City of Port St. Lucie Utility Systems Department
TEMPORARY WATER METER POLICY

The following policy has been developed regarding temporary use of Port St. Lucie Utility Systems Department (PSLUSD) water from fire hydrants and/or jumper meters connected to the PSLUSD water distribution system.

The purpose of this policy is to protect water distribution system integrity and water quality, control unauthorized usage from PSLUSD-owned fire hydrants or jumper meters, and to preserve fire protection. Our goal is to provide temporary water needs at the lowest cost and in the safest and most efficient manner.

The providing of temporary water service will be at the sole discretion of PSLUSD and subject to the applicable rules, regulations, and policies of PSLUSD. PSLUSD will be responsible for installing and maintaining meter and backflow assemblies.

Temporary water meters and backflow assemblies will only be issued for hydrants or water mains owned and maintained by the City of Port St. Lucie. Water is for non-potable use only.

Each request for temporary water may be for up to 180 consecutive days and may be extended at the discretion of PSLUSD. The applicant is responsible for monitoring their permit's expiration date. If upon expiration an extension is not requested, PSLUSD will automatically remove the assembly on or about the 181st day after the date the original permit or extension was issued. If, after the assembly is removed the applicant determines that additional temporary water is needed, the applicant will be required to reapply for new service and pay all required new service fees.

PSLUSD will perform monthly meter readings in accordance with City Code and the applicant is responsible for all metered usage.

At no time will anyone other than PSLUSD remove or relocate the temporary water meter or backflow assembly. The movement or relocation of any permitted meter or backflow prevention assembly by any person other than an authorized PSLUSD representative is a violation of City Code.

The applicant is responsible for any property damage, including, but not limited to, the PSLUSD meter and backflow assembly and/or PSLUSD water distribution system, due to negligent use of the equipment, theft, or vandalism. Upon termination of the temporary meter's use, an evaluation will be made by PSLUSD as to the condition of the meter and/or backflow assembly. Damage resulting from an applicant's negligent use or misuse of any assembly, or the removal or relocation of any assembly, may result in PSLUSD retaining the full deposit.

In the event an applicant determines that their assigned assembly has been vandalized, moved, or stolen, they are responsible for immediately notifying the Customer Service Department. Failure to report vandalized, lost, or stolen assemblies will result in the forfeiture of all refundable deposits.

In the event that vandalism to or theft of an assembly is discovered first by PSLUSD, the applicant is required to cooperate fully with PSLUSD and law enforcement agencies during the investigation and prosecution processes.

Temporary construction water use applicants no longer needing the temporary water service are responsible for contacting the Customer Service Department to request that the assembly be removed. **The PSLUSD Project Manager/Coordinator must approve, in writing to the Engineer of Record, prior to the applicant contacting Customer Service.**

To apply for a temporary construction meter, the interested party must complete a Temporary Water Meter Permit Application located at https://utility.cityofpsl.com/media/1244/temporary-water-meter-application.pdf and submit to PSLUSD to the e-mail address on the application. Application must be accompanied with an 8.5" X 11" or PDF map of proposed location of fire hydrant or jumper assembly. PSLUSD will submit approval to our Customer Service Department, who will accept payment of fees. Customer Service will contact the applicant listed on the application for deposit fees and to set up billing. Payments may be taken in person or over the telephone with a valid credit card.

Fees, which are based on the meter size requested, can be found on our Fee Schedule located at https://utility.cityofpsl.com/media/1558/fee-schedule-100118.pdf and may be adjusted in accordance with future revisions to Section 61.07 of the City's Code.

Upon the applicant's payment of all required fees, PSLUSD will install the required meter and backflow prevention and a meter permit tag. The meter permit tag must remain on the assembly at all times. PSLUSD will make every attempt to provide installation within 3 business days of receipt of the completed application and payment of fees.

The jumper assembly supply line is to be installed above ground by the contractor as per the current PSLUSD Detail. Upon completion of installation by PSLUSD, the contractor is to complete the connection.

If the temporary water source is a fire hydrant, the applicant shall agree that such service may be discontinued by PSLUSD or the Fire District at any time for emergency use of the fire hydrant without any liability to PSLUSD.

The applicant's failure to comply with the terms and conditions of this policy and the Temporary Water Meter Permit Application for Service will result in penalties for unauthorized hydrant usage or illegal connections as provided for in the City's Code of Ordinances. Violators will be prosecuted to the fullest extent of the law which may include removal of meter, monetary penalties, and/or incarceration.