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Policy No. 2001: Fire Hydrant Use

Christian Valley Park Community Services District

Adopted by the Board of Directors on [date]. This Policy takes effect on the effective date of the amendment to Section 5 of the Code of Ordinances.

1. Purpose and designated hydrant. This Policy implements Section 5 of the Code of Ordinances. Hydrants exist for fire protection and must remain available for it; other use is permitted only as this Policy allows. The only hydrant available for non-emergency use is the hydrant at 5815 Stanley Dr (the "designated hydrant"). The General Manager may designate a different hydrant by written notice to protect fire protection or the water system.

2. Permit.

a. A permit is written approval from the General Manager or designee, stating the purpose and the date or dates of use. Email is sufficient. Staff may discuss a request verbally, but a permit exists only in writing.

b. Staff must send the permittee a copy of this Policy with the permit. The permittee must reply accepting the permit and this Policy, and may not take water until staff confirm the permit.

c. A permit covers one specific use. If the use will extend over more than one day, the request must say so, with the expected dates.

d. A copy of the permit must be with or immediately accessible to the person taking water.

e. The General Manager may schedule or limit use of the designated hydrant to avoid conflicts and protect system pressure, and may specify where trucks stage.

3. Equipment. A backflow prevention assembly, supplied by the permittee, is required unless the receiving tank has a permanent external fill line with an air gap and the permit approves it. [The request must include a current test certificate for the assembly.] The permit states the capacity of each truck, and the permittee reports the number of loads taken. [The permittee reports loads by email, and before any new permit is issued.]

4. Operation. Use only a wrench approved for hydrant operation, and open and close the valve slowly to prevent pressure surges. Do not alter, remove, or disable any hydrant part, and replace caps after use.

[5. Permitted uses. Construction; road work; dust control; other non-domestic uses the General Manager approves in the permit. Not permitted: washing hard surfaces, equipment, or vehicles; resale; domestic or drinking use; and use or transport of the water outside the District's service area.]

6. Charges. The permittee is charged [per truck load at the District's current rate] and billed by the District. The District may verify reported loads, and may bill from its own count where a report is missing

or inaccurate. Unpaid charges are collectible by the District, and nonpayment is grounds to deny future permits.

7. Suspension and revocation. The District may suspend use during a fire, emergency, system outage, or water shortage. It may revoke a permit immediately, without notice, for nonpayment, tampering, any violation of the permit or this Policy, or any use that impedes fire-protection access to the hydrant. Revocation does not relieve the permittee of charges owed.

8. Damage. The permittee pays actual repair or replacement cost for damage to hydrants or other District equipment.

9. Unauthorized use.

a. Unauthorized use means taking water from or operating any District hydrant without a confirmed permit; taking water from any hydrant other than the designated hydrant; or using the designated hydrant without a required backflow assembly or outside the permit's terms, including unreported loads.

b. The person responsible pays for the water taken [at the rate in Section 6]. [If the number of loads is not known, the District estimates it from the truck's capacity and the fills observed or otherwise shown by the evidence, and states the basis on request.]

c. The District may also charge its adopted fee for tampering with District equipment or unauthorized operation of a fire hydrant, at the first-offense amount for a first occurrence and the second-offense amount for any later occurrence within 24 months of the first.

10. Exemptions and contractors. District employees and agents and qualified fire agencies acting in their official capacity need no permit and pay no charge. A contractor performing work for the District under a District contract may use hydrants as the contract allows, and is otherwise subject to this Policy. [Staff should report significant District volumes to water plant operations for water-loss accounting.]

11. Administration. The General Manager may adopt forms and procedures consistent with this Policy.