarrearages@waterboards.ca.gov) (mailto:wwarrearages@waterboards.ca.gov).

1. Is the applicant applying as a wastewater treatment provider or wastewater billing entity? Please select from the following options. \* [?](#) (../Content/WW.html#1)

- a. Wastewater treatment provider: city, county, special district, or joint powers authority that provides wastewater collection, treatment or disposal services through a publicly-owned treatment works.
- b. Wastewater billing entity: a local government entity (city, county, or special district) that is the designated billing entity for a wastewater treatment provider.
- c. I am Neither a wastewater treatment provider nor a wastewater billing entity

1.1 Thank you for your interest in the application. At this time, you do not meet the criteria to receive wastewater arrearage funding. If you feel like this is incorrect, please review the Wastewater Arrearages Guidelines ([https://www.waterboards.ca.gov/arrearage\\_payment\\_program/docs/wastewater\\_arrearages\\_proposedguidelines.pdf](https://www.waterboards.ca.gov/arrearage_payment_program/docs/wastewater_arrearages_proposedguidelines.pdf)) and contact us at [wwarrearages@waterboards.ca.gov](mailto:wwarrearages@waterboards.ca.gov) (mailto:wwarrearages@waterboards.ca.gov).

2. Please select the option below that best describes the wastewater treatment provider. \*

- a. The entity is a publicly-owned treatment works (POTW)
- b. The entity is a collection system discharging into a POTW.

3. How does the POTW bill customers? \* [?](#) (../Content/WW.html#3)

- a. The POTW directly bills all customers
- b. The POTW directly bills a subset of customers and a different entity directly bills the remaining customer accounts.

4. Please enter the WDID associated with the POTW below. If you do not know the WDID associated with the POTW, please review the Reference List here ([? \(../Content/Wastewater\\_Reference\\_List.pdf\)](#) \* [?](#) (../Content/WW.html#4)



My entity cannot be found on the Reference List.

4.1 Please email [wwarrearages@waterboards.ca.gov](mailto:wwarrearages@waterboards.ca.gov) (mailto:wwarrearages@waterboards.ca.gov) with the Application ID and the agency you are trying to locate.

5. Which POTW(s) does the applicant entity serve? Please enter the associated WDID(s) below. If you do not know the WDID(s) associated with the POTW(s), please review the Reference List here ([../Content/Wastewater\\_Reference\\_List.pdf](#)) \* [?](#) ([../Content/WW.html#5](#))

**2 386009001, 2 386010001**

The POTW entity cannot be found on the Reference List.

5.1 Please email [wwarrearages@waterboards.ca.gov](mailto:wwarrearages@waterboards.ca.gov) (mailto:wwarrearages@waterboards.ca.gov) with the Application ID and the agency you are trying to locate.

6. Please select if the entity you are applying for wastewater arrearage funding is a collection system or a county, city, joint powers authority, or special district: \*

- a. Collection System  
 b. County, city, joint powers authority or special district

6.1 Please enter the WDID of the collection system below. If you do not know the WDID associated with the collection system, please review the Reference List here ([../Content/CollectionSystemsReferenceList.pdf](#)) \* [?](#) ([../Content/WW.html#6.1](#))

**2SSO10193-C, 2SSO10193, 2SSO10192, 5SSO10747**

The collection system cannot be found on the Reference List.

6.2 Please email [wwarrearages@waterboards.ca.gov](mailto:wwarrearages@waterboards.ca.gov) (mailto:wwarrearages@waterboards.ca.gov) with the Application ID and the agency you are trying to locate.

6.5 Please provide the name of the organization applying for wastewater arrearages. [?](#) ([../Content/WW.html#6.5](#))

Organization: \*

## WASTEWATER ARREARAGE NEEDS

7. Please provide your most current total of eligible **Residential** accounts in arrears. \* [?](#) ([../Content/WW.html#7](#))

12251

8. Please provide your most current sum of eligible **Residential** arrearages (EXCLUDE LATE FEES AND INTEREST). \* [?](#) ([../Content/WW.html#8](#))

7376768.91

9. Insert the number of **Residential** accounts greater than \$600 in arrears during the COVID-19 pandemic billing relief period. \* [?](#) ([../Content/WW.html#9](#))

3739

10. Please provide your most current total of eligible **Commercial** accounts in arrears. \* [?](#) ([../Content/WW.html#10](#))

1590

11. Please provide your most current sum of eligible **Commercial** arrearages (EXCLUDE LATE FEES AND INTEREST). \* [?](#) ([../Content/WW.html#11](#))

1825274.61

12. Insert the number of **Commercial** accounts greater than \$600 in arrears during the COVID-19 pandemic billing relief period. \* [?](#) ([../Content/WW.html#12](#))

318

13. Please indicate if the reported Residential and/or Commercial arrearages include any of the following: \* [?](#) ([../Content/WW.html#13](#))


a. Customer arrearages that have been transferred to the third-party debt collector.

- b. Customer arrearages that have been addressed or received funding from the wastewater treatment provider's or wastewater billing entity's customer assistance program.
- c. None of the above.

**14. Wastewater treatment providers and wastewater billing entities are required to submit this completed spreadsheet (../Content/wastewater-spreadsheet-template.xlsx) that includes the following information: ? (../Content/WW.html#14) \***

- a. Customer account number of eligible residential and/or commercial customers in arrears.
- b. The total amount of current qualifying arrears.
- c. Customer zip code.

Use the provided spreadsheet template for a single wastewater treatment provider or wastewater billing entity.

  No file selected

(Uploaded files:) Delete SFPUC Q14 Spreadsheet.xlsx (/MT/TakeSurvey/Download? fileName=1143\_441722\_129492\_WastewaterCOVID\_q129492\_1.xlsx)

0%

## MAXIMUM FUNDING ALLOTMENT

15. The State Water Board has determined your maximum funding allotment based on the information provided in the previous section. ? (../Content/WW.html#15)

**Total Reported Arrearages:**

**3% Administrative Costs:**

---

**TOTAL Maximum Funding Allotment: \$**

The wastewater treatment provider or wastewater billing entity may submit a wastewater arrearages funding application for this amount or less. If the funding application request is greater than the figure above, the application amount will default to this figure.

## FUNDING APPLICATION REQUEST

**16. What is your total wastewater arrearages funding application request? ? (../Content/WW.html#16)\***

You must comply with all documentation and reporting requirements in the Wastewater Arrearages Guidelines. Please note that the wastewater treatment provider or wastewater billing entity must allocate the funding it receives to offset arrearages in accordance with the Wastewater Arrearages Guidelines and must return any moneys not credited to customers' accounts to the State Water Board within six months of receipt.

9302043.52

## REQUIRED FUNDING APPLICATION MATERIALS

**16.1 Wastewater Treatment Provider or Wastewater Billing Entity Authorized Representative or Designee. ? (../Content/WW.html#16.1)**

Please enter in the following information pertaining to the person authorized to represent the wastewater treatment provider or wastewater billing entity and accept wastewater arrearage funding from the State Water Board.

**First Name:\***

Erin

**Last Name:\***

Franks

**Title:\***

Rates Administrator

**Organization:\***

San Francisco Public Utilities Commission

**Business Email:\***

efranks@sfgwater.org

**Business Mailing Address**

**1:\***

525 Golden Gate Avenue

**Business Mailing Address**

**2:**

4th Floor, Financial Services

**City:\***

San Francisco

**County:\***

San Francisco

**State:\***

CA

**Zipcode:\***

94102

**Work Phone:\***

415-487-5227

**Work Cell Phone:**

**17. Please attach any applicable documentation to support the authorized representative or designee provided above. Documentation may, but is not required to be provided using the Authorized Representative Delegation Form (../Content/WW-Authorized-Signatory.pdf).[?](#) (../Content/WW.html#17)\***



Choose File

No file selected

Upload

(Uploaded files:)

Delete FINAL Signed WW Authorized Signatory.pdf (/MT/TakeSurvey/Download? fileName=1143\_441722\_129515\_WastewaterCOVID\_\_q129515\_1.pdf)

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**18. You must download and complete the Conditions of Payment (../Content/WW-conditions-of-payment-form.pdf) form. This form must be physically signed by the wastewater treatment provider's or wastewater billing entity's authorized representative or designee. Use the button to attach the completed form and then physically mail in the form:[?](#) (../Content/WW.html#18)\***



Choose File

No file selected

Upload

(Uploaded files:)

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**The original, physically signed, copy of the Conditions of Payment 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 wet signed form to:**

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

19. You must download and complete the Disbursement Request (../Content/WW-disbursement\_request\_form.pdf) form. This form must be physically signed by the wastewater treatment provider's or wastewater billing entity's authorized representative or designee. Use the button to attach the completed form and then physically mail in the form: [?](#) (../Content/WW.html#19)\*



Choose File No file selected

Upload

(Uploaded files:)

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The original, physically signed, 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 wet signed form to:

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

20. Please download and complete the Tax ID form below. [?](#) (../Content/WW.html#20)

**Government Tax Filing Status:** [https://fiscal.ca.gov/wp-content/uploads/2019/08/GovtTINForm\\_000.pdf](https://fiscal.ca.gov/wp-content/uploads/2019/08/GovtTINForm_000.pdf) ([https://fiscal.ca.gov/wp-content/uploads/2019/08/GovtTINForm\\_000.pdf](https://fiscal.ca.gov/wp-content/uploads/2019/08/GovtTINForm_000.pdf))

**Non-Government Tax Filing Status:** <https://www.documents.dgs.ca.gov/dgs/fmc/pdf/std204.pdf> (<https://www.documents.dgs.ca.gov/dgs/fmc/pdf/std204.pdf>)

Non-government wastewater systems that would like their remittance sent to the mailing address as provided in Question 19 and have a different address than that provided on the Payee Data Record form STD 204, must also complete and upload this form as well: <https://www.documents.dgs.ca.gov/dgs/fmc/pdf/std205.pdf> (<https://www.documents.dgs.ca.gov/dgs/fmc/pdf/std205.pdf>)



Choose File No file selected

Upload

(Uploaded files:)

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21. Please certify that the information provided in this wastewater arrearages funding application is true and accurate under penalty of perjury.\*

I certify that the information provided in this wastewater arrearages funding application is true and accurate under penalty of perjury.

EXECUTIVE DEPARTMENT  
STATE OF CALIFORNIA

PROCLAMATION OF A STATE OF EMERGENCY

**WHEREAS** in December 2019, an outbreak of respiratory illness due to a novel coronavirus (a disease now known as COVID-19), was first identified in Wuhan City, Hubei Province, China, and has spread outside of China, impacting more than 75 countries, including the United States; and

**WHEREAS** the State of California has been working in close collaboration with the national Centers for Disease Control and Prevention (CDC), with the United States Health and Human Services Agency, and with local health departments since December 2019 to monitor and plan for the potential spread of COVID-19 to the United States; and

**WHEREAS** on January 23, 2020, the CDC activated its Emergency Response System to provide ongoing support for the response to COVID-19 across the country; and

**WHEREAS** on January 24, 2020, the California Department of Public Health activated its Medical and Health Coordination Center and on March 2, 2020, the Office of Emergency Services activated the State Operations Center to support and guide state and local actions to preserve public health; and

**WHEREAS** the California Department of Public Health has been in regular communication with hospitals, clinics and other health providers and has provided guidance to health facilities and providers regarding COVID-19; and

**WHEREAS** as of March 4, 2020, across the globe, there are more than 94,000 confirmed cases of COVID-19, tragically resulting in more than 3,000 deaths worldwide; and

**WHEREAS** as of March 4, 2020, there are 129 confirmed cases of COVID-19 in the United States, including 53 in California, and more than 9,400 Californians across 49 counties are in home monitoring based on possible travel-based exposure to the virus, and officials expect the number of cases in California, the United States, and worldwide to increase; and

**WHEREAS** for more than a decade California has had a robust pandemic influenza plan, supported local governments in the development of local plans, and required that state and local plans be regularly updated and exercised; and

**WHEREAS** California has a strong federal, state and local public health and health care delivery system that has effectively responded to prior events including the H1N1 influenza virus in 2009, and most recently Ebola; and



**WHEREAS** experts anticipate that while a high percentage of individuals affected by COVID-19 will experience mild flu-like symptoms, some will have more serious symptoms and require hospitalization, particularly individuals who are elderly or already have underlying chronic health conditions; and

**WHEREAS** it is imperative to prepare for and respond to suspected or confirmed COVID-19 cases in California, to implement measures to mitigate the spread of COVID-19, and to prepare to respond to an increasing number of individuals requiring medical care and hospitalization; and

**WHEREAS** if COVID-19 spreads in California at a rate comparable to the rate of spread in other countries, the number of persons requiring medical care may exceed locally available resources, and controlling outbreaks minimizes the risk to the public, maintains the health and safety of the people of California, and limits the spread of infection in our communities and within the healthcare delivery system; and

**WHEREAS** personal protective equipment (PPE) is not necessary for use by the general population but appropriate PPE is one of the most effective ways to preserve and protect California's healthcare workforce at this critical time and to prevent the spread of COVID-19 broadly; and

**WHEREAS** state and local health departments must use all available preventative measures to combat the spread of COVID-19, which will require access to services, personnel, equipment, facilities, and other resources, potentially including resources beyond those currently available, to prepare for and respond to any potential cases and the spread of the virus; and

**WHEREAS** I find that conditions of Government Code section 8558(b), relating to the declaration of a State of Emergency, have been met; and

**WHEREAS** I find that the conditions caused by COVID-19 are likely to require the combined forces of a mutual aid region or regions to appropriately respond; and

**WHEREAS** under the provisions of Government Code section 8625(c), I find that local authority is inadequate to cope with the threat posed by COVID-19; and

**WHEREAS** under the provisions of Government Code section 8571, I find that strict compliance with various statutes and regulations specified in this order would prevent, hinder, or delay appropriate actions to prevent and mitigate the effects of the COVID-19.

**NOW, THEREFORE, I, GAVIN NEWSOM**, Governor of the State of California, in accordance with the authority vested in me by the State Constitution and statutes, including the California Emergency Services Act, and in particular, Government Code section 8625, **HEREBY PROCLAIM A STATE OF EMERGENCY** to exist in California.

**IT IS HEREBY ORDERED THAT:**

1. In preparing for and responding to COVID-19, all agencies of the state government use and employ state personnel, equipment, and facilities or perform any and all activities consistent with the direction of the Office of Emergency Services and the State Emergency Plan, as well as the California Department of Public Health and the Emergency Medical Services Authority. Also, all residents are to heed the advice of emergency officials with regard to this emergency in order to protect their safety.
2. As necessary to assist local governments and for the protection of public health, state agencies shall enter into contracts to arrange for the procurement of materials, goods, and services needed to assist in preparing for, containing, responding to, mitigating the effects of, and recovering from the spread of COVID-19. Applicable provisions of the Government Code and the Public Contract Code, including but not limited to travel, advertising, and competitive bidding requirements, are suspended to the extent necessary to address the effects of COVID-19.
3. Any out-of-state personnel, including, but not limited to, medical personnel, entering California to assist in preparing for, responding to, mitigating the effects of, and recovering from COVID-19 shall be permitted to provide services in the same manner as prescribed in Government Code section 179.5, with respect to licensing and certification. Permission for any such individual rendering service is subject to the approval of the Director of the Emergency Medical Services Authority for medical personnel and the Director of the Office of Emergency Services for non-medical personnel and shall be in effect for a period of time not to exceed the duration of this emergency.
4. The time limitation set forth in Penal Code section 396, subdivision (b), prohibiting price gouging in time of emergency is hereby waived as it relates to emergency supplies and medical supplies. These price gouging protections shall be in effect through September 4, 2020.
5. Any state-owned properties that the Office of Emergency Services determines are suitable for use to assist in preparing for, responding to, mitigating the effects of, or recovering from COVID-19 shall be made available to the Office of Emergency Services for this purpose, notwithstanding any state or local law that would restrict, delay, or otherwise inhibit such use.
6. Any fairgrounds that the Office of Emergency Services determines are suitable to assist in preparing for, responding to, mitigating the effects of, or recovering from COVID-19 shall be made available to the Office of Emergency Services pursuant to the Emergency Services Act, Government Code section 8589. The Office of Emergency Services shall notify the fairgrounds of the intended use and can immediately use the fairgrounds without the fairground board of directors' approval, and



notwithstanding any state or local law that would restrict, delay, or otherwise inhibit such use.

7. The 30-day time period in Health and Safety Code section 101080, within which a local governing authority must renew a local health emergency, is hereby waived for the duration of this statewide emergency. Any such local health emergency will remain in effect until each local governing authority terminates its respective local health emergency.
8. The 60-day time period in Government Code section 8630, within which local government authorities must renew a local emergency, is hereby waived for the duration of this statewide emergency. Any local emergency proclaimed will remain in effect until each local governing authority terminates its respective local emergency.
9. The Office of Emergency Services shall provide assistance to local governments that have demonstrated extraordinary or disproportionate impacts from COVID-19, if appropriate and necessary, under the authority of the California Disaster Assistance Act, Government Code section 8680 et seq., and California Code of Regulations, Title 19, section 2900 et seq.
10. To ensure hospitals and other health facilities are able to adequately treat patients legally isolated as a result of COVID-19, the Director of the California Department of Public Health may waive any of the licensing requirements of Chapter 2 of Division 2 of the Health and Safety Code and accompanying regulations with respect to any hospital or health facility identified in Health and Safety Code section 1250. Any waiver shall include alternative measures that, under the circumstances, will allow the facilities to treat legally isolated patients while protecting public health and safety. Any facilities being granted a waiver shall be established and operated in accordance with the facility's required disaster and mass casualty plan. Any waivers granted pursuant to this paragraph shall be posted on the Department's website.
11. To support consistent practices across California, state departments, in coordination with the Office of Emergency Services, shall provide updated and specific guidance relating to preventing and mitigating COVID-19 to schools, employers, employees, first responders and community care facilities by no later than March 10, 2020.
12. To promptly respond for the protection of public health, state entities are, notwithstanding any other state or local law, authorized to share relevant medical information, limited to the patient's underlying health conditions, age, current condition, date of exposure, and possible contact tracing, as necessary to address the effect of the COVID-19 outbreak with state, local, federal, and nongovernmental partners, with such information to be used for the limited purposes of monitoring, investigation and control, and treatment and coordination of care. The



notification requirement of Civil Code section 1798.24, subdivision (i), is suspended.

13. Notwithstanding Health and Safety Code sections 1797.52 and 1797.218, during the course of this emergency, any EMT-P licensees shall have the authority to transport patients to medical facilities other than acute care hospitals when approved by the California EMS Authority. In order to carry out this order, to the extent that the provisions of Health and Safety Code sections 1797.52 and 1797.218 may prohibit EMT-P licensees from transporting patients to facilities other than acute care hospitals, those statutes are hereby suspended until the termination of this State of Emergency.
14. The Department of Social Services may, to the extent the Department deems necessary to respond to the threat of COVID-19, waive any provisions of the Health and Safety Code or Welfare and Institutions Code, and accompanying regulations, interim licensing standards, or other written policies or procedures with respect to the use, licensing, or approval of facilities or homes within the Department's jurisdiction set forth in the California Community Care Facilities Act (Health and Safety Code section 1500 et seq.), the California Child Day Care Facilities Act (Health and Safety Code section 1596.70 et seq.), and the California Residential Care Facilities for the Elderly Act (Health and Safety Code section 1569 et seq.). Any waivers granted pursuant to this paragraph shall be posted on the Department's website.

**I FURTHER DIRECT** that as soon as hereafter possible, this proclamation be filed in the Office of the Secretary of State and that widespread publicity and notice be given of this proclamation.

**IN WITNESS WHEREOF** I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 4th day of March 2020.



\_\_\_\_\_  
GAVIN NEWSOM  
Governor of California

**ATTEST:**

\_\_\_\_\_  
ALEX PADILLA  
Secretary of State



**PROCLAMATION BY THE MAYOR DECLARING  
THE EXISTENCE OF A LOCAL EMERGENCY**

**WHEREAS**, California Government Code Sections 8550 et seq., San Francisco Charter Section 3.100(13) and Chapter 7 of the San Francisco Administrative Code empower the Mayor to proclaim the existence of a local emergency, subject to concurrence by the Board of Supervisors as provided in the Charter, in the case of an emergency threatening the lives, property or welfare of the City and County or its citizens; and

**WHEREAS**, The United States has confirmed cases of individuals who have a severe acute respiratory illness caused by a novel (new) coronavirus ("COVID-19" or "the virus") first detected in Wuhan, Hubei Province, People's Republic of China ("China"). The virus was first reported in China on December 31, 2019. As of February 24, 2020, the World Health Organization ("WHO") has reported approximately 77,262 confirmed cases of COVID-19 in China, more than the number of confirmed cases of Severe Acute Respiratory Syndrome (SARS) during its 2003 outbreak. An additional 2,069 cases have been confirmed across 29 other countries; in many of these cases, the infected individuals had not visited China. More than 2,500 people have died from the virus, including 23 outside of China. The number of confirmed cases has continued to escalate dramatically over a short period of time; and

**WHEREAS**, WHO officials now report that sustained human-to-human transmission of the virus is occurring. Transmission from an asymptomatic individual has been documented. Although the majority of individuals infected with COVID-19 recover from the disease without special treatment, approximately 1 in 6 may become seriously ill. Manifestations of severe disease have included severe pneumonia, acute respiratory distress syndrome, septic shock, and multi-organ failure. Approximately 2% of the people confirmed infected with COVID-19 have died; and

**WHEREAS**, On January 30, 2020, WHO declared the COVID-19 outbreak a public health emergency of international concern, and on January 31, 2020, the U.S. Department of Health and Human Services declared a Public Health Emergency for the United States; and

**WHEREAS**, The Centers for Disease Control and Prevention ("CDC") has determined that the virus presents a serious public health threat, requiring coordination among state



and local health departments to ensure readiness for potential health threats associated with the virus; and

**WHEREAS**, The CDC has issued guidance to local and State health departments, including San Francisco's Department of Public Health ("DPH"), concerning risk assessment and public health management of persons with potential exposure to COVID-19. These guidelines require DPH to make extraordinary efforts to monitor ongoing communicable disease threats and prepare for management of individuals who may have been exposed to COVID-19; and

**WHEREAS**, DPH, the Department of Emergency Management, and other City partners have been working successfully and diligently to implement CDC guidelines, but now require additional tools and resources to protect the public health given the current state of the epidemic and the need for a sustained response; and

**WHEREAS**, The City's Director of Public Health has determined that DPH cannot comply with the CDC's guidance without immediate action beyond the City's ordinary response capabilities, including directing personnel and resources from other City departments to assist with the ongoing and developing threat of COVID-19; and

**WHEREAS**, Conditions of extreme peril to the safety of persons and property have arisen; and

**WHEREAS**, The Mayor does hereby proclaim that the aforesaid conditions of extreme peril warrant and necessitate the proclamation of the existence of a local emergency,

**NOW, THEREFORE,**

I, London N. Breed, Mayor of the City and County of San Francisco, proclaim the existence, effective immediately on February 25, 2020, of an emergency within the City and County threatening the lives, property or welfare of the City and County and its citizens;

**It is further ordered that:**

(1) All City and County officers and employees take all steps requested by the Director of Public Health to prevent the spread of COVID-19 and to prevent or alleviate illness or death due to the virus; and



(2) All City and County officers and employees take all steps requested by the Director of Public Health to qualify the City for reimbursement from the Federal Emergency Management Agency and for other state and federal relief as may be available to reimburse the City for the expenses it incurs in addressing this emergency; and

**I further proclaim and order that:**

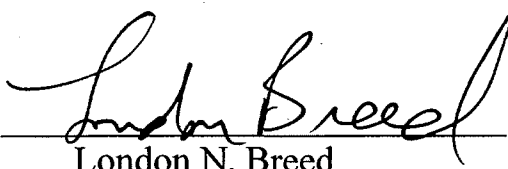
By the terms of this emergency declaration the government of the City and County of San Francisco is organized under the provisions of the Incident Command System (ICS), which system forms an essential part of the City's Emergency Operations Plan. The head of each City department and agency shall observe his or her proper relationship in the command structure outlined by the system and shall respond to the orders and requests of the Lead Department designated to exercise supervision over his or her department during the course of this emergency;

Because of the extreme peril to its residents and visitors, the Governor of the State of California is hereby requested to include the area of the City and County of San Francisco in any emergency declaration by the State, and is further requested to ensure that the City and County is included in any emergency declaration that may be issued by the President of the United States.

**And I further proclaim and order that:**

This declaration of a local emergency shall continue to exist until it is terminated by the Mayor or the Board of Supervisors. All departments of the City and County of San Francisco are strictly ordered to cooperate with the requests for material and personnel resources that may emanate from the Incident Command Staff of the City and County which is located in the Emergency Command Center of the City and County of San Francisco.

DATED: 2/25/2020

  
London N. Breed  
Mayor of San Francisco



LONDON N. BREED  
RE MAYOR  
BOARD OF SUPERVISORS  
SAN FRANCISCO

2020 MAR 13 PM 4:47

BY

*eu*

**SECOND SUPPLEMENT TO MAYORAL PROCLAMATION DECLARING THE  
EXISTENCE OF A LOCAL EMERGENCY DATED FEBRUARY 25, 2020**

**WHEREAS**, California Government Code Sections 8550 et seq., San Francisco Charter Section 3.100(14) and Chapter 7 of the San Francisco Administrative Code empower the Mayor to proclaim the existence of a local emergency, subject to concurrence by the Board of Supervisors as provided in the Charter, in the case of an emergency threatening the lives, property or welfare of the City and County or its citizens; and

**WHEREAS**, On February 25, 2020, the Mayor issued a Proclamation (the "Proclamation") declaring a local emergency to exist in connection with the imminent spread within the City of a novel (new) coronavirus ("COVID-19"); and

**WHEREAS**, On March 3, 2020, the Board of Supervisors concurred in the Proclamation and in the actions taken by the Mayor to meet the emergency; and

**WHEREAS**, On March 4, 2020, Governor Gavin Newsom proclaimed a state of emergency to exist within the State due to the threat posed by COVID-19; and

**WHEREAS**, On March 6, 2020, the Local Health Officer declared a local health emergency under Section 101080 of the California Health and Safety Code, and the Board of Supervisors concurred in that declaration on March 10, 2020; and

**WHEREAS**, On March 6, 2020, the City issued public health guidance to encourage social distancing to disrupt the spread of COVID-19 and protect community health; and

**WHEREAS**, On March 7, 2020, the Local Health Officer ordered certain City facilities not to hold non-essential group events of more than 50 people for the two weeks from the date of the order and prohibited visitors from Laguna Honda Hospital; and

**WHEREAS**, On March 7, 2020, the Department of Human Resources issued guidance to minimize COVID-19 exposure risk for City employees who provide essential services to the local community, in particular during the current local emergency; and

**WHEREAS**, On March 11, 2020, the Local Health Officer issued an order prohibiting most public gatherings of 1,000 people or more for a period of two weeks; and



**WHEREAS**, On March 11, 2020, the Mayor issued a supplement to the Proclamation, ordering additional measures to respond to the emergency; and

**WHEREAS**, On March 13, 2020, the Local Health Officer issued an order prohibiting most mass gatherings in any space with a maximum occupant load of 100 people or more; and

**WHEREAS**, There are currently 21 confirmed cases of COVID-19 within the City, more than 250 confirmed cases in California, and five COVID-19-related deaths in California; and

**WHEREAS**, COVID-19 is causing and is expected to continue to cause serious negative impacts on the local economy and financial impacts to residents, including the substantial loss of income due to loss of compensable work hours or wages, layoffs, and business closures; and

**WHEREAS**, Workers who experience a loss of income as a result of illness, layoffs, reduced hours, or the need to care for a sick or otherwise dependent family member are more likely to be unable to stay current on rent payments; and

**WHEREAS**, There is a severe shortage of affordable rental housing in the City, people who are evicted are at risk of homelessness, and homeless individuals are less equipped to mitigate risks related to COVID-19; and

**WHEREAS**, Displacing renters who are unable to pay rent due to these types of financial impacts will worsen the present crisis by making it difficult for them to follow the health guidance of social distancing and isolation, which will put tenants and many others at great risk; and

**WHEREAS**, It is in the public interest to take steps to ensure that people remain housed during this public health emergency; and

**WHEREAS**, Loss of income as a result of the global COVID-19 pandemic may inhibit San Francisco residents and businesses from fulfilling their financial obligations including public utility payments such as water and sewer charges; and



**WHEREAS**, Ensuring that all people in San Francisco continue to have access to running water during this public health crisis to enable people to regularly wash their hands and maintain access to clean drinking water will help to prevent the spread of COVID-19 and prevent or alleviate illness or death due to the virus; and

**WHEREAS**, Ensuring that all customers in San Francisco that receive power services from the San Francisco Public Utilities Commission continue to have access to electricity so they are able to receive important COVID-19 information, keep critical medical equipment functioning, and utilize power as needed will help to prevent the spread of COVID-19 and prevent or alleviate illness or death due to the virus; and

**WHEREAS**, Private donors have expressed an interest in donating funds to the City to support the COVID-19 response efforts, and the City intends to use those funds in an expeditious manner to provide grants to small business and for other purposes related to the emergency response; and

**WHEREAS**, Many City employees have been reassigned from their normal duties or deployed as Disaster Service Workers to assist in the emergency response effort; other City employees must prioritize and for many employees devote all their work time to work related to the emergency response; City departments have been directed to support telecommuting to the extent possible and telecommuting employees may not have access to City records; these changes to the typical functioning of the City workforce and workplace have burdened the City's ability to respond to requests for public records; temporarily suspending the immediate disclosure request provision of the Sunshine Ordinance will allow the City to devote limited staff resources to emergency services and providing services to the public; the regular response deadlines contained in the California Public Records Act will apply; and

**WHEREAS**, The Mayor does hereby proclaim that the conditions of extreme peril exist and continue to warrant and necessitate the existence of a local emergency,

**NOW, THEREFORE,**

I, London N. Breed, Mayor of the City and County of San Francisco, proclaim that there continues to exist an emergency within the City and County threatening the lives, property or welfare of the City and County and its citizens;



**In addition to the measures outlined in the Proclamation and in the March 11, 2020 Supplement to the Proclamation, it is further ordered that:**

(1) A temporary moratorium on eviction for non-payment of rent by residential tenants directly impacted by the COVID-19 crisis is imposed as follows:

(a) Notwithstanding Section 37.9(a)(1) of the Administrative Code, if a residential tenant has not timely made a rent payment that was due on or after March 13, 2020, the landlord may not recover possession of the unit under Section 37.9(a)(1) if the tenant has provided notice to the landlord within 30 days after the date that rent was due that the tenant is unable to pay rent due to financial impacts related to COVID-19.

(b) For purposes of this Order, “financial impacts” means a substantial loss of household income due to business closure, loss of compensable hours of work or wages, layoffs, or extraordinary out-of-pocket medical expenses. A financial impact is “related to COVID-19” if it was caused by the COVID-19 pandemic, the Mayor’s Proclamation, the Local Health Officer’s Declaration of Local Health Emergency, or public health orders or recommended guidance related to COVID-19 from local, state, or federal authorities.

(c) Within one week of providing notice under subsection (a), the tenant shall provide the landlord documentation or other objectively verifiable information that due to financial impacts related to COVID-19, the tenant is unable to pay rent. If the tenant does not provide evidence of financial impacts related to COVID-19, the landlord may attempt to proceed under Section 37.9(a)(1).

(d) This Order shall last for a period of 30 days, until the Proclamation of Local Emergency is terminated, or upon further Order from the Mayor, whichever occurs sooner. The Mayor may extend this Order by an additional period of 30 days if conditions at that time warrant extension. The Mayor shall provide notice of the extension through an Executive Order posted on the Mayor’s website and delivered to the Clerk of the Board of Supervisors.

(e) Upon expiration or termination of this Order, a tenant who provided the notice required under subsection (a) shall have up to six months to pay the rent owed to the landlord, before the landlord may recover possession due to those missed rent payments





under Section 37.9(a)(1). The tenant shall pay the rent in one month if able to do so; however, if the tenant remains unable to pay the rent due to the financial impacts related to COVID-19, the tenant may provide the landlord another notice and additional documentation pursuant to subsections (a) and (c) and thereby extend the payment date by an additional one month. The tenant may provide additional notices and documentation each month to further extend the deadline, but under no circumstances shall the landlord be required to extend the deadline beyond six months after the expiration or termination of this Order. At the end of the applicable extension period, if the tenant still has not paid all outstanding rent, Section 37.9(a)(1) shall apply.

(f) The Director of the Mayor's Office of Housing and Community Development or the Director's designee, in consultation with the San Francisco Rent Board as appropriate, is delegated authority to develop and publish guidelines consistent with this Order, including developing forms and recommendations of the types of documentation that may show financial impacts related to COVID-19; and

(2) The San Francisco Public Utilities Commission ("SFPUC") shall suspend for 60 days: (a) the discontinuation or shut off of water service for residents and businesses in the City for non-payment of water and sewer bills, (b) the imposition of late payment penalties or fees for delinquent water and/or sewer bills, (c) the discontinuation or shut off of power service for SFPUC Hetch Hetchy Power Customers in San Francisco for non-payment of power bills, (d) the imposition of late payment penalties or fees for delinquent Hetch Hetchy Power Customer accounts, and (e) the return of delinquent CleanPowerSF Customers to PG&E generation service for failure to pay CleanPowerSF charges; and

(3) Sections 150.4, 150.5, and 150.6 of the Public Works Code regarding the initiation of lien proceedings for delinquent water and sewer bills are suspended for the duration of the local emergency; and

(4) The Controller is authorized to accept and expend funds in any amount contributed by individuals or entities for the purposes of assisting the City's efforts to respond to the COVID-19 emergency. Notwithstanding any authorization in the Administrative Code or other City laws to accept and expend funds, all donations, grants, gifts and bequests of money to the City for the purpose of responding to the emergency shall be accepted by the Controller, and expenditures of such funds shall be subject to the Controller's direction. Funds accepted by the Controller may be expended by the City to provide



shelter, food, financial assistance including but not limited to loans, grants, or rent, mortgage and utility payments, and other assistance to individuals and families in the City who are impacted by the emergency; to replace, repair, and rebuild public buildings, infrastructure, and other assets for use in the City's efforts to respond to the emergency; to issue and administer grants and/or interest-free loans to small businesses in the City to compensate for economic harms resulting from COVID-19; and for other City efforts to address the impacts of COVID-19. The Controller may coordinate with or delegate responsibility to any other department or agency to develop criteria for and administer the expenditure of funds. Provisions of existing agreements and of local law are suspended to the extent they would impede the disbursement of funds to outside entities for the purposes described above; and

(5) Sections 67.25(a) and 67.25(b) of the Administrative Code are suspended for the duration of the local emergency.

DATED: March 13, 2020

A handwritten signature in cursive script, reading "London Breed".

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London N. Breed  
Mayor of San Francisco

**PUBLIC UTILITIES COMMISSION**

City and County of San Francisco

RESOLUTION NO.: 22-0110

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 (new) 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 an order (Health Officer Order No. C19-07) requiring all San Francisco residents to shelter-in-place. Residents were forced to stay at home, resulting in the closure of all nonessential businesses. This order, which was extended through May 31, 2020, put significant economic strain on San Francisco residents; and

WHEREAS, On February 22, 2022, the SFPUC extended the suspension of shutoffs on water and power service due to late or non-payment and the issuance of associated late penalties and fees through July 1, 2022 for commercial customers, August 1, 2022 for residential non-Customer Assistance Program (CAP) enrollees, and September 1, 2022 for residential CAP enrollees through adopting Resolution 22-0043; and

WHEREAS, COVID-19 has and continues to harm the local and state economies due to job loss, business closure, 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, On July 13, 2021, as part of the Fiscal Year 2021-22 State Budget Act (SB 129), \$985 million was appropriated from the Coronavirus Fiscal Recovery Fund, established by the American Rescue Plan Act of 2021, to the State of California Water Resources Control Board for payments to community water systems and \$1 billion was appropriated from the same Fund to the State of California Department of Community Services to electric utilities 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, On July 16, 2021, as part of Assembly Bill 135, the requirements of the California Arrearage Payment Program were established, and on July 23, 2021, as part of Assembly Bill 148, the requirements of the California Water Wastewater Arrearages Program were established; and

WHEREAS, SFPUC submitted an application to the State in April of 2022 with information on eligible residential and commercial wastewater arrearages; and

WHEREAS, In April 2022, the SFPUC received notice it will receive the full amount requested to cover eligible customer wastewater arrearages and bill discounts from the State; and


WHEREAS, On May 23, 2022, the SFPUC received wastewater funds with a 60-day window in which the SFPUC must disperse the funds to customers; and

WHEREAS, In early June 2022, the SFPUC disbursed all funds to ensure adherence to State program guidelines and the prompt issuance of much needed debt relief to customers; now, therefore, be it

RESOLVED, That this Commission hereby authorizes the retroactive accept and expend of an amount up to \$9,302,044 in funds from the Coronavirus Fiscal Recovery Fund, established by the American Rescue Plan Act of 2021, to cover the arrearages for eligible SFPUC wastewater residential and commercial customers accumulated between March 4, 2020 and June 15, 2021, and discounts applied to wastewater customer bills during the same time period as well as program administration costs; and be it

FURTHER RESOLVED, That this Commission hereby authorizes the General Manager or his designee, to seek approval from the Board of Supervisors to accept and expend the grant and execute the grant agreement and other documents, which may be necessary for securing and administering the grant.

*I hereby certify that the foregoing was adopted by the Public Utilities Commission at its meeting of June 14, 2022.*



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Secretary, Public Utilities Commission

**TO:** Angela Calvillo, Clerk of the Board of Supervisors

**FROM:** Jeremy Spitz, Local Policy & Government Affairs Manager

**DATE:** July 15, 2022

**SUBJECT:** Accept and Expend Resolution for COVID-19 Utility Debt Relief

**GRANT TITLES:** The California Water and Wastewater Arrearage Payment Program (CWWAPP)

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Attached please find electronic copies of each of the following:

Proposed grant resolution; original signed by PUC General Manager, Mayor, and Controller

Grant information forms, including disability checklist, for each grant

Grant budget

Grant application

Grant award letter from funding agency

Ethics Form 126 (if applicable)

Contracts, Leases/Agreements (if applicable)

Other (Explain): Local Emergency Proclamations, and PUC Resolutions No. 22-0100

**London N. Breed**  
Mayor

**Anson Moran**  
President

**Newsha Ajami**  
Vice President

**Sophie Maxwell**  
Commissioner

**Tim Paulson**  
Commissioner

**Dennis J. Herrera**  
General Manager

**Special Timeline Requirements: N/A**

**Departmental representative to receive a copy of the adopted resolution:**

Name: Jeremy Spitz

Phone: (628) 724-7573

Interoffice Mail Address:

Certified copy required: Yes

No



(Note: certified copies have the seal of the City/County affixed and are occasionally required by funding agencies. In most cases ordinary copies without the seal are sufficient).