COUNTY AGENDA REQUEST

Department:	Water System	Presenter(s):	Tony Parrott
Meeting Date:	Thursday, January 10, 2013	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 $100,000 allocated to the program. Homes that were 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, and the approved customers list is sent to the Water System weekly. Customer bills have to be current. The Water System applies a credit to the water customers' accounts for the amount approved for the toilet rebate.

Since being initiated, the County has allocated $22,000 in both July 2010 and January 2011, allocated another $25,000 in June 2011, and another $50,000 in January 2012.

So far, 2,195 toilets have been rebated with total credits given to customer accounts in the amount of $189,000.00 as of December 11, 2012. The total cost for the administrative fee is $21,950.00, with funds remaining of $5,330,00. The amount of water that has been saved by this program is 41,331.95 gallons per day.

What action are you seeking from the Board of Commissioners?

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.

If this item requires funding, please describe:

The administrative fee will be funded from the Water System's Technical Services account. The toilet rebates will be credits to customers water bills.

Has this request been considered within the past two years?	Yes	If so, when?	Thursday, January 12, 2012
Is Audio-Visual Equipment Required for this Request?*	No	Backup Provided with Request?	Yes

**** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.***

Approved by Finance		Reviewed by Legal	
Approved by Purchasing		County Clerk's Approval	Yes
Administrator's Approval			

Staff Notes:

Metropolitan North Georgia Water Planning District Toilet Rebate Tracking

Application Summary Report

Prepared for Fayette County on 12/11/2012 10:18:03 AM

Application Status	# of Applications
Sent Acceptance Letter	1525
Sent Email To Billing	4
Sent Rejection Letter	96
Total Number of Rebated Toilets:	2195
Total Estimated Daily Water Savings:	41,331.95
Current Contract Year Funding Amounts	
Current Year Contracted Funding	$50,000.00
Contract Dates	From 1/12/2012 To 1/12/2020
Current Contract Year Spending	$44,670.00
Current Year Amount Spent on Rebates	$40,450.00
Current Year Amount Spent on Administration Fee	$4,220.00
Current Year Funding Amount Remaining	$5,330.00
Program History	
Total Spent to Date	$211,450.00
Total Spent on Rebates	$189,500.00
Total Spent on Administration Fee	$21,950.00

Lisa M. Speegle

From: Lora Nance [redacted]
Sent: Monday, November 19, 2012 1:57 PM
To: Lisa M. Speegle
Subject: Fayette - Toilet Rebate Program Funding
Attachments: Standard MOA - 2012.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Lisa,

Fayette County's contract for participation in the Metro Water District's Toilet Rebate Program ends when funding is depleted. If rebates continue to be issued at the same rate, Fayette County has enough funding for approximately four more weeks. Assuming that the customers from this week are approved for rebate, below is a summary table of your funding in 2012:

Total Funding Remaining in 2012	$5,330
Total Funding Spent	$44,670
Total on Rebate Credits	$40,450
Total on $10 Fee per Toilet	$4,220

I have attached a blank MOA for you to review. If you would like to continue the program, please fill in the blanks on the contract and mail *two* signed originals to my address below. Please let me know at your earliest convenience if Fayette County is interested in continuing the program.

Thank you!
Lora

Lora Nance
Senior Program Specialist
Water Resources/Environmental Planning

Atlanta Regional Commission
regional impact + local relevance

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

THIS AGREEMENT is made and entered into as of this ____ day of _____, 2012, by and between _____ (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 $_____ 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 _____. 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

_____