

# Drought Contingency Plan

CCN # 10281

PWS # 1820009

Date: October 2, 2014

## **Section 1 Declaration of Policy, Purpose and Intent**

In cases of extreme drought, periods of abnormally high usage, system contamination, or extended reduction in ability to supply water due to equipment failure, temporary restrictions may be instituted to limit nonessential water usage. The purpose of the Drought Contingency Plan (Plan) is to encourage customer conservation in order to maintain supply, storage, or pressure or to comply with the requirements of a court, government agency or other authority.

**Please note:** Water restriction is not a legitimate alternative if a water system does not meet the Texas Commission on Environmental Quality (TCEQ) capacity requirements under normal conditions **or** if the utility fails to take all immediate and necessary steps to replace or repair malfunctioning equipment.

## **Section 2 Public Involvement**

Opportunity for the public to provide input into the preparation of the Plan was provided by:

- bill insert & additional mailing of drought status update
- other method: publication in local newspaper, posting at County Courthouses

## **Section 3 Public Education**

North Rural WSC will periodically provide the public with information about the Plan, including information about the conditions under which each stage of the Plan is to be initiated or terminated and the drought response measures to be implemented in each stage.

Drought plan information will be provided by:

- Public meeting (regular Board meetings – 1<sup>st</sup> Thursday of each month)
- Press releases including newspaper publications
- Utility bill inserts
- Other: posting at County Courthouses

## **Section 4 Coordination with Regional Water Planning Groups**

The service area of North Rural WSC is located within Regional Planning Group (RWPG) G.

North Rural WSC has mailed a copy of this Plan to the Brazos River Authority, the Texas Commission on Environmental Quality and the City of Mineral Wells.

## **Section 5 Notice Requirements**

Written notice will be provided to each customer **prior to implementation or termination of each stage of the water restriction program**. Mailed notice must be given to each customer 72 hours prior to the start of water restriction. If

notice is hand delivered, the utility cannot enforce the provisions of the plan for 24 hours after notice is provided. The written notice to customers will contain the following information:

- The date restrictions will begin,
- The circumstances that triggered the restrictions,
- The stages of response and explanation of the restrictions to be implemented, and,
- An explanation of the consequences for violations.

The utility must notify the TCEQ by telephone at (512) 239-4691, or electronic mail at [watermon@tceq.state.tx.us](mailto:watermon@tceq.state.tx.us) prior to implementing Stage III and must notify in writing the Public Drinking Water Section at MC - 155, P.O. Box 13087, Austin, Texas 78711-3087 within five (5) Working days of implementation including a copy of the utility's restriction notice. The utility must file a status report of its restriction program with the TCEQ at the initiation and termination of mandatory water use restrictions (i.e., Stages III and IV).

## **Section 6 Violations**

1. First violation - The customer will be notified by verbal and written notice of their specific violation.
2. Subsequent violations - After written notice, the utility may install a flow restricting device in the line to limit the amount of water which will pass through the meter in a 24-hour period. The utility may charge the customer for the actual cost of installing and removing the flow restricting device, not to exceed \$50.00. Member's may also be charged a fee for violating water use rules not to exceed \$162.00 or 6 times the monthly minimum (in accordance with 30 Texas Administrative Code Section 291.41(j)). Any income generated from fees related to water use violations will be separately accounted for and restricted for water system improvements.
3. The utility may discontinue service at the meter for a period of seven (7) days, or until the end of the calendar month, whichever is LESS. The normal reconnect fee of the utility will apply for restoration of service.

## **Section 7 Exemptions or Variances**

The utility may grant any customer an exemption or variance from the drought contingency plan for good cause **upon written request**. A customer who is refused an exemption or variance may appeal such action of the utility in writing to the Texas Commission on Environmental Quality. The utility will treat all customers equally concerning exemptions and variances, and shall not discriminate in granting exemptions and variances. No exemption or variance shall be retroactive or otherwise justify any violation of this Plan occurring prior to the issuance of the variance.

## **Section 8 Response Stages**

Unless there is an immediate and extreme reduction in water production, or other absolute necessity to declare an emergency or severe condition, the utility will initially declare Stage I restrictions. If, after a reasonable period of time, demand is not reduced enough to alleviate outages, reduce the risk of outages, or comply with restrictions required by a court, government agency or other authority, Stage II may be implemented with Stage III to follow if necessary.

### **A. Stage I – Mild Water Shortage Conditions**

The utility will recognize that a mild water shortage exists when:

1. Water stored in the Palo Pinto reservoir is equal to or less than 13,780 acre-feet or 860 ft MSL (50% of storage capacity)
2. When the total daily water demand equals or exceeds 90% of the safe operating capacity of the system for three consecutive days of 95% of system capacity on a single day

Requirements for termination: Stage I of the Plan may be rescinded when all of the conditions listed as triggering events have been ceased to exist for a period of 10 consecutive days. The utility will notify its customers of the termination of Stage I in the same manner as the notification of initiation of Stage I of the Plan.

#### B. Stage II – **Moderate** Water Shortage Conditions

The utility will recognize that a moderate water shortage condition exists when:

1. Water stored in the Palo Pinto reservoir is equal to or less than 11,060 acre-feet or 858 ft MSL (40% of storage capacity)
2. When total daily water demand equals or exceeds 100% of the safe operating capacity of the system for three consecutive days.
3. Any mechanical failure of pumping equipment which will require more than 24 hours to repair when a mild drought is in progress.

Requirements for termination: Stage II of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of 3 consecutive days. Upon termination of Stage II, Stage I becomes operative. The utility will notify its customers of the termination of Stage II in the same manner as the notification of initiation of the Plan.

#### C. Stage III – **Severe** Water Shortage Conditions

The utility will recognize that severe water shortage conditions exist when:

1. Water stored in the Palo Pinto reservoir is equal or less than 8,295 acre-feet or 856 ft MSL (30% of storage capacity)
2. Average daily water consumption reaches 110% of production capacity for a 24 hour period.
3. Average daily water consumption will not enable storage levels to be maintained.
4. System demand exceeds available high service pump capacity.
5. Any mechanical failure of pumping equipment which will require more than 12 hours to repair if a moderate drought is in progress.

Requirements for termination: Stage III of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of 10 consecutive days. Upon termination of Stage III, Stage II becomes operative. The utility will notify its customers of the termination of Stage III in the same manner as the notification of Stage II initiation of the Plan.

#### D. Stage IV – **Emergency** Water Shortage Conditions

The utility will recognize that an emergency water shortage condition exists when:

1. Water system is contaminated either accidentally or intentionally. Emergency condition is reached immediately upon detection.
2. Water system failure from acts of God (tornadoes, hurricanes) or man. Emergency condition is reached immediately upon detection.
3. Any interruption of water service through main water supply lines for more than 12 hours. Emergency condition is reached immediately upon detection.
4. Notification to the customers will be enacted at once and periodic updates will be conveyed through the news media on progress of emergency water conditions.

Requirements for termination: After the emergency situation has been resolved the utility will notify its customers and the news media of the termination of Stage IV.

### **Section 9 Drought Response Stages**

The Utility shall monitor water supply and/or demand conditions and, in accordance with the triggering criteria set forth in Section VII, shall determine that mild, moderate, or severe water shortage conditions exist or that an emergency condition exists and shall implement the following actions:

#### A. Stage I - **Mild** Water Shortage Conditions

1. Goal: Achieve a voluntary 10% reduction in total water use.

2. Supply Management Measures:
  - a. Monitor Palo Pinto Reservoir levels.
  - b. Release water only for needed treatment.
  
3. Demand Management Measures
  - a. The Utility will contact wholesale water customers to discuss water supply and/or demand conditions and will request that whole sale water customers initiate voluntary measures to reduce water use, and to implement Stage I of the drought contingency plan.
  - b. Develop information center and designate an information person.
  - c. Advise public of condition and publicize availability of information from the information center.
  - d. Encourage voluntary reduction of water use.
  - e. Contact commercial users and explain necessity for initiation of strict conservation methods.
  - f. Implementation of system oversight and make adjustments as required to meet changing conditions.

**B. Stage II - Moderate Water Shortage Conditions**

1. Goal: Achieve an additional 10% reduction in total water use.
  
2. Supply Management Measures:
  - a. Monitor Palo Pinto reservoir levels.
  - b. Release water only needed for treatment

3. Demand Management Measures:

The Utility, on identifying moderate water shortage conditions, shall initiate Stage II curtailment. Listed action is compulsory on users and is intended to prohibit non-essential water use. ("Non-essential Water Use" is defined as washing house windows, siding, eaves, and roof with a hose, and without the use of a bucket; washing driveways, streets, curbs, and gutters; washing vehicles without a cutoff valve and bucket; sprinkling of landscaping, shrubs and grass; draining and filling swimming pools; flushing water system).

- a. Outdoor residential use of water will be permitted on alternate days. Even numbered houses will use water for outdoor residential uses on even days of the month and odd numbered houses on odd days of the month. Outdoor residential uses consist of washing vehicles, boats, trailers, landscaping sprinkler systems and irrigation, recreational use of sprinklers, outside showers (in parks) and water slides.
- b. The Utility will monitor system function and establish hours for outside water use, depending upon system performance. A rate surcharge may be implemented on excessive water users.
- c. The Information Center and publicity elements shall keep the public advised of curtailment status.

**C. Stage III - Severe Water Shortage Conditions**

1. Goal: Achieve 25% reduction in total water use.
  
2. Supply Management Measures:
  - a. Monitor Palo Pinto reservoir levels.
  - b. Release water only needed for treatment.
  - c. Possible use of the Brazos River for alternate water source.

3. Demand Management Measures:

The Utility shall initiate Stage III curtailment upon existence of severe conditions as determined. The City Manager or his/her designee(s), will ban the use of water for:

- a. Vehicle washing, window washing, outside watering (lawns, shrubs, faucet dripping, garden, etc.);

- b. Public water uses, which are not essential for health, safety, and sanitary purposes. These non-essential uses include: street washing, fire hydrant flushing, filling swimming pools, water athletic fields and courses, and dust control sprinkling.
- c. Commercial uses not listed will be controlled to the extent directed by the Utility. Businesses requiring water as a basic function of the business, such as nurseries, commercial car washes, Laundromats, high-pressure water cleaning services, etc., will obtain written permission from the Utility for intended water use.

The System Priority for water service shall be made on the following basis:

1. Hospitals, 2. Residential, 3. Schools, 4. Industrial, 5. Commercial, 6. Recreational

#### 4. Amended Stage III

All outdoor water use is prohibited. This would include, but not be limited to: irrigation or watering of vegetation including lawns, shrubs, trees, flower beds, and gardens; washing windows, siding, eaves and roofs of buildings; washing driveways, streets, curbs and gutters; noncommercial vehicle washing; draining, filling or adding water to swimming pools, flushing water systems and watering foundations. The only outdoor exceptions are water for animals.

#### D. Stage IV – **Emergency** Water Shortage Conditions

Whenever emergency water shortage conditions exist the utility shall:

1. Assess the severity of the problem and identify the actions needed and time required to solve the problem
2. If appropriate, notify city, county and/or state emergency response officials for assistance.
3. Undertake necessary actions, including repairs and/or cleanup as needed.
4. Prepare a post-event assessment report on the incident and critique of emergency response procedures and actions.

**RESOLUTION FOR ADOPTION OF DROUGHT CONTINGENCY PLAN FOR NORTH RURAL WSC**

RESOLUTION OF THE BOARD OF DIRECTORS OF NORTH RURAL WSC ADOPTING A DROUGHT CONTINGENCY PLAN:

WHEREAS, the Board recognizes that the amount of water available to North Rural Water Supply Corporation and its water utility customers are limited and subject to depletion during periods of extended drought;

WHEREAS, the Board recognizes that natural limitations due to drought conditions and other acts of God cannot guarantee an uninterrupted water supply for all purposes;

WHEREAS, Section 11.1272 of the Texas Water Code and applicable rules of the Texas Commission on Environmental Quality require all public water supply systems in Texas to prepare a drought contingency plan; and

WHEREAS, as authorized under law, and in the best interest of the customers of North Rural Water Supply Corporation, the Board deems it expedient and necessary to establish certain rules and policies for the orderly and efficient management of limited water supplies during drought and other water supplies emergencies;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF NORTH RURAL WATER SUPPLY CORPORATION:

SECTION 1. That the Drought Contingency Plan attached hereto as Exhibit "A" and made part hereof for all purposes be, and the same is hereby, adopted as the official policy of North Rural Water Supply Corporation.

SECTION 2. That the Superintendent, Office Manager and all staff are hereby directed to implement, administer, and enforce the Drought Contingency Plan.

SECTION 3. That this resolution shall take effect immediately upon its passage.

DULY PASSED BY THE BOARD OF DIRECTORS OF NORTH RURAL WSC, ON THIS 2<sup>nd</sup> DAY OF OCTOBER, 2014.

\_\_\_\_\_ President

\_\_\_\_\_ Vice President

\_\_\_\_\_ Secretary/Treasurer

\_\_\_\_\_ Director

\_\_\_\_\_ Director

\_\_\_\_\_ Director

CORPORATION SEAL