



# FLAGG CREEK WATER RECLAMATION DISTRICT

(Formerly Hinsdale Sanitary District)

7001 Frontage Road Burr Ridge, IL 60527

Phone: (630)-323-3299

Fax: (630)-323-4230

October 1, 2012

Mr. John M. Carpino  
City Manager  
17W725 Butterfield Road  
Oakbrook Terrace, Illinois 60181

Subject: Sewer Use Credit Ordinance and Application

Dear Mr. Carpino:

Flagg Creek Water Reclamation District's (FCWRD) Board of Trustees enacted a Sewer Use Credit Ordinance in July of this year to allow a credit for metered commercial users for water that does not enter our sanitary sewage system. This Ordinance becomes effective in October 2012. The credit allows any metered commercial user to install a separate meter dedicated to metering either or both irrigation and evaporative cooling usage that does not enter the sanitary sewage system. With an approved separate meter, Flagg Creek Water Reclamation District will adjust the user's bill to reflect only the amount of water that enters the sanitary sewage system. If your City's commercial customers are a metered commercial account and are interested in this program please forward the attached Sewer Use Credit Ordinance and application to them. In order to receive a credit on the sewer bill, each applicant is required to complete and submit an application. The Sewer Use Credit Ordinance and Application will also be available on our website at <http://www.flaggcreekwrd.org>.

The Sewer Use Credit Ordinance allows commercial accounts to benefit from water which does not enter the system through a credit on each month's user charge during the months when the irrigation system and cooling systems are operational. If you have any further questions or would like to discuss the Sewer Use Credit Ordinance please contact our Account Manager, Christopher E. Kokat at (630) 323-3299 ext.6194 or through email at [ckokat@fcwrd.org](mailto:ckokat@fcwrd.org).

Thank you,

A handwritten signature in cursive script that reads "Thomas K. O'Connor".

Thomas K. O'Connor  
Executive Director

cc: Attachments

**SEWER USE CREDIT ORDINANCE**

**ORDINANCE NO. 860**

**AN ORDINANCE PROVIDING FOR A CREDIT TO  
COMMERCIAL USERS OF THE DISTRICT FOR WATER  
WHICH DOES NOT ENTER THE DISTRICT'S SEWER SYSTEM**

**WHEREAS**, Users of the District's sewage treatment system are charged a User fee based upon the amount of water consumption, where the Users receive water from a provider and not from a well; and

**WHEREAS**, certain commercial Users have facilities such as irrigation systems, cooling tower and other similar equipment; and

**WHEREAS**, some or all of the water used for such equipment does not enter the District's sewer system since it is applied to ground surfaces in the case of sprinkler systems, or there is a substantial evaporation or other loss in the case of cooling tower and other equipment; and

**WHEREAS**, in an effort to treat its Users equitably and fairly, the District has determined that under appropriate conditions, as more fully set forth herein, the amount of water not discharged to the District should be deducted from the water consumption used to calculate the User charge; and

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF  
THE FLAGG CREEK WATE RECLAMATION DISTRICT:**

**Section 1.** Whenever a commercial User of the District uses significant quantities of metered water that is not discharged to the District's sewers, the User may request that the water that is not discharged to the District's sewers be deducted from the User's total consumption, and that a credit be allowed therefore. In order to receive a credit, the water usage not returned to the sewer system must be capable of measurement.

**Section 2.** Such commercial users must submit a Sewer Use Credit Application Form. It is the responsibility of the User to provide documentation sufficient for an accurate determination of the water that does not enter the District's Sewer system. Information to be submitted with the application form includes:

1. A drawing or schematic of the building plumbing with proposed and/or existing meter location(s) and water discharge points clearly labeled. The schematic does not need to include all interior building plumbing but it does need to clearly denote the location of irrigation systems, cooling towers and/or anything that will be metered for a Sewer Use Credit.

2. Make, model and size of proposed or existing meter.
3. Name of contractor performing the installation of the meter.

**Section 3.** If required under the local plumbing code, a plumbing permit must be obtained for the installation of the meters, and all approved back flow prevention devices must be installed prior to the commencement of any plumbing work.

**Section 4.** In order to receive the Sewer Use Credit, in addition to submission of an application and supporting documentation, the User must install such meters as are required by the District, and to monitor and submit the water usage information recorded by those meters. The make, model, size and location of the proposed or existing meter must be submitted to and approved by the District. All such meters must measure water use in gallons.

**Section 5.** In accordance with the District's policy of recovering the costs of providing special services not used by the general population from the users of the service, the District will set appropriate fees, including an initial application fee and inspection fees.

**Section 6.** The District shall have the right to inspect the meters in order to verify that they are functioning properly, and to verify the accuracy of the readings submitted by the User. The District must be notified in advance of all meter replacements or seasonal disconnection. Any malfunction of the meter shall be repaired by the applicant within 30 days of notification or discovering that the meter is providing inaccurate information or is otherwise not operating properly. Failure to effect repairs within the specified time period shall result in the loss of the Sewer Use Credit.

**Section 7.** No water for which a Sewer Use Credit has been approved shall be discharged to the District's sewer system.

**Section 8.** All costs associated with the installation, maintenance, repair and reading of the meters shall be the responsibility of the User.

**Section 9.** All meters shall be mounted horizontally, within five feet of the floor, and accessible by District personnel.

**Section 10.** Sewer use credits from an approved meter will only be calculated based on actual meter readings. No credit will be granted without obtaining an actual meter reading. In cases where readings from multiple meters are required to calculate sewer use credits, all the required readings must be obtained in order for the credit to be processed.

**Section 11.** Sewer use charge credits for cooling towers will be calculated based upon the difference between sub-metered water use feeding the tower and sub-metered water discharging through overflows or "blow downs." Overflows or "blow downs" must be maintained in good working order. No over-spray will be allowed. All cooling towers must

have a sub-meter and a discharge meter to be eligible. No drains or hose connections will be allowed between the sub-meter and the discharge meter.

**Section 12.** Sewer credits for irrigation systems will be calculated based upon sub-metered water use on in-ground irrigation systems only. There shall be no sill cocks or hose connections as part of the sewer use charge abatement system. Compressor and drain fittings installed for winterizing the irrigation system shall not consist of hose connections but will utilize smaller valve connections. The sub-meter connection must be located downstream of (after) the main water meter.

**Section 13.** Other sub-metered water usage not returned to the sewer system may qualify for a sewer use charge credit.

**Section 14.** This Ordinance is severable and a ruling as to the unconstitutionality of one portion shall not affect any other portion thereof.

**Section 15.** Ordinance 744 is repealed in its entirety.

**Section 16.** This Ordinance shall be in effect 90 days after its passage.

Passed July 27, 2012

Approved July 27, 2012

  
\_\_\_\_\_  
President

ATTEST:   
Clerk

Approved:

  
\_\_\_\_\_  
Executive Director

  
\_\_\_\_\_  
District Counsel

### AUTHENTICATION

I, THOMAS J. WALSH, Clerk of the Flagg Creek Water Reclamation District, a municipal corporation of Cook and DuPage Counties, State of Illinois, do hereby CERTIFY that the foregoing is a true and correct copy of Ordinance 860 which said Ordinance was passed by the Board of Trustees of the Flagg Creek Water Reclamation District on the 27<sup>th</sup> day of July, 2012 and approved by the President of said Board on said last mentioned date.

I do further CERTIFY that the original of said Ordinance is entrusted to my care for safekeeping and is on file in my office.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Corporate Seal of the Flagg Creek Water Reclamation District on this 27<sup>th</sup> day of July, 2012.

  
Clerk

**SEWER USE CREDIT APPLICATION FORM**  
**FLAGG CREEK WATER RECLAMATION DISTRICT**  
**7001 N. Frontage Road**  
**Burr Ridge, IL 60527**  
**(630) 323-3299**

Permit No: 20\_\_\_\_ - \_\_\_\_  
Account No: \_\_\_\_\_  
Permanent Parcel No: \_\_\_\_\_

Date: \_\_\_\_\_ 20\_\_\_\_

Owners Name & Address: \_\_\_\_\_  
\_\_\_\_\_

Site Location: Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone Number of Owner: (\_\_\_\_) \_\_\_\_\_ E-Mail: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contractor Performing Installation: \_\_\_\_\_

Address of Contractor: \_\_\_\_\_

Contractor Phone Number: \_\_\_\_\_

Type (s) of equipment for which a sewer use credit is requested:  
\_\_\_\_\_  
\_\_\_\_\_

The following information is required for consideration by the Flagg Creek Water Reclamation District for its sewer use credit.

- 1) A drawing or schematic of the building plumbing with proposed and/or existing meter location(s) and water discharge points clearly labeled. The schematic does not need to include all interior building plumbing but it does need to clearly denote the location of irrigation systems, cooling towers and/or any other equipment that will be metered for a sewer use credit.
- 2) Include manufacturer, model, and size of proposed or existing meter with the Sewer Use Credit Application Form. All new meters installed must comply with local water provider and American Water Works Association (AWWA) standards. The meter must also be appropriately sized for the applicants system. Registers on the meter must be straight-reading type and read in total U.S. gallons. Cooling towers require three meters: 1) the water meter measuring flow to the premises; 2) a sub-meter measuring flow to each cooling tower; and 3) a sub-meter measuring blow down from each cooling tower.
- 3) Name of contractor performing installation of meter. It is the customer's responsibility to insure that all work performed as a part of this program meets local building and plumbing codes and any requirements of the water purveyor. The installation contractor should check with the local building authority on the requirement of a building permit.

A \$175.00 application and inspection fee must be paid at the time the Application is submitted. Applications are processed on a case by case basis and you may be required to furnish additional information. Flagg Creek requires that customers pay their outstanding water bills during the application process. If you have any further questions, please call Chris Kokat at (630) 323-3299 ext. 6194.

Owner/Authorized Agent Signature: \_\_\_\_\_  
Address/Telephone (if not listed): \_\_\_\_\_

**SEWER USE CREDIT APPLICATION FORM  
FLAGG CREEK WATER RECLAMATION DISTRICT  
7001 N. Frontage Road  
Burr Ridge, IL 60527  
(630) 323-3299**

Sub-meter No. 1

Location: \_\_\_\_\_  
Date Installed: \_\_\_\_\_  
Mfr.: \_\_\_\_\_  
Size: \_\_\_\_\_  
Serial No.: \_\_\_\_\_  
Date Tested: \_\_\_\_\_  
Initial Reading: \_\_\_\_\_

Sub-meter No. 2

Location: \_\_\_\_\_  
Date Installed: \_\_\_\_\_  
Mfr.: \_\_\_\_\_  
Size: \_\_\_\_\_  
Serial No.: \_\_\_\_\_  
Date Tested: \_\_\_\_\_  
Initial Reading: \_\_\_\_\_

Use additional sheet if more than two sub-meters.

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**SEWER USE CREDIT APPLICATION FORM  
FLAGG CREEK WATER RECLAMATION DISTRICT**

**DO NOT WRITE BELOW**

Total fee \$ \_\_\_\_\_

Check # \_\_\_\_\_

Approved

Disapproved

Signature: \_\_\_\_\_

Inspector

\_\_\_\_\_

Date Approved

Remarks: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**SEWER USE CREDIT APPLICATION FORM**  
**FLAGG CREEK WATER RECLAMATION DISTRICT**  
**7001 N. Frontage Road**  
**Burr Ridge, IL 60527**  
**(630) 323-3299**

Requirements

It is the responsibility of the applicant to contact the Flagg Creek Water Reclamation District (630) 323-3299 to review the request for the sewer use credit and to install the sub-meter(s), and to make arrangements for survey and installation. Call the local authorities for plumbing installation requirements and inspection of the service line backflow prevention device(s). At least 48 hours prior notification is required to schedule any inspection.

Plan Submittal: Internal Building Plumbing Diagram is required to be submitted with the sewer use credit application. Plans must show the outside public water and wastewater service connection and meters, location of the service line backflow prevention device, floor plan showing location of the equipment for which the credit is requested, sub-meter location(s), and size of drain line. Submit three plans sets with the sewer credit application form. Resubmission shall be required of any disapproved sewer use credit application form.

Plan of Installation: The meter(s) must be accessible to the meter reader and inspector. Ingress and egress rights to any meters or remote devices for reading by authorized Flagg Creek personnel will not be unreasonably withheld during working hours 8:00 a.m. to 3:00 p.m., Monday through Friday. Remote registers shall be located as close as possible to the equipment being sub-metered.

Sub-meter Requirements:

1. Only 5/8" through 2" water sub-meter (s) with remote meter reading register are acceptable. Meters shall be mounted horizontally. Remote device shall be mounted no higher than 5 feet and no lower than 2 feet above ground level. All meters shall be located in an accessible area.
2. The meter shall be approved by Flagg Creek, and tested by a certified contractor before installation. All equipment is subject to inspection after installation. Additionally, all sub-meters must be inspected by a licensed plumber or authorized service representative at least every five years to verify proper meter operation and to so certify in writing to the District.
3. The applicant is responsible for the purchase of the meter and its installation.
4. All repair and maintenance cost shall be borne by the applicant
5. Vendors of meters measuring in gallons that are acceptable to Flagg Creek include:  
Sensus International                      Hersey Meter Company  
Neptune Meter Company                  Badger Meter Company  
Other meters may be approved on a case by case basis.
6. In the case of a malfunctioning water meter (s), repair must be made promptly.
7. Applicant must give at least 10 working days' notice of their desire to begin, change, or terminate service.
8. A Plumbing Permit is required. An approved copy of this permit is required to be submitted with the Plumbing Permit.

Billings: Subject to the rules and regulations as provided in the Ordinances and Resolutions of the Flagg Creek Water Reclamation District. In the case of a stopped meter, the sewer use credit will be discontinued.

The sewer use credit will be reflected on the sewer bill rendered on a monthly or bi-monthly basis. Water meter reads must be sent to Flagg Creek by the 15<sup>th</sup> day of each month through U.S. Mail.

No portion of the water measured by the sub-meter(s) shall return to the sewerage system, unless metered. Any violation shall cause this agreement to be null and void.

The credit application process is approximately 4 weeks. Sewer use credit application approval to perform work is good for 6 months from approval date.

The applicant shall indemnify and save harmless the District from any and all loss, cost, damage and expense which may come to the District by reason of or in any manner growing out of or in connection with said work, including any and all liability for and on account of any accident(s) or injury, death, damage or damages caused in any manner arising from or growing out of or connected with said work.

**SEWER USE CREDIT APPLICATION FORM  
FLAGG CREEK WATER RECLAMATION DISTRICT  
7001 N. Frontage Road  
Burr Ridge, IL 60527  
(630) 323-3299**

Sub-meter No.3

Location: \_\_\_\_\_  
Date Installed: \_\_\_\_\_  
Mfr: \_\_\_\_\_  
Size: \_\_\_\_\_  
Serial No.: \_\_\_\_\_  
Date Tested: \_\_\_\_\_  
Initial Read: \_\_\_\_\_

Sub-meter No.4

Location: \_\_\_\_\_  
Date Installed: \_\_\_\_\_  
Mfr: \_\_\_\_\_  
Size: \_\_\_\_\_  
Serial No.: \_\_\_\_\_  
Date Tested: \_\_\_\_\_  
Initial Read: \_\_\_\_\_

Sub-meter No.5

Location: \_\_\_\_\_  
Date Installed: \_\_\_\_\_  
Mfr: \_\_\_\_\_  
Size: \_\_\_\_\_  
Serial No.: \_\_\_\_\_  
Date Tested: \_\_\_\_\_  
Initial Read: \_\_\_\_\_

Sub-meter No.6

Location: \_\_\_\_\_  
Date Installed: \_\_\_\_\_  
Mfr: \_\_\_\_\_  
Size: \_\_\_\_\_  
Serial No.: \_\_\_\_\_  
Date Tested: \_\_\_\_\_  
Initial Read: \_\_\_\_\_