

**SECTION H.**

**DROUGHT CONTINGENCY**

**AND**

**EMERGENCY WATER**

**DEMAND MANAGEMENT**

**PLAN**

**SECTION H**  
**DROUGHT CONTINGENCY**  
**AND**  
**EMERGENCY WATER DEMAND MANAGEMENT PLAN**  
Approved 01/12/2015

**1. INTRODUCTION**

The goal of this Plan is to cause a reduction in water use in response to drought or emergency conditions so that the water availability can be preserved. Since emergency conditions can occur rapidly, responses must also be enacted quickly. This plan has been prepared in advance considering conditions that will initiate and terminate the water use restriction program.

A Drought/Emergency Management Committee consisting of two Board Members and the System Manager will monitor usage patterns and public education efforts and will make recommendations to the Board on future conservation efforts, demand management procedures or any changes to this plan. The Committee will develop public awareness notices, bill stuffers, and other methods that will begin and continue as a constant type of reminder that water should be conserved at all times, not just during a drought or emergency. This Committee will also review and evaluate any needed amendments or major changes due to changes in the BSWSC service area population, distribution system or supply. This review and evaluation will be done on a regular basis of five years unless conditions necessitate more frequent amendments.

The Plan will be implemented according to the five drought response stages as imposed by the Board. Paragraph 4 describes the conditions that will trigger these stages.

**2. PUBLIC INVOLVEMENT**

Opportunity for the public to provide input into the preparation of the Plan was provided by the Board by scheduling and providing public notice of a public meeting to accept input on the Plan. Notice of the meeting was provided to all customers. In the adoption of this Plan, the Board considered all comments from customers.

**3. COORDINATION WITH REGIONAL WATER PLANNING GROUP**

Being located within the Region G Water Planning Area, a copy of this Plan has been provided to that Regional Water Planning Group.

**4. TRIGGER CONDITIONS**

The Drought Emergency Management Committee is responsible for monitoring water supply and demand conditions on a monthly basis (or more frequently if conditions warrant) and shall determine when conditions warrant initiation or termination of each stage of the Plan, that is, when the specified triggers are reached. The Committee will monitor monthly operating reports, water supply or storage

tank levels and/or rainfall as needed to determine when trigger conditions are reached. The triggering conditions described below take into consideration: the vulnerability of the water source under drought of record conditions; the production, treatment and distribution capacities of the system; and member usage based upon historical patterns.

- a. **Stage I - Customer Awareness/Voluntary Conservation:** Stage I will be implemented annually May 1<sup>st</sup> through September 30<sup>th</sup>.
- b. **Stage II – Mild Condition:** Stage II best management practices may be implemented after seven (7) days when the following condition exist:
  - 1) When average daily pumpage of all operating wells exceeds 18 hours/day for seven (7) consecutive days.
- c. **Stage III - Moderate Conditions:** Stage III best management practices may be implemented after seven (7) consecutive days when the following conditions exist:
  - 1) When average daily pumpage of all operating wells exceeds 20 hours/day for seven (7) consecutive days.
- d. **Stage IV – Severe Conditions:** Stage IV best management practices may be implemented after seven (7) consecutive days when the following conditions exist:
  - 1) When average daily pumpage of all operating wells exceeds 21 hours/day for seven (7) consecutive days.
- e. **Stage V – Emergency – Critical Water Shortage Conditions:** Stage V best management practices may be implemented after seven (7) consecutive days when one of the following conditions exist:
  - 1) When average daily pumpage of all operating wells exceeds 22 hours/day for seven (7) consecutive days.
  - 2) Two wells are out of service for any reason.

## 5. STAGE LEVELS OF WATER ALOCATIONS

The stage levels of water allocations are to be placed in effect by the triggers in Paragraph 4. The System shall institute monitoring and enforce penalties for violations of the Drought Plan for each of the Stages listed below. The water allocation measures are summarized below.

### a. **Stage I - Customer Awareness/Voluntary Conservation**

BSWSC Best Management Practices: Initiate public education measures to increase customer awareness of the benefits of water conservation and efficient water use by notifying customers of voluntary conservation measures and providing conservation information.

Voluntary Water Use Best Management Practices: Customers are requested to voluntarily limit the use of water for nonessential purposes and to practice water conservation.

Non-essential water uses include:

- (1) use of water to wash down any sidewalks, walkways, driveways, parking lots, tennis courts, or other hard-surfaced areas;
- (2) use of water to wash down buildings or structures for purposes other than immediate fire protection
- (3) flushing gutters or permitting water to run or accumulate in any gutter or street;
- (4) use of water for dust control; and,
- (5) failure to repair a controllable leak(s) within a reasonable period after having been given notice directing the repair of such leak(s).

**b. Stage II – Mild Condition**

Target: Achieve a 5 percent reduction in daily water demand.

BSWSC Best Management Practices: The system will reduce flushing operations. System will notify customers of water use restrictions in effect.

Customer Water Use Restrictions for Demand Reduction

- (1) Alternate day, time of day, or duration restrictions for irrigation of gardens and landscaped areas. (Example: Customers with street addresses ending in an even number may water outside areas on Sundays and Thursdays between the hours of 7:00 p.m. and 8:00 a.m. Customers with an odd number street address may water outside areas on Saturdays and Wednesdays between the hours of 7:00 p.m. and 8:00 a.m.)
- (2) Customers are not allowed to use water for the pre-defined non-essential purposes.

**c. Stage III - Moderate Conditions**

Target: Achieve a 10 percent reduction in daily water demand.

BSWSC Best Management Practices: The system will eliminate flushing operations. System will notify customers of water use restrictions in effect.

Customer Water Use Restrictions for Demand Reduction

Outside water use is prohibited (except for livestock or other exemption or variance granted under this section).

**d. Stage IV - Severe Conditions**

Target: Achieve a 15 percent reduction in daily water demand.

BSWSC Best Management Practices: System will notify customers of water use restrictions in effect.

Customer Water Use Restrictions for Demand Reduction

1. All outside watering prohibited.
2. Water use will be restricted to a percentage of each Member's prior month usage.

This percentage may be adjusted as needed according to demand on the system.  
Notice of this amount will be sent to each customer.

3. Corporation shall continue enforcement and educational efforts.

**NOTE:**

- **Refer to your water purchase contract for additional restrictions/requirements that may be imposed by stipulations from the wholesale supplier.**
- **There may be additional restrictions imposed by Governmental Entities.**
- **Meters will be read as often as necessary to insure compliance with this program for the benefit of all the members.**

**6. INITIATION AND TERMINATION PROCEDURES**

Once a trigger condition occurs, the Corporation, or its designated responsible representative, shall, based on recommendation from the Chairperson of the Drought/Emergency Management Committee, decide if the appropriate stage of water use restrictions shall be initiated. The initiation may be delayed if there is a reasonable possibility the water system performance will not be compromised by the condition. If water allocation is to be instituted, written notice to the customers shall be given.

Written notice of the proposed water use restrictions measure shall be mailed or delivered to each affected customer upon the initiation of each stage. Notice may be sent by email only if the customer chooses the option to receive email notices instead of mailed notices and provides a valid email address. In addition, upon adoption of Stage III or IV, a notice will be placed in a local newspaper or announced on a local radio or television station. The customer notice shall contain the following information:

- a. The date water restriction shall begin,
- b. The expected duration,
- c. The stage (level) of water allocations to be employed,
- d. Penalty for violations of the water allocation program, and
- e. Affected area or areas.

A sample Customer Notice of Water Restrictions conditions is included in Miscellaneous Transaction Forms of this tariff.

If the water allocation program extends beyond 30 days then the Chairperson of the Drought/Emergency Management Committee or manager shall present the reasons for the allocations at the next scheduled Board Meeting and shall request the concurrence of the Board to extend the allocation period.

When the trigger condition no longer exists then the responsible official may terminate the water allocations provided that such an action is based on sound judgment. Written notice of the end of allocations shall be given to customers. A water allocation period may not exceed 60 days without extension by action of the Board.

**7. PENALTIES FOR VIOLATIONS**

- a. **First Violation** – The Corporation will assess a penalty of \$ 100.00 . The customer/member will be notified by a written notice of their specific violation and their need to comply with the

tariff rules. The notice will show the amount of penalty \* to be assessed and inform the customer that failure to pay the penalty will result in termination of service. Reconnection will require payment of the penalty and a charge for the service call to restore service. The notice will also inform the customer that additional violations will trigger more severe penalties and may result in termination of service regardless of whether the customer pays the penalties.

- b. **Second Violation** - The Corporation will assess a penalty \* of \$ 180.00. The notice of second violation will show the amount of penalty to be assessed and will inform the customer that failure to pay the penalty will result in termination of service to be restored only upon payment of penalty and service call to restore service. The notice will also inform the customer that additional violations will trigger more severe penalties and may result in termination of service regardless of whether the customer pays the penalties.
- c. **Subsequent Violations** - The Corporation will assess an additional penalty \* of \$ 180.00 for violations continuing after the Second Violation. The notice of subsequent violation will show the amount of penalty to be assessed and will inform the violator that failure to pay the penalty will result in termination of service to be restored only upon payment of penalty and service call to restore service. The notice will also inform the customer that the Corporation may also install a flow restricting device in the customer's meter service to limit the amount of water that will pass through the meter in a 24 hour period. The costs of this procedure will be for the actual work and equipment and shall be paid by the customer. Removal of this device will be considered Meter Tampering and will result in disconnection of service without further notice. The notice of subsequent violation will also inform the customer that additional penalties will be assessed for additional violations; and in addition to penalties, that water service will be terminated for a period of three (3) days regardless of whether the customer pays the penalties for the additional violations.
- d. **Termination** – For each continuing violation, the Corporation will assess an additional penalty of \$ 180.00 . Service will also be terminated for a period of three (3) days. The notice of termination will show the date on which water service will be terminated and the date on which service will be restored, unless the customer has failed to pay delinquent penalties, assessments or charges. Service will remain off until any delinquent penalty \* or other assessment is fully paid including a charge for the service call to restore service.

**These provisions apply to all customers of the Corporation.**

**NOTE: PENALTY \*** – A WSC is allowed to charge a reasonable penalty to customers that fail to comply with the Water Use Restriction Procedures in accordance with 30 TAC 291.41 (j) if:

- (1) the penalty is clearly stated in the tariff;
- (2) the penalty is reasonable and does not exceed six (6) times the minimum monthly bill stated in the water supply corporation's current tariff; and
- (3) the water supply corporation has deposited the penalty in a separate account dedicated to enhancing water supply for the benefit of all the water supply corporation's customers.

**8. EXEMPTIONS OR WAIVERS**

The Drought/Emergency Management Committee 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 or sanitation for the public or the person requesting such variance and if one or more of the following conditions are met:

- a. 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.
- b. 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 Drought/Emergency Management Committee within 5 days after the Plan or a particular drought response stage has been invoked or after a condition justifying the variance first occurs. All petitions for variances shall be reviewed by the Committee 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, as requested by the Committee.

Variances granted by the Committee shall be subject to the following conditions, unless specifically waived or modified by the Committee or Board of Directors:

- Variances granted shall include a timetable for compliance.
- Variances granted shall expire when the water allocation is no longer in effect, unless the petitioner has failed to meet specified requirements. No variance allowed for a condition requiring water allocation will continue beyond the termination of water allocation under Section H. Any variance for a subsequent water allocation must be petitioned again. The fact that a variance has been granted in response to a petition will have no relevance to the Committee's decision on any subsequent petition.

No variance shall be retroactive or otherwise justify any violation of this Plan occurring prior to the issuance of the variance.

## **9. IMPLEMENTATION**

The Board establishes a Drought/Emergency Management Committee by Resolution, the chairperson of which will be the responsible representative to make Drought and Emergency Water Management actions. This Committee will review the procedures in this Plan annually or more frequently. Modifications may be required to accommodate system growth, changes in water use demand, available water supply and/or other circumstances.

This Plan was adopted by the Board at a properly noticed meeting held on **January 12, 2015**.