



TEMPORARY HYDRANT METER APPLICATION
CITY OF ARCATA | ENVIRONMENTAL SERVICES DEPARTMENT
Phone # 707-822-8184 / Email: eservices@cityofarcata.org

Project Address _____

Jacoby Creek Water District

Assessor's Parcel No. _____

Yes No

Owner's Name _____

Annexation Agreement _____

Bill To _____

Within City Limits _____

Street Address _____

Inside Outside

City, State, & Zip _____

Business Phone _____

Contact Name _____ Phone Number _____

*Note: Minimum of one week notice required.
Installation will be scheduled as workload allows.

Email _____

Filling a truck/tank Truck Tank Size _____

Truck/Tank Inspection Completed

Meter Location Requested _____

Date _____

Project Name _____

By _____

Expected Project Completion Date _____

By signing this Application, the Applicant agrees to observe any City of Arcata ("City") regulations now or hereafter adopted and to pay water bills promptly. A deposit and a service fee will be paid before meter is installed by City staff. **A meter rental fee will be added to the water usage bill at the end of service. For further fee information, please see the FAQ which follows this application on the next page.**

Applicant or Agent agrees to indemnify and save harmless, City, its officers, agents, and employees from and against any and all claims, demands, losses, defense costs, or liability of any kind or nature which City, its officers, agents and employees may sustain or incur of which may be imposed upon them for injury to or death of persons, or damage to property as a result of, arising out of, or in any manner connected with performance under the terms of this Permit, expecting only liability arising out of the sole negligence of the City.

Applicant or Agent (Signature) _____ Date _____

For Administrative Processing Only

Amount Paid \$2,529.91 (\$2,330.48 deposit + \$199.43 Service Fee) (Account 661-00-00-46730) CLR - 730	Date Paid _____
Receipt No. _____	Received By _____

Installation

Date Completed _____	Completed By _____
Meter No. _____	Initial Reading _____
Field Notes: _____	

Tasked out to CBaggett, with DCulbert & SMagnuson CC'd on Request #: _____ (Initial & Date) _____

Removal

Removal Requested By _____	Date _____
Date Completed _____	Completed By _____
Meter No. _____	Final Reading _____

Tasked out to CBaggett, with DCulbert & SMagnuson CC'd on Request #: _____ (Initial & Date) _____

For Final Billing ORIGINAL PAPER COPY ROUTED TO: Finance / Attn:RMartinez

(Initial & Date) _____



Temporary Hydrant Meter - Frequently Asked Questions

Q: How soon can I request the temporary hydrant meter?

A: We request at least a week's notice for installation. Your tank or truck will likely be inspected at the same time as installation of the meter.

Q: How do I know where a meter can be placed and what is the City of Arcata service area?

A: You may view our parcel finder map which details potential hydrant meter locations (<https://arcg.is/1iGWKb6>) & overall service area for water/sewer (<https://arcg.is/0ef9Ty0>).

❖ *Please keep in mind that your requested location may not be feasible if already in use or in a high traffic area. We strive to pick locations that are as close to your project site as possible, but placement is at the final discretion of our water meter technician.*

Q: Can I move an existing meter that I already have rented out?

A: Yes, you can move an existing meter. Please email eservices@cityofarcata.org with your request to move the meter or if you have further questions about the process.

Q: What is the breakdown of fees that are charged for the hydrant meter?

A: First, you pay the hydrant meter deposit of **\$2,529.91** that includes the \$2,330.48 deposit and \$199.43 service fee.

After you are finished with your hydrant meter, you are then charged the daily rental fee & water consumption charges and assessed a 3% Utility Users Tax on those fees. The daily rental fee will either be \$6.17 per day if your meter rental was less than one year in duration or \$10.28 per day if the rental period exceeds a year. Water consumption fees are currently \$7.15 per 100 cubic feet.

If your deposit does not cover the fees incurred, you will be billed the remaining amount!

Master Fee Schedule: <https://www.cityofarcata.org/1097/City-of-Arcata-Master-Fee-Schedule>

Utility Users Tax Information: <https://www.cityofarcata.org/725/Utility-Users-Tax-UUT-Measure-F>

Q: What methods of payment do you accept?

A: We accept checks made out to the "City of Arcata", these can be attached with your application if brought in to our office or you can mail the check to our department's attention at 736 F Street, Arcata, CA 95521 and submit the application by email to eservices@cityofarcata.org.

We also accept deposit payments by credit card, and this can be done over the phone or in person at City Hall. Please email eservices@cityofarcata.org or call 707-822-8184 for more details.

Q: How do I notify the department that the meter is no longer needed?

A: You must call the Environmental Services department at 707-822-8184 or email eservices@cityofarcata.org stating that you would like to cease service. **It is the applicant's responsibility to notify the department in a timely manner to remove the meter to avoid daily rental charges if no longer in use!**