



HOMEOWNER ASSOCIATION REBATE APPLICATION



**PLEASE SAVE ALL ORIGINAL INVOICES/RECEIPTS
(YOU WILL NOT GET A REBATE WITHOUT THEM)**

STEP 1—READ PROGRAM REQUIREMENTS, THEN FILL OUT THE APPLICATION BELOW (please print).

Homeowner Association _____ Applicant/HOA Manager _____

Contact Phone _____ Cell Phone _____ Email Address _____

Property Street Address _____ Assessor Parcel Number(s) _____

City _____ State _____ Zip _____ If you live in a Gated Community, Access Code Please _____

Mailing Address (if different from above) _____

Square Feet of Grass /# of high water usage trees or plants you plan to remove _____ Area to be removed _____

I have read and agree to comply with all rebate program requirements (attached) and understand that starting without City of Bullhead City approval will make my conversion ineligible.

Signature of Applicant (HOA Manager) _____ Date _____

STEP 2— MAIL, DROP OFF OR EMAIL YOUR COMPLETED APPLICATION WITH REQUIRED INFORMATION TO:

CITY OF BULLHEAD CITY
Water Resources Division
2355 Trane Road
Bullhead City, AZ 86442
928-763-0122 ext. 8245

CONTACT: Karen Spletzer
kspletzer@bullheadcityaz.gov

Please attach a project site plan that shows the area from which you will be removing the grass and/or surface water/trees or plants.

STEP 3—WAIT TO RECEIVE PRE-CONVERSION SITE INSPECTION APPROVAL FROM THE CITY OF BULLHEAD CITY BEFORE BEGINNING YOUR CONVERSION (ALLOW TWO WEEKS FOR THE CITY TO RESPOND TO YOUR APPLICATION).

STEP 4 —CONTACT THE CITY ONCE YOU COMPLETE THE CONVERSION PROJECT (YOU WILL HAVE SIX MONTHS FROM YOUR APPROVED APPLICATION TO PROCEED DATE).

AREA FOR OFFICE USE ONLY

Preliminary Inspection Date _____
Final Inspection Date _____
W9 to Finance Date _____

Rebate Amount \$ _____
Ok to Pay Signature & Date _____
Account # 210-619-3050-4312 PO# _____



HOMEOWNER ASSOCIATION REBATE PROGRAM



ABOUT THE REBATE PROGRAM

The purpose of the this specific Rebate Program is to help large property owners reduce their landscape water use by replacing their water thirsty grass and trees with landscape materials that are appropriate for our desert climate. If you currently have a landscape consisting of grass or high water usage trees and plants, converting it into an attractive low-water using landscape is one of the best ways to conserve water and energy, save money on your water bill, and create a landscape that is much easier to maintain.

ELIGIBILITY

- A. Authorization to Proceed: Before removing any of the items, an application, site plan showing project area and a description of the proposed conversion and pictures must be submitted to the City. The applicant must participate in a pre-conversion site inspection with City staff. Starting without City approval would make the conversion ineligible.
- B. Customer Eligibility: The property must be located within the city limits of Bullhead City. The applicant must be the property owner/HOA Manager or Representative. The property that is the subject of the application may receive only one rebate annually. Large area conversion projects can be done in phases and applied for year over year as the City budget permits.
- C. Qualifying Areas: Areas to be converted must be a living maintained lawn, permanently-installed outdoor surface of water, or high water use vegetation. The areas may not be left bare. Grass conversions must be turf to artificial turf, a combination turf to artificial turf and low-water using plant materials, turf to rock or combination of rock to low-water using plant materials. Removal of high water use vegetation for plants types such as salt cedars, cottonwoods and cattails. Vegetation will be approved on a case by case basis.
- D. Compliance: The conversion must comply with the approved project site plan, all applicable city codes and in particular, Chapter 17.48 of the Bullhead City Municipal Code. This Chapter includes a list of permitted low-water using plant materials.

TERMS OF THE REBATE

- A. Annual Incentive Amounts: For this budget year the City has designated funds to be used for the Rebate and Water Conservation Programs. The City's fiscal year is July 1 through June 30. Projects are subject to the availability of funds and must take place during this budget year.



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- B. Incentive Amounts for Homeowner Association Common Areas: The City is using the methodology set forth below for these projects.

Grass to artificial turf, grass to rock and low water using plants, or a combination of both, may receive a 50% rebate on qualifying project costs starting at \$50,000. There is a minimum rebate of \$25,000 up to the maximum rebate of \$50,000 based upon the paid invoices/receipts submitted upon completion for that portion of the project on the subject parcel(s).

- Example; the applicant would need to spend \$50,000 on their project to receive the minimum rebate of \$25,000.

Removal of high water use vegetation may be reimbursed 50% for projects cost at a minimum of \$20,000 up to \$50,000.

- Example; the applicant would need to spend \$20,000 to receive a 50% rebate amount of \$10,000.

- C. Important Timelines and Deadlines: Within 6 months of approval of your application, you must complete your conversion and notify the City. The City will inspect completed projects for compliance. If the conversion fails inspection, you will be granted 60 days or the remainder of the 6-month period, whichever is greater, to attain compliance and notify the City.

- D. Licenses: Properties must use a business with a Bullhead City business license. You can contact the City at 928-763-0110 to inquire about the city business license.

- E. Rebates: **PLEASE SAVE ALL OF YOUR INVOICES/RECEIPTS.** The City must have the invoices/receipts to calculate the rebate. A check will be issued to applicant approximately 30-45 days after the final inspection.

- F. A signed W-9 form will be required with the application.

- G. **YOUR PROJECT REBATE MAY BE CONSIDERED TAXABLE INCOME.** Current law requires the city to issue form 1099 to applicants who receive rebate payments of \$600 or more. For more information on whether your rebate check will be considered taxable income, please contact a qualified tax professional (a number of governmental entities are urging congress to adopt amendments to the tax code which would no longer treat rebates as income).