

RESOLUTION NO. 2019-16

**RESOLUTION AUTHORIZING IMPLEMENTATION OF THE
RESIDENTIAL HIGH-EFFICIENCY TOILET REBATE PROGRAM FOR WATER
CONSERVATION AND ESTABLISHING THE PROGRAM REQUIREMENTS**

WHEREAS, the City Council of Forest Grove has established a goal to Provide Safe, Livable, and Sustainable Neighborhoods; and

WHEREAS, within this goal, the City Council established an objective to implement a Residential High-Efficiency Toilet Rebate Program (Program) for tenants and property owners within the City's service area; and

WHEREAS, funding for the Program for Fiscal Year 2018-19 will derive from existing Water Fund revenues and be budgeted annually thereafter; and,

WHEREAS, the Program has been reviewed and endorsed by the Sustainability Commission; and

WHEREAS, the Program will be implemented on a first-come, first-serve basis, until such time available funds are expended; and

WHEREAS, the Program will be implemented in accordance with the attached Exhibit A (Application).

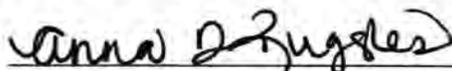
NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:

Section 1. The City Council hereby approves implementing the Residential High-Efficiency Toilet Rebate Program and establishing the program requirements in accordance with the attached Exhibit A, effective July 1, 2019.

Section 2. The Program will be funded with existing Water Fund revenues in Fiscal Year 2018-19 and will become part of the annual budget process thereafter.

Section 3. This resolution is effective immediately upon its enactment by the City Council.

PRESENTED AND PASSED this 8th day of April, 2019.



Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 8th day of April, 2019.



Peter B. Truax, Mayor



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Residential High-Efficiency Toilet (HET) Rebate Application

City of Forest Grove

APPLICANT INFORMATION					
Last name:			First name:		
Installation address:					
Mailing address (if different):					
Phone #:			E-mail:		
Utility billing account #:			<input type="checkbox"/> Homeowner <input type="checkbox"/> Tenant (<i>complete homeowner information</i>)		
HOMEOWNER INFORMATION					
Last name:			First name:		
Address:				Phone #:	
Homeowner signature: _____				Date: _____	
TOILET INFORMATION					
Toilet 1	Manufacturer:	Model name:	Model #:	Replaced toilet gpf:	Date purchased:
					Price:
Toilet 2	Manufacturer:	Model name:	Model #:	Replaced toilet gpf:	Date purchased:
					Price:
<p>I certify the information I have provided is true and correct, and I have purchased the products to replace non-efficient products at the location indicated. I grant permission to the City of Forest Grove, with notification, to enter upon the property to inspect the installation of rebate products to assure program requirements are met. I understand rebates are distributed on a first-come first-served basis until all funds are distributed, and may be discontinued at any time without notice. I have read and understand the eligibility requirements and terms of the Forest Grove Residential HET Rebate program.</p>					
Applicant signature: _____				Date: _____	
FOR OFFICIAL USE ONLY					
Date received:			Approved by:		
<i>Attach copy of Payment Request</i>					
Rebate amount:		Vendor #:		Expected check date:	

Residential High-Efficiency Toilet (HET) Rebate Program

ELIGIBILITY REQUIREMENTS:

- Applicants must live in a single-family residence within the City of Forest Grove service area.
- Applicants must have a current City of Forest Grove utility billing account in good standing; utility billing accounts in “past due” status will not be eligible for rebates.
- Applicants must include a copy of proof of purchase receipt from retailer or plumbing company that specifies the purchaser’s name, purchase date, purchase price, manufacturer, and model number.
- Applications must be received within 60 days of the purchase date.
- Prior to approval, an on-site inspection may be required by a City of Forest Grove Inspector.
- Installed toilet must be [EPA WaterSense certified](#) (1.28 gallons per flush or less) AND replace non-efficient toilet.

TERMS OF REBATE:

- \$75 HET rebate; limit 2 HET rebates per household.
- Eligibility is based on a first-come first-served basis until all funds are distributed; program may be discontinued at any time without notice.
- The total rebate per item will not exceed the receipt amount.
- Rebates will be mailed in the form of a check to the address specified on the rebate application; rebates will not be credited to the utility billing account.
- As a condition of rebate program, it shall be tenant/property owner’s responsibility to properly dispose of the non-compliant fixture.

CHECKLIST:

- Toilet was installed in a single family residence
- Applicant is listed on utility account
- Proof of purchase attached and includes the HET manufacturer, make and model, purchase date
- Toilet is EPA WaterSense certified HET
- Rebate has not previously been issued at this address
- Utility Billing account is not past due
(Pay your bill online at <https://www.municipalonlinepayments.com/forestgroveor/utilities>)
- Submit completed rebate application and proof of purchase within 60 days of purchase

In person: City of Forest Grove Engineering Office 1928 Council St. Forest Grove, OR 97116	By mail: City of Forest Grove Attn: Engineering Office PO Box 326 Forest Grove, OR 97116	By email: mcrowell@forestgrove-or.gov
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QUESTIONS? Contact Marcey Crowell at (503) 992-3228 or mcrowell@forestgrove-or.gov

Find more ways to conserve water by visiting: <https://www.conserveh2o.org/>

Take advantage of these FREE water saving devices available at the Engineering office (while supplies last):

- Faucet aerators
- High efficiency hose nozzles
- Outdoor watering gauges
- High efficiency shower heads



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<i>CITY RECORDER USE ONLY:</i>	
AGENDA ITEM #:	<u>10.</u>
MEETING DATE:	<u>4-8-19</u>
FINAL ACTION:	<u>Revo 2019-16</u>

CITY COUNCIL STAFF REPORT

TO: City Council

FROM: Jesse VanderZanden, City Manager

PROJECT TEAM: Gregory H. Robertson, P.E., AICP, CFM, Director of Public Works
Marcey Crowell, Administrative Assistant

MEETING DATE: April 8, 2019

SUBJECT TITLE: Water Conservation Program: High-Efficiency Toilet Rebate Program

ACTION REQUESTED:	<input type="checkbox"/> Ordinance	<input type="checkbox"/> Order	<input checked="" type="checkbox"/> X	<input type="checkbox"/> Resolution	<input type="checkbox"/> Motion	<input type="checkbox"/> Informational
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X all that apply

BACKGROUND:

The City Council established Objective 1.1: Implement Conservation Measures, with a specific action item to develop and implement a rebate program for the purchase and installation of High Efficiency Toilets (HETs). The attached resolution seeks to implement an HET program.

The proposed HET program is based on extensive research from partners within the Regional Water Providers Consortium including several municipalities within Washington County. The HET program allows for a \$75 rebate upon proof-of-purchase of a high-efficiency toilet that replaces an older toilet. The purchaser is responsible for disposal of the old toilet.

Attached for your consideration is a resolution establishing an HET rebate program and supporting exhibits. The exhibits include an application with instructions and screenshots from a yet unpublished webpage announcing the program. Staff plans to publish the new program in the Utility Billing Statement, on the website, and social media, with an effective start date of July 1, 2019, pending approval of the program and funding.

FISCAL IMPACT:

Staff will request initial funding of \$10,000 from the Water Fund as part of this year's budget request. Depending on demand, this amount may be adjusted upward or downward in future years and will become part of the annual budget cycle.

STAFF RECOMMENDATION:

Staff recommends the City Council adopt the attached resolution authorizing to implement the HET rebate program in accordance with the attached Exhibit A.

ATTACHMENT(s):

- 1) Draft webpage
- 2) Resolution and Exhibit A

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Residential High-Efficiency Toilet (HET) Rebate Program

As of July 1, 2019, the City of Forest Grove is offering rebates to residential customers who replace their non-efficient toilets with an EPA WaterSense Certified toilet.



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- Toilet is EPA WaterSense certified HET
- Rebate has not previously been issued at this address
- Utility Billing account is not past due (pay your bill [online](#))
- Submit completed rebate application and proof of purchase within 60 days of purchase
 - In person at the Engineering Office (1928 Council St. Forest Grove, OR 97116)
 - By mail: City of Forest Grove, Attn: Engineering, PO Box 326, Forest Grove, OR 97116
 - By email: mcrowell@forestgrove-or.gov

QUESTIONS?

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- Faucet aerators
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- High efficiency shower heads



Engineering

City Maps

Construction & Design Standard Details

Erosion Control

Fee Schedule - Engineering

+ Master Plans

Project Bids

+ Right-of-Way (ROW) Permitting

Staff Directory

Traffic Information

Contact Information

Engineering Department
1928 Council Street
PO Box 326
Forest Grove, Oregon 97116-0326
Phone: 503.992.3228
Fax: 503.992.3203

Public Works Director:
Gregory Robertson
Phone: 503.992.3228
Email: grobertson@forestgrove-or.gov

Engineering Administrative Assistant:
Marcey Crowell
Phone: 503.992.3228
Email: mcrowell@forestgrove-or.gov

Edit Contact Details

View Full Contact Details



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05.13.2019

Forest Grove City Council
Forest Grove City Hall
1924 Council Street
PO Box 326
Forest Grove, OR 97116

Dear Forest Grove City Council:

After review of the High-Efficiency Toilet Rebate Program requested by the Forest Grove City Council, the Sustainability Commission of the Forest Grove would like to support the integration of the initiative to better serve the environment and residents of the community.

The Commission believes the High-Efficiency Toilet Rebate Program will provide:

- An economic benefit to residents by lowering water usage and sewage costs
- A conservation of fresh water and a reduction in waste water that requires treatment
- An opportunity for residents to contribute to a more sustainable Forest Grove

We look forward to a successful project that supports the three pillars of sustainability through positive environmental, social, and economic impacts.

Sincerely,

Amber L. Nieves
Chair
Forest Grove Sustainability Commission