

# CONSERVE WATER

## METER OPERATION AND CHECK FOR LEAKS

### How to Read Your Water Meter

There are several reasons why you'd want to be able to locate and read your water meter. First, you might be interested in just how much water you use in a day. By reading your meter at the beginning and the end of the day you can compare the two totals tell how much water you and your family used. The second reason is to [check for leaks](#). If you turn off all the taps in your house, look at your meter and it is still turning, chances are you have a leak somewhere. Here are some hints to help you find and read your water meter:

#### STEP 1: Locate Your Meter

Your water meter is generally located near the curb in front of your home or place of business in a direct line with the main outside faucet. It is housed in a box usually marked "water." Carefully remove the lid by using a tool such as a large screwdriver. Please, do not use your fingers. Insert the tool into one of the holes and pry the lid off. Visually examine the area around the meter to make sure there are no harmful insects or other animals. Should you not be able to see your meter contact CAPW so we can clean the meter box.

#### STEP 2: Read Your Water Meter

All customers within the CAPW have their water use measured by a meter. The results in each customer paying their share of operating the system based upon the amount of water used.

All CAPW meters measure water in cubic feet (one cubic foot equals about 7.5 gallons). Charges for the amount of water consumed are based on the number of units of 100 cubic feet (748.5 gallons) you use during a billing period.

There are two basic types of water meters -- the straight-reading meter which resembles an odometer in a car, and the round-reading meter which has several separate dials.

#### How to Monitor Your Water Use\*

The following steps will show you how to determine how much water you use over a period of time.

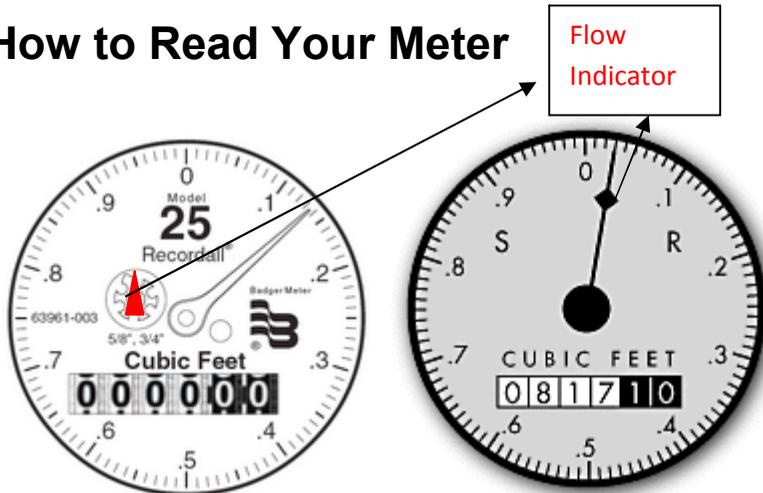
1. Read the odometer and write it down completely. Then write down the date you read it. After a period of days (we suggest 7 days) read the odometer again and write it down and write down the date.
2. Subtract the first reading from the second reading. This is your water use in cubic feet during the period.
3. Multiply the water use by 7.48. This is your water use in gallons during the period.
4. Divide the water use in gallons by the number of days between readings.

This is your average gallons per day during the period.

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### How to Read Your Meter



In the meter at the right, the reading is taken from the figures shown under the words CUBIC FEET. The meter reads 81,710, which is the total number of cubic feet of water recorded since the meter was installed. Because our charge is based on units of 100 cubic feet, the meter reader discards the last two numbers (the ones with the black background). So, this reading would actually be 817.

So, if by the time we read your meter the next time, you had used 1,200 cubic feet of water, the new reading would be 82,910 (81,710 plus 1,200). Again, we'd drop the last two numbers and your official reading would be 829. Your bill would be figured by subtracting the old number (817) from the new number (829). You would then be billed for 12 units.

**Low Flow Indicator:** the Low Flow Indicator will rotate with very little water movement. Any water moving through the meter is detected so even small leaks will register.

### HOW TO CHECK FOR LEAKS

Turn off all water indoors and outdoors including sprinklers, ice maker, etc... If the low flow indicator moves, this may indicate a leak in an appliance or pipe. If the meter shows no obvious movement, note the reading on the meter and return in 1 hour to see if there is any change. Note: if you use water during that time, the meter reading will change. If you do notice movement, check all appliances, faucets, toilets and other water sources for drips or leaks. CAPW can assist you on leak detections – contact CAPW.

You may have one of the two meters depicted above, the meter on the left has a flow indicated left of the center of the dial; the meter on the right flow is indicated by the sweeping hand.