


**Coachella Valley Water District and City of Palm Desert  
Cost-Share Agreement for a Cooperative Turf Rebate Program**

1. The purpose of this agreement is to formally document the intention of the Coachella Valley Water District (CVWD) and the City of Palm Desert (City) to participate in a joint turf rebate program. This program will provide customers residing within the City of Palm Desert the opportunity to convert turf to water efficient landscape. Turf conversions will help accomplish CVWD's and the City's mutual goals of increased efficiency in landscape water use and reduced groundwater consumption.
2. It is understood by both parties that this agreement provides additional funds through the City's match to CVWD's existing turf rebate program. Funds for the turf conversion rebate program are available to City's residents on a first-come-first-served delivery sequence until the initial funding has been exhausted.
3. The program is limited to turf conversion projects;
  - a. Residential – CVWD program guidelines are outlined in Attachment A.
  - b. Commercial and HOA – CVWD program guidelines are outlined in Attachment B.
4. CVWD will complete pre-conversion and final inspections prior to disbursing funds to customers upon completion of approved projects. CVWD reserves the right to deny applications based upon the attached program guidelines. Applicants who are denied may request an administrative hearing in accordance with CVWD Regulations Governing Domestic Water. CVWD shall defend, indemnify and hold harmless the City, its officers, officials, agents, employees and volunteers from and against any and all claims, demands, actions, losses, damage, injuries, and liability, direct or indirect (including any and all costs, expenses and attorneys' fees in connection therewith), arising out of the Turf Rebate Program, except for any such claim arising out of the sole negligence or willful misconduct of the City.
5. The City agrees to provide a total contribution not to exceed \$950,000 for residential projects and \$550,000 for Commercial/HOA common area projects to the cooperative turf rebate program, as follows.
  - a. Residential - The City agrees to provide a contribution of \$3.00 per square foot to eligible residential applicants up to 7,500 sq. ft. per project, on a first-come-first-served delivery sequence.
  - b. Commercial and HOA – The City agrees to provide a contribution of \$1.00 per square foot to eligible Commercial/HOA common area applicants, up to 15,000 sq. ft. per project, on first-come-first-served delivery sequence.
  - c. Only those that submit applications on or after September 15, 2022, are eligible.
  - d. CVWD agrees to pay directly to customers the full rebate amount available, CVWD's and the City's contribution, and subsequently invoice the City on a monthly basis for reimbursement of the City's contribution. City's contribution will be due within 30 days of CVWD's invoice date.
6. CVWD agrees to receive and process applications, documentation, photographs, and plans, and will share all documentation with City staff upon request.
7. The City and CVWD agree to consider the continuation of funding for this program in the current and subsequent fiscal years if funding is available. Should all City-approved funds be committed or reserved by CVWD, the City Manager will advise CVWD whether to accept new applications and commit to reimbursing CVWD for those rebates issued in excess of the approved funds, subject to allocation of funds pursuant to a duly adopted City budget.

Signed and approved by:

\_\_\_\_\_  
Jim Barrett  
General Manager  
Coachella Valley Water District

  
\_\_\_\_\_  
Todd Hileman  
City Manager  
City of Palm Desert

Oct 31, 2022

[Todd Hileman \(Oct 31, 2022 09:29 PDT\)](#) Date: \_\_\_\_\_

75515 Hovley Ln E.  
Palm Desert, CA 92211  
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## ATTACHMENT A

### Residential Turf Conversion Rebate Program

TERMS AND CONDITIONS	
<b>ELIGIBILITY</b>	
<p>All Residential Landscape Rebate Projects (Projects) must be pre-approved before work begins. Customers must have a green or golden brown lawn (with full thatch attached) at the pre-site inspection. If you begin or complete your Project before applying and receiving written pre-approval from CVWD, your Project is not eligible for a rebate. <b>No retroactive rebates will be approved.</b> Eligible Projects are funded on a first-come, first-served basis. There is no guarantee that funds will be available for an entire Program year (July 1 through June 30). Applicants will receive a rebate incentive of \$3.00 per square foot, up to 10,000 square feet, which equates to a maximum of \$30,000, for completed and approved landscape conversion projects.</p>	
<b>ELIGIBILITY CRITERIA</b>	
<ol style="list-style-type: none"><li>1. Applicant must be a CVWD customer. Only domestic water customers are eligible for this program. Private pumpers, recycled water and canal users are not eligible. Customers residing within CVWD's service area who do not have a CVWD account are not eligible for CVWD programs.</li><li>2. Applicant must be the owner of the property site, or be a designated representative with photo ID and written authorization to represent the property owner.</li><li>3. Applicant must have a fully functioning irrigation system.</li><li>4. Applicant's account must be in good standing.</li></ol>	
<b>CONDITIONS</b>	
<ol style="list-style-type: none"><li>1. Applicant must:<ul style="list-style-type: none"><li>• Complete and sign a rebate application.</li><li>• Complete and sign an Internal Revenue Service Form W-9. The federal tax code treats landscape rebates as taxable income.</li><li>• Provide a current photo of existing green or golden brown lawn with full thatch attached for each project zone listed in the application. Exposed areas of dirt with no remnants of grass do not qualify for a rebate.</li><li>• The Project area eligible for a rebate is defined as the area that contains existing turf to be removed, and where the required program features will be installed. Plants and other required elements that are installed outside of the Project area will not count towards the program requirements.</li><li>• Submit a <b>Landscape Plan (Plan)</b> for all Project areas to be converted. Include a minimum of 25% plant canopy at maturity for each area to be converted, with the 25% plant canopy distributed throughout the converted area. If the applicant needs help creating plans, CVWD suggests contacting local nurseries and contractors to see if they offer design services. The plan will include:<ul style="list-style-type: none"><li>○ Approximate square footage for all areas where your turf will be removed.</li><li>○ Plant list and quantities with locations on the plan for all major plant materials such as trees, shrubs, groundcover areas.</li><li>○ Location and dimensions of new hardscape areas to be installed, such as patios, walkways, retaining walls, etc. Indicate if the hardscape materials will be permeable or not.</li><li>○ Irrigation plan with the type of irrigation and component layout</li></ul></li><li>• If applicable, the applicant must submit a copy of their Homeowner's Association approval letter</li></ul></li><li>2. Applicant agrees to schedule, and allow, CVWD representative(s) onto the property for Pre-site and Post-Conversion Inspections.</li><li>3. Receive written pre-approval before starting Project conversion. Notification will be sent to the email address on the application or by USPS if none was provided.</li><li>4. Receiving pre-approval is solely an estimate and does not guarantee a rebate. Rebate amounts are subject to change and will be determined by verification at the Post-Conversion Inspection using field and aerial measurements.</li></ol>	

5. Applicant must complete the Project conversion per the CVWD approved Plan, within 90 days after written approval is given.
6. Completed Project will include a minimum of a 25% plant canopy as per the approved Plan.
7. Drip irrigation systems may incorporate subsurface/in-line drip tubing and non-adjustable, pressure compensating bubblers and emitters. Hand watering, adjustable bubblers and emitters are not allowed.
8. No mixed zones are permitted. A mixed zone has different types of irrigation on the same zone. Mixed zones do not qualify for a rebate.
9. Applicant will ensure retrofitted areas have an operating pressure within the sprinkler/drip irrigation per manufacturer's specifications. This may require installation of a pressure regulator.

#### PROJECT CRITERIA

1. Grass must be replaced with a combination of desert-friendly plants and permeable landscape surfaces with a minimum of 25% plant canopy distributed throughout the converted area.
2. Artificial turf projects are acceptable up to a maximum of 10,000 square feet, which equates to a maximum of \$30,000. Upon project completion customer will post to their online rebate account or provide a copy of receipt for newly installed artificial turf.
3. Turf/grass areas removed and replaced with concrete or other non-permeable hardscape, or replaced with all stone, gravel or decomposed granite yards are not eligible for a rebate.
4. Turf removed and replaced with turf-looking grasses (e.g., kurapia) are not eligible for a rebate.
5. Pavers that are sealed with grout and/or mortar are not considered permeable and will disqualify the site for a rebate.
6. Pavers that are sand filled and/or spaced sufficiently to allow water to pass through can be included in the conversion, so long as all other program requirements are met.
7. Weed barriers must be permeable. **Plastic sheeting as a weed barrier is not allowed**, and will disqualify the site for the rebate program.
8. All bare or exposed soil must be covered with a 2-3" layer of mulch (acceptable mulch includes compost, bark, wood chip, decomposed granite, and river rock).
9. Existing overhead irrigation systems within the Project area must be capped off and converted to drip irrigation or bubblers. If artificial turf is used, some spray heads may remain.
10. Retained spray irrigation must be on a separate valve from any drip irrigation.
11. All retrofitted areas must have an operating pressure within the sprinkler/drip irrigation per manufacturer's specifications. A drip irrigation system will require the installation of a **pressure regulator or pressure regulating valve**.
12. Applicant must submit photos of completed Project conversion for each area included in the application.
13. Applicant will contact CVWD Water Management to schedule a **Post-Conversion Inspection** upon Project's completion.
14. If the Applicant fails the Post-Conversion Inspection, CVWD will attempt to allow the Applicant to make changes to the Project to comply with the Program and be eligible for the rebate. CVWD will conduct one (1) additional Post-Conversion inspection within 30 days of the failed inspection. CVWD will not provide more than two (2) inspections for failure to follow Program guidelines.
15. After the Project conversion is completed, approved and verified, a rebate check will be mailed to the property owner's billing or mailing address associated with the customer account within 90 days.
16. The converted Project areas must remain in compliance with all Program conditions for a period of at least five (5) years from the date of Post-Conversion approval.
17. If the Applicant fails the Post-Conversion Inspection, CVWD will attempt to allow the Applicant to make changes to the Project to comply with the Program and be eligible for the rebate. CVWD will conduct one (1) additional Post-Conversion inspection within 30 days of the failed inspection. CVWD will not provide more than two (2) inspections for failure to follow Program guidelines.
18. After the Project conversion is completed, approved and verified, a rebate check will be mailed to the property owner's billing or mailing address associated with the customer account within 90 days.
19. The converted Project areas must remain in compliance with all Program conditions for a period of at least five (5) years from the date of Post-Conversion approval.

## ATTACHMENT B

### Commercial and HOA Turf Conversion Rebate Program

TERMS AND CONDITIONS	
<b>ELIGIBILITY</b>	
<p>All HOA and Commercial Rebate Projects must be pre-approved before work begins. Customers must have a green or golden-brown lawn (with full thatch attached) at the pre-site inspection. If you begin or complete your Project before applying and receiving written pre-approval from CVWD, your Project is not eligible for a rebate. <b>No retroactive rebates will be approved.</b> Eligible projects are funded on a first-come, first-served basis. There is no guarantee that funds will be available for an entire Program year (July 1 through June 30). Eligible areas are defined as the area that contains existing turf to be removed, and where the required program features will be installed. The project conversion area must be a minimum of 500 square feet. Applicants will receive a rebate incentive of \$3.00 per square foot, up to a maximum of \$75,000, for completed and approved landscape conversion projects.</p>	
<b>ELIGIBILITY CRITERIA</b>	
<ol style="list-style-type: none"><li>1. Applicant must be a CVWD HOA or Commercial account holder. Only domestic water customers are eligible for this program. Private pumpers, recycled water and canal users are not eligible.</li><li>2. Applicant must be the owner of the property site, or be a designated representative with written authorization to represent the property owner.</li><li>3. Applicant must have a fully functioning irrigation system run by a working irrigation controller.</li><li>4. Applicant's account must be in good standing.</li></ol>	
<b>CONDITIONS</b>	
<ol style="list-style-type: none"><li>1. Applicant must:<ul style="list-style-type: none"><li>• Complete and sign rebate application prior to starting Project</li><li>• Complete and sign an Internal Revenue Service W-9 Form. The federal tax code treats landscape rebates as taxable income.</li><li>• Submit a Landscape Plan for all Project areas to be converted. Include a minimum of 25% plant canopy at maturity for each area to be converted, with the 25% plant canopy distributed throughout the converted area. Areas that are 2 feet or less in width and are adjacent to a curb or sidewalk, will not be required to have plant distribution. However, a permeable material will be required in order for the area to be considered. The plan will include:<ul style="list-style-type: none"><li>▪ Approximate square footage for each Project area</li><li>▪ Plant list and quantities with locations on the plan; trees and shrubs placed on a separate zone; delineated area of upgrade locations; and valve locations</li></ul></li></ul></li><li>2. Applicant agrees to schedule, and allow CVWD representative(s) onto the property for the Pre-site and Post-Conversion Inspections.</li><li>3. Receive written pre-approval before starting Project conversion. Notification will be sent to the email address on the application or by USPS if none is provided.</li><li>4. Receiving pre-approval is solely an estimate and does not guarantee a rebate. Rebate amounts are subject to change and will be determined by verification at the Post-Conversion Inspection using field and aerial measurements.</li><li>5. Applicant must complete the Project conversion per the CVWD approved plan, within 90 days after written approval is given.</li><li>6. Completed Project will include a minimum of a 25% plant canopy as per the approved Plan.</li><li>7. Artificial turf projects are acceptable up to a maximum 25,000 square feet, which equates to a maximum \$75,000.</li><li>8. Plant distribution is not required for turf/grass areas removed and replaced with permeable material for sidewalk expansions. However, those areas can only account up to 40% of the overall eligible project conversion.</li><li>9. Drip irrigation systems may incorporate subsurface/in-line drip tubing and non-adjustable, pressure compensating bubblers and emitters. Hand watering, adjustable bubblers and emitters are not allowed.</li><li>10. No mixed zones are permitted. A mixed zone has different types of irrigation on the same zone. Mixed zones do not qualify for a rebate.</li></ol>	

11. Applicant will ensure retrofitted areas have an operating pressure within the sprinkler/drip irrigation per manufacturer's specifications. This may require installation of a pressure regulator.
12. Applicant must provide a smart irrigation controller for all retrofitted landscapes. Customers are encouraged to participate in CVWD's Large Landscape Smart Controller Rebate Program.
13. If a synthetic ground cover is installed, only permeable landscape weed cloth or similar covering is acceptable. Plastic sheeting is not allowed as a ground cover.
14. Turf/grass projects removed and replaced with concrete or other non-permeable hardscape, or replaced with all stone, gravel, pavers or decomposed granite are not eligible for a rebate.
15. Turf removed and replaced with turf-looking grasses (e.g., Kurapia) are not eligible for a rebate.
16. All bare or exposed soil must be covered with a 2-3" layer of mulch (acceptable mulch includes compost, bark, wood chip, decomposed granite, and river rock).
17. If the Applicant fails the Post-Conversion Inspection, CVWD will attempt to allow the Applicant to make changes to the Project to comply with the Program and be eligible for the rebate. CVWD will conduct one (1) additional Post-Conversion inspection within 30 days of the failed inspection. CVWD will not provide more than two (2) inspections for failure to follow Program guidelines.
18. After the Project conversion is completed, approved, and verified, a rebate check will be mailed to the applicant's billing or mailing address associated with the applicant's account within 90 days.
19. The converted Project areas must remain in compliance with all Program conditions for a period of at least five (5) years from the date of Post-Conversion approval.