



Agenda Date: 8/7/2019
Agenda Placement: 8B

Napa Sanitation District Board Agenda Letter

TO: Honorable Board of Directors
FROM: Jeff Tucker - Director of Administrative Services/CFO
NS-Administration
REPORT BY: Cyndi Bolden, Senior Accountant - 258-6001
SUBJECT: Update Board on Sewer Service Charge Low Income Assistance Program Changes

RECOMMENDATION

Update Board on sewer service charge low income assistance program changes.

EXECUTIVE SUMMARY

In Spring 2019, the Board authorized staff to use enrollment in PG&E's CARE program as a way for low income home owners to qualify for NapaSan's Sewer Service Charge Low Income Assistance program. FY 2019/20 represents the first year of this program change.

In FY 2019/20, there were 126 total applications by homeowners seeking the reduction in sewer service charges. Of those, all except 1 was approved for the discount. Of the 125 that were approved, 105 (88%) were approved using the CARE verification method, while 20 (12%) were approved using income verification documents such as tax returns.

The total number of applications for FY 2019/20 was equal to the total number of applications in FY 2018/19 (126 applications), while the number of approved applications increased from 119 (94%) to 125 (99%).

Of the 20 that were approved not using the CARE eligibility, 8 of those applicants meet the income eligibility requirements of the CARE program. We have provided some information to those applicants about PG&E's program.

In total, there were 12 approved applicants (10%) that met NapaSan's income eligibility criteria but did not meet PG&E's income eligibility criteria.

FISCAL IMPACT

Is there a Fiscal Impact? No

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

SUPPORTING DOCUMENTS

A . Presentation

Napa Sanitation District: Approve

Reviewed By: Jeff Tucker