

# RUBY RANCH WATER SUPPLY CORPORATION

## GUIDELINES FOR APPLYING FOR WATER SERVICE FROM RUBY RANCH WATER SUPPLY CORPORATION

**Revised: February 10, 2010**

1. Submit completed Water Service Tap and Fee Application form, Tap Fee and Customer Service Agreement form to PGM Services, Inc. See <http://www.rubyranchwater.com> for tap fees.
2. Request a tap inspection by contacting PGM Services, Inc. 866-643-3472 and faxing request to 512-894-3310. In order to pass the tap inspection, the following items must be in place: 1) A customer shut off gate valve with a 6" stack must be installed to allow access to the valve. 2) The meter box must be level and at grade of the existing ground. 3) The meter box must be serviceable and without damage. 4) If the house yard line is installed, there must be a proper connection fitting (brass meter nipple) to properly install the meter. The water meter will be set only if all requirements are met, and a Customer Service Inspection Certificate (completed by the Builder) has been received by PGMS.
3. If the builder desires a "construction meter" to be set, the builder will provide a hook up for the construction meter consisting of a brass meter nipple, a PVC riser pipe, hose bib, and an atmospheric vacuum breaker attached to the hose bib. Upon request, the Utility will supply the required construction hook-up for a fee of \$75.00. When the builder is ready to connect the yard line, the builder must contact PGMS Services, Inc. and request a "tap inspection" so that the meter connection can be inspected for compliance with the requirements of item 2 above.
4. The builder must submit a signed Customer Service Inspection Certificate before the service will be transferred to the resident. The account will remain in the builder's name until a valid CSI is submitted to PGMS.
5. If an irrigation system is installed on the water line a testable backflow prevention device must be installed in accordance with TCEQ Rules 30 TAC Chapter 290.47(f). A signed Backflow Prevention Assembly Test and Maintenance Report must be submitted to PGMS.
6. Any re-inspection charges will be invoiced to the builder and will be due 30 days from the date of the invoice. Failure to pay the invoice for reinspections or builder damages will place all current and future tap applications and or water service accounts on hold until the invoice is paid in full.
7. PGMS will not perform a "yard line inspection" or any other plumbing inspection.
8. Ruby Ranch Water Supply Corporation is not required to adopt a plumbing code. For uniformity it is strongly recommended that residential plumbing be installed according to the most current International Plumbing Code and any commercial plumbing according to the most current Uniform Plumbing Code.

Please contact PGMS Services, Inc. at 866-643-3472 with any questions. **All requests MUST be in writing via fax at 512-894-3310 for tap inspections and meter installations.**

# RUBY RANCH WATER SUPPLY CORPORATION

## TAP AND FEE APPLICATION

For Water Service

Date of Application: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Applicant's Telephone: \_\_\_\_\_

Applicant's Plumber: \_\_\_\_\_ Plumber's Phone #: \_\_\_\_\_

Meter Size: \_\_\_\_\_

Please supply the following information:

	<u>Address</u>	<u>Zip Code</u>	<u>Lot</u>	<u>Block</u>	<u>Section</u>	<u>Sq. Footage*</u>
1.	_____					
2.	_____					
3.	_____					
4.	_____					
5.	_____					

\*Excludes Carports and Garages

### **NOTICE**

A retail water service account may be established when the applicant obtains an approved **Water Tap Inspection** from the Utility. Applicant must submit to the Utility an approved **Customer Service Inspection Certificate (CSI)** from a licensed plumbing inspector before occupying the residence or water service may be suspended until the CSI is received by the Utility.

### **WATER TAP INSPECTION AGREEMENT**

The applicant agrees to call PGMS Services, Inc. 866-643-3472 to request a Water Tap Inspection.

The applicant agrees to have an owner's cut-off valve installed and in place and yard lines uncovered at the time of meter installation or the Water Tap Inspection will fail.

\_\_\_\_\_  
Applicant's Signature

#### **FOR OFFICE USE ONLY**

Date Rec'd: \_\_\_\_\_ Check#: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

Water Tap Fee: \$ \_\_\_\_\_ Inspection Fee: \$ \_\_\_\_\_ Meter Deposit: \$ \_\_\_\_\_

# RUBY RANCH WATER SUPPLY CORPORATION

**Return to:**      **Ruby Ranch Water Supply Corporation**  
**C/O PGMS**  
**26550 Ranch Road 12**  
**Suite 1**  
**Dripping Springs, TX 78620**

Date to Begin Service: \_\_\_\_\_

Today's Date \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

Service Address: \_\_\_\_\_

Billing Address *(if different from service address)*: \_\_\_\_\_

Applicant's Day Phone: \_\_\_\_\_

Night Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Other Phone: \_\_\_\_\_

Applicant's Driver's License: \_\_\_\_\_

Applicant's Social Security No: \_\_\_\_\_

Applicant's Employer: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Applicant is:   Owner ☐   Tenant ☐   Other ☐

Spouse's Name & Work No: \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Property Owner's Phone: \_\_\_\_\_

Does Property Have:    Irrigation System ☐    Pool ☐    Water Softener ☐    Spa ☐

The undersigned hereby makes application to the Ruby Ranch Water Supply Corporation for water service. We/I understand and agree that we/I will be responsible for all water service provided to the property described in this application until such time as service to the property is disconnected in accordance with the Corporation's Rules and Regulations regarding utility service. We/I agree to comply with the Corporation's Rules and Regulations and to pay for all utility service rendered to the property in a timely manner and understand that a violation of the Rules and Regulations may result in a penalty and/or termination of utility service to our/my property. We/I represent that the information above is true and correct.

House Bill 859 requires "government-operated" Utilities to notify customers of their right to confidentiality. You have a right to request confidentiality of your personal information contained in our records. "Personal information" as defined by the statute means an individual's address, telephone number, or social security number.

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

## FOR DISTRICT USE ONLY

Security Deposit: \_\_\_\_\_

☐ Test and maintenance report

Application Fee: \_\_\_\_\_

☐ Service inspection certification

☐ Transfer document (builder to owner)

# RUBY RANCH WATER SUPPLY CORPORATION

## CUSTOMER SERVICE INSPECTION CERTIFICATE

Name of PWS: \_\_\_\_\_

PWS I.D. #: \_\_\_\_\_

Location or Address of Service: \_\_\_\_\_,

Reason for inspection: ☐ New construction  
☐ Existing service where contaminant hazards are suspected  
☐ Major renovation or expansion of distribution facilities

I \_\_\_\_\_, upon inspection of the private water distribution facilities connected to the aforementioned public water supply do hereby certify that, to the best of my knowledge:

- |   | Compliance               | Non-Compliance           |
|---|--------------------------|--------------------------|
| (1) No direct connection between the public drinking water supply and a potential source of contamination exists. Potential sources of contamination are isolated from the public water system by an air gap or an appropriate backflow prevention assembly in accordance with Commission regulations.  | <input type="checkbox"/> | <input type="checkbox"/> |
| (2) No cross-connection between the public drinking water supply and a private water system exists. Where an actual air gap is not maintained between the public water supply and a private water supply, an approved reduced pressure-zone backflow prevention assembly is properly installed and a service agreement exists for annual inspection and testing by a certified backflow prevention device tester. | <input type="checkbox"/> | <input type="checkbox"/> |
| (3) No connection exists which would allow the return of water used for condensing, cooling or industrial processes back to the public water supply.  | <input type="checkbox"/> | <input type="checkbox"/> |
| (4) No pipe or pipe fitting which contains more than 8.0% lead exists in private water distribution facilities installed on or after July 1, 1988.  | <input type="checkbox"/> | <input type="checkbox"/> |
| (5) No solder or flux which contains more than 0.2% lead exists in private water distribution facilities installed on or after July 1, 1988.  | <input type="checkbox"/> | <input type="checkbox"/> |

I further certify that the following materials were used in the installation of the private water distribution facilities:

Service lines: Lead ☐ Copper ☐ PVC ☐ Other ☐  
Solder: Lead ☐ Lead Free ☐ Solvent Weld ☐ Other ☐

I recognize that this document shall become a permanent record of the aforementioned Public Water System and that I am legally responsible for the validity of the information I have provided.

Remarks: \_\_\_\_\_

Signature of Inspector

Registration Number

Title

Type of Registration

Date

# **RUBY RANCH WATER SUPPLY CORPORATION**

**\* PLEASE SIGN AND RETURN THIS COPY \***

## **RUBY RANCH WATER SUPPLY CORPORATION CUSTOMER SERVICE AGREEMENT**

### **I. PURPOSE**

The Ruby Ranch Water Supply Corporation (the "Water System") is responsible for protecting the drinking water supply from contamination or pollution that could result from improper plumbing practices. The purpose of this Customer Service Agreement is to notify each customer of the plumbing restrictions that are in place to provide this protection. The Water System enforces these restrictions to ensure the public health and welfare. Each customer must sign this Agreement before the Water System will begin service. In addition, when service to an existing connection has been suspended or terminated, the Water System will not re-establish service unless it has a signed copy of this Agreement.

### **II. PLUMBING RESTRICTIONS**

The Water System utilizes the Southern Standard Plumbing Code as guidance in the design, installation, and maintenance of plumbing systems and service facilities connecting or connected to the Water System's water facilities.

The following unacceptable plumbing practices are prohibited by State regulations.

- A. No direct connection between the public drinking water supply and a potential source of contamination is permitted. Potential sources of contamination shall be isolated from the public water system by an air-gap or an appropriate backflow prevention device.
- B. No cross-connection between the public drinking water supply and a private water system is permitted. These potential threats to the public drinking water supply shall be eliminated at the service connection by the installation of an air-gap or a reduced pressure-zone backflow prevention device.
- C. No connection that allows water to be returned to the public drinking water supply is permitted.
- D. No pipe or pipe fitting which contains more than 8.0% lead may be used for the installation or repair of plumbing at any connection that provides water for human use.
- E. No solder or flux that contains more than 0.2% lead can be used for the installation or repair of plumbing at any connection that provides water for human use.

### **III. CUSTOMER SERVICE AGREEMENT**

The following are the terms of the Customer Service Agreement between the Ruby Ranch Water Supply Corporation (the "Water System") and \_\_\_\_\_ (the "Customer").

- A. The Water System will maintain a copy of this Agreement as long as the Customer and/or the premises are connected to the Water System.
- B. The Customer shall allow his property to be inspected for possible cross-connections and other unacceptable plumbing practices. These inspections shall be conducted by the Water System or its designated agent prior to initiating new water service; when there is reason to believe that cross-connections or other unacceptable plumbing practices exist; or after any major changes to the private plumbing facilities. The inspections shall be conducted during the Water System's normal business hours.
- C. The Water System shall notify the Customer in writing of any cross-connection or other unacceptable plumbing practice that has been identified during the initial inspection or the periodic reinspection.
- D. The Customer shall immediately correct any unacceptable plumbing on his premises.
- E. The Customer shall, at his expense, properly install, test, and maintain any backflow prevention device required by the Water System. Copies of all testing and maintenance records shall be provided to the Water System.

# RUBY RANCH WATER SUPPLY CORPORATION

## IV. ENFORCEMENT

If the Customer fails to comply with the terms of the Customer Service Agreement, the Water System shall, at its option, either terminate service or properly install, test, and maintain an appropriate backflow prevention device at the service connection. Any expenses associated with the enforcement of this Agreement shall be billed to the Customer.

By: \_\_\_\_\_  
*(Customer's Signature)*

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_