

City of Oviedo Municipal Sanitary Sewer System
CITY OF OVIEDO
Reclaimed Water
Procedures for Accounting and Connection

The following instructions need to be followed in order to safely connect to the City of Oviedo Reclaimed Water system.

FIRST, you must complete an **“Application for Reclaimed Water Service”** through the City of Oviedo Finance Department. The form may be found on the City web page through the Finance Department, or you can visit the Finance Office at 400 Alexandria Boulevard (building 320). Complete the form and return it to the Finance Department. This form can also be faxed to 407-971-5806.

SECOND, if you have an existing in-ground lawn irrigation system, and it is connected to the City drinking water supply, at the homeowner’s expense; you will need to have an Irrigation Company, or someone familiar with plumbing to re-plumb the Irrigation System. The Irrigation System has to be disconnected from the Potable Water supply, and reconnected to the Reclaimed Water system meter. If you are installing a new in ground Irrigation System, you will need to apply for a City of Oviedo Irrigation permit.

NEXT, the point at which the irrigation system was disconnected from the drinking water supply must be inspected by the City of Oviedo Cross Connection Control Office. **This is a plumbing inspection, which means we must physically see the plumbing work. You will need to leave the ditch open, or uncover it if you filled it in before the inspection.** The connection tee which was used to connect the drinking water to the Irrigation System must be removed or **“DEAD END CAPPED”**. Dead End Capped, means there is no gap or nipple between the cap and the body of the tee). If this disconnection/reconnection process is not done correctly, you may have Reclaimed Water flowing into your house plumbing. The City’s inspection is **MANDATORY and FREE.**

NOW, you may also remove any Backflow Prevention assembly or device from your existing Irrigation System. Backflow Prevention assemblies are required on Potable (drinking) water systems only and your newly reconnected Irrigation System is being supplied with non-drinking water (Reclaim Water).

LAST, and MOST IMPORTANT, you will need to make an appointment to have the City of Oviedo inspect the work. **THIS IS MANDATORY AND A FREE INSPECTION.** After you have completed the above steps, please call **407-971-5693** for your disconnection/reconnection inspection. After the City inspection has been completed, and if everything is in compliance, the City will unlock the Reclaimed Water meter and activate the Irrigation System.

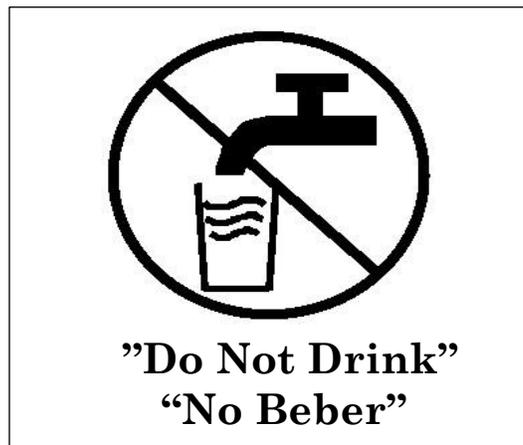
PUBLIC EDUCATION **RECLAIMED WATER PRECAUTIONS**

This portion of our notice is to inform customers of precautions that must be followed when using Reclaimed Water.

1. **DO NOT DRINK RECLAIMED WATER!!**
2. Do NOT use Reclaimed Water to fill swimming pools, hot tubs, or wading pools. Do NOT use Reclaimed Water to make up for pool evaporation.
3. Reclaimed Water systems can NEVER be simultaneously connected to a potable water source. These two water systems must remain completely separate. There can never be an interconnection of any kind, no valve and no backflow prevention assembly or device, no swivel connection or any piping arrangement. All are prohibited.
4. Irrigation sprinkler heads may need to be adjusted so that the Reclaimed Water does not over spray into pools, on to patio furniture, or onto children's outdoor play sets.
5. Reclaimed irrigation systems do not require a backflow prevention assembly. Backflow prevention assemblies are for Potable Water use only.
6. Hose Bibbs, Spigots or other Hand Operated Connections may be used as long as they meet the FDEP Code:

Florida Administrative Code, Chapter 62-610, Reuse of Reclaimed Water and Land Application, Part III, Section 62-610.469, Application/Distribution Systems and Cross-Connection Control states;

“Except as specifically allowed in the paragraph, above ground hose bibbs (spigots or other hand operated connections) shall not be present. Hose bibbs shall be located in locked vaults, service boxes, or compartment which shall be clearly labeled as being of non-potable quality (bearing the words in English and Spanish: “Do not drink” together with the equivalent standard international symbol). Vaults, service boxes, and compartments meeting the requirement of this rule may be located above or below grade.”



**OWNED AND OPERATED BY THE CITY OF OVIEDO, FLORIDA
APPLICATION AGREEMENT FOR RECLAIMED WATER SUPPLY**

1. The undersigned, hereinafter referred to as "APPLICANT," here by requests approval of this application of the City of Oviedo, Florida, hereinafter referred to as the "CITY" for alternative/reclaim service at the following location, hereinafter referred to as the "PROPERTY."
2. APPLICANT agrees to pay promptly for services in accordance with ordinances/resolutions establishing rates and charges.
3. **ADVANCE PAYMENT OF DEPOSIT:**
A deposit in the amount established by the CITY shall accompany any and all application for CITY alternative/reclaim water service. In the case of rental property, the tenant shall also make the required deposit unless the owner of the PROPERTY has agreed to accept and pay all bills for said tenant. In such case, the tenant's bill will be presented directly to the PROPERTY owner and the account will be maintained in the name of the owner thereby requiring no additional deposit by the tenant. When a deposit has been held by the CITY over 24 months, and APPLICANT has maintained a good and timely payment record, the deposit will be automatically refunded to their account.
4. **INSTALLATION OF ALTERNATIVE/RECLAIM WATER SERVICE:**
All service (including box, meter, other material, and labor) shall be installed by the CITY at a cost to the PROPERTY owner. All material and equipment shall remain the property of the CITY, and may be removed at any time at the option of the CITY when such action is determined necessary.
5. **BILLING FOR SERVICES PROVIDED:**
Bills for services provided are due when rendered and considered delinquent if not paid within 10 days of the billing date. Past due accounts accrue a penalty of 10% of the delinquent amount after a period of 30 days of the bill date.
6. **DISCONNECT FOR NON-PAYMENT:**
All accounts are considered past due and delinquent after a period of 30 days from the due date and are subject to having service discontinued. Any service disconnected for non-payment, shall remain disconnected until all delinquent amounts, as well as a reconnection fee (additional fees for after hours and weekends), have been paid in full.
7. **REQUESTED DISCONTINUANCE OF SERVICE:**
Any customer may request discontinuance of service at any time. Upon termination of service and settlement of all outstanding amounts, any existing application/agreement will be terminated and considered null and void.
8. **TAMPERING WITH METER:**
Whoever shall break the seal on, or otherwise tamper with a water/sewer meter or meter box, or who shall cause or permit any person to tamper with, damage, or destroy any water/sewer meter or equipment belonging to the CITY, shall be considered in violation of CITY ordinances and subject to the code enforcement provision of the City Code or Ordinances.
9. **CITY RIGHTS RESERVED:**
It is agreed that the City of Oviedo, reserves the right to transgress on the described property for the purpose of installing, maintaining, repairing, or removing meters, boxes, lines, or any other CITY owned material or equipment.

If any section, subsection, sentence, clause, phrase, or portion of this agreement is for any reason held invalid or unconstitutional by any count of competent jurisdiction, or by any other means whatsoever, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect validity of the maintaining portion thereof.

This agreement shall take effect immediately upon execution by all involved parties and shall supersede any and all former agreements related to the PROPERTY.

Initial Below

I, the applicant, have read and understand the summary of the City's Policies and Regulations governing the installation and use of Alternative/Reclaim Water System.

I agree not to use the Alternative/Reclaim Water for potable use.

I agree that the City will not be held liable for damages that may occur to vegetation, or for damages which may occur due to use of the Alternative/Reclaim Water System.

I agree and understand that the Alternative/Reclaim Water Source may be supplied on a limited basis and I will not hold the City responsible for loss in the event service is disrupted or suspended.

APPLICANT- (PLEASE PRINT)

Tenant__ Owner__

DATE

APPLICANT'S SIGNATURE

PHONE NUMBER

SERVICE ADDRESS

CITY REPRESENTATIVE SIGNATURE

DATE