



# AGENDA ITEM HISTORY SHEET

---

**ITEM TITLE**

**AGENDA NO.**

**AGENDA DATE:**

---

**FUNDING CERTIFICATION** (Finance Director) (Signature, if applicable)

---

**MANAGEMENT STAFF REVIEW** (Signature)

---

**MAYOR** (Signature)

---

**ITEM HISTORY** (Previous Council reviews, action related to this item, and other pertinent history)

---

**ITEM COMMENTARY** (Background discussion, key points, recommendations, etc.) Please identify any or all impacts this proposed action would have on the City budget, personnel resources, and/or residents.

---

(This section to be completed by the Mayor)

**ACTION PROPOSED** (Motion for Consideration)

ORDINANCE NO. 2026- \_\_\_\_

**AN ORDINANCE ESTABLISHING A HYDRANT METER PROGRAM; REGULATING TEMPORARY WATER USE FROM FIRE HYDRANTS; PROVIDING FOR EQUIPMENT REQUIREMENTS AND ENFORCEMENT; REFERENCING ADMINISTRATIVE POLICY; PROVIDING FOR FEES BY RESOLUTION; AND FOR OTHER PURPOSES**

**WHEREAS**, the City of Bryant operates a public water system that must be protected from contamination, unauthorized use, and physical damage; and

**WHEREAS**, unregulated use of fire hydrants presents risks to water quality, system pressure, fire protection, and infrastructure; and

**WHEREAS**, a structured hydrant meter program ensures accountability of water usage, protection through required backflow prevention, fair and consistent billing, and preservation of system integrity;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BRYANT, AS FOLLOWS:**

**SECTION 1. PROGRAM ESTABLISHED**

A Hydrant Meter Program is hereby established. No person shall withdraw water from a fire hydrant without authorization through this program.

**SECTION 2. AUTHORIZATION AND EQUIPMENT REQUIREMENTS**

All temporary use of water from fire hydrants shall: be authorized by the City through its established administrative process, utilize a City-issued hydrant meter assembly, include an approved backflow prevention device, and comply with all requirements established by the City. The City shall require the use of hydrant locks or other protective devices to prevent unauthorized access.

**SECTION 3. ADMINISTRATIVE POLICY**

The Hydrant Meter Program shall be administered in accordance with policies and procedures established by the Mayor or their designee (the “Hydrant Meter Policy”). Such policy shall: provide operational guidance for issuance, tracking, and return of hydrant meters, establish procedures for monitoring usage, including periodic or monthly staff review, define responsibilities of users and City staff; and support consistent enforcement and program management. The Hydrant Meter Policy is intended to serve as an administrative guideline for implementation of this Ordinance and may be amended from time to time without further action of the City.

**SECTION 4. FEES**

Fees associated with the Hydrant Meter Program shall be established by resolution of the City Council and maintained in a Hydrant Meter Fee Schedule.

Such fees may include, but are not limited to, deposits, application fees, rental fees, usage charges, penalties, and cost recovery for damaged or lost equipment.

The City Council may amend the Hydrant Meter Fee Schedule from time to time by resolution as necessary to ensure adequate cost recovery and program effectiveness.

### **SECTION 5. VIOLATIONS**

Any person who withdraws water from a hydrant without authorization, fails to comply with the requirements of this Ordinance or the Hydrant Meter Policy shall be subject to termination of access to the Hydrant Meter Program and applicable fees, penalties, and liability as established by the City.

### **SECTION 6. SEVERABILITY**

If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance.

### **SECTION 7. EMERGENCY DECLARED**

This Ordinance is necessary to preserve the public peace, health, safety and welfare, an emergency is declared to exist and this Ordinance shall be in full force and effect from and after the date of its passage.

PASSED AND APPROVED this \_\_\_\_\_ day of June, 2026.

APPROVED:

ATTEST:

\_\_\_\_\_  
Chris Treat, Mayor

\_\_\_\_\_  
Mark Smith, City Clerk



## **City of Bryant Hydrant Meter Program Policy**

### **1. Purpose**

This policy establishes procedures for the issuance, use, and management of hydrant meters.

It is intended to protect public health, ensure accountability of water usage, safeguard infrastructure, and support full cost recovery.

### **2. Authority**

This policy is adopted under authority granted by City ordinance.

The Mayor or designee is authorized to administer and enforce this program.

### **3. Definitions**

Hydrant Meter: A City-owned metering device used for temporary water withdrawal.

Backflow Prevention Device: A device that prevents contamination of the potable water system.

Authorized User: Any approved contractor or entity issued a hydrant meter.

### **4. Eligibility and Application**

Applicants must complete an application, provide identification, and agree to all terms.

Approval is at the discretion of the City.

A deposit and all applicable fees must be paid prior to issuance.

### **5. Equipment and Requirements**

All hydrant meter assemblies must include a City-approved backflow prevention device.

Hydrant locks shall be installed on designated hydrants to prevent unauthorized use.

Only City personnel may remove or install hydrant locks.

### **6. Operational Rules**

Meters must only be used at assigned hydrants.

Relocation requires City approval.

Users must prevent damage and protect equipment from freezing or misuse.

### **7. Monthly Staff Review Process**

City staff shall conduct a monthly review of the hydrant meter program.

This review includes usage tracking, billing accuracy, equipment condition, and compliance.

Findings shall be documented and corrective actions taken as needed.

### **8. Billing and Fees**

Users shall be billed monthly for rental and water usage.

Fees shall be established by resolution.

Late fees and penalties apply for non-compliance.

### **9. Enforcement**

Violations may result in immediate revocation of privileges.

Deposits may be forfeited for damages or non-compliance.

Unauthorized use may result in fines and legal action.

### **10. Safety and Compliance**

Backflow prevention is mandatory to protect public health.

Users must comply with all applicable local and state regulations.

### **11. Recordkeeping**

The City shall maintain records of all hydrant meter issuance, usage, and enforcement actions.

### **12. Policy Review and Updates**

This policy shall be reviewed periodically and updated as necessary.

Updates may be made administratively to improve operations and compliance.