



Drought Contingency Plan for a Retail Public Water Supplier

Texas Commission on Environmental Quality

Instructions: The following form is a model of a drought contingency plan for a retail public water supplier. Not all items may apply to your system situation. This form is supplied for your convenience, but you are not required to use this form to submit your plan to the TCEQ. Submit completed plans to: Water Supply Division MC 160, TCEQ, P.O. Box 13087, Austin TX 78711-3087.

Lake Cities Municipal Utility Authority (LCMUA)

501 North Shady Shores Dr, Lake Dallas, Texas 75065

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(CCN#)

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(PWS #s)

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Section 1: Declaration of Policy, Purpose, and Intent

In order to conserve the available water supply and protect the integrity of water supply facilities, with particular regard for domestic water use, sanitation, and fire protection, and to protect and preserve public health, welfare, and safety and minimize the adverse impacts of water supply shortage or other water supply emergency conditions, the Lake Cities Municipal Utility Authority (LCMUA) hereby adopts the following regulations and restrictions on the delivery and consumption of water through an order.

Water uses regulated or prohibited under this Drought Contingency Plan (the Plan) are considered to be non-essential and continuation of such uses during times of water shortage or other emergency water supply condition are deemed to constitute a waste of water which subjects the offender(s) to penalties as defined in Section 10 of this Plan.

Section 2: Public Involvement

Opportunity for the public to provide input into the preparation of the Plan was provided by LCMUA by means of providing written notice of the proposed plan and an opportunity to comment on the plan by posted notice and notice on the LCMUA web site, www.lcmua.org, and providing a copy of the draft plan to anyone requesting a copy.

Section 3: Public Education

The Lake Cities Municipal Utility Authority 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. This information will be provided by means of public events, website press releases, and/or utility bill inserts.

Section 4: Coordination with Regional Water Planning Groups

The Lake Cities Municipal Utility Authority developed the plan in coordination with Upper Trinity Regional Water District (UTRWD) and contains provisions and responses that are intended to be uniformly applied to all UTRWD customers. The service area of the LCMUA is located within the Region C planning group and LCMUA has provided a copy of this Plan to the Region C planning group, UTRWD, the TCEQ, and the Texas Water Development Board.

Section 5: Authorization

The General Manager is hereby authorized and directed to implement the applicable provisions of this Plan upon determination that such implementation is necessary to protect public health, safety, and welfare. The General Manager shall have the authority to initiate or terminate drought or other water supply emergency response measures as described in this Plan.

Section 6: Application

The provisions of this Plan shall apply to all persons, customers, and properties utilizing water provided by the Lake Cities Municipal Utility Authority. The terms “person” and “customer” as used in the Plan include individuals, corporations, partnerships, associations, and all other legal entities.

Section 7: Definitions

For the purposes of this Plan, the following definitions shall apply:

Aesthetic water use: water use for ornamental or decorative purposes such as fountains, reflecting pools, and water gardens.

Commercial and institutional water use: water use which is integral to the operations of commercial and non-profit establishments and governmental entities such as retail establishments, hotels and motels, restaurants, and office buildings.

Conservation: those practices, techniques, and technologies that reduce the consumption of water, reduce the loss or waste of water, improve the efficiency in the use of water or increase the recycling and reuse of water so that a supply is conserved and made available for future or alternative uses.

Customer: any person, company, or organization using water supplied by Lake Cities Municipal Utility Authority.

Domestic water use: water use for personal needs or for household or sanitary purposes such as drinking, bathing, heating, cooking, sanitation, or for cleaning a residence, business, industry, or institution.

Even number address: street addresses, box numbers, or rural postal route numbers ending in 0, 2, 4, 6, or 8 and locations without addresses.

Industrial water use: the use of water in processes designed to convert materials of lower value into forms having greater usability and value.

Landscape irrigation use: water used for the irrigation and maintenance of landscaped areas, whether publicly or privately owned, including residential and commercial lawns, gardens, golf courses, parks, and rights-of-way and medians.

Non-essential water use: water uses that are not essential or required for the protection of public, health, safety, and welfare, including:

- irrigation of landscape areas, including parks, athletic fields, and golf courses, except otherwise provided under this Plan;
- use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle;
- use of water to wash down any sidewalks, walkways, driveways, parking lots, tennis courts, or other hard-surfaced areas;
- use of water to wash down buildings or structures for purposes other than immediate fire protection;
- flushing gutters or permitting water to run or accumulate in any gutter or street;
- use of water to fill, refill, or add to any indoor or outdoor swimming pools or Jacuzzi-type pools;
- use of water in a fountain or pond for aesthetic or scenic purposes except where necessary to support aquatic life;
- failure to repair a controllable leak(s) within a reasonable period after having been given notice directing the repair of such leak(s); and
- use of water from hydrants for construction purposes or any other purposes other than firefighting.

Odd numbered address: street addresses, box numbers, or rural postal route numbers ending in 1, 3, 5, 7, or 9.

Section 8: Criteria for Initiation and Termination of Drought Response Stages

The General Manager or his/her designee shall monitor water supply and/or demand conditions on a daily basis and shall determine when conditions warrant initiation or termination of each stage of the Plan, that is, when the specified triggers are reached.

The triggering criteria described below are based on known system capacity limits, anticipation that additional facilities will become available to meet needs, the time of the year, weather conditions, or the anticipated replenishment of water supplies.

Stage 1 – Water Watch

Requirements for Initiation

The following are key conditions, any one of which may trigger this stage:

- The total raw water supply in the water supply lakes available to Upper Trinity has dropped below 75% (25% depleted); or
- Dallas Water Utilities has initiated Stage 1 and given notice to Upper Trinity; or
- Water demand has reached or exceeded 80% of delivery capacity for three consecutive days; or
- Water demand is approaching a level that will cause a reduced delivery capacity for all or part of the transmission system, as determined by Upper Trinity; or
- The Executive Director, with the concurrence of the Upper Trinity Board of Directors, finds that conditions warrant the declaration of Stage 1.

Goal

Stage 1 is intended to raise public awareness of potential drought and water emergency problems. The goal for water use reduction under Stage 1 is five percent (5%) of total daily water use that otherwise would have occurred in the absence of drought contingency measures. If circumstances warrant, the Executive Director can set a goal for greater or lesser water use reduction.

Water Use Restrictions for Reducing Demand

Specific measures to be implemented during the stage will be determined by the General Manager or official designee. The General Manager or official designee may also take other actions not listed, if deemed necessary.

- Request customers to initiate Stage 1 of the drought contingency plan.
- Outdoor irrigation is limited to no more than two-days-per-week and is mandatory under this Water Watch stage for automatic irrigation systems and hose-end sprinklers. Irrigation of landscaped areas and building foundations is permitted at any time if it is by means of a hand-held hose, drip irrigation, or soaker hose systems.
- The time-of-day landscape irrigation schedule included in the water conservation plan becomes mandatory in this stage. No outdoor watering with automatic irrigation systems and hose-end sprinklers can occur from 10:00 a.m. to 6:00 p.m. Irrigation of landscaped areas and

building foundations is permitted at any time if it is by means of a hand-held hose, drip irrigation, or soaker hose systems.

- Restrict washing of any motor vehicle, motorbike, boat, trailer, airplane or other vehicle to the use of a hand-held bucket or a hand-held hose equipped with a positive shut-off nozzle for quick rinses. Vehicle washing may be done at any time on the immediate premises of a commercial car wash facility or commercial service station. Companies with an automated on-site vehicle washing facility may wash its vehicles at any time.
- All users are encouraged to reduce the frequency of draining and refilling swimming pools.
- Encourage customers to avoid waste during recreational use (water used for leisure and entertainment purposes) from faucets, hoses or hydrants.
- Request voluntary reductions in water use by customers.
- Increase public education efforts on ways to reduce water use.
- Review operational conditions and capabilities, and intensify efforts on leak detection and repair.

Termination

Stage 1 may be terminated when the circumstances that caused the initiation of Stage 1 no longer prevail.

Stage 2 - Water Warning

Requirements for Initiation

The following are key conditions, any one of which may trigger Stage 2:

- The total raw water supply in the water supply lakes available to Upper Trinity has dropped below 60% (40% depleted); or
- Dallas Water Utilities has initiated Stage 2 and given notice to Upper Trinity; or
- Water demand has reached or exceeded 85% of delivery capacity for three consecutive days; or
- Water demand has reached a level that is causing a reduced delivery capacity for all or part of the transmission system, as determined by Upper Trinity; or
- The transmission system is unable to deliver water at normal rates due to failure of, or damage to, major water system components; or
- A significant deterioration in the quality of a water supply, being affected by a natural or man-made source; or
- The Executive Director, with the concurrence of the Upper Trinity Board of Directors, finds that conditions warrant the declaration of Stage 2.

Goal

The goal for water use reduction under Stage 2 is ten percent (10%) of the total daily water use that otherwise would have occurred in the absence of drought contingency measures. If circumstances warrant, the General Manager can set a goal for greater or lesser water use reduction.

Water Use Restrictions for Demand Reduction

Specific measures to be implemented during this stage will be determined by the General Manager or official designee. The General Manager or official designee may also take other actions not listed, if deemed necessary. All requirements of Stage 1 shall remain in effect during this Stage 2, plus the following incremental or new measures:

- Notify customers to initiate water demand reductions in accordance with Stage 2 of the drought contingency plan.
- Outdoor irrigation is limited to no more than one-day-per-week and is mandatory under this Water Warning stage for automatic irrigation systems and hose-end sprinklers. This includes irrigation of landscaped areas with automatic irrigation systems and hose-end sprinklers. Irrigation of landscaped areas and building foundations is permitted at any time if it is by means of a hand-held hose, drip irrigation, or soaker hose systems.
- Prohibit recreational water use (water used for leisure and entertainment purposes) including use of faucets or hoses in such a manner that creates runoff or other wastes.
- All users are encouraged to further reduce the frequency of draining and refilling of swimming pools.
- Further accelerate public education efforts on ways to reduce water use.
- High alert for leak detection and repair activities on transmission facilities.
- Encourage customers to wait until the current drought or water emergency situation has passed before establishing new landscaping.

Termination

Stage 2 may terminate when the circumstances that caused the initiation of Stage 2 no longer prevail. Upon termination of Stage 2, Stage 1 will remain in effect, unless otherwise announced by Upper Trinity.

Stage 3 - Water Emergency

Requirements for Initiation

The following are key conditions, any one of which may trigger Stage 3:

- The total raw water supply in the water supply lakes available to Upper Trinity has dropped below 45% (55% depleted) ; or
- Dallas Water Utilities has initiated Stage 3 and given notice to Upper Trinity; or
- Water demand has reached or exceeded 90% of delivery capacity for two three consecutive days; or
- Water demand exceeds the delivery capacity for all or part of the transmission system, as determined by Upper Trinity; or
- The transmission system is unable to deliver water in adequate quantities due to failure of, or damage to, major water system components; or
- Interruption of one or more water supply sources; or
- Natural or man-made contamination of an Upper Trinity water supply source(s) that threatens water availability; or
- The Executive Director, with the concurrence of the Upper Trinity Board of Directors, finds that conditions warrant the declaration of Stage 3.

Goal

The goal for water use reduction under Stage 3 is twenty percent (20%) of the total daily water use that otherwise would have occurred in the absence of drought contingency measures. If circumstances warrant, the Executive Director can set a goal for greater or lesser water use reduction.

Water Use Restrictions for Reducing Demand

Specific measures to be implemented during this stage will be determined by the General Manager or official designee. The General Manager or official designee may also take other actions not listed, if deemed necessary. All requirements of Stages 1 and 2 shall remain in effect during this Stage 3, plus the following incremental or new measures:

- Notify customers to initiate water demand reductions in accordance with Stage 3 of the drought contingency plans. Mandatory reduction measures include:
 - Non-essential water use by customers;
 - Request municipalities in service area to suspend issuance of permits for new swimming pools, hot tubs, spas and ornamental ponds;
 - Step up enforcement activities;
 - Implement a rate surcharge on retail usage.
- Outdoor irrigation is prohibited. Irrigation of trees and building foundations is permitted one day per week and between 6:00 p.m. and 6:00 a.m. if it is by means of a hand-held hose, drip irrigation or soaker hose systems.
- Use of water to wash any motor vehicle, motorbike, boat, trailer or other vehicle not occurring on the premises of a commercial vehicle wash facility or commercial service

stations is prohibited. Further, such washing may be exempt from these requirements if the health, safety and welfare of the public are contingent upon frequent vehicle cleansing, such as garbage trucks and commercial vehicles used to transport food and perishables.

- Prohibit the filling, draining, and refilling of existing swimming pools, wading pools, Jacuzzis and hot tubs except to maintain structural integrity, proper operation and maintenance or to alleviate a public safety risk. Existing pools may add water to replace losses from normal use and evaporation. Permitting of new swimming pools, wading pools, Jacuzzis and hot tubs is prohibited.
- Hosing and washing of paved areas, buildings, structures, windows or other surfaces is prohibited except by variance as determined by LCMUA and performed by a professional service using high efficiency equipment.
- Prohibit operation of ornamental fountains or ponds that use potable water except where supporting aquatic life or water quality.
- Landscape watering of parks, golf courses, and athletic fields with potable water is prohibited. Exception for golf course greens and tee boxes which may be hand watered as needed. Variances may be granted by the water provider under special circumstances.
- No restrictions on commercial nurseries, construction, patio misters, or needs for dust abatement.
- Step-up enforcement activities.
- Implement alternative water supply strategies if available.

Termination

Stage 3 may terminate when the circumstances that caused the initiation of Stage 3 no longer prevail. Upon termination of Stage 3, Stage 2 will remain in effect, unless otherwise provided by Upper Trinity.

Section 9: Drought Response Stages

The General Manager shall monitor water supply and/or demand conditions on a daily basis and, in accordance with the triggering criteria set forth in Section 8 of this Plan, shall determine that a condition exists and shall implement the following notification procedures:

Notification of the Public:

The General Manager shall notify the public by means of:

- LCMUA website,
- LCMUA electronic sign,
- LCMUA auto-dialer,

- publication in a newspaper of general circulation,
- direct mail/water bill inserts to each customer,
- signs posted in public places,
- take-home fliers at schools.

Additional Notification:

The General Manager shall notify directly, or cause to be notified directly, the following individuals and entities as determined necessary:

- LCMUA’s Board of Directors,
- Mayors of LCMUA’s customer cities,
- Fire Chief(s),
- City and/or County Emergency Management Coordinator(s),
- TCEQ (required when mandatory restrictions are imposed),
- Major water users,
- Critical water users, i.e. hospitals.

Section 10: Enforcement

No person shall knowingly or intentionally allow the use of water from the Lake Cities Municipal Utility Authority for residential, commercial, industrial, agricultural, governmental, or any other purpose in a manner contrary to any provision of this Plan, or in an amount in excess of that permitted by the drought response stage in effect at the time pursuant to action taken by the General Manager, or his/her designee, in accordance with provisions of this Plan.

LCMUA will work with its customer cities to enforce provisions of this plan and the General Manager shall have the authority to suspend water service to those who violate provisions of this plan.

Section 11: Variances

The General Manager, may, in writing, grant temporary variance for existing water uses otherwise prohibited under this Plan if it is determined that failure to grant such variance would cause an emergency condition adversely affecting the health, sanitation, or fire protection for the public or the person requesting such variance and if one or more of the following conditions are met:

- Compliance with this Plan cannot be technically accomplished during the duration of the water supply shortage or other condition for which the Plan is in effect.
- Alternative methods can be implemented which will achieve the same level of reduction in water use.

Persons requesting an exemption from the provisions of this Plan shall file a petition for variance

with the Lake Cities Municipal Utility Authority within 5 days after the Plan or a particular drought response stage has been invoked. All petitions for variances shall be reviewed by the General Manager and shall include the following:

- Name and address of the petitioner(s).
- Purpose of water use.
- Specific provision(s) of the Plan from which the petitioner is requesting relief.
- Detailed statement as to how the specific provision of the Plan adversely affects the petitioner or what damage or harm will occur to the petitioner or others if petitioner complies with this Plan.
- Description of the relief requested.
- Period of time for which the variance is sought.
- Alternative water use restrictions or other measures the petitioner is taking or proposes to take to meet the intent of this Plan and the compliance date.
- Other pertinent information.