



**FULTON COUNTY DEPARTMENT OF PUBLIC WORKS
DIVERTED WATER FLOWS
SEWER SERVICE CHARGE ADJUSTMENT PROGRAM**

As per the amendment to the 1980 Fulton County Sewer Regulation, Article IV – Sewer Service Charge, Section V – Additional Meters - Diverted Water Flow – approved by the Board of Commissioners in July 1992 and amended May 2006.

THIS PROGRAM ONLY APPLIES TO INDUSTRIAL OR COMMERCIAL WATER CUSTOMERS, RESIDENTIAL CUSTOMERS ARE NOT ELIGIBLE FOR THIS PROGRAM.

All inquiries about participating in the program should be directed to the Technical Services Section, Water Services Division of the Fulton County Department of Public Works. This program is to include:

- All new customers who want to enter the Program
- Existing customers who want to enter the Program.
- Existing customers who were on record to have been receiving adjustments to their sewer service charges for diverted flow, as of February 1991.
- The majority of the customers who were on record as to receiving adjustments to their sewer service charges for diverting flows to their Cooling Towers or Manufacturing Process as of February of 1991 and are connected to the City of Atlanta Water System and the Fulton County Sewer System.

All inquiries concerning billing should be directed to Fulton County's Finance Department.

PROGRAM GUIDELINES:

Part I – Application Process

1. Industrial or commercial water customers, who are connected to the Fulton County Sewer System, may make application to the Fulton County Water Services Division, Technical Services Section to be considered for participation in the program. A non-refundable application fee (see attached fee schedule) must be paid at the time of application.

2. The applicant must provide certified engineering computation which documents that the customer diverts or proposes to divert at least 25% or more of their annual water consumption which, in some manner, does not drain the diverted flow to the Fulton County Wastewater Collection System. The owner's engineer must provide written certification that the existing or proposed meter installation(s) and associated process piping complies with the requirements of the Fulton County Diverted Water Flow – Sewer Service Charge Adjustment Program and all other applicable rules and standards. The certification letter must be provided with the necessary documentation to support the certification, which includes, but not necessarily limited to: flow diagrams, layout plans and details, equipment/machinery specifications and manufacturer's data, and accompanying general explanations.

Note: Diverted water flows for fire protection, irrigation or landscaping purposes cannot be used in computations to meet the 25% diverted flow threshold requirement.

3. The Technical Services Section will review the engineering documentation provided to determine if the applicant is eligible to participate in the program based on the 25% diverted flow threshold requirement.
4. The Technical Services Section will notify the applicant by letter of approval or disapproval with a brief explanation.

Note: If disapproved, the applicant may re-apply with new certified computations along with the payment of a new application fee.

5. Once the customer is approved they may move on to Part II of the application process.

Part II – Application Process

1. A non-refundable Site/Facility Assessment fee is required at this step in the program.
2. If a customer proposes to install new meters, they must make an application for a Plumbing Permit to the Permits and Inspections Division within the Fulton County Department of Environment and Community Development. No site visit shall be conducted prior to meter installation. After the new meter installations have been completed and the Inspection and Permits Division has signed-off on them, then the customer is ready to continue the application process.

3. If the existing customer installed meters do not meet County standards, specifications, and codes, the meter installation will need to be corrected and brought into compliance. This will require the customer to apply to the Permits and Inspections Division within the Fulton County Department of Environment and Community Development, for a Plumbing Permit.

Evidence of approval from the Inspections and Permits Division would be required at this point in the application process. The Public Works Department review process will be “on hold” until the customer provides the sign-off approval from the Inspection and Permits Division.

4. Upon approval of the new meter installation(s), the owner, their engineer and the County engineer shall visit the facility together to tour the facility and acquaint the County engineer with the facility layout and the location of the existing customer installed meter(s) and associated process piping.
5. If after the Site/Facility Assessment Visit, the customer’s meter installations, the certified flow diagram and accompanying required documentation that supports the engineer’s certification are accepted, then the Technical Services Section issues approval notification to the owner and copies of the notification/documentation to the Finance Department. At the same time, the customer is given the necessary instructions on providing Fulton County with their meter readings in a schedule so as to allow the calculated adjustment to be included on subsequent billing cycles.

Part III – Billing Initiation Fee

1. The Customer contacts the Finance Department to coordinate the payment of the Billing Initiation Fee.

Note: When the customer is sent the approval letter from the Technical Services Section, the Finance Department is copied; therefore, the Finance Department should have the necessary approval documentation to honor and accept the customer’s requests.

2. The Finance Department notifies the customer and explains how the billing computations and readings are performed.
3. The Technical Services Section will receive the customer readings; then certify them and forward them on to the Finance Department for inclusion in the next billing cycle computations. Failure by the customer to submit readings on the proper forms (Fulton County Diverted Water Flow Meter Reading Chart) or submission of incomplete information may result in rejection of credit request for that billing cycle.

4. Periodically, The Technical Services Section will make site visits, at least annually to verify the customer provided meter readings and further to ensure that the diverted water flows are in no way being drained back to the sewer system for treatment.
5. Fulton County's Department of Finance must coordinate with the other jurisdictions which bill sewer service charges on behalf of the County to ensure that the adjustments are applied to the customer's bill and the appropriate sewer service fee is being charged, collected, and remitted.
6. Fulton County's Department of Finance will maintain the history of the customer's applied adjustments, meter readings, and received payments.

COMPUTATION METHODOLOGY:

1. DETERMINATION OF FLOW QUANTITIES

$$\begin{array}{rcl}
 \text{(Customers Previous Meter Reading)} & = & \text{actual amount of water consumed and billed} \\
 - \text{(Customer Current Meter Reading)} & = & \text{diverted flows not drained to system} \\
 \hline
 \text{(Adjusted Meter Reading)} & = & \text{actual flow conveyed and treated} \\
 \\
 \text{(County Meter Reading)} & = & \text{actual amount of water consumed and billed} \\
 - \text{(Adjusted Meter Reading)} & = & \text{actual flow conveyed and treated} \\
 \hline
 \text{(By-passed Meter Reading)} & = & \text{diverted flows not drained to system}
 \end{array}$$

2. DETERMINATION OF SEWER SERVICE CHARGE

$$\begin{array}{rcl}
 \text{(Adjusted Meter Reading)} \times \text{(Sewer Service Rate)} & = & \text{Partial Charge} \\
 + \text{(By-passed Meter Reading)} \times \text{(Adjusted Sewer Service Rate)} & = & \text{Partial Charge} \\
 \hline
 \text{ADJUSTED SEWER SERVICE CHARGE} & = & \text{TOTAL}
 \end{array}$$

CURRENT “SEWER SERVICE RATE” = Current Cost of metered consumed water

PROPOSED “ADJUSTED SEWER SERVICE RATE” = 78% of Current Sewer Service Rate

Note: If the property changes ownership, then a new water account must be established by the new owner. If a new owner wants to continue in the Diverted Water Flow Sewer Service Charge Adjustment Program, then they will be required to make an application and adhere to the program guidelines to include the payment of the required fees. If the property owner/customer, after being approved to participate in the program, decides to change their process flow, which entails relocating the customer installed meters as previously approved or installing additional meters, then these changes will need to be approved and the appropriate fees paid accordingly.

SCHEDULE OF FEES/CHARGES:

1. Application Fee - \$200.00 per customer installed account. Customer existing on record or proposed new customer pays an up-front Application Fee.

Paid at the time of application – non-refundable regardless if approved or disapproved to participate in program.

2. Site/Facility Assessment Fee - \$350.00 per customer installed account.
3. Plumbing Permit from Inspections and Permits Department - Inspection & Permits Department sets this charge. Required only if the customer's proposed new meter installation or existing meter installation needs to be modified for code or standards compliance.

4. Billing Initiation Fee - \$100.00 per customer installed account.

This is a one-time up-front charge to establish billing adjustment procedure in the County Utility Billing System.

CONTACT INFORMATION:

Fulton County Public Works
141 Pryor St SW Suite 6001
Atlanta, GA 30303
Main Number: (404) 612-7400

Primary Contact in the Technical Services Section:

Keithley Wynter
Civil Engineer
Fulton County Public Works
141 Pryor St SW Suite 6001
Atlanta, GA 30303
Keithly.Wynter@FultonCountyGA.Gov
Phone: (404) 612-7556
Fax: (404)224-0978



**FULTON COUNTY DEPARTMENT OF PUBLIC WORKS
DIVERTED WATER FLOW METER READING CHART**

DATE	Water Usage from City Bills For Period Indicated (Gallons)	Water diverted from the facility for the Period Indicated (gallons or cubic feet)	% Diverted
	TOTAL =	TOTAL=	TOTAL=

Domestic Meter #	Current Reading Date	Current Reading

Meter multiplier (X10) (X100)

Private Meter #	Current Reading Date	Current Reading

Meter multiplier (X10) (X100)

Meters older than five years must be replaced or calibrated. If you do not know when the meter was installed it must be replaced.

I hereby certify that the above described meter readings accurately reflect the amount of water diverted which did not enter the sewage disposal system.

Sign Name Here: _____

Company Name: _____

Street Address: _____

State and Zip Code: _____

Phone: _____

Contact Person's Name: _____

Also attached is a copy of our water bill from the City of Atlanta

_____ **Check here if applicable**



FULTON COUNTY PUBLIC WORKS
TECHNICAL SERVICES DIVISION
DIVERTED WATER PROGRAM
PERIODIC INSPECTION REPORT

<i>Date of inspection:</i>		<i>Last inspection date:</i>	
<i>Inspected by:</i>		<i>Last Inspected by:</i>	
<i>Time:</i>		<i>Time:</i>	

1. Business name, address and telephone number, SIC code (or type of business).

_____ SIC code: _____

Phone: () _____ Mobile: () _____ Office Hours: _____

Email address: _____ Fax: () _____

2. County representative.

Name: _____ Title: _____
 (Print name)

3. Type of business activity (check all that apply).

- | | |
|---|---|
| <input type="checkbox"/> Distribution/Sales | <input type="checkbox"/> Assembly |
| <input type="checkbox"/> Storage/Warehouse | <input type="checkbox"/> Food Processing |
| <input type="checkbox"/> Manufacturing | <input type="checkbox"/> other (please describe): _____ |

4. Type of business product(s) generated. _____

5. Facility manufacturing hours / Hours of business / Operations hours:

FLOW DIAGRAM & SCHEMATICS

6. Flow schematic provided? Yes No

7. Specify if any changes have occurred at your facility which will impact the Diverted Water Program.

FLOW MEASUREMENT

8. What type of flow meter is installed? _____ Is it operating correctly Yes No

a. Date of last calibration? _____

b. Are both a written "SOP" and a schedule of calibration on file at the Facility? Yes No

c. Is there an alternative flow monitoring methodology on site in case of equipment failure? Yes No

d. Does the meter read in cubic feet or gallons?

e. Does the meter read times 10 or 100?

f. Are there any fixed or blackened zeros on the meter?

g. Location of meter? (Boiler, cooling tower, production process)

9. What kind of primary flow measuring device do you have?

Weir _____ Flume _____ Other _____

Typical Flow Rate: _____ per day Verified from flow meter Yes No

Water Bills: Yes No

10. What date did the facility enter the Diverted Water Program? _____

11. When did the facility get its last diverted water credit? _____

12. Are there any process changes or expansions planned during the next year that would increase or decrease diverted water flows? Yes No

If yes, please explain _____

Facility representative signature certifying that the information provided is accurate to the best of his/her knowledge.

Signature: _____ Date: _____

(Print)

ADDITIONAL NOTES:



Department of Public Works

141 Pryor Street, S.W., Suite 6001
Atlanta, Georgia 30303
Telephone: (404) 730-7400
Fax: (404) 224-0978

Angela Parker
Director

June 28, 2007

Mr. John O. Schwaller, PG
Rem-Con, LLC
5262 Belle Wood Court
Suite A
Buford, Georgia 30518

RE: Diverted Water Acceptance for Graham Packaging Company.

Dear John,

This letter serves as verification that the facility which is located at 1650 Westgate Parkway, Atlanta, GA 30336, is enrolled in Fulton County's Diverted Water Program. We have sent an electronic copy of the diverted water meter reading chart which should be completed on each billing cycle and sent to Fulton County Department of Finance for the proper credit assessment.

Should you have any questions or concerns please contact me via email at Keithly.wynter@fultonga.gov or at (404)612-7556.

Sincerely,

Keithley Wynter

C: Vernon Pringle, Fulton County Department of Finance
Keithley Wynter, Fulton County Department of Public Works