



## AGENDA STAFF REPORT

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Agenda Number: E  
File ID: 0000

Section Name: Service & Communication  
Project ID:

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**MEETING DATE:** November 8, 2022

**SUBJECT:** Accounts Payable and Cash Disbursement Policy Exception for Conservation Rebate Program Payments Over \$75,000.00

**TO:** BOARD OF DIRECTORS

**FROM:** CONSERVATION, SCOTT BURRITT

**GENERAL MANAGER  
RECOMMENDATION: APPROVE**

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**RECOMMENDATION:**

Grant an exception to the Coachella Valley Water District (CVWD) Accounts Payable and Cash Disbursement Policy that allows the General Manager to sign Conservation Rebate Program check requests over \$75,000.00.

**BUDGET IMPACT:**

N/A

**PROCUREMENT METHOD:**

☒ N/A

**BACKGROUND**

CVWD increased rebates from \$2 to \$3 per square foot for turf conversions which has driven a large increase in conservation program participation. In addition, the Cities of Rancho Mirage, Palm Desert and Indian Wells have offered CVWD customers within their cities matching turf rebate funding. With this increased funding, customers can get either \$4 per square foot or \$6 per square foot, which can result in rebates as high as \$150,000 for large landscape non-residential projects. In an effort to streamline rebate applications for customers, CVWD and the local Cities, CVWD has agreed to administer the turf rebate projects, pay customers the CVWD and City matching rebate amounts and submit monthly invoices to the Cities for reimbursement.

As a result of the collaborations with local cities that are providing matching rebates, conservation program payments have been identified by staff as a necessary exception to the Accounts Payable and Cash Disbursement Policy.

**PRIOR BOARD ACTION:**

On September 26, 2020, the Board revised the CVWD Accounts Payable and Cash Disbursement Policy which outlines the authorization levels and any exceptions to those limits.

On March 12, 2022, the Board of Directors authorized increasing the turf conversion rebate amount from \$2 to \$3. On August 26, 2022, the Board authorized the General Manager to enter into an agreement with the City of Rancho Mirage for additional funding for the Turf Conversion Rebate Program. As part of today's agenda, the Board will consider authorizing the General Manager to enter into an agreement with the City of Palm Desert for matching funds for the Turf Conversion Rebate Program.

**DISTRICT STRATEGIC PLAN GOAL(S)/OBJECTIVES(S):**

N/A

**ENVIRONMENTAL IMPACT:**

This is not a project as defined by CEQA; therefore, approval does not require any CEQA action.

**LEGAL REVIEW**

N/A

**ATTACHMENTS**

Att 1 – Accounts Payable and Cash Disbursement Policy