

**City of Peoria
Utilities Department
Guidelines For Hydrant Meter Use**

The City of Peoria requires the use of water hydrant meters to monitor water use for construction, water settling and other approved activities. Certain guidelines need to be adhered to for the protection of the water system and the persons operating the water system. Any deviation from these guidelines will need to be approved by the Utilities Director and the City Engineer. Any abuse of these guidelines could be a violation of the Peoria City Code and be subject to penalties per Section 25-4.

- All persons requiring use of a hydrant meter must apply for an account with the Customer Service Office in the Finance Department.
- All hydrant meters will be installed on the fire hydrant by authorized City personnel assigned to the Utilities Department.
- Authorized City personnel will test the fire hydrant prior to installation of the hydrant meter to insure the fire hydrant is operating properly- The fire hydrant will be tested again when the hydrant meter is removed. If there is a difficulty with the hydrant meter or backflow preventer operating properly, contact the Utilities Department at (625) 773-7286 to arrange for an authorized City employee to repair the assembly. There will be no charge for this service if it is determined that the difficulty was no fault of the user.
- If a hydrant meter needs to be moved to a new location, contact the Customer Service Office at (623) 773-7160 with your request at least 24 hours in advance. Only City personnel assigned to the Utilities Department are authorized to move hydrant meters. In the case of an emergency or special circumstances, contact the Utilities Department directly at (623) 773-7286 or (623) 773-7433 to make the appropriate arrangements.
- It is the customer's responsibility to supply the proper fittings that adapt to the meter connections and the threads of the fittings placed on the meter by City personnel.
- Do not remove any fittings, backflow preventers or adapters from the hydrant meter assembly.
- Construction water is to be withdrawn from the hydrant meter connection ONLY! Do not attach hoses or fittings to any other part of the hydrant assembly. The flow of water will be vigorously prosecuted.
- The flow of water during regular operating hours is to be controlled by the gate valve on the meter and not by the fire hydrant.
- The water is to be turned off at the fire hydrant when the construction site is unattended during nights, weekends or any other extended periods of time.
- Do not use pipe wrenches to turn the fire hydrant or hydrant meter on/off. Fire hydrants may only be operated with an acceptable fire hydrant wrench.
- If there is any question regarding the proper method of operating a fire hydrant, it is the customer's responsibility to request instruction from a qualified person, such as appropriate personnel from the Utilities Department Water division or the Engineering Department. If the water pressure from the fire hydrant is not controlled in the proper manner, it may cause damage to the fire hydrant, backflow preventer, hydrant meter and/or the person operating the fire hydrant.
- Any damage done to a fire hydrant, hydrant meter, backflow preventer and/or water mains feeding the hydrant while the hydrant meter is assigned to a customer is the responsibility of that customer. All charges for damage will be billed to the customer per Section 25-1 of the Peoria City Code.
- The customer will be billed once a month for the water withdrawn from the meter along with any fees for damages to the hydrant meter, fire hydrant and/or water system.

If you have any questions regarding these guidelines, please call (623) 773-7286



**CITY OF PEORIA
CUSTOMER SERVICES CENTER
8401 WEST MONROE STREET, PEORIA, AZ 85345
PHONE 623-773-7160 FAX 623-773-7159
HYDRANT METER & BACKFLOW DEVICE ACCOUNT INFORMATION**

ACCOUNT INFORMATION

Hydrant Meter & Backflow Device - \$1000.00 Deposit

Today's Date _____ Requested Installation Date _____

Name on Account _____ Business Phone _____

Mailing Address _____

City _____ State _____ Zip Code _____

Hydrant Meter Location _____

Contact Person _____

Contact Phone Number _____

City of Peoria License Number _____

BACKFLOW INFORMATION

By signing below, the applicant agrees to comply with the requirements relating to Backflow Prevention as stated in Chapter 5 of the Peoria City Code.

Signature _____

Printed Name _____

Driver's License Number _____

Additional Information _____

Failure to comply with these requirements shall be grounds for removal of the meter.