



# AGENDA ITEM HISTORY SHEET

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**ITEM TITLE**

**AGENDA NO.**

**AGENDA DATE:**

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

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**MANAGEMENT STAFF REVIEW** (Signature)

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**MAYOR** (Signature)

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

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**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.

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(This section to be completed by the Mayor)

**ACTION PROPOSED** (Motion for Consideration)

**RESOLUTION NO. 2026-\_\_\_\_\_**

**A RESOLUTION ADOPTING A HYDRANT METER FEE SCHEDULE FOR THE CITY OF BRYANT WATER SYSTEM; AND FOR OTHER PURPOSES**

**WHEREAS,**

The City of Bryant has adopted an Ordinance establishing a Hydrant Meter Program to regulate temporary water use from fire hydrants; and

The City must ensure accountability of water usage, protection of public infrastructure, and recovery of costs associated with administration, maintenance, and enforcement of the program; and

It is necessary to establish a fee schedule to support the operation and sustainability of the Hydrant Meter Program;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRYANT, ARKANSAS:**

**SECTION 1. FEE SCHEDULE ADOPTED**

The following Hydrant Meter Fee Schedule is hereby adopted:

Hydrant Meter Fees

- Deposit (Refundable): \$3,000
- Application / Administrative Fee: \$100
- Monthly Rental Fee: \$200 per month
- Water Usage: Billed at the City's current minimum usage charge + applicable water rate per 100 gallons
- Late Return Fee: \$25 per day
- Unauthorized Use / Violation Fee: \$500 minimum per occurrence
- Damage / Replacement: Full cost of repair or replacement of equipment

**SECTION 2. APPLICATION OF FEES**

These fees shall:

- Apply to all authorized users of the Hydrant Meter Program
- Be billed and collected through the City's utility billing system
- Be enforced in accordance with the Hydrant Meter Program and applicable City policies

**SECTION 3. ADMINISTRATIVE AUTHORITY**

The Mayor or their designee is authorized to:

- Administer and enforce this fee schedule
- Implement procedures necessary for efficient operation of the Hydrant Meter Program

**SECTION 4. ADJUSTMENTS**

The City Council may amend this fee schedule from time to time by resolution as necessary to:

- Maintain cost recovery
- Reflect equipment and operational costs
- Ensure consistency with industry standards

**SECTION 5. EFFECTIVE DATE**

This Resolution shall take effect immediately upon adoption.

**THIS RESOLUTION was adopted** this day \_\_\_\_ of June , 2026.

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

Christ Treat; Mayor

ATTEST: \_\_\_\_\_

(SEAL) 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.