



**BS/EACD
USER DROUGHT CONTINGENCY PLAN (UDCP)**

for

Permittee Name Here

INTRODUCTION

This UDCP will enable _____ (*permittee*) to manage its water system and water resources in a conscientious, fair, and appropriate manner during certain situations when water use reductions are necessary. It is not designed to punish, stigmatize, or criticize anyone about their usage of water. Its sole intent is to maintain an adequate supply of water during the various stages of drought conditions or other water supply emergencies, which may occur from time to time.

_____ (*permittee*) believes that significant reductions in water usage can be achieved through drought triggered water use restrictions and voluntary efforts by end-users. Implementation of voluntary water conservation measures and conscientious water use practices are encouraged at all times; however, additional water use restrictions are required in cases of extreme drought, periods of abnormally high usage, system contamination, or extended reduction in ability to supply water due to equipment failure. During drought, these efforts, if sufficiently effective, may delay the depletion of spring flows at Barton Springs and aquifer water levels until sufficient recharge is available to replenish the Aquifer. Should drought conditions reach more severe levels, _____ (*permittee*) has planned and is prepared to restrict or curtail certain types of usage.

SECTION 1 Declaration of Policy, Purpose, and Intent

_____ (*permittee*), in its continuing effort to maintain an adequate supply of high quality water has prepared this UDCP with the guidance of the Barton Springs/Edwards Aquifer Conservation District (District). In order to maintain supply, storage, or pressure or to comply with regulatory requirements, temporary restrictions may be instituted to limit nonessential water usage. This UDCP satisfies and complies with District Rules 3-7.5 and 3-7.7 related to Drought Management.

I, _____ (*print name*), being the responsible official for _____ (*permittee*), agree to comply with all the applicable District Rules and the measures of the enclosed User Drought Contingency Plan and to officially adopt the enclosed plan through the appropriate vehicle (i.e. ordinance, TCEQ tariff amendment, policy amendment, etc.)

(Signature)

(Date)

SECTION 2 Drought Notice

The District will notify permittees of the implementation or termination of each stage of the water restriction program. Permittees must then inform all employees and/or tenants prior to implementation or termination of each stage of the water restriction program. Notice of the District declaration must be provided at least 72 hours prior to the start of water use restrictions.

SECTION 3 Drought Stage Triggers

Water Supply Contamination or System Outage: In the event of system supply contamination or system outage, the permittee shall implement the response measures of **Exceptional Stage Drought**.

Supply Based Triggers: Upon notification of a Drought Stage declaration by the District, _____ (*permittee*) will activate the respective response measures of its UDCP.

SECTION 4 Alternate Water Source:

Identify an alternate water source or other contingency to be utilized or implemented directly by the utility to manage limited water supplies in the event of water supply contamination, system outage, or **conditional permitting curtailments**. The alternate supply or other contingency shall be evidenced by documentation (contracts, affidavits, etc.) that demonstrates the availability when needed.

The alternate water source/contingency for (*permittee*) is: _____

Documentation demonstrating the availability of the alternate supply source or implementation of the contingency has been submitted to the District.

SECTION 5 Water Conservation Period and Drought Stage Responses:

_____ (*permittee*) will perform the actions specified below and in the attached tables as an integral part of the UDCP.

No Drought Status – _____ (*permittee*) and its employees will:

- implement the measures of the adopted User Conservation Plan (UCP) at all times;
- implement the applicable measures outlined in this plan during the Water Conservation Period;
- insure that each employee has received a copy of the UDCP (in Spanish if necessary) and have staff available to answer employee questions;
- interface with the District and provide timely information on water levels and water quality, and pumpage demands; and
- conduct a Leak Detection Survey and repair all identified leaks. Employees are required to notify the Permittee of any known or observed leaks. This program will be an ongoing effort by the Permittee.

Water Conservation Period and Drought Stage Responses

Stage I Water Conservation Period

This period will be in effect between May 1 and September 30 every year when not already in a declared drought period. The permittee will be expected to follow voluntary water use measures during this water conservation period. This status will be prominently noted on the next regular billing cycle but not more than 20 days following May 1.

Goal: Voluntary overall 10% monthly reduction.

Users Recommended Actions:

Indoor

- Check for toilet and faucet leaks and repair any found leaks immediately.
- Use water displacement device in toilet tank or replace older model toilets with HET models when possible.
- Install aerators on faucets.
- While waiting for hot water to reach faucet, catch cold water in a container to be reused.
- Don't leave faucets running when not in use.
- Never use the toilet to dispose of trash.
- Only run dishwasher with full load.
- Keep drinking water in a container in the refrigerator.
- Reduce use of garbage disposal.
- Wash only full loads of laundry.
- Turn off master water shutoff when out of town or on vacation.
- Draw less water for bath or reduce shower time.
- Do not over water potted plants.

Outdoor

- Comply with 5-day schedule for lawn watering and always only before 10am and after 7pm.
- For Automatic Sprinkler systems:
 - check sprinkler heads regularly to prevent clogging
 - adjust to eliminate overspray and
 - adjust run times and frequency monthly to respond to water schedules and changing rainfall and temperature conditions.
- Use hand-held hose, drip irrigation, or soaker hoses for trees, garden, non-turf areas and bedded plants.
- Avoid watering on windy days.
- Cut lawns on highest setting and leave lawn clippings on lawn instead of bagging.
- For hose end sprinklers - use sprinkler timers to limit water duration.
- Use mulch to conserve soil moisture.
- Limit regular washing of company vehicles. Only wash when necessary (if possible, use a commercial car wash, which recycles water).
- Vehicle wash fundraisers should be conducted at a commercial vehicle wash facility using such facilities equipment.
- No washing of driveways, sidewalks, or streets.
- Utilize supplemental water sources where possible (e.g. purchased water, collected rainwater, etc.).
- Utilize water reuse where possible.

Permittee/Employee Recommended Actions:

- Monitor for occurrences of waste.
- Visually inspect lines and repair leaks on a regular basis.
- Post signs at all faucets, sinks, outdoor spigots, and other water sources to remind tenants and employees of the "Water Conservation Period" (please use this terminology).
- Monitor any construction activity and require contractors to report line breaks immediately or shutoff flow if possible.
- Evaluate system pressure needs and reduce pressure where excessively high.
- Inform employees of need to reduce water use.

Penalties or Consequences:

- Notices to users or tenants for waste and/or excessive monthly consumption.

Stage II Alarm Drought

Upon notification by the Barton Springs/ Edwards Aquifer Conservation District that the District has declared the aquifer to be in a Stage II Alarm Drought, the permittee will activate the **Stage II Alarm Drought** measures of its UDCP.

Requirement: Mandatory overall 20% monthly reduction.

Recommended Actions:

- Continued measures of User Conservation Plan and “Recommended Actions” of the Water Conservation Period.

Mandatory Actions:

- Irrigation with hose-end sprinklers and automatic irrigation systems shall be permitted in accordance with a 5-day watering schedule and only before 10am and after 7pm
- Irrigation by means of soaker hoses or drip irrigation shall be permitted at any time on designated watering days.
- Irrigation by means of a hand-held hose with an automatic shutoff device or faucet-filled bucket or watering can of five (5) gallons or less shall be permitted on any day before 10am and after 7pm.
- Use of soaker hoses for foundation protection shall be limited to designated water days and times.
- Company vehicle washing shall be limited to only 1/week or only when necessary. Any vehicle washing shall only be conducted with a bucket or hand-held hose with an automatic shutoff device (if possible, use a commercial car wash that recycles water). Vehicle wash fundraisers shall only be conducted at a commercial vehicle wash facility.
- 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.
- The following uses of water are defined as nonessential and are prohibited:
 1. wash down of any sidewalks, walkways, driveways, parking lots, tennis courts, or other hard-surfaced areas
 2. wash down of buildings or structures for purposes other than immediate fire protection
 3. for dust control unless required for mandatory regulatory compliance
 4. flushing gutters or permitting water to run or accumulate in any gutter or street
 5. failure to repair a controllable leak(s) within a reasonable period after having been given notice directing the repair of such leak(s) and
 6. any waste of water.
- Monitor for occurrences of waste.
- Visually inspect lines and repair leaks on a regular basis.
- Post signs at all faucets, sinks, outdoor spigots, and other water sources to remind tenants and employees of the “Stage II Alarm Drought” (please use this terminology).
- Distribute water conservation information upon entering “Stage II Alarm Drought.”
- Monitor any construction activity and require contractors to report line breaks immediately or shutoff flow if possible.
- Evaluate system pressure needs and reduce pressure where excessively high.
- Inform employees of mandatory requirement to reduce water use.

Penalties or Consequences:

- Notices to users or tenants for waste and/or excessive monthly consumption.

Stage III Critical Drought

Upon notification by the Barton Springs/ Edwards Aquifer Conservation District that the District has declared the aquifer to be in a Critical Stage Drought, the permittee will activate the Critical Stage measures of its UDCP.

Requirement: Mandatory overall 30% monthly reduction.

Recommended Actions:

- Continued measures of User Conservation Plan and “Recommended Actions” of the Water Conservation Period.

Mandatory Actions:

- Continue compliance with the “Mandatory Actions” of Stage II Alarm Drought.
- Irrigation with hose-end sprinklers, automatic irrigation systems, soaker hoses, and drip irrigation is prohibited. Watering is permitted only by hand-held hose with an automatic shutoff device or faucet-filled bucket or watering can of five (5) gallons during designated water days before 10am and after 7pm.
- Post signs at all faucets, sinks, outdoor spigots, and other water sources to remind tenants and employees of the Critical Stage Drought (please use this terminology).
- All vehicle washing is prohibited. Any vehicle washing for health and safety purposes shall be conducted at a commercial vehicle washing facility.

Penalties or Consequences:

- Notices to users or tenants for waste and/or excessive monthly consumption.

Stage IV Exceptional Stage Drought
(Applicable only to Permitted Pumpage from the Freshwater Edwards Management Zones)

Upon notification by the Barton Springs/ Edwards Aquifer Conservation District that the District has declared the aquifer to be in a Stage IV Exceptional Drought, the permittee will activate the **Stage IV Exceptional Drought** measures of its UDCP.

Requirement: Mandatory overall minimum 40% monthly reduction plus additional curtailments as directed by District Rules.

Recommended Actions:

- Continued measures of User Conservation Plan and “Recommended Actions” of the Water Conservation Period.

Mandatory Actions:

- Continue compliance with the “Mandatory Actions” of Critical Stage Drought.
- All outdoor use (irrigation, vehicle washing, etc.) and nonessential uses are absolutely prohibited.
- Water use shall be limited only to indoor use necessary for human health and safety.
- Post signs at all faucets, sinks, outdoor spigots, and other water sources to remind tenants and employees of the “Stage IV Exceptional Drought” (please use this terminology).
- Notice shall be provided to all tenants and users that their public water supply may be in peril and that physical restriction of water use and reporting of excessive users to the District will be required.
- Emergency interconnects, pumpage authorized by a Temporary Transfer Permit, alternative supply arrangements, or other measures shall be initiated to meet the respective reduction requirement.
- All meters shall be read as often as necessary to insure compliance with this program for the benefit of all the customers.

Emergency Response Period
(Applicable only to Permitted Pumpage from the Freshwater Edwards Management Zones)

Upon notification by the Barton Springs/ Edwards Aquifer Conservation District that the District has declared the aquifer to be in an **Emergency Response Period**, the permittee will activate the **Emergency Response Period** measures of its UDCP.

Requirement: Continue overall minimum 40% monthly reduction plus additional curtailments as directed by District Rules. Additional pumpage curtailments are strongly encouraged for permittees with available alternative water supplies.

Recommended Actions:

- Continued measures of User Conservation Plan and “Recommended Actions” of the Water Conservation Period.

Utility Mandatory Actions:

- Continue compliance with “Mandatory Actions” of Stage IV Exceptional Drought.
- Notice shall be provided to all tenants and users that their public water supply is in peril and that physical restriction of water use and reporting of excessive users to the District will be required.
- Emergency interconnects, pumpage authorized by a Temporary Transfer Permit, alternative supply arrangements, or other measures shall be initiated to meet the respective reduction requirement.
- All meters shall be read as often as necessary to insure compliance with this program for the benefit of all the customers.

Stage IV Exceptional Drought and Emergency Response Period Penalties or Consequences:

- Notices to users or tenants for waste and/or excessive monthly consumption.

CONDITIONAL PRODUCTION PERMIT CURTAILMENT REQUIREMENTS

Stage II Alarm/Stage III Critical Drought - 50% and 75% Drought Reduction Requirements (Applicable only to Permitted Pumpage from the Freshwater Edwards Management Zones)

Upon notification by the Barton Springs/ Edwards Aquifer Conservation District that the District has initiated **mandatory 50% or 75% reduction** requirements, the permittee will implement measures of its UDCP to achieve the respective mandatory reductions.

Requirement: Mandatory 50% or 75% monthly reduction of pumpage authorized by a Conditional Production Permit.

Recommended Actions:

- Continued measures of User Conservation Plan and “Recommended Actions” of the Water Conservation Period.

Mandatory Actions:

- Continue compliance with the “Mandatory Actions” of Critical Stage Drought.
- All outdoor use (irrigation, vehicle washing, etc.) and nonessential uses are absolutely prohibited.
- Water use shall be limited only to indoor use necessary for human health and safety.
- Emergency interconnects, pumpage authorized by a Temporary Transfer Permit, alternative supply arrangements, or other measures shall be initiated to substitute or curtail the respective volume of reduced pumpage authorized by the Conditional Production Permit.
- All meters shall be read as often as necessary to insure compliance with these provisions.

Penalties or Consequences:

- Notices to users or tenants for waste and/or excessive monthly consumption.

Stage IV Exceptional Stage Drought – Cessation of Pumpage (Applicable only to Permitted Pumpage from the Freshwater Edwards Management Zones)

Upon notification by the Barton Springs/ Edwards Aquifer Conservation District that **an Order for a temporary cessation of production has been issued**, the permittee will take action to cease all pumpage of water authorized by a Conditional Production Permit.

Requirement: Mandatory cessation of pumpage.

Recommended Actions:

- Continued measures of User Conservation Plan and “Recommended Actions” of the Water Conservation Period.

Mandatory Actions:

- Continue compliance with the “Mandatory Actions” of Critical Stage Drought and additional Conditional Production Permit curtailment requirements.
- Emergency interconnects, pumpage authorized by a Temporary Transfer Permit, alternative supply arrangements, or other measures shall be initiated to substitute or curtail the entire monthly volume authorized by the Conditional Production Permit.
- All meters shall be read as often as necessary to insure compliance with these provisions.

Penalties or Consequences:

- Notices to users or tenants for waste and/or excessive monthly consumption.