



City of Cedar Park Utility Billing
450 Cypress Creek Rd, BLDG. 2
Cedar Park, TX. 78613

Phone (512) 401-5300
Fax (512) 401-5301
Email ub@cedarparktexas.gov

APPLICATION FOR TEMPORARY FIRE HYDRANT METER

Customer Name(s):	Today's Date:
Service Address:	Meter Set Date:
If we are moving the meter:	Service Connection only Monday – Friday. 24 HR notice is required. No service on Holidays
▪ Transferring from location:	Tax ID #:
▪ Transferring to location:	Phone 1 #:
Mailing Address:	Phone 2 #:
Email Address:	Phone 3 #:
Authorized Person(s):	
Purpose of Construction:	

Deposit - \$1600 [Paid at the time of Application by **CHECK ONLY**]

Meter Relocation (Transfer) Fee- \$50.00 for each relocation [Paid at the time of Request]

Minimum Monthly charge – I understand that a \$300.47 will be assessed (even if there is no consumption)

I understand that the Rate per 1000 gallons is \$3. 58 (Over the first 2,000 gallons)

I have read TERMS OF ISSUANCE, and reviewed items #2 and #3, signed, and have attached to this application

Customer Signature: **X** _____

For office use only

Customer Service Rep:	<input type="checkbox"/> Connection	<input type="checkbox"/> Transfer:	S/O#:
Deposit \$1600.00	<input type="checkbox"/> Check #:	Receipt #:	
Transfer: \$50.00	<input type="checkbox"/> Check #:	Receipt #:	
Account #: 011-	Date Completed:		
Meter S/N FH:	Meter Reading:		
By Unit:			



TERMS OF ISSUANCE - TEMPORARY FIRE HYDRANT METERS

Each of the following is required to obtain a temporary fire hydrant meter:

1. A completed application that includes billing name, address, contact person and phone numbers, and a \$1600 meter deposit paid to the City of Cedar Park, for a connection.
2. A 2" gate valve must be installed on the meter. The fire hydrant water service shall be opened and closed using the 2" gate valve for use during any work day. A reducer is needed to reduce the 3" meter to the 2" gate valve. The reducer threads should be 2½" fire hydrant thread to 2" pipe thread. The fire hydrant will be opened once at the beginning of the workday and will be shut off after use at the end of the work day. Only a spanner wrench/fire hydrant wrench will be used. The fire hydrant will be CLOSED slowly to prevent water hammer. Install within 24 hours.
3. A 2" reduced pressure zone (RPZ) and support bracket is needed to prevent contamination of the City's water supply and must be installed and tested on site when the City sets the meter. If the water truck is equipped with an air gap, an RPZ is still required.
4. The RPZ must be tested upon installation. A representative of the City of Cedar Park's Meter Department will contact the contractor within 24 hours of submitting the application and deposit for the meter, to establish a time to meet the contractor and contractor's tester for meter installation and immediate RPZ testing (using the attached City's form). If the contractor's tester is not present and is 15 minutes late beyond the agreed time to meet, the City representative will leave without placing the temporary fire hydrant meter and another appointment must be made as City scheduling allows.
5. The City is not responsible for the backflow preventer when attached to the meter or when the meter is removed from the hydrant. Applicant must comply with *City of Cedar Park Code of Ordinance Article 18.09 Cross-Connection Control*.
6. The City will lock the fire hydrant meter to the hydrant. If the meter needs to be relocated to another hydrant, the customer will pay a \$50 fee in advance (to the Utility Billing Department) each time the meter is relocated and the RPZ must be retested upon relocation.
7. The fire hydrant meter is used to provide water service for construction purposes only; domestic use of water may not be taken from a fire hydrant meter.
8. The City shall approve proposed location for fire hydrant meter placement.
9. Failure to comply with any of the requirements listed will result in the loss of deposit and the meter will be removed from the hydrant. The customer will be responsible for all damages to the meters, as well as lost or stolen meters. Lost or stolen meters (even by a third party) will result in total deposit forfeiture. If the loss or damage is greater than the deposit, the customer will be billed for the remaining charges.
10. When the fire hydrant meter is no longer needed, a written request must be given to the Utility Billing Department to have the meter removed and the account closed.
11. The fire hydrant and fire hydrant meter will be inspected for any damage before proceeding to issue a credit for the deposit.

Company Representative Signature

Company Name

Date

Representative Printed Name