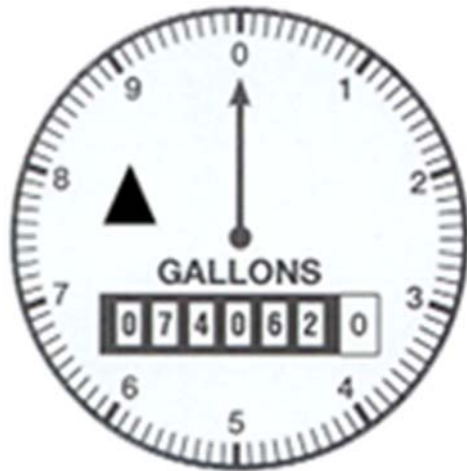


## READING YOUR WATER METER FIND LEAKS AND MONITORING USAGE

Water is a commodity for which we generally give little thought. When we want or need water, we simply turn on the nearest faucet and water is delivered. It is not until we receive the water bill that we are reminded of just how much water we use. By monitoring your water usage on a regular basis you will not be surprised when you receive your next water bill. Taking meter readings is easy and only takes a few minutes. Please note that only special computerized equipment can retrieve a reading from the black box or scan pad found on the outside of most buildings

If you receive a water bill that you believe to be erroneous, please verify the meter reading before contacting our office. The meter usage is billed in thousands of gallons only. Therefore, if you write down the first four digits *from the left*, this will be the reading in thousands of gallons. If you are physically unable to read your water meter, please contact our office for assistance

Your meter is located either in your basement or in a pit outside. There are three important characteristics on the meter face. First is the clock-face and sweep hand. The sweep hand records single gallons. One revolution of the sweep hand



represents 10 gallons. The numbers that appear like an odometer record the total number of gallons that have passed through the meter. The diagram shows that 740,620 gallons have been used. The last zero is painted on because the single gallons are recorded by the sweep hand. Most meters have a small red oval or triangle on the face. This is the low-flow indicator. Normally, the indicator should be perfectly still. If it flutters intermittently, and no one is using any water, then there is water being lost somewhere.

How much water do you use? If you have a timed irrigation system, take the reading before it comes on. Then take the reading after all the zones have completed their cycle. Subtract the first from the second. This is exactly how many gallons are used for watering your lawn. If you water by hand, turn the sprinkler on and watch the meter dial move for precisely one minute. Multiply the number of gallons times 60 to calculate the quantity used per hour.