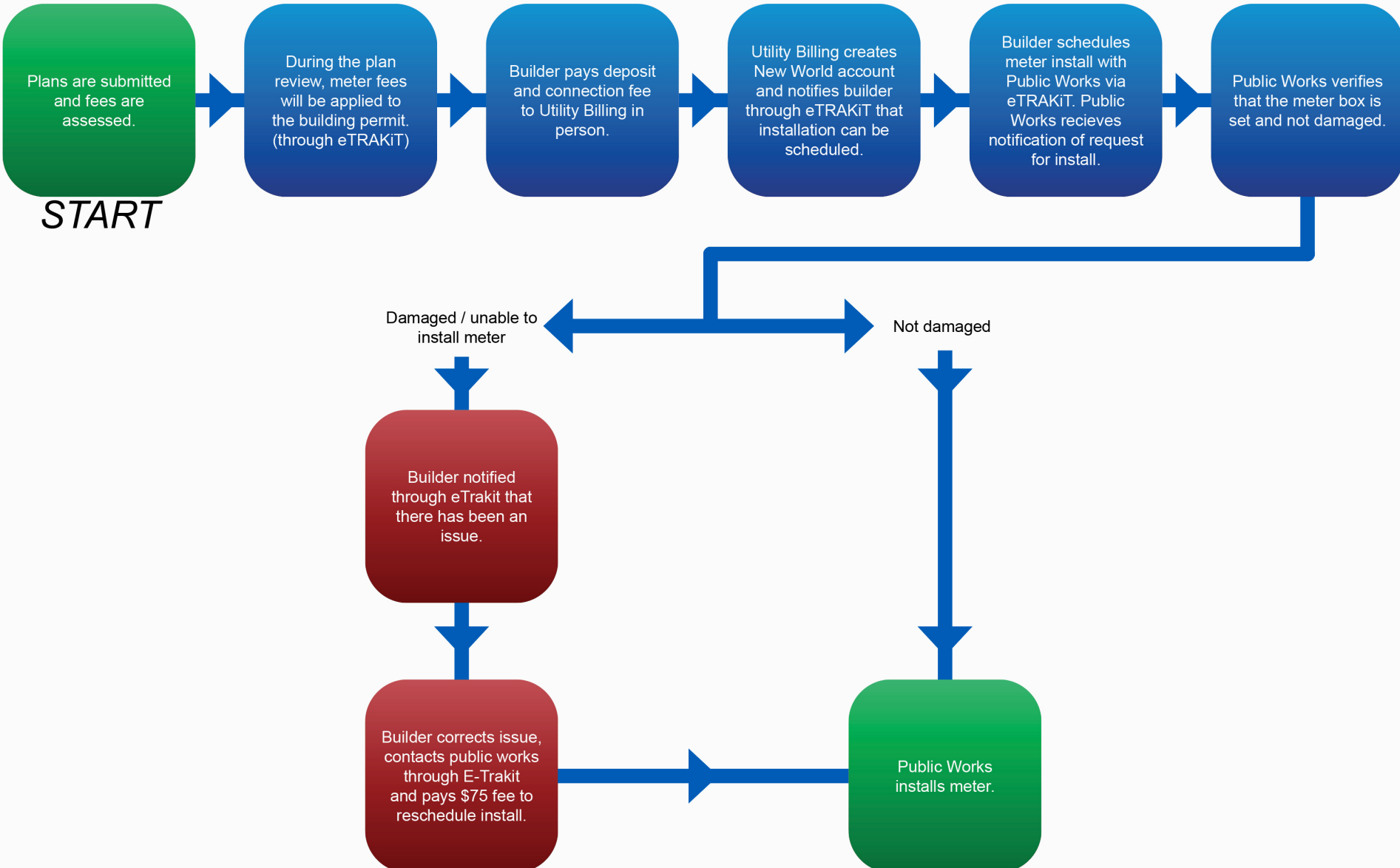




BUILDER'S
FORUM



Meter Purchasing & Installation Process





Meter Purchasing & Installation Process

Effective 11/5/2018, the City will install all 5/8, 1 & 2" meters.

- Meter fees will be applied to the building permit during the plan review.
- All payments will occur at time of permit issuance.
- All water meter accounts will still be established with Utility Billing.
- Meter installation will be scheduled via eTRAKiT. Please allow up to 5 business days for meter installation.
 - A maximum of 5 meters will be installed per day per builder.
- Meter box on property will need to be intact, clear of spoil and debris.
 - If meter box is not ready for installation, builder will be charged \$75 and will need to reschedule installation via eTRAKiT.
- Address needs to be visible to ensure meter is set at the correct address.
- Public Works will document meter information.

eTRAKiT Purchasing Process Walkthrough

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Permit Search

Search By: Address Contains **SEARCH**

Permit #COMM16-02168

[Attachment](#) [Add To Cart](#) [Inspections](#)

Permit Info | Site Info | Contacts | Fees \$2,953.43 | Inspections | Conditions | Reviews

Description	Amount	Paid Date
WATER METER AND INSTALLATION FEES	\$2,953.43	\$2,953.43

Charged: \$2,953.43 **Balance Due: \$2,953.43** [Pay All Fees](#)



eTRAKiT Purchasing Process Walkthrough

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Shopping Cart

Please select only the fees you wish to pay by using the check boxes to the left of the screen. Click the plus sign to see a detailed description of each individual fee.

<input type="checkbox"/>	Item	Fee Description	Amount Due
<input checked="" type="checkbox"/>	PERMIT (COMM16-02168)	WATER METER AND INSTALLATION FEES	2953.43
<input checked="" type="checkbox"/>	PERMIT (COMM16-02168)	4" LONG SEWER TAP	1365.57
<input checked="" type="checkbox"/>	PERMIT (COMM16-02168)	5/8 WATER METER	401.00
<input checked="" type="checkbox"/>	PERMIT (COMM16-02168)	5/8" LONG WATER TAP	1186.86



eTRAKiT Purchasing Process Walkthrough

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Contact

- ▶ Contact us

Permit Search

Search By:

Permit #COMM16-02168

[Attachment](#) [Inspections](#)

Type	Result	Scheduled Date	Time	Completed	Time	
METER INSTALLATION		10/11/2018				More Info



Thank you for coming today

Q&A

