

Drought Contingency Plan

Travis County Water Control and Improvement  
District #18

**DROUGHT CONTINGENCY PLAN**

**FOR WATER CONTROL AND IMPROVEMENT DISTRICT #18**

**Section I: Declaration of Policy, Purpose, and Intent**

Water Control and Improvement District #18 strives to account for treated water delivered into the distribution system by means of metering at each connection and constant reconciliation of the amount of water delivered from water treatment facility as opposed to the amount of treated water consumed. The District also aggressively pursues the amount of water lost from the system from water line leaks by the implementation of leak detection surveys and an extensive water line maintenance program. 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, Travis County Water Control and Improvement District #18 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 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 X of this Plan.

**Section II: Public Involvement**

Opportunity for the public to provide input into the preparation of the Plan was provided by Travis County Water Control and Improvement District #18 by means the opportunity to provide input into this Plan at a posted meeting of the Board of Directors of the District.

**Section III: Public Education**

Travis County Water Control and Improvement District #18 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 measure to be implemented in each stage. This information will be provided by means of utility bill inserts,

postings on the District web-site at tcwcid18.com, postings at public places within the District and by means of news media, as necessary.

#### **Section IV: Coordination with Regional Water Planning Groups**

The service area of Travis County Water Control and Improvement District #18 is located within the Lower Colorado River Authority Regional Planning Area and Travis County Water Control and Improvement District #18 has provided a copy of this Plan to the Lower Colorado River Authority.

#### **Section V: Authorization**

The General Manager or his/her designee 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, or his/her designee, shall have the authority to initiate or terminate drought or other water supply emergency response measures as described in the Plan.

#### **Section VI: Application**

The provisions of this Plan shall apply to all persons, customers, and property utilizing water provided by Travis County Water Control & Improvement District #18. 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 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 Water Control & Improvement District #18.

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 building 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) Use 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 calendar periods, area precipitation, water supply demand, storage tank level monitoring, and water service pressures in the District and the current ability of the District to meet the changing water supply demands.

### **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, between the time period of May 1 to September 31 of any calendar year.

### **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 when the amount of treated water from the treatment facility exceeds 80% of the treatment capacity for 3 consecutive days, or when such restrictions are requested by the wholesale supplier.

#### 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 when continually falling water reservoirs in the District result in ground storage tank levels of less than 35% capacities during periods of peak flow or the levels in the ground storage tanks are such as they only provide minimum water pressures at the upper ends of the pressure planes. Stage 3 may also be requested by the wholesale water supplier in periods of supply emergency.

### 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 when continually falling levels in any ground storage tank falls below 25% of capacity which results in low pressure in any pressure plane, or as requested by the wholesale water supplier during periods of drought emergency.

#### 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.

### **Stage 1 Response – MILD Water Shortage Conditions**

#### 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), and Saturdays and Wednesdays for water customers with a street address ending in an odd number (1, 3, 5, 7 or 9), and to irrigate landscapes only between the hours of midnight and 10:00 a.m. and 8:00 p.m. to midnight on designated watering days.
- (b) All operations of Water Control and Improvement District #18 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:

Any District water main flushing or use of water for non-potable purposes will be suspended during the hours of peak demand.

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 Sundays and Thursdays for customers with a streets address ending in an even number (0, 2, 4, 6 or 8), and Saturdays or Wednesdays for water customers with a street address ending in an odd number (1, 3, 5, 7 or 9), and irrigation of landscaped areas is further limited to the hours of 12:00 midnight until 10:00 a.m. and between 8:00 p.m. and 12:00 midnight 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 or watering can of five (5) gallons or less, 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 12:00 midnight and 10:00 a.m. and between 8:00 p.m. and 12:00 midnight. Such washing, when allowed, shall be done with and held bucket or a hand-held hose equipped with positive shutoff nozzle for quick rises. Vehicle washing may be done at any time in 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 is 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 12:00 midnight and 10:00 a.m. and between 8 p.m. and 12:00 midnight.
- (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 the 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 12:00 midnight and 10:00 a.m. and between 8 a.m. and 12:00 midnight. However, if the golf course utilizes a

water source other than that provided by the 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 after having been given notice directing 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

*During sever water shortage conditions; No flushing of unnecessary discharge of water will be allowed.*

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 12:00 midnight and 10:00 a.m. and between 8 p.m. and 12:00 midnight and shall be by means of hand-held hoses, hand-held buckets, drip irrigation, or permanently installed automatic sprinkler system only. The use of hose-end sprinklers is prohibited at all times.
- (b) The watering of golf course tees is prohibited unless the golf course utilizes a water source other than that provided by the District.
- (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 40 percent reduction in daily water demand.

#### Supply Management Measures:

No flushing of unnecessary discharge of water will be allowed.

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

- (a) Irrigation of landscaped areas shall be limited to one day a week watering and shall be by means of hand-held hoses, hand-held buckets, or drip irrigation only. The use 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) Applications 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 presented to Board for approval.

#### **Stage 5 Response – Emergency Water Shortage Conditions**

Goal: Achieve a 50 percent reduction in daily water demand

Supply Management Measures:

*No flushing of unnecessary discharge of water will be allowed*

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**

- (a) No person shall knowingly or intentionally allow the use of water from the District 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.
- (b) Any person who violates this Plan shall be in violation of the Districts rules and shall be subject to a civil penalty equal to the jurisdiction of a justice court as provided by Section 27.031, Texas Government Code, in addition to any other penalty provided by the laws of the State of Texas. Each day that one or more of the provisions in this Plan is violated shall constitute a separate offense. If a person is convicted of three or more distinct violations of this Plan, the District shall, upon due notice to the customer, be authorized to discontinue water service to the premises where such violations occur. Services discontinued under such circumstances shall be restored only upon payment of the re-connection charge, hereby set forth in the Districts rules regarding water service, and any other costs incurred by the District in discontinuing service. In addition, suitable assurance must be given to the District that the same action shall not be repeated while the Plan is in effect. Compliance with this plan may also be sought through injunctive relief in the district court.
- (c) Any person, including a person classified as a water customer of the District, in apparent control of the property where a violation occurs or originates shall be presumed to be the violator, and proof that the violation occurred on the persons property shall constitute a rebuttable presumption that the person in apparent control of the property committed the violation, but any such person shall have the right to show that he/she did not commit the violation. Parents shall be presumed to be responsible for violations of their minor children and proof that a violation, committed by a child, occurred on property within the parents control shall constitute a rebuttable presumption that the parent committed the violation, but any such parent may be excused if he/she proves that he/she had previously directed the child not to use the water as it was used in violation of this Plan and that the parent could not have reasonably known of the violation.

## **Section XI: Variances**

The Travis County Water Control and Improvement District #18 Board of Directors or his/her designee, 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:

- (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 Ordinance shall file a petition for variance with the Travis County Water control and Improvement District #18 Board of Directors within 5 days after the Plan or a particular drought response stage has been invoked. All petitions for variances shall be reviewed by the Board of Directors, or his/her designee, and shall include the following:

- (a) Name and address of the petitioner(s)
- (b) Purpose of water use.
- (c) Specific provision(s) of the Plan from which the petitioner is requesting relief.
- (d) 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 Ordinance.
- (e) Description of the relief requested.
- (f) Period of time for which the variance is sought.
- (g) 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.
- (h) Other pertinent information.

Variances granted by the Travis County Water Control and Improvement District #18 Board of Directors shall be subject to the following conditions, unless waived or modified:

- (a) Variances granted shall include a timetable for compliance.
- (b) Variances granted shall expire when the Plan is no longer in effect, unless the petitioner has failed to meet specified requirements.

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



Name, Title



Date

# **Travis County Water Control and Improvement District No. 18**

## **Conservation Plan**

### **1.0 INTRODUCTION**

Travis County Water Control and Improvement District No. 18 (WCID 18) developed this Water Conservation Plan (Plan) for its retail treated water system to effectively manage public water resources. WCID 18 previously adopted a Drought Contingency Plan. This Plan recognizes that conservation is a valuable tool in managing water utility systems. Benefits of water conservation include: extending available water supplies; reducing the risk of shortage during periods of extreme drought; reducing water utility operating costs; improving the reliability and quality of water utility service; reducing customer costs for water service; and enhancing water quality and the environment.

### **1.1 SCOPE**

This plan applies to all of WCID 18's retail water customers located within WCID 18's water service area, as defined in its Water Supply Contract with LCRA.

### **1.2 DECLARATION OF POLICY, PURPOSE AND INTENT**

One goal of the Plan is to protect and preserve public health, welfare, and safety and minimize the adverse impacts of water supply shortage or other water supply emergency conditions. Water uses regulated or prohibited under this Plan are considered to be non-essential and continuation of such uses during times of water shortage or other emergency water supply conditions are deemed to constitute a waste of water which subjects the offender(s) to penalties as provided in this Plan.

### **2.0 AUTHORIZATION AND IMPLEMENTATION**

The general Manager, or his/her designee, of WCID 18 is hereby authorized and directed to implement the applicable provisions of this Plan. The General Manager, or his/her designee, will act as Administrator of the Water Conservation Program. He/she will oversee the execution and implementation of the program and will be responsible for keeping adequate records for program verification.

### 3.0 APPLICATION

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

### 4.0 BASELINE EVALUATION OF UTILITY SYSTEMS AND CUSTOMER USE

Below is a general description of WCID 18's treated water utility system and customer base.

#### 4.1 POPULATION AND SERVICE AREA

WCID 18 provides retail water service to approximately 1800 customers. WCID 18's retail service area is depicted on Exhibit A. It is generally located along Cuernavanca Road between Bee Caves Road and Lake Austin.

#### 4.2 WATER SOURCE AND WATER USAGE

The supply source for WCID 18's water system is surface water from Lake Austin. The vast majority of WCID 18's retail customers are individuals, who purchase retail water service for residential use.

### 5.0 WATER CONSERVATION PLAN ELEMENTS

#### 5.1 WATER CONSERVATION GOALS

The WCID 18 will set a goal of decreasing per capita water use in its utility system to the maximum extent possible and to eliminate all waste.

## 5.2 WATER CONSERVATION MEASURES

### (1) Universal Metering and Meter Replacement and Repair

All utility customers will be metered. A regularly scheduled maintenance program of meter repair and replacement will be performed in accordance with the following schedule:

Production (master) meters:	Test once a year
Meters larger than 1”:	Test once a year
Meters 1” or smaller:	Test once every 10 years

Zero consumption accounts will be checked to see if water is actually being used or not recorded. In addition, the meters will be checked for proper sizing.

### (2) Distribution System Leak Detection and Repair

A detailed utility water audit will be conducted in order to analyze how unmetered usage (such as main line flushing, construction use, etc.) is calculated and how the water is used and tracked. A schedule for repairing leaks will be developed and calculated into the overall water utility system operations plan. Existing utility operators will be trained to identify and report potential leaks for inspection by an outside leak detection firm.

If unaccounted-for water exceeds fifteen percent in any given year, WCID 18 will conduct a detailed audit on the utility system to ascertain the cause of the unaccounted –for water.

### (3) Plumbing Retrofit Program

State and federal laws require that homes built after 1992 have low-flow (less than 3 gallons per minute) showerheads, faucet aerators and ultra low flush (less than 1.6 gallons per flush) toilets installed. However, many homes in the WCID 18 water service area were built before that time. The WCID 18 will make available

to its customers information concerning plumbing retrofit programs, to inform residents about the availability of low-flow showerheads, faucet aerators, toilet leak detection dye tablets, and other conservation materials for their homes. This information will be available at the WCID 18 utility office.

#### (4) Water Pricing Incentives

WCID 18 currently utilizes an increasing block rate structure to promote conservations. WCID 18 will periodically evaluate its rate structure to promote conservation to the maximum extent possible.

#### (5) Continuing education program on water conservation and drought contingency

As part of a continuing public education and information campaign based on this Plan, the WCID 18 will:

- Provide water conservation packets for new retail water customers;
- Implement an extensive landscape water management public information program

For retail water customers, this information will be provided by means of special materials mailed to customers or made available at the WCID 18 Utility Office.

## 6.0 SEVERABILITY

It is hereby declared to be the intention of the WCID 18 Board of Directors that the sections, paragraphs, sentences, clauses, and phrases of the Plan are severable and, if any phrase, clause, sentence, paragraph or section of this Plan shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Plan, since the same would not have been enacted by the WCID 18 Board of Directors without the incorporation into this Plan of any such unconstitutional phrase, clause, sentence, paragraph, or section.

## 7.0 PLAN REVIEW AND UPDATES

This Plan will be reviewed at a minimum of every five (5) years and updated based on other developments in WCID 18's water service area