COUNTY AGENDA REQUEST

Department:	Water System	Presenter(s):	Tony Parrott
Meeting Date:	Thursday, January 12, 2012	Type of Request:	Consent

Wording for the Agenda:

Approval of the Water Committee's recommendation to continue the Metropolitan North Georgia Planning District Toilet Rebate Program, and to allocate an additional $50,000 to the program.

Background/History/Details:

The toilet rebate program began in February 2008 with a $100,000 allocation. Homes built before 1993 are eligible for the rebate. The Metropolitan North Georgia Planning District administers the program for the Water System. The customer applies for the rebate and supplies the receipts to the District. An approved customers list is sent to the Water System from the District on a weekly basis. Customer bills have to be current. The Water System applies a credit to the eligible water customer's account in the amount approved for the toilet rebate.

Since being initiated, the County has allocated $22,000 in both July 2010 and January 2011 for this program, and the County has further allocated another $25,000 in June 2011. The aggregate, additional allocations to this program is $69,000.

The number of toilets rebated is 1,773 with total credits given to the customer accounts in the amount of $166,780 as of December 13, 2011. The total cost for the administrative fee is $17,730, with funds remaining of $50. The amount of water that has been saved by this program is 33,452.24 gallons per day.

What action are you seeking from the Board of Commissioners?

Approval of $50,000 for toilet rebate credits and the administrative fee.

If this item requires funding, please describe:

The administrative fee will be funded from the Water System Technical Services budget. The toilet rebates will be credits to customer water bills.

Has this request been considered within the past two years?	No	If so, when?	Thursday, June 9, 2011
Is Audio-Visual Equipment Required for this Request?	No	Backup Provided with Request?	Yes

STAFF USE ONLY

Approved by Finance	Yes	Reviewed by Legal	Yes
Approved by Purchasing	Not Applicable	County Clerk's Approval	Yes
Administrator's Approval	Yes		

Staff Notes:

MEMORANDUM OF AGREEMENT
FOR PARTICIPATION IN THE DISTRICT-WIDE TOILET RETROFIT PROGRAM

THIS AGREEMENT is made and entered into as of this __1_ day of January, 2012, by and between Fayette County Water System __ (hereinafter referred to as the "Utility") and the Metropolitan North Georgia Water Planning District (hereinafter referred to as the "District").

WITNESSETH:

WHEREAS, the Utility is responsible for developing and implementing a water conservation program within its service area; and

WHEREAS, the District will coordinate and manage a District-wide Toilet Retrofit Program ("the Program") for single family residential customers by providing administrative services as stated in Duties of the District and

WHEREAS, the Utility desires to participate in the District-wide Program.

NOW, THEREFORE, in consideration of the premises and of the mutual covenants herein contained, and for other good and valuable consideration, the parties hereto agree as follows:

1. Duties of the Utilities

    a. Follows the administrative procedures developed by the District for the management of the program.
    b. Receives weekly notifications from the District of rebates to be processed and issue rebate credits to customers in a timely manner.
    c. Upon receipt of notification by the District of a customer's eligibility for the toilet rebate, the Utility will respond to the District within 5 business days with notification of acceptance or rejection of each eligible customer and the reason for rejection.
    d. Answers customer questions about the status of their rebate credits (once their confirmation letters have been received).
    e. Agrees to pay District the processing fee for each toilet approved for rebate.
    f. Promotes the program through link on Utility websites, bill inserts, mailers, and/or other forms of communication.
    g. Verification of toilet installation is optional, but would be the responsibility of the Utility.

2. Duties of the District

    a. Provides administrative services to process the rebate applications.
    b. Maintains a website, application form, and reporting database for utilities.

c. Maintains a telephone number and email address for customer questions about the program and processing applications.
d. Mails or makes available applications to single family residential customers only.
e. Receives rebate application from customer and verifies eligibility. Eligibility is determined based on date of home construction, receipt of original toilet purchase receipt, copy of recent water bill in name of applicant and confirmation of eligible toilet model.
f. Notifies the Utility of rebate amount to credit customer.
g. Sends a confirmation/rejection letter to each customer.
h. Provides management reports for Utilities to access on a regular basis.
i. Invoices the Utility for the $10.00 administrative fee for each toilet approved for rebate.
j. Maintains billing accounts and financial records for three years after the completion of this Agreement and provide periodic status updates to the Utilities.
k. Provides periodic invoices to each participating Utility for administrative fees.

3. Costs Paid by the Utility

The Utility hereby agrees to provide funding of $50,000.00 for this program for the term of the agreement unless the agreement is terminated at which time the Utility would fund any applications that have been approved by the District and Utility prior to termination. Funding is the total annual amount allocated by the Utility for rebate and administration fees for the term of this Agreement. In the event the Utility meets the previously stated funding amount prior to the expiration of this Agreement, the Utility is no longer obligated to provide rebates or administration fees. The Utility further agrees that the District will only process rebates for single family residential toilets using 1.28 gallons per flush (gpf) or less and that have received the EPA WaterSense certification. Each rebate will have a maximum face value of $100.00 per toilet. Additionally, the Utility agrees that an administrative charge of $10.00 for each toilet approved for rebate will be charged. A customer cannot receive a rebate higher than $200.00.

4. Payment Method

Utility will pay the $10.00 administrative fee for each toilet approved for rebate to the District through periodic billings. Rebates will be issued by the Utility to participating Utility customers until the allotted rebate amount for the Utility is exhausted. The Utility may add additional funding at anytime during their program participation by amending this Agreement.

5. Term

This Agreement shall become effective as of the date first written above and shall continue in full force and effect until funds expended. Either party may terminate this Agreement without cause by providing the other party written notice sixty (60) days prior to termination. This Agreement may be amended upon agreement of the parties. In the event of such

termination, the Utility shall be obligated to pay all issued rebates and administrative costs associated with rebates approved prior to such termination.

IN WITNESS WHEREOF, the parties have hereto executed this Agreement as of the date first above written.

UTILITY

ATTEST:

By: _____

_____

Title: _____

METROPOLITAN NORTH GEORGIA
WATER PLANNING DISTRICT

ATTEST:

By: _____
Chairperson & CEO

_____

Metropolitan North Georgia Water Planning District Toilet Rebate Tracking

Application Summary Report

Prepared for Fayette County on 12/13/2011 11:19:36 AM

Application Status	# of Applications
Processing Application	37
Sent Acceptance Letter	1231
Sent Rejection Letter	96
Total Number of Rebated Toilets:	1773
Total Estimated Daily Water Savings:	33,452.24
Current Contract Year Funding Amounts	
Current Year Contracted Funding	$25,000.00
Contract Dates	From 7/23/2011 To 6/9/2012
Current Contract Year Spending	$24,950.00
Current Year Amount Spent on Rebates	$22,600.00
Current Year Amount Spent on Administration Fee	$2,350.00
Current Year Funding Amount Remaining	$50.00
Program History	
Total Spent to Date	$166,780.00
Total Spent on Rebates	$149,050.00
Total Spent on Administration Fee	$17,730.00

Toilet Rebate Program
Fayette County Water System
December 13, 2011

Program began February 20, 2008, funding was $100,000.00.

Agreement extended for another year in February 2009.

Memorandum of Agreement amended to continue the program until the committed funds have been expended - February 11, 2010.

Agreement extended and $22,000.000 in funds allocated on July 10, 2010.

Agreement extended until funding is expended on January 13, 2011 in the amount of $22,000.00

Agreement extended until funding is expended on June 9, 2011 in the amount of $25,000.00.

As of December 13, 2011
Number of toilets rebated – 1773.

Total spent on rebates - $149,050.00.

Total spend on administrative fee – $17,730.00.

Total spent to date - $166,780.00.

Remaining funds - $50.00

12/31/11 $50.00 rebate for 1.6gpf or less ends
$100.00 rebate for 1.28 gallons or less available.