

# WATER METER REQUEST

RURAL WATER CORP #3   
  CITY SYSTEM   
  RURAL WATER DIST. #1   
  OUTSIDE CITY LIMITS  
 >>>> **Within 1/2 mile of City Limits**   
 Yes   
 No   
Map Required for Review with RWD#1 & Outside City Limits  
 IRRIGATION/AGRICULTURE METER   
 CHANGE IN METER SIZE

**CS Contract:**

**If this request is for existing developer tap/benefit units, please indicate number of taps and price per tap paid:**  
 # of developer taps \_\_\_\_\_ \$/Tap \_\_\_\_\_

SERVICE ADDRESS: \_\_\_\_\_

PROPERTY OWNER: \_\_\_\_\_ DATE: \_\_\_\_\_

APPLICANT/BUSINESS NAME: \_\_\_\_\_

SIZE OF WATER METER REQUESTED: \_\_\_\_\_ (INCH)    PROPERTY SIZE (ACRES) \_\_\_\_\_

BILLING ADDRESS: \_\_\_\_\_

TELEPHONE: (W) \_\_\_\_\_ (H) \_\_\_\_\_ (CELL) \_\_\_\_\_

**APPLICABLE FEES:** (See reverse side for fees)

Applicable Account Code:

1. Water Capacity Fee		
2. Meter & Fittings Charge		
3. Meter Tie-On Fee		
4. Sewer Capacity Fee (If Applicable)		
<b>Total Cost</b>		

**NOTE:** For all water meter sizes greater than 1", the meter and fittings charge will be billed at actual costs. Road crossing bore cost, if applicable, will be billed after the work.

WO# \_\_\_\_\_

**NOTE:**

- The ability to provide water service to the above location depends on the proximity to a water main and will be field verified by city crews. Upon verification of ability to serve, you will be contacted by Development Services to make the above payment amount.
- To initiate service, contact with Customer Service is required before installation to setup account.
- Sewer Disposal System Requirements:** Each water meter request must be accompanied by documentation of an ODEQ approved/installed/certified complete on-site sewage disposal system or connection to the City's sanitary sewer system. If a system or connection is not available when the meter is requested, a Temporary Water Service Agreement may be executed by the applicant. This will allow the meter to be set for construction, agricultural or irrigation uses prior to the installation of the on-site sewage disposal system or connection to City's sanitary sewer system.

For office use only

\_\_\_\_\_ from the City of Stillwater has field verified and confirms that the  
 (print name) City of Stillwater is able/unable to provide water service to the above location.  
 (circle one)

Water Line Size: \_\_\_\_\_ Verified  YES  No

Comments: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**This form must be returned to Development Services, fax # 742.8321 within 5 business days.**

## Water Meter Fees (Does not include cost of required permits/inspections)

Per Resolution CC-2009-1

Per Resolution CC-2005-26

Inside City Limits	Water Capacity Fee (W3)	Meter/Fittings (W4)	Meter Tie-On (W5)	Total	<b>A/R Code: WA</b>  <b>Rural Water Corp. #3:</b> <b>Pursuant to Agreement Amendment dated Sept. 13, 2010, the fees charged for water meters shall be the same fee schedule as the "Inside" City Limits fee chart.</b>
¾" Meter	\$ 150.00	\$ 127.00	\$ 100.00	\$ 377.00	
1" Meter	\$ 375.00	\$ 215.05	\$ 255.00	\$ 845.05	
1 ½" Meter	\$ 725.00	Time + Materials	\$ 571.00	\$ 1,296.00*	
2" Meter	\$ 2,500.00	Time + Materials	\$ 1,013.00	\$ 3,513.00*	
3" Meter	\$ 3,775.00	Time + Materials	\$ 2,281.00	\$ 6,056.00*	
4" Meter	\$ 9,575.00	Time + Materials	\$ 4,055.00	\$ 13,630.00*	
6" Meter	\$ 19,150.00	Time + Materials	\$ 9,919.00	\$ 29,069.00*	

\*Amount to be collected before work order is entered – all other fees to be billed by WU.

Outside City Limits	Water Capacity Fee (W3)	Meter/Fittings (W4)	Meter Tie-On (W5)	Total	<b>RWD#1 requests are subject to terms of their respective agreements.</b>  <b>All other requests require City manager approval-Route request through Development Services and Water Utilities Departments.</b>
¾" Meter	\$ 300.00	\$ 127.00	\$ 200.00	\$ 627.00	
1" Meter	\$ 750.00	\$ 215.05	\$ 510.00	\$ 1,475.05	
1 ½" Meter	\$ 1,450.00	Time + Materials	\$ 1,142.00	\$ 2,592.00*	
2" Meter	\$ 5,000.00	Time + Materials	\$ 2,026.00	\$ 7,026.00*	
3" Meter	\$ 7,550.00	Time + Materials	\$ 3,422.00	\$ 10,972.00*	
4" Meter	\$ 19,150.00	Time + Materials	\$ 6,083.00	\$ 25,233.00*	
6" Meter	\$ 38,300.00	Time + Materials	\$ 14,879.00	\$ 53,179.00*	

\*Amount to be collected before work order is entered – all other fees to be billed by WU.

## Sewer Meter Fees (Does not include cost of required permits/inspections)

Per Resolution CC-2009-1

Per Resolution CC-1995-7

Inside City Limits	Sewer Capacity Fee (W3)	Water Closet Fee	Outside City Limits
¾" Meter	\$ 400.00	\$100 per toilet/urinal. Fee to be paid upon connection to sewer or switch from alternate system to sewer.	<b>All request require City manager approval-Route request through Development Services and Water Utilities Departments. The Sewer Capacity Fee charged for Sewer Service outside the City Limits is twice (2X) the Inside City Limit Rate shown at the left. The Water Closet Fee is the same as inside City Limit Rate.</b>
1" Meter	\$ 975.00		
1 ½" Meter	\$ 1,925.00		
2" Meter	\$ 6,675.00		
3" Meter	\$ 10,100.00		
4" Meter	\$ 25,750.00		
6" Meter	\$ 51,475.00		

Water meter applications without City sewer must provide documentation of having a properly installed ODEQ approved sewer system.



City of Stillwater
Water Resources Department
Temporary Water Service Agreement

I, \_\_\_\_\_ agree that water service is provided to

\_\_\_\_\_

for only the uses listed below. I agree to provide the appropriate backflow prevention devices as required by plumbing code and/or State law and as determined by the City. I agree that the water service line shall not be connected to any habitable building/structure without a permitted sewer connection to the City's sanitary sewer system or a connection to an ODEQ approved/installed/certified complete on-site sewage disposal system. I will provide the City with ODEQ documentation of said connection prior to any connection of water service to any habitable structure. I understand that any violation of the above conditions will result in the immediate disconnection of utility service and possible municipal citation.

Uses Allowed:

\_\_\_\_ Irrigation

\_\_\_\_ Livestock

\_\_\_\_ Construction

Staff Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name Printed: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Mailing Address of Account Holder:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



STILL PIONEERING

Department of Operations
Water Utilities Service Center
707 E 8th Ave
Stillwater, OK 74075

Office: 405.533-8048
Fax: 405.533-8044
Web: Stillwater.org

PLEASE PROVIDE INFORMATION NEEDED TO FACILITATE ALL NEW WATER METER REQUESTS

Contact Name: \_\_\_\_\_

Office phone #: \_\_\_\_\_

Cell phone #: \_\_\_\_\_

Meter set address: \_\_\_\_\_

- 1. Date the meter requested to be set by: \_\_\_\_\_
2. Water distribution crew needs a wood stake placed to:
a. Show location where customer prefers the meter box to be set.
b. Mark the finished grade on the stake.
3. After stake has been set, kindly contact the Water Distribution Service Center:
a. Administrative Assistant Staci Cundiff at (405) 533-8048 - scundiff@stillwater.org or
b. Water Distribution Deputy Team Leader Kelley Hitch at (405) 880-7037 khitch@stillwater.org
4. Until the Water distribution staff is contacted with staking information, the meter request will be put on hold.
5. Please be informed that:
a. We install water meter taps and meter set in the order received by water distribution.
b. Meter sets that require road crossing will need a road bore. The road bore has to be scheduled with a boring contractor. For county road bores a road crossing permit is required, and the application is submitted to the county.

Should you have any questions, please do not hesitate to call.

Thank you

OFFICE USE ONLY:
[ ] Copy given to customer
[ ] Work order number: \_\_\_\_\_
Completed by: \_\_\_\_\_