



**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. 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*), agrees 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**

**Supply Based Triggers:** Upon notification of a Drought 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 or system outage. 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: \_\_\_\_\_

**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:**

#### Bathrooms/Other Indoor Facilities (if applicable)

- 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.
- Turn off master water shutoff when facilities are not in use.
- Draw less water for bath or reduce shower time.
- Do not over water potted plants.

#### Outdoor

- Comply with 5-day schedule for 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 fields on highest setting and leave lawn clippings instead of collecting.
- Limit regular washing of vehicles and field equipment. Only wash when necessary (if possible, use a commercial car wash, which recycles water).
- 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.

## *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 minimum 20% 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:**

- Irrigate a maximum of every 5 days and only between the hours of 8pm and 8am.
- Vehicle and field equipment washing shall be limited to only 1/week and 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).
- 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. use of water to wash down buildings or structures for purposes other than immediate fire protection
  3. use of water 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 to all employees 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.

## *Stage II Critical Drought*

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

**Requirement:** Mandatory overall minimum 30% 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 Stage II Alarm Drought.
- Irrigate a maximum of 1/week and only between the hours of 9pm and 3am.
- Post signs at all faucets, sinks, outdoor spigots, and other water sources to remind tenants and employees of the “Stage III Critical Drought” (please use this terminology).
- All vehicle and field equipment washing is prohibited. Any vehicle washing for health and safety purposes shall be conducted at a commercial vehicle washing facility.

***Stage IV Exceptional 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 Stage III Critical Drought.
- 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).
- 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 – 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 the District has declared the aquifer to be in an **Emergency Response Period**, the permittee will take action to cease all pumpage of permitted Edwards aquifer water.

**Requirement:** Mandatory Cessation of Pumpage (unless pumpage authorized by a Temporary Transfer Permit)

**Recommended Actions (if continued pumpage is authorized by a Temporary Transfer Permit):**

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

**Utility Mandatory Actions (if continued pumpage is authorized by a Temporary Transfer Permit):**

- Continue compliance with “Mandatory Actions” of Stage IV Exceptional Drought.
- 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.