



CITY OF HENDERSON  
HYDRANT METER OPERATIONAL PROCEDURES  
AND CONDITIONS

**Fire Hydrant & Hydrant Meter Assembly Operational Procedure and Conditions**

**A hydrant meter assembly is not to be used for domestic service, landscape/irrigation service, or in lieu of a permanent connection.**

**Only City of Henderson employees are allowed to set, remove, and repair a hydrant meter assembly.**

New hydrants are required to be approved by Public Works Quality Control prior to the setting of a hydrant meter assembly.

An assigned hydrant and hydrant meter assembly is the responsibility of the applicant. Payment of all charges, including damages and or liability, is due by the due date or is subject to fees.

The applicant will be in compliance with all permits, special conditions or restrictions as specified in the Henderson Municipal Code, Title 14.03.020. A pre-meter set and post-meter pull inspection will be performed on the hydrant and hydrant meter assembly to assure that the hydrant is functioning properly for fire protection. The applicant is responsible for payment of repairs to the hydrant and/or hydrant meter assembly found after the initial hydrant meter assembly set or post hydrant meter assembly pull inspection.

The applicant is responsible for obtaining an approved barricade plan from Public Works. Barricades must be provided in areas where public access is impeded (i.e., sidewalks, walkways, etc.) or as determined by the City of Henderson. **Hoses attached to the hydrant meter assembly are not permitted to cross roadways unless prior approval is given by the Department of Utility Services and Public Works.**

A **hydrant/spanner wrench** must be used to operate a hydrant. The applicant is responsible for damage and repair costs to the hydrant operating nut due to the use of a pipe wrench. The hydrant operating nut should only be turned twice per work shift, in the beginning and at the end. No hydrant should be left under pressure when leaving the jobsite.

The hydrant main valve should be in the fully open or fully closed position. Controlling the amount of flow from the hydrant is to be done with the valve provided with the hydrant meter assembly.

Avoid water waste by ensuring all connections are water tight and hoses are free of defects. Failure of the applicant to monitor either of these conditions may result in citations and fines.

No modifications are to be made to the hydrant meter assembly unless beyond the globe/gate valve. Changes in location of the hydrant meter assembly must be requested through Customer Services and are subject to additional charges.

**HYDRANT INFORMATION**

In the City of Henderson there are “private” (painted red) and “public” (painted yellow) fire hydrants. Fire hydrants are used by residential and commercial customers for construction-related purposes such as dust control or grading. **Hydrant meters are not installed on private fire hydrants because they are privately maintained.**

The typical hydrant has three ports for water supply. The larger port, which is typically a 4” connection, is called the steamer port and is used by the fire department to fight fires. The two smaller ports are typically 2 ½” ports and are used for connecting a hydrant meter assembly.

Prior to a hydrant meter assembly being used, the customer must provide, and have ready, an approved backflow prevention device consisting of either:

- An air gap, which must be 2 times the diameter of the fill pipe. (An automatic flow control float valve to a tank or water truck is not a substitute for an air gap.)
- A reduced pressure principle backflow assembly (RPPA), which must be tested by an Authorized Tester from a company on “The City of Henderson Authorized Backflow Test Companies” list at the expense of the permitted customer immediately after the hydrant meter assembly is set and every 6 months thereafter for the duration of the permit. Each test certificate must be submitted to the City.
- Any person who fails or refuses to comply with any of the provisions for backflow prevention shall be deemed to be in violation of Title 14 of the Henderson Municipal Code and shall be subject to discontinuance of service, subject to any penalties and charges assessed in accordance with this title and/or Department Service Rules, and subject to all compliance procedures as proscribed within this title.

Once the above requirements are met and the hydrant meter assembly is attached by the City, a customer can then attach a hose for construction purposes. The added hose will usually be a 2 ½" fire hose, or smaller when attached to an adapter. An adapter, added to the male-threaded fitting at the end of the hydrant meter assembly, can reduce the hose even down to a garden hose connection.

### **BILLING INFORMATION**

**HYDRANT METER SET FEE:                   \$50.00**

This fee applies to each hydrant meter assembly set at a location. If a hydrant meter assembly needs to be relocated, the existing account will be closed and a new account (including account number, deposit fee, and set fee) will be established.

**HYDRANT METER DEPOSIT:               \$500.00**

This refundable deposit is for **each** hydrant meter assembly. Hydrant meter assemblies are to be in the same condition when pulled as when set. Applicable charges will be assessed if hydrant meter assembly is damaged. The deposit is applied to the final bill. **Deposits cannot be held for future hydrant meter assembly use.**

**MONTHLY SERVICE CHARGES:**

- Monthly Water Service Charge is based on a 3" non-residential meter.
- SNWA Infrastructure Surcharge is based on a 3" non-residential meter.
- SNWA Commodity Charge is based on per 1,000 gallons.
- SNWA Reliability Surcharge is applied as a percentage of the total water bill, which is composed of the monthly water service charge, volume charge and the SNWA Commodity Charge.

\*You may refer to our Department Service Rules for more information.

**USAGE CHARGE:**

The usage charge is based on a 3" non-residential meter.

\*You may refer to our Department Service Rules for more information.

**DAMAGED, LOST, OR STOLEN HYDRANT METER ASSEMBLY:** Charged at Current Replacement Value. This fee will be assessed if a hydrant meter assembly is damaged, lost, or stolen.

**PAYMENT OF ACCOUNTS**

Failure to keep an account current may result in interruption of service and posting of applicable fees.

For questions or more information, you may contact:

Department of Utility Services  
New Construction  
(702) 267-3720