

**SECTION H
DROUGHT CONTINGENCY PLAN
WESTMINSTER SPECIAL UTILITY DISTRICT**

SECTION I: 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, fire protection, to protect / preserve public health, welfare, safety and to minimize the adverse impacts of water supply shortage or other water supply emergency conditions. **Westminster Special Utility District** hereby adopts the following regulations and restrictions on the delivery and consumption of water.

Water uses regulated or prohibited under this Drought Contingency Plan (the Plan) are considered to be non-essential. 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 X of this Plan.

SECTION II: PUBLIC INVOLVEMENT

Opportunity for the public to provide input into the preparation of the Plan was provided by **Westminster Special Utility District** by means of Newspapers, Community meetings, Web Site, Utility Bill Inserts and Newsletters.

SECTION III: PUBLIC EDUCATION

Westminster Special Utility District 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 Newspapers, Community meetings, WebSite, Utility Bill Inserts and Newsletters.

SECTION IV: COORDINATION WITH REGIONAL WATER PLANNING GROUPS

The service area of **Westminster Special Utility District** is located within the **Region C**, regional water planning group and **Westminster Special Utility District** has provided a copy of this Plan to the **Region C**, regional water planning group.

SECTION V: AUTHORIZATION

The system operator in consultation with the Board of Directors of **Westminster Special Utility District** or the board's designated representative(s) is hereby authorized and directed to implement the applicable provisions of the Plan upon determination that such implementation is necessary to protect public health, safety and welfare, The system operator in consultation with the Board of Directors of **Westminster Special Utility District** or the board's designated

representative(s) shall have the authority to initiate or terminate draught or other water supply emergency response measures as described in this Plan.

SECTION VI: APPLICATION

The provisions of this Plan shall apply to all persons, customers, and property utilizing water provided by the **Westminster Special Utility District**. The terms "person" and "customer" as used in the Plan include individuals, corporations, partnerships, associations, and all other legal entities.

SECTION VII: 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 uses which are essential 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 **Westminster Special Utility District**.

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 nor required for the protection of public, health, safety, and welfare, including:

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

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

SECTION VIII: 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 (*statistical analysis of the vulnerability of the water source under drought of record conditions, or based on known system capacity limits*).

STAGE 1 TRIGGERS -- MILD WATER SHORTAGE CONDITIONS

Requirements for initiation

Customers shall be requested to voluntarily conserve water and adhere to the prescribed restrictions on certain water uses, defined in **Section VII – Definitions**

VOLUNTARY CONSERVATION WILL BEGIN:

1. *Annually, on May 1 through September 30, and/or*
2. *When total daily water demand equals or exceeds 80% of daily maximum pump capacity for (3) consecutive days.*

Requirements for termination

Stage 1 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.

STAGE 2 TRIGGERS -- MODERATE WATER SHORTAGE CONDITIONS

Requirements for initiation

Customers shall be required to comply with the requirements and restrictions on certain non-essential water uses provided in Section IX of this Plan:

1. *When total daily water demand equals or exceeds 80% of daily maximum pump capacity for (3) consecutive days.*

Requirements for termination

Stage 2 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 2**, **Stage 1** becomes operative.

STAGE 3 TRIGGERS -- SEVERE WATER SHORTAGE CONDITIONS

Requirements for initiation

Customers shall be required to comply with the requirements and restrictions on certain non-essential water uses for **Stage 3** of this Plan:

1. *When total daily water demand equals or exceeds 80% of daily maximum pump capacity for (3) consecutive days.*

Requirements for termination

Stage 3 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 3**, **Stage 2** becomes operative.

STAGE 4 TRIGGERS -- CRITICAL WATER SHORTAGE CONDITIONS

Requirements for initiation

Customers shall be required to comply with the requirements and restrictions on certain non-essential water uses for **Stage 4** of this Plan:

1. When total daily water demand equals or exceeds 80% of daily maximum pump capacity for 3 consecutive days.

Requirements for termination

Stage 4 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 4**, **Stage 3** becomes operative.

STATE 5 TRIGGERS -- EMERGENCY WATER SHORTAGE CONDITIONS

Requirements for initiation

Customers shall be required to comply with the requirements and restrictions for **Stage 5** of this Plan when general manager, or his/her designee, determines that a water supply emergency exists based on:

- 1. Major water line breaks, or pump or system failures occur, which cause unprecedented loss of capability to provide water service; or**
- 2. Natural or man-made contamination of the water supply source(s).**

Requirements for termination

Stage 5 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.

SECTION IX: DROUGHT RESPONSE STAGES

The general manager, or his/her designee, shall monitor water supply and/or demand conditions on a daily basis and, in accordance with the triggering criteria set forth in Section VIII of this Plan. The general manager, or his/her designee, shall determine that a mild, moderate, severe, critical, emergency or water shortage condition exists and shall implement the following notification procedures:

NOTIFICATION

Notification of the Public:

The general manager or his/ her designee shall notify the public by means of:

- Publication in a newspaper of general circulation,***
- Direct mail to each customer,***
- Public service announcements, Television and Radio***
- Signs posted in public places***
- Take-home fliers at schools.***

Additional Notification:

The general manager or his/ her designee shall notify directly, or cause to be notified directly, the following individuals and entities:

Mayor / Chairman and members of the City Council / Utility Board

Fire Chief(s)
City and/or County Emergency Management Coordinator(s)
TNRCC (required when mandatory restrictions are imposed)
Major water users
Critical water users, i.e. hospitals

STAGE 1 RESPONSE -- MILD WATER SHORTAGE CONDITIONS

Goal: Achieve a voluntary **10%** percent reduction in daily water demand.

Supply Management Measures:

*Measures to be implemented directly by **Westminster Special Utility District** to manage limited water supplies and/or reduce water demand include: reduced flushing of water mains.*

Voluntary Water Use Restrictions:

- (a) Water customers are requested to voluntarily limit the irrigation of landscaped areas to Sundays and Thursdays for customers with a street address ending in an even number (**0, 2, 4, 6 or 8**). Saturdays and Wednesdays for water customers with a street address ending in an odd number (**1, 3, 5, 7 or 9**). Customers should not irrigate landscapes between the hours of **9:00 a.m.** and **9:00 p.m.** on designated watering days.
- (b) All operations of **Westminster Special Utility District** shall adhere to water use restrictions prescribed for **Stage 2** of the Plan.
- (c) Water customers are requested to practice water conservation and to minimize or discontinue water use for non-essential purposes.

STAGE 2 RESPONSE -- MODERATE WATER SHORTAGE CONDITIONS

Goal: Achieve a **20%** percent reduction in daily water demand.

Supply Management Measures:

*Measures to be implemented directly by **Westminster Special Utility District** to manage limited water supplies and/or reduce water demand include: discontinued flushing of water mains, reduced or discontinued irrigation of public landscaped areas.*

Water Use Restrictions: Under threat of penalty for violation, the following water use restrictions shall apply to all persons:

- (a) Irrigation of landscaped areas with hose-end sprinklers or automatic irrigation systems shall be limited to the following days. Sundays and Thursdays for customers with a street address ending in an even number (**0, 2, 4, 6 or 8**), Saturdays and Wednesdays for water customers with a street address ending in an odd number (**1, 3, 5, 7 or 9**). Irrigation of landscaped areas is further limited to **No**

Watering between the hours of **9:00a.m.** and **9:00p.m.** On designated watering days. However, irrigation of landscaped areas is permitted at anytime if it is by means of a hand-held hose, a faucet filled bucket, hand held watering can, or drip irrigation system.

- (b) Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle is prohibited except on designated watering days between the hours of **9:00 p.m.** and **9:00 a.m.** Such washing, when allowed, shall be done with a hand-held bucket or a hand-held hose equipped with a positive shutoff nozzle for quick rises. Vehicle washing may be done at any time on the immediate premises of a commercial car wash or commercial service station. Further, such washing may be exempted from these regulations if the health, safety, and welfare of the public are contingent upon frequent vehicle cleansing, such as garbage trucks and vehicles used to transport food and perishables.
- (c) Use of water to fill, refill, or add to any indoor or outdoor swimming pools, wading pools, or jacuzzi-type pools is prohibited except on designated watering days between the hours of **9:00 p.m.** and **9:00 a.m.**
- (d) Operation of any ornamental fountain or pond for aesthetic or scenic purposes is prohibited except where necessary to support aquatic life or where such fountains or ponds are equipped with a recirculation system.
- (e) Use of water from hydrants shall be limited to fire fighting, related activities, or other activities necessary to maintain public health, safety, and welfare, except that use of water from designated fire hydrants for construction purposes may be allowed under special permit from **Westminster Special Utility District**.
- (f) Use of water for the irrigation of golf course greens, tees, and fairways is prohibited except on designated watering days between the hours **9:00 p.m.** and **9:00 a.m.** However, if the golf course utilizes a water source other than that provided by **Westminster Special Utility District**, the facility shall not be subject to these regulations.
- (g) All restaurants are prohibited from serving water to patrons except upon request of the patron.
- (h) The following uses of water are defined as non-essential and are prohibited:
 - 1. Wash down of 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. Use of water for dust control:
 - 4. Flushing gutters or permitting water to run or accumulate in any gutter or street; and
 - 5. Failure to repair a controllable leak(s) within a reasonable period of time, after having been given written notice(s) directing the repair of such leak(s).

STAGE 3 RESPONSE -- SEVERE WATER SHORTAGE CONDITIONS

Goal: Achieve a 30% percent reduction in daily water demand.

Supply Management Measures:

*Measures to be implemented directly by **Westminster Special Utility District** to manage limited water supplies and/or reduce water demand include: discontinued flushing of water mains, discontinued irrigation of public landscaped areas.*

Water Use Restrictions: All requirements of **Stage 2** shall remain in effect during **Stage 3** except:

- (a) Irrigation of landscaped areas shall be limited to designated watering days between the hours of **9:00 p.m.** and **9:00 a.m.** and shall be by means of hand-held hoses, hand-held buckets, drip irrigation, or hose-end sprinklers. **The use of permanently installed automatic sprinkler systems is prohibited at all times.**
- (b) The **Westminster Water Supply Corporation** prohibits the watering of golf course tees unless the golf course utilizes a water source other than that provided.
- (c) The use of water for construction purposes from designated fire hydrants under special permit is to be discontinued.

STAGE 4 RESPONSE -- CRITICAL WATER SHORTAGE CONDITIONS

Goal: Achieve a 30% percent reduction in daily water demand.

Supply Management Measures:

*Measures to be implemented directly by **Westminster Special Utility District** to manage limited water supplies and/or reduce water demand include: discontinued flushing of water mains, discontinued irrigation of public landscaped areas; use of an alternative supply source(s); use of reclaimed water for non-potable purposes.*

Water Use Restrictions: All requirements of **Stage 2** and **Stage 3** shall remain in effect during **Stage 4** except:

- (a) Irrigation of landscaped areas shall be limited to designated watering days between the hours of **6:00 a.m.** and **10:00 a.m.** and between **8:00 p.m.** and **12:00 midnight** and shall be by means of hand-held hoses, hand-held buckets, or drip irrigation only. The uses of hose-end sprinklers or permanently installed automatic sprinkler systems are prohibited at all times.
- (b) Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle not occurring on the premises of a commercial car wash and commercial service stations and not in the immediate interest of public health, safety, and welfare is prohibited. Further, such vehicle washing at commercial car washes and

commercial service stations shall occur only between the hours of **6:00 a.m.** and **10:00 a.m.** and between **6:00 p.m.** and **10 p.m.**

- (c) The filling, refilling, or adding of water to swimming pools, wading pools, and jacuzzi-type pools is prohibited.
- (d) Operation of any ornamental fountain or pond for aesthetic or scenic purposes is prohibited except where necessary to support aquatic life or where such fountains or ponds are equipped with a recirculation system.
- (e) No application for new, additional, expanded, or increased-in-size water service connections, meters, service lines, pipeline extensions, mains, or water service facilities of any kind shall be approved. Time limits for approval of such applications are hereby suspended for such time as this drought response stage or a higher-numbered stage shall be in effect.

STAGE 5 RESPONSE -- EMERGENCY WATER SHORTAGE CONDITIONS

Goal: Achieve a **30%** percent reduction in daily water demand.

Supply Management Measures:

*Measures, to be implemented directly by **Westminster Special Utility District** to manage limited water supplies and/or reduce water demand include: discontinued flushing of water mains discontinued irrigation of public landscaped areas; use of an alternative supply source(s); use of reclaimed water for non-potable purposes.*

Water Use Restrictions: All requirements of **Stage 2, 3, and 4** shall remain in effect during **Stage 5** except:

- (a) Irrigation of landscaped areas is absolutely prohibited.
- (b) Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle is absolutely prohibited.

SECTION X: ENFORCEMENT

No person shall knowingly or intentionally allow the use of water from **Westminster Special Utility District** for residential, commercial, industrial, governmental or any other purpose in a manner contrary to any provision of this plan, or in any amount in excess of that permitted by the drought response stage in effect at the time.

Violation of any stage of this plan could warrant termination of service.