



**2015  
Water Conservation & Drought  
Contingency Plan**



ORDINANCE NO. 753-2015-42

AN ORDINANCE OF WEATHERFORD CITY COUNCIL AMENDING ORDINANCE 610-2013-04, THE ELEMENTS OF A WATER CONSERVATION AND DROUGHT CONTINGENCY PLAN; PROVIDING THAT THIS AMENDMENT SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR PUBLICATION IN PAMPHLET FORM; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Weatherford, Texas ("City"), is a home City acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code;

WHEREAS, the above stated commitments are conditioned on the adoption of a program of water conservation for the efficient use of water that will meet reasonable anticipated local needs and conditions, and which is approved by the Executive Administrator of the Texas Water Development Board;

WHEREAS, the City Council of the City of Weatherford desires to have in place a program of water conservation and a plan to mitigate the effects on the water supply and water system during periods of drought;

WHEREAS, the goal of the water conservation program will be to reduce per capita water consumption by a minimum of five percent (5%) within five (5) years of adoption of the original 2013 Water Conservation and Drought Contingency Plan as provided in Ordinance 610-2013-04 and an additional two and one half percent (2.5%) within ten (10) years.

NOW, THEREFORE, BE IT ORDAINED BY THE City Council OF THE CITY OF WEATHERFORD, TEXAS:

SECTION 1.

That the CITY OF WEATHERFORD, Texas adopts the amended Water Conservation and Drought Contingency Plan on this 17 day of November 2015, A.D.

SECTION 2.

The Water Conservation Plan establishes year-round water conservation measures to be taken by the citizens of the City of Weatherford during periods of non-drought conditions.

SECTION 3.

The Drought Contingency Plan establishes certain drought trigger events and actions to be taken by the citizens of the City of Weatherford during the periods of defined drought conditions.

SECTION 4.

This ordinance authorizes the Municipal Utility Board, or the appointed Administrator, to define the trigger condition as detailed in the Drought Contingency Plan, to upgrade or downgrade the condition, to initiate the appropriate actions as detailed in the adopted Drought Contingency Plan and to terminate the condition when the emergency has ended.

SECTION 5.

The Municipal Utility Board, or the appointed Administrator, shall have the authority to enact any or all of the prescribed procedures, and to adopt and promulgate rules and regulations if necessary to protect health and safety in case of system failure. This also includes the allocation of available water supplies in the event of a water shortage and the provision of an alternative water supply in the event the City's water source is compromised.

SECTION 6.

The Municipal Utility Board, or the appointed Administrator, will have the authority to set penalties for violations to the actions prescribed by this ordinance Water Conservation Plan and Drought Contingency Plan. Violations will be classified as Class "C" Misdemeanors.

SECTION 7.

This authority established by this ordinance will remain in effect until the ordinance has been repealed or amended by the Weatherford City Council.

SECTION 8. Cumulative Clause.

This ordinance shall be cumulative of all ordinances of the City of Weatherford, Texas, as amended except where the provisions of this ordinance are in the direct conflict with such ordinances, in which event the conflicting provisions of such ordinances are here by repealed.

SECTION 9. Severability Clause.

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

SECTION 10. Penalty Clause.

Any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with or who resists the enforcement of any of the provisions of this ordinance shall be fined not more than five hundred dollars (\$500) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense.

SECTION 11. Savings Clause.

All rights and remedies of the City of Weatherford are expressly saved as to any and all violations of the provisions of the Code of Ordinances of the City of Weatherford, Texas, as amended, or any other ordinances affecting water conservation and drought contingency plans which may or may not have accrued at the time of the effective date of this ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by the ordinance but may be prosecuted until final disposition by the courts.

SECTION 12. Pamphlet Form Clause.

The City Secretary of the City of Weatherford is hereby authorized to publish this ordinance in book or pamphlet form for general distribution among the public, and the operative provisions of this ordinance as so published shall be admissible in evidence in all court without further proof than the production thereof.

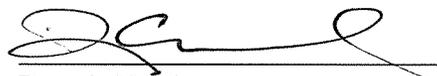
SECTION 13. Publication Clause.

The City Secretary of the City of Weatherford is hereby directed to publish in the official newspaper of the City of Weatherford, the caption, penalty clause, publication clause and effective date clause of this ordinance one (1) time within ten (10) days after the adoption of this ordinance by the Weatherford City Council.

SECTION 14. Effective Date Clause

This ordinance shall be in full force and effect from and after passage and publication as required by law, and it is so ordained.

The foregoing ordinance was introduced, read and passed by a vote of 4 ayes and 0 no at a regular meeting of the Weatherford City Council held on the 17<sup>th</sup> day of November 2015.

  
Dennis Hooks, Mayor

ATTEST:

  
Malinda Nowell, City Secretary

APPROVED AS TO FORM

  
Zellers & Zellers, City Attorney

*4-0 to approve. Swancy absent.*  
Ordinance 753-2015-42

**WATER CONSERVATION**

**and**

**DROUGHT CONTINGENCY PLAN**

**City of Weatherford, Texas**

**WEA 02111**  
**March 2002**  
**Revised November 2015**

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## CHAPTER 1

### Section 1. Introduction

This report outlines the City's water conservation and emergency water demand management program. The objective of the conservation program is to reduce the quantity required for each water using activity, as is practical, through the implementation of efficient water practices. The emergency water demand management program provides procedures for voluntary and mandatory actions to be put in place upon the City's water supply system during a water shortage emergency. Emergency water demand management procedures include a prohibition of certain uses. Both programs are tools that the City will have available to operate effectively in all situations.

### Section 2. Planning Area and Project Description

The City of Weatherford is located in southeast Parker County. The water and wastewater service area is defined by the City's Certificate of Convenience and Necessity (CCN) boundary. Presently, only a small percentage of the City's water and wastewater customers are located outside the City's corporate limits. The service area is approximately 44.3 square miles.

### Section 3. Utility Profile

A detailed summary of utility evaluation data is included in *Appendix A*. This data substantiates the need for implementing a water conservation program along with other improvements.

### Section 4. Water Conservation Goals – 5 & 10 Year Targets

The objective of a water conservation plan is to reduce the per capita consumption of water, a finite resource. Many communities throughout the United States have used conservation measures to successfully cope with various water and wastewater problems. Reductions in water use of as much as twenty-five percent (25%) have been achieved, but the normal range is five percent (5%) to fifteen percent (15%). It is the goal of this Water Conservation Plan to reduce per capita water consumption by a minimum of five percent (5%) within five (5) years of adopting this plan and an additional two and one half percent (2.5%) within ten years, for a total of seven and one half percent (7.5 %). These targets will be achieved by tracking of water use and control of water loss. In 2011, new metering was added at the Water Purification Plant to allow for measurement of the water used for back flushing. In an effort to minimize water loss in the distribution system, meters are installed at dead end mains during flushing to calculate water loss, meter replacement utilizes Smart Meters, and fire hydrant locks have been installed where water loss concerns are present. Other water conservation measures include education through public outreach and conservation literature.

## **CHAPTER 2 WATER CONSERVATION PLAN**

### **Section 1. Plan Elements**

There are many elements to be considered in developing a water conservation plan. The principal water conservation methods to be considered in preparing this water conservation plan are:

#### **Universal Metering and Meter Repair/Replacement**

- Accurate metering of water deliveries is an important element in the City of Weatherford's program to control and minimize water loss.

#### **Water Audits and Leak Detection**

- Leak Detection in the delivery system allows the City of Weatherford ways to improve or eliminate water lost. Routine audits are a tool to inform the City where conservation efforts may be needed.

#### **Unaccounted-for Water Use**

- Identifying water loss allows the City to take direct action to maximize the efficiency of our water system.

#### **Continuing Public Education & Information**

- Education and technical assistance programs are important to inform people about the impact of improved water efficiency and water conservation.

### **Non-Promotional Water Rate Structure**

- Rate structure evaluation allows the City to provide services needed to our residents while focusing on water conservation.

### **Water Conservation Implementation Report**

- This report is required by the TCEQ and lists various water conservation strategies that have been implemented and the date the strategy was implemented. The reporting entity must establish conservation goals and includes accountability measures to track progress of those goals.

### **Record Management System**

- A system that allows the City to monitoring water loss in the distribution system.

### **Coordination with Regional Water Planning Group**

- Gives the City the opportunity to identify regional water supply problems and gives opportunities to address local issues and concerns.

### **Implementation and Enforcement**

- Clear implementation and enforcement measures allow the City to ensure an adequate water supply as our population grows.

### **Section 1.1. Universal Metering and Meter Repair/Replacement**

All water users including retail, city and other public facilities are metered. All metering devices must be within an accuracy of plus (+) or minus (-) five percent (5%) in order to measure and account for the amount of water diverted from the source of supply. Master meters for Raw and Finished water are located at the Water Purification Plant.

A regular scheduled maintenance program of meter testing, repair, and replacement will be established in accordance with the following schedule:

1. Meters 4" and larger - test once a year.
2. Meters from 1-1/2" to 4" - test every 5 years.
3. Smart Meters smaller than 1-1/2" – replace every 20 years.

### **Section 1.2. Water Audits and Leak Detection**

The City will continue their on-going leak detection, location, and repair programs. Water line leaks are detected by utility personnel while reading meters, maintaining the water and wastewater systems and while performing other routine surveillance programs.

Additionally, water audits shall be utilized to determine if leaks exist which have gone undetected. The City shall conduct water audits at least once a year to compare water purchased versus water sold.

### **Section 1.3. Unaccounted-For Water Use**

Measures to control unaccounted water are part of the routine operations of the City. Unaccounted water use is tracked on a monthly basis with the efforts of multiple departments not limited to: the Water Purification Plant, Water Maintenance Crews, and Finance. Maintenance crews and personnel consistently monitor and inspect for and report evidence of leaks in the water distribution system. City personnel watch for and report signs of illegal connections so they can be addressed quickly.

#### **Section 1.4. Continuing Public Education & Information**

The City recognizes that water conservation significantly benefits individuals and communities in terms of long-term program availability and costs. The most readily available and lowest cost method of promoting water conservation is to inform the retail water users about ways to save water in homes and businesses, in landscaping and lawn uses, and in recreational uses. The City will provide the information to retail customers in the following manner:

1. Publication of a City newsletter article explaining the Water Conservation and Drought Contingency Plan.
2. Distribution of educational material in the form of a newsletter article, mail-out or information added to the water bill.
3. Distribution of educational materials available from the American Water Works Association, Texas Water Development Board, and others will be made semi-annually and timed to correspond with peak summer demand periods. One or both of these semiannual notifications may be made by publication in the City newsletter.
4. New retail customers will be provided with water conservation literature when applying for service.
5. Participation in local outreach events (i.e., Parker County Peach Festival, Career Day, City Website)
6. Make information on Texas Smartscape principles and water conservation CDs available to the public at City Hall, Library, and other public places.
7. Utilize the “Water IQ: Know Your Water” public education materials.

The Planning & Development Department has adopted the provisions of HB 1656 as part of the Planning & Development Department Irrigation System Application. The bill requires cities with populations greater than 20,000 to require plan submittal of new irrigation systems, installation inspection, and a final walk-through. *See Appendix C*

### **Section 1.5. Non-Promotional Water Rate Structure**

The City will periodically review respective retail water rate structures to insure that the prevailing rates encourage water conservation while covering the total cost of service and minimizing adverse impacts. The City updated an increasing block rate structure to encourage water conservation in 2010. *See Appendix D*

### **Section 1.6. Water Conservation Implementation Report**

The TCEQ required water conservation implementation report is due to the TCEQ by May 1 of every year, starting in the year 2010. This report lists the various water conservation strategies that have been implemented, including the date the strategy was implemented. The report also calls for the five-year and ten-year per capita water use goals from the previous water conservation plan. The reporting entity must answer whether or not these goals have been met, and if not, why not. The amount of water saved is also requested.

### **Section 1.7. Record Management System**

The City will continue the use of its record management system which tracks water diverted, water produced, transmission, metered and un-metered losses, and water sales as required by Title 30 TAC, Part 1, Chapter 288, Subchapter A, Rule 288.2(a)(2)(B). Water sales are further identified into several categories, including but not limited to: Residential, Commercial, Institutional, and Industrial. This system tracks this information on a monthly basis which allows the City to respond quickly to suspected problems of water loss.

## **Section 1.8. Year-Round Water Conservation Measures**

The City of Weatherford, in conjunction with other regional DFW cities, has implemented year-round water conservation measures. January 1 through December 31 of each year, the City will limit watering to no more than twice per week according to the odd/even schedule described below. If the City is already under a more restrictive stage of the Plan, the higher level restrictions shall prevail.

1. Prohibit outdoor watering with sprinklers or irrigation systems between 10 a.m. and 6 p.m. every day of the year. Watering with hand-held hoses, drip irrigation, and soaker hoses are allowed.
2. Limit landscape watering with sprinklers or irrigation systems is limited to mandatory twice per week based on the last digit of the service address.
  - Residential and commercial addresses ending in an even number (0, 2, 4, 6, 8) may water on Wednesdays and Saturdays.
  - Residential and commercial addresses ending in an odd number (1, 3, 5, 7, 9) may water on Thursdays and Sundays.
  - City, Local Government, and School District offices may water on Tuesdays and Fridays.
  - Landscape watering will not be permitted on Mondays.

## **Section 1.9. Coordination with Regional Water Planning Group**

The City will continue to maintain an active participation within its Regional Water Planning Group. The City has an elected representative, on the Region C Planning Group, who attends regional planning meetings, workshops, and other events. The City has furnished copies of this water management plan, the ordinance adopting the plan, and the water utility profile to the Chair of the Region C Water Planning Group and the Tarrant Regional Water District.

## Section 2.0. Implementation and Enforcement

The Director of Water Utilities will appoint a representative who will act as the Administrator of the Water Conservation and Drought Contingency Plan. The Administrator will oversee the execution and implementation of all elements of the plan. The Administrator will also be responsible for ensuring that adequate records are kept for program verification. As a means to implement the Water Conservation and Drought Contingency Plan, the Weatherford City Council will adopt an Ordinance to provide the legal documents necessary to enforce this Water Conservation and Drought Contingency Plan. Included in the legal documents are provisions requiring that wholesale customers and any subsequent wholesale customers develop and implement a water conservation plan and drought contingency plan in accordance with the applicable provisions of the TCEQ rules.

1. Procedures for Enforcing Year-Round Water Conservation Measures- This mandatory year-round water use will be enforced by warnings and penalties as follows:
  - On the first violation, customers will be given a written warning that they have violated the mandatory water use restriction.
  - On the second and subsequent violations is guilty of a misdemeanor and upon conviction shall be punished by a fine of not less than two hundred dollars (\$200.00) and not more than five hundred dollars (\$500.00). Each day that one or more of the provisions in this Plan is violated, shall constitute a separate offense.
  - After three or more distinct violations of this Plan, the Director of Water Utilities 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 a re-connection charge, hereby established at \$250.00, and any other costs incurred by Weatherford Utilities in discontinuing service.
  - In addition, suitable assurance must be given to the Director of Water Utilities 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.
2. Any person, including a person classified as a water customer of Weatherford Utilities, 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 person's 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.
3. Any employee of Weatherford Utilities, police officer, or other City of Weatherford employee designated by the Director of Water Utilities, may issue a citation to a person he/she reasonably believes to be in violation of this Ordinance. The citation shall be

prepared in duplicate and shall contain the name and address of the alleged violator, if known, the offense charged, and shall direct him/her to appear in the Weatherford Municipal Court on the date shown on the citation for which the date shall not be more than 30 days from the date the citation was issued. The alleged violator shall be served a copy of the citation. Service of the citation shall be complete upon delivery of the citation to the alleged violator, to an agent or employee of a violator, or to a person over 14 years of age who is member of the violator's immediate family or is a resident of the violator's residence. The alleged violator shall appear in Weatherford Municipal Court to enter a plea of guilty or not guilty for the violation of this Plan. If the alleged violator fails to appear in Weatherford Municipal Court, a warrant for his/her arrest may be issued. A summons to appear may be issued in lieu of an arrest warrant. These cases shall be expedited and given preferential setting in Weatherford Municipal Court before all other cases.

### **Section 2.1 Requirements for Wholesale Customers**

Every contract for the wholesale sale of water by City of Weatherford that is entered into, renewed, or extended after the adoption of this water conservation plan (by either ordinance, resolution, or tariff) will include a requirement that the wholesale customer and any wholesale customers of that wholesale customer develop and implement a water conservation plan meeting the requirements of Title 30, Part 1, Chapter 288, Subchapter A, Rule 288.2 and 288.5 of the Texas Administrative Code. The requirement will also require that the wholesale customer incorporate the applicable elements in this plan.

The use of reclaimed, reused and/or recycled City water is prohibited. Unless specified in the contract agreement giving the customer rights to resale the water, all water sold to wholesale customers shall be returned.

## Section 2.2 Request for Variance

The Director of Water Utilities, or his/her designee, may, grant a temporary variance for water use prohibited under this Plan if it is determined that an emergency condition resulting in an adverse effect to health, sanitation, or fire protection for the public or the person requesting such variance.

1. Outdoor watering at a service address with large multi-station irrigation systems may take place in accordance with a variance granted by the Director of Water Utilities or his/her designee, if it is determined that the property cannot be adequately irrigated in a single day.
2. A temporary variance may also be granted to playing fields which require watering to maintain league standards.
3. Persons requesting an exemption from the provisions of this Plan shall file a petition for variance with the Director of Water Utilities. All petitions for variances shall be reviewed by the Director of Water Utilities or his/her designee, 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.
4. Variances are granted if new turf (e.g. hydromulch, grass sod, or grass seed) is installed. Persons requesting watering variance must submit a New Turf special permit with the Director of Water Utilities or his/her designee, prior to installing new turf. Permit authorizes no water restrictions for the first thirty (30) days while it is being established. After that, the water restrictions set forth under year-round water conservation measures must apply. (Form 1.1)

## **CHAPTER 3 DROUGHT CONTINGENCY PLAN**

### **Section 1. 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, 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, the City of Weatherford Municipal Utility Board of Trustees (WMUB) 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 12. of this Plan.

### **Section 2. Public Involvement**

Prior to adopting the ordinance to the plan, the WMUB will provide an opportunity for the public to comment.

### **Section 3. Public Education**

The WMUB 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 Utility bill inserts and/or press releases.

### **Section 4. Coordination with Regional Water Planning Groups**

The service area of Weatherford Municipal Utilities is located within the Region C planning area and WMUB has provided a copy of this Plan to the Region C planning group.

## **Section 5. Authorization**

The Director of Water Utilities, 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 Director of Water Utilities, or his/her designee, shall have the authority to initiate or terminate drought or other water supply emergency response measures as described in this Plan.

## **Section 6. Application**

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

## **Section 7. 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, organization, corporation, partnership, association or any other legal entity using water supplied by Weatherford Utilities.

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 neither 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) 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) 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.

Reuse: the authorized use for one or more beneficial purposes of use of water that remains unconsumed after the water is used for the original purpose of use and before the water is either disposed of or discharged or otherwise allowed to flow into a watercourse, lake, or other body of state-owned water.

## **Section 8. Criteria for Initiation and Termination of Drought Response Stages**

The Director of Water Utilities, 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. In addition, the most recent U.S. Drought Monitor at <http://droughtmonitor.unl.edu> will be used to monitor drought conditions.

The triggering criteria described below are based on the capacity of Lake Weatherford.

### **Section 8.1 Stage 1 Trigger – Water Watch**

#### Requirements for initiation:

- (a) The lake level in Lake Weatherford reaches 889.0 feet or 61.5% capacity; or
- (b) Water demand reaches 85 percent of the water treatment capacity or
- (c) Any mechanical failure of pumping equipment will require more than 48 hours to repair when dry weather conditions exist and continued dry weather is expected.
- (d) TRWD initiates Stage 1 – Water Watch for one or more of the following reasons:
  - a. Total raw water supply in TRWD western and eastern division reservoirs drops below 75% (25% depleted) of conservation storage.
  - b. Water demand for all or part of the TRWD delivery system exceeds delivery capacity because delivery capacity is inadequate.
  - c. Water demand is projected to approach the limit of TRWD’s permitted supply.
  - d. TRWD’s supply source becomes contaminated.
  - e. TRWD’s water supply system is unable to deliver water due to the failure or damage of major water system components.
  - f. The TRWD General Manager, with the concurrence of the TRWD Board of Directors, finds that conditions warrant the declaration of Stage 1 drought.

#### Requirements for termination

Stage 1 – Water Watch may be rescinded when TRWD terminates its Stage 1 condition or when the circumstances that caused the initiation of Stage 1 no longer prevail or when the lake level in Lake Weatherford is above 889.0 feet or 61.5% capacity.

### Goal for Use Reduction for Stage 1

The goal for water use reduction under Stage 1, Water Watch, is five percent. If circumstances warrant or if required by TRWD, the Director of Water Utilities, or his/her designee, can set a goal for greater water use reduction.

### Water Use Restrictions for Stage 1

Under threat of penalty for violation, the following water use restrictions shall apply during a Stage 1 Drought Response. Following is a menu of possible actions. Specific actions taken during any drought situation will be determined by the Director or Utilities or his/her designee. The Director of Utilities or his/her designee, may also take other actions not listed, if deemed necessary.

- (a) Prohibit outdoor watering with sprinklers or irrigation systems between 10 a.m. and 6 p.m. Watering with hand-held hoses, drip irrigation, and soaker hoses are allowed.
- (b) Limit landscape watering with sprinklers or irrigation systems to mandatory twice per week based on the last digit of the service address.
  - Residential and commercial addresses ending in an even number (0, 2, 4, 6, 8) may water on Wednesdays and Saturdays.
  - Residential and commercial addresses ending in an odd number (1, 3, 5, 7, 9) may water on Thursdays and Sundays.
  - City, Local Government, and School District offices may water on Tuesdays and Fridays.
  - Landscape watering will not be permitted on Mondays.
- (c) All other water uses please refer to Table 1.1-City of Weatherford Drought Plan Actions and Measures.

## **Section 8.2 Stage 2 Trigger – Water Warning**

### Requirements for initiation:

- (a) The lake level in Lake Weatherford reaches 887.5 feet or 54% capacity; or
- (b) Water demand reaches 85 percent of the water treatment capacity or
- (c) Any mechanical failure of pumping equipment will require more than 48 hours to repair when dry weather conditions exist and continued dry weather is expected.
- (d) TRWD initiates Stage 2 – Water Warning for one or more of the following reasons:
  - a. Total raw water supply in TRWD western and eastern division reservoirs drops below 60% (40% depleted) of conservation storage.
  - b. Water demand for all or part of the TRWD delivery system exceeds delivery capacity because delivery capacity is inadequate.
  - c. Water demand is projected to approach the limit of TRWD’s permitted supply.
  - d. TRWD’s supply source becomes contaminated.
  - e. TRWD’s water supply system is unable to deliver water due to the failure or damage of major water system components.
  - f. The TRWD General Manager, with the concurrence of the TRWD Board of Directors, finds that conditions warrant the declaration of Stage 2 drought.

### Requirements for termination:

Stage 2 – Water Warning may be rescinded when TRWD terminates its Stage 2 condition or when the circumstances that caused the initiation of Stage 2 no longer prevail or when the lake level in Lake Weatherford is above 887.5 or 54% capacity.

### Goal for Use Reduction for Stage 2

The goal for water use reduction under Stage 2, Water Warning, is to decrease use by 10 percent. If circumstances warrant or if required by TRWD, the Director of Water Utilities, or his/her designee, can set a goal for greater water use reduction.

## Water Use Restrictions for Stage 2

All requirements of Stage 1 Drought Response shall remain in effect during Stage 2. The following is a menu of possible actions. Specific actions taken during any drought situation will be determined by the Director or Utilities or his/her designee. The Director of Utilities or his/her designee, may also take other actions not listed, if deemed necessary.

- (a) Prohibit outdoor watering with sprinklers or irrigation systems between 10 a.m. and 6 p.m. Watering with hand-held hoses, drip irrigation, and soaker hoses are allowed.
- (b) Limit landscape watering with sprinklers or irrigation systems to mandatory once per week based on the last digit of the service address.
  - Residential and commercial addresses ending in an even number (0, 2, 4, 6, 8) may water on Saturdays.
  - Residential and commercial addresses ending in an odd number (1, 3, 5, 7, 9) may water on Sundays.
  - City, Local Government, and School District offices may water on Fridays.
  - Landscape watering will not be permitted on Mondays.
- (c) Other prohibit water uses.
  - Hosing of paved areas, such as sidewalks, driveways, parking lots, tennis courts, patios, or other impervious surfaces, except to alleviate an immediate health or safety hazard.
  - Swimming pools may not be filled with automatic valves. No refilling may be done between 10 a.m. and 6 p.m. on the designated watering day.
  - Use 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 recirculation system.

### **Section 8.3 Stage 3 Trigger – Water Emergency**

#### Requirements for initiation:

- (a) The lake level in Lake Weatherford reaches 885.5 feet or 45% percent capacity; or
- (b) Water demand reaches 85 percent of the water treatment capacity or
- (c) Major water line breaks, pump or system failures occur, which cause unprecedented loss of capability to provide water service; or
- (d) Natural or man-made contamination of the water supply source(s)
- (e) TRWD initiates Stage 3 – Water Emergency for one or more of the following reasons:
  - a. Total raw water supply in TRWD western and eastern division reservoirs drops below 45% (55% depleted) of conservation storage.
  - b. Water demand for all or part of the TRWD delivery system exceeds delivery capacity because delivery capacity is inadequate.
  - c. Water demand is projected to approach the limit of TRWD’s permitted supply.
  - d. TRWD’s supply source becomes contaminated.
  - e. TRWD’s water supply system is unable to deliver water due to the failure or damage of major water system components.
  - f. The TRWD General Manager, with the concurrence of the TRWD Board of Directors, finds that conditions warrant the declaration of Stage 3 drought.

#### Requirements for termination:

Stage 3 – Water Emergency may be rescinded when TRWD terminates its Stage 3 condition or when the circumstances that caused the initiation of Stage 3 no longer prevail or when the lake level in Lake Weatherford is above 885.5 or 45% capacity.

#### Goal for Use Reduction for Stage 3

The goal for water use reduction under Stage 3, Water Emergency, is to decrease use by 20 percent. If circumstances warrant or if required by TRWD, the Director of Water Utilities, or his/her designee, can set a goal for greater water use reduction.

### Water Use Restrictions for Stage 3

All requirements of Stage 1 and Stage 2 Drought Response shall remain in effect during Stage 3. The following is a menu of possible actions. Specific actions taken during any drought situation will be determined by the Director or Utilities or his/her designee. The Director of Utilities or his/her designee, may also take other actions not listed, if deemed necessary.

- (a) All outdoor watering is prohibited.
- (b) Other prohibit water uses.
  - The draining, filling, or refilling of swimming pools and Jacuzzi type pools. Existing private and public pools may add water to maintain pool levels. Swimming pools may not be filled with automatic valves.
  - Vehicle washing is restricted to commercial car wash or commercial service station and can only be done as necessary for health, sanitation, or safety reasons, including but not limited to the washing of garbage trucks and vehicles used to transport food and other perishables. All other vehicle washing is prohibited.
- (c) Use of water for construction purposes from designated fire hydrants under a Fire Hydrant Special Permit (Form 1.2) is to be discontinued.

## **Section 9. Drought Response and Notification**

The Director of Water Utilities, 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, shall determine that a mild, moderate, severe, critical, emergency or water shortage condition exists and shall implement the following notification procedures:

### Notification

- (a) Notification of the Public-The Director of Water Utilities, or his/ her designee, shall notify the public by means of one or more of the following:
  - a. Publication in a newspaper of general circulation,
  - b. Direct mail to each customer,
  - c. Public service announcements,
  - d. Signs posted in public places
  - e. Reverse 911 System
  
- (b) Additional Notification-The Director of Water Utilities, or his/ her designee, shall notify directly, or cause to be notified directly, the following individuals and entities:
  - a. Mayor, Utility Board Chairman and members of the Utility Board and City Council, Fire Chief
  - b. City Emergency Management Coordinator
  - c. TCEQ (required when mandatory restrictions are imposed)
  - d. Major water users
  - e. Critical water users, i.e. hospitals
  - f. Parks Director & Public Works Director

## **Section 10. Drought Plan Actions and Measures**

See Table 1.1 - City of Weatherford Drought Plan Actions and Measures

## **Section 11. Allocation and Alternate Portable Water Supply**

- (a) Every wholesale water contract entered and/or renewed after adoption of the plan, including contract extensions, that in the case of shortage of water resulting from drought, source supply contamination, system outage due to the failure of major system components, and or water production or distribution system limitations the water to be distributed shall divided in accordance with Texas Water Code 11.039. Pro rata curtailment of water deliveries to or diversions by wholesale water customers is authorized by Texas Water Code 11.039.

- (b) In the case of a water shortage due to source water contamination, the City of Weatherford will utilize water from Lake Benbrook which is authorized by Certificate # 08-3356A Amendment to Certificate of Adjudication. In the case of a system outage due to the failure of major water system components, and or water production or system limitations the City of Weatherford will utilize bottled or trucked water.

## **Section 12. Enforcement**

- (a) No person shall knowingly or intentionally allow the use of water from Weatherford Utilities 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 Director of Water Utilities, or his/her designee, in accordance with provisions of this Plan.
- (b) Procedures for Enforcing Mandatory Water Use Measures- Mandatory water use restrictions may be imposed in Stages 1, 2, and 3. These mandatory water use restrictions will be enforced by warnings and penalties as follows:
- On the first violation, customers will be given a written warning that they have violated the mandatory water use restriction.
  - On the second and subsequent violations is guilty of a misdemeanor and upon, conviction shall be punished by a fine of not less than two hundred dollars (\$200.00) and not more than five hundred dollars (\$500.00). Each day that one or more of the provisions in this Plan is violated, shall constitute a separate offense.
  - After three or more distinct violations of this Plan, the Director of Water Utilities 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 a re-connection charge, hereby established at \$250.00, and any other costs incurred by Weatherford Utilities in discontinuing service.
  - In addition, suitable assurance must be given to the Director of Water Utilities 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) Per the contract, wholesale customers will be required to implement the same stage and measures for as long as any part of their total water supply is being furnished by the City of Weatherford. Failure to comply with this ordinance will be considered a breach of contract and will be subject to contract cancelations as well as other enforcement measures stated in (b) of this Section.

- (d) Any person, including a person classified as a water customer of Weatherford Utilities, 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 person's 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.
- (e) Any employee of Weatherford Utilities, police officer, or other City of Weatherford employee designated by the Director of Water Utilities, may issue a citation to a person he/she reasonably believes to be in violation of this Ordinance. The citation shall be prepared in duplicate and shall contain the name and address of the alleged violator, if known, the offense charged, and shall direct him/her to appear in the Weatherford Municipal Court on the date shown on the citation for which the date shall not be more than 30 days from the date the citation was issued. The alleged violator shall be served a copy of the citation. Service of the citation shall be complete upon delivery of the citation to the alleged violator, to an agent or employee of a violator, or to a person over 14 years of age who is a member of the violator's immediate family or is a resident of the violator's residence. The alleged violator shall appear in Weatherford Municipal Court to enter a plea of guilty or not guilty for the violation of this Plan. If the alleged violator fails to appear in Weatherford Municipal Court, a warrant for his/her arrest may be issued. A summons to appear may be issued in lieu of an arrest warrant. These cases shall be expedited and given preferential setting in Weatherford Municipal Court before all other cases.

### **Section 13. Variances**

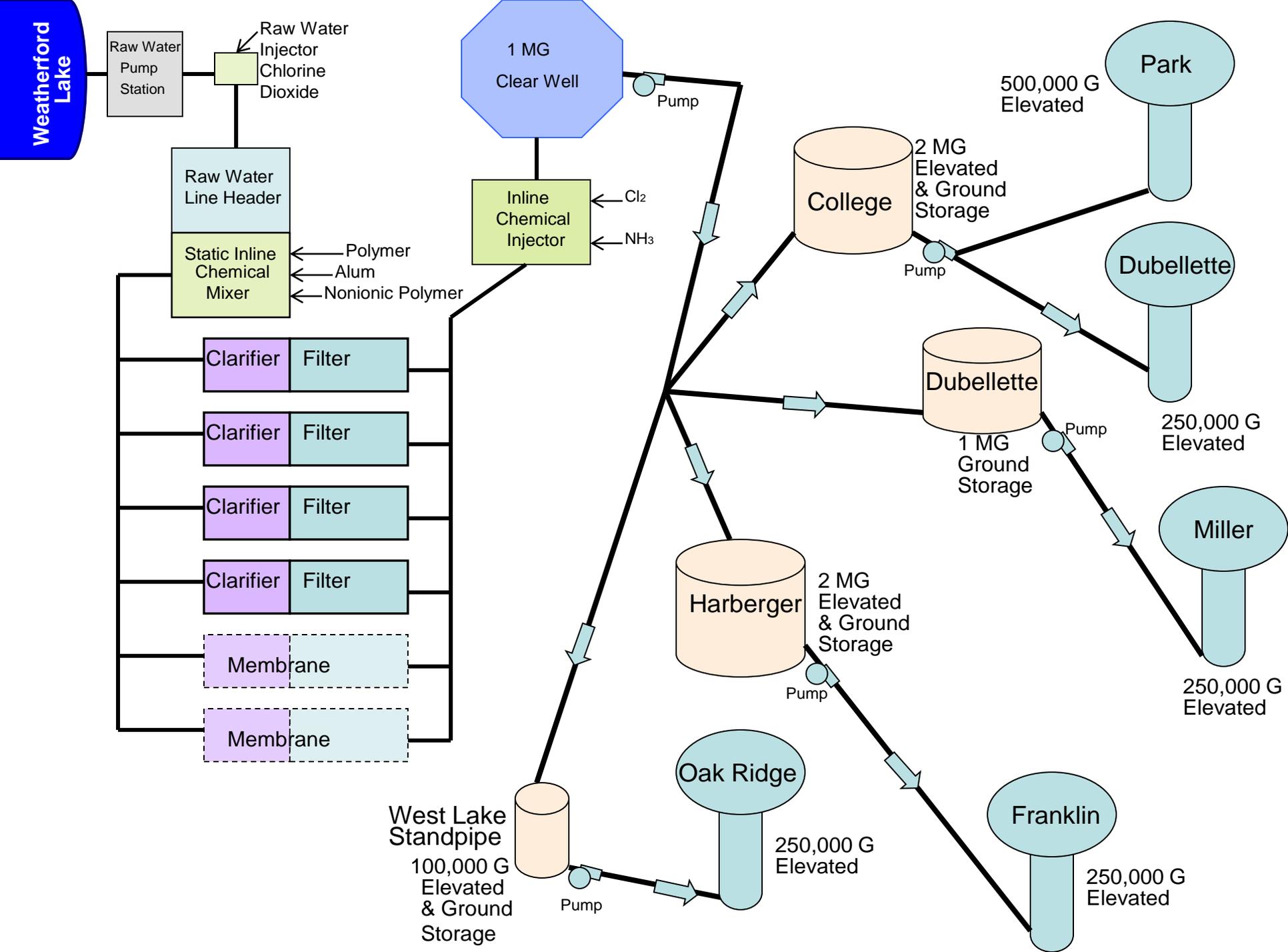
- (a) The Director of Water Utilities, or his/her designee, may, in writing, grant temporary variance for existing water uses otherwise prohibited under this Plan if it is determined that failure to grant such variance would cause an emergency condition adversely affecting the health, sanitation, or 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.
  
- (b) Persons requesting an exemption from the provisions of this Ordinance shall file a petition for variance with the Director of Water Utilities within 5 days after the Plan or a particular drought response stage has been invoked. All petitions for variances shall be reviewed by the Director of Water Utilities, 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.
  
- (c) Variances are granted under Stage 1 response-Water Watch if new turf (e.g. hydromulch, grass sod, or grass seed) is installed. Persons requesting watering variance must submit a New Turf special permit with the Director of Water Utilities or his/her designee, prior to installing new turf. Permit authorizes no water restrictions for the first thirty (30) days while it is being established. After that, the water restrictions set forth under Stage 1-Water Watch must apply. (Form 1.1)
  
- (d) Variances granted by Weatherford Utilities shall be subject to the following conditions, unless waived or modified by the Director of Water Utilities or his/her designee:
  - 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.

- (e) No variance shall be retroactive or otherwise justify any violation of this Plan occurring prior to the issuance of the variance.
- (f) No variance shall be required for the use of private water wells. However, a sign must be posted in the area that is being irrigated with such water giving notice of the use of a non-Weatherford Utility water source. The City of Weatherford will supply the signs for home owners and are available through the Utilities Department.

### **Section 13.1 One-time Variances**

The Director of Water Utilities, or his/her designee, may verbally grant a one-time variance to the existing drought response for sanitary reasons. Each day a variance to the drought response is required, a call must be made to Utilities Dispatch at (817) 598-4725 explaining the reason(s) for the variance request. A determination will be made and the petitioner will receive a verbal approval or denial.

City of Weatherford Drought Plan Actions and Measures				
Use Reduction Goal:		5%	10%	20%
Water User	Water Use or Action Category	Stage 1 - Water Watch	Stage 2 - Water Warning	Stage 3 - Water Emergency
All Water Users	Outdoor Watering	<u>Prohibited:</u> Outdoor watering with sprinklers or irrigation systems between 10:00 a.m. and 6:00 p.m.	<u>Prohibited:</u> Outdoor watering with sprinklers or irrigation systems between 10:00 a.m. and 6:00 p.m.	<u>Prohibited:</u> Outdoor watering
		<u>Limited to twice per week:</u> Landscape watering with sprinklers or irrigation systems at each service address is limited to Wednesdays and Saturdays for customers with a street address ending in an even number (0, 2, 4, 6 or 8), and Thursdays and Sundays for water customers with a street address ending in an odd number (1, 3, 5, 7 or 9)	<u>Limited to once per week:</u> Landscape watering with sprinklers or irrigation systems at each service address is limited to Saturdays for customers with a street address ending in an even number (0, 2, 4, 6 or 8), and Sundays for water customers with a street address ending in an odd number (1, 3, 5, 7 or 9)	<u>Prohibited:</u> Outdoor watering
	Exceptions to Outdoor Watering	<u>Foundations:</u> May be watered up to two hours on any day by handheld hose; or using a soaker hose or drip system placed within 24 inches of the foundation that does not produce a spray of water above the ground.	Same as Stage 1	Same as Stage 1
		<u>Selected Landscaping Plants:</u> Newly installed shrubs (first year) and trees may be watered up to two hours on any day by handheld hose, drip irrigation, or a soaker hose. Tree watering is limited to an area not to exceed the drip line of a tree.	Same as Stage 1	Same as Stage 1
		<u>New Turf:</u> Establishing new turf is discouraged. Users must obtain a New Turf special permit if new hydromulch, grass sod, or grass seed is installed. There are no watering restrictions for the first 30 days while it is being established. After that, the watering restrictions set forth in this stage apply. (Form 1.1)	Same as Stage 1	Same as Stage 1
		<u>Well water:</u> Twice per week watering restrictions do not apply to locations using well water	Same as Stage 1	Same as Stage 1
		<u>Special Irrigation Systems:</u> Installation of an ET controller or sub surface irrigation system, restrictions will not apply. Irrigation plans must be submitted for approval prior to installing. (Form Irrigation System Application)	Same as Stage 1	<u>Prohibited:</u> Outdoor watering

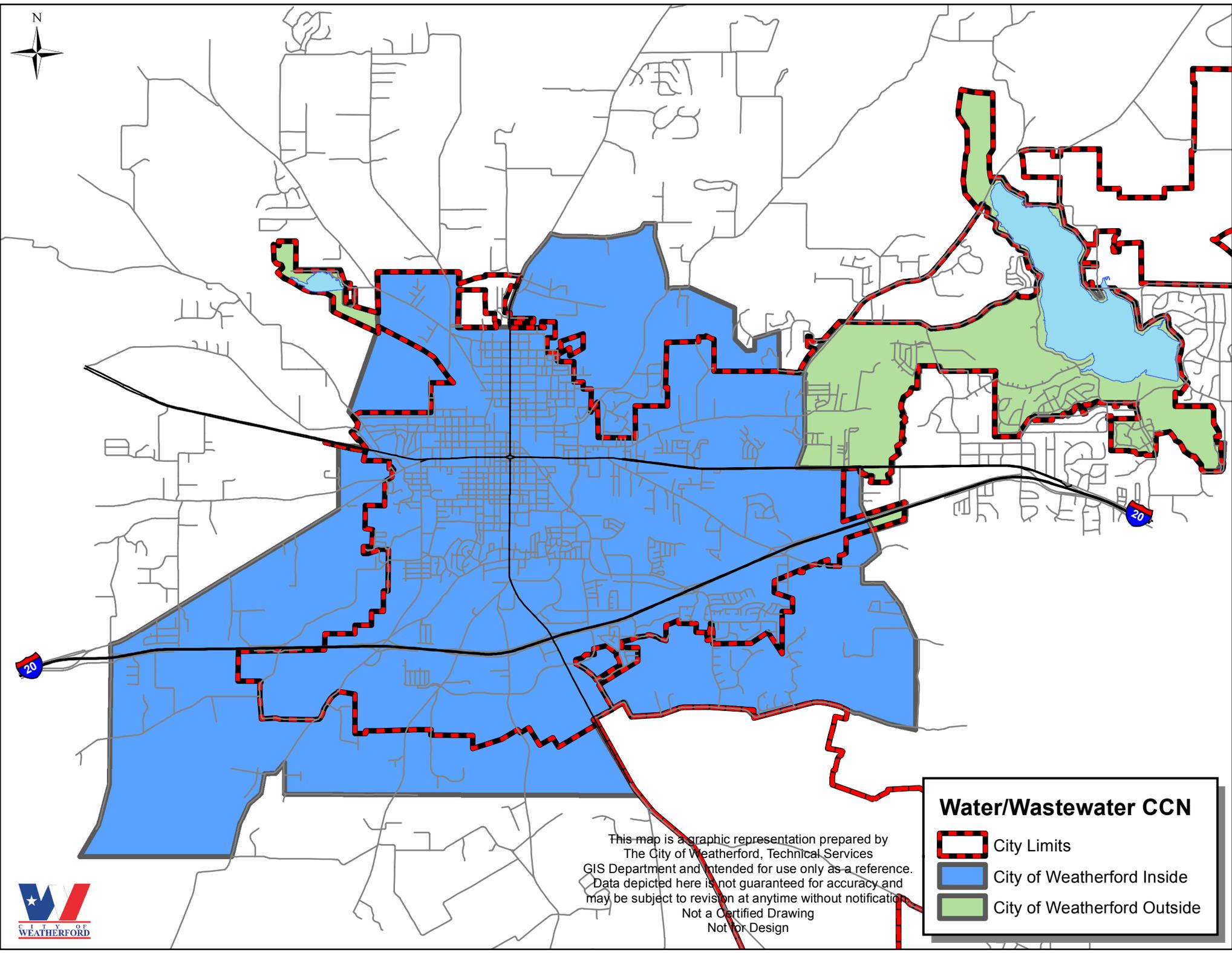




This map is a graphic representation prepared by  
The City of Weatherford, Technical Services  
GIS Department and intended for use only as a reference.  
Data depicted here is not guaranteed for accuracy and  
may be subject to revision at anytime without notification.  
Not a Certified Drawing  
Not for Design

**Water/Wastewater CCN**

-  City Limits
-  City of Weatherford Inside
-  City of Weatherford Outside



# APPENDIX A

## UTILITY PROFILE FOR RETAIL WATER SUPPLIER

Fill out this form as completely as possible.  
**If a field does not apply to your entity, leave it blank.**

### CONTACT INFORMATION

Name of Utility: \_\_\_\_\_

Public Water Supply Identification Number (PWS ID): \_\_\_\_\_

Certificate of Convenience and Necessity (CCN) Number: \_\_\_\_\_

Surface Water Right ID Number: \_\_\_\_\_

Wastewater ID Number: \_\_\_\_\_

Completed By: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Date: \_\_\_\_\_

Regional Water Planning Group: \_\_\_\_\_ [Map](#)

Groundwater Conservation District: \_\_\_\_\_ [Map](#)

Check all that apply:

Received financial assistance of \$500,000 or more from TWDB

Have 3,300 or more retail connections

Have a surface water right with TCEQ

# Section I: Utility Data

## A. Population and Service Area Data

1. Current service area size in square miles: \_\_\_\_\_  
 (Attach or email a copy of the service area map.)
  
2. Provide historical service area population for the previous five years, starting with the most current year.

Year	Historical Population Served By Retail Water Service	Historical Population Served By Wholesale Water Service	Historical Population Served By Wastewater Service

3. Provide the projected service area population for the following decades.

Year	Projected Population Served By Retail Water Service	Projected Population Served By Wholesale Water Service	Projected Population Served By Wastewater Service
2020			
2030			
2040			
2050			
2060			

4. Describe the source(s)/method(s) for estimating current and projected populations.

**B. System Input**

Provide system input data for the previous five years.

Total System Input = Self-supplied + Imported – Exported

Year	Self-supplied Water in Gallons	Purchased/Imported Water in Gallons	Exported Water in Gallons	Total System Input	Total GPCD
<b>Historic 5-year Average</b>					

**C. Water Supply System (Attach description of water system)**

1. Designed daily capacity of system \_\_\_\_\_ gallons per day.

2. Storage Capacity:  
 Elevated \_\_\_\_\_ gallons  
 Ground \_\_\_\_\_ gallons

3. List all current water supply sources in gallons.

Water Supply Source	Source Type*	Total Gallons

\*Select one of the following source types: *Surface water, Groundwater, or Contract*

4. If surface water is a source type, do you recycle backwash to the head of the plant?  
 Yes \_\_\_\_\_ estimated gallons per day  
 No

## D. Projected Demands

1. Estimate the water supply requirements for the next ten years using population trends, historical water use, economic growth, etc.

Year	Population	Water Demands (gallons)

2. Describe sources of data and how projected water demands were determined. Attach additional sheets if necessary.

### E. High Volume Customers

- List the annual water use, in gallons, for the five highest volume **RETAIL customers**. Select one of the following water use categories to describe the customer; choose Residential, Industrial, Commercial, Institutional, or Agricultural.

Retail Customer	Water Use Category*	Annual Water Use	Treated or Raw

\*For definitions on recommended customer categories for classifying customer water use, refer to the online [Guidance and Methodology for Reporting on Water Conservation and Water Use.](#)

- If applicable, list the annual water use for the five highest volume **WHOLESALE customers**. Select one of the following water use categories to describe the customer; choose Municipal, Industrial, Commercial, Institutional, or Agricultural.

Wholesale Customer	Water Use Category*	Annual Water Use	Treated or Raw

\*For definitions on recommended customer categories for classifying customer water use, refer to the online [Guidance and Methodology for Reporting on Water Conservation and Water Use.](#)

### F. Utility Data Comment Section

Provide additional comments about utility data below.

## Section II: System Data

### A. Retail Connections

- List the active retail connections by major water use category.

Water Use Category*	Active Retail Connections			
	Metered	Unmetered	Total Connections	Percent of Total Connections
Residential – Single Family				
Residential – Multi-family (units)				
Industrial				
Commercial				
Institutional				
Agricultural				
<b>TOTAL</b>				

\*For definitions on recommended customer categories for classifying customer water use, refer to the online [Guidance and Methodology for Reporting on Water Conservation and Water Use.](#)

- List the net number of new retail connections by water use category for the previous five years.

Water Use Category*	Net Number of New Retail Connections				
Residential – Single Family					
Residential – Multi-family (units)					
Industrial					
Commercial					
Institutional					
Agricultural					
<b>TOTAL</b>					

\*For definitions on recommended customer categories for classifying customer water use, refer to the online [Guidance and Methodology for Reporting on Water Conservation and Water Use.](#)

**B. Accounting Data**

For the previous five years, enter the number of gallons of RETAIL water provided in each major water use category.

Water Use Category*	Total Gallons of Retail Water				
Residential - Single Family					
Residential – Multi-family					
Industrial					
Commercial					
Institutional					
Agricultural					
<b>TOTAL</b>					

\*For definitions on recommended customer categories for classifying customer water use, refer to the online [Guidance and Methodology for Reporting on Water Conservation and Water Use.](#)

**C. Residential Water Use**

For the previous five years, enter the residential GPCD for single family and multi-family units.

Water Use Category*	Residential GPCD				
Residential - Single Family					
Residential – Multi-family					

**D. Annual and Seasonal Water Use**

1. For the previous five years, enter the gallons of treated water provided to RETAIL customers.

Month	Total Gallons of Treated Retail Water				
January					
February					
March					
April					
May					
June					
July					
August					
September					
October					
November					
December					
<b>TOTAL</b>					

2. For the previous five years, enter the gallons of raw water provided to RETAIL customers.

Month	Total Gallons of Raw Retail Water				
January					
February					
March					
April					
May					
June					
July					
August					
September					
October					
November					
December					
<b>TOTAL</b>					

3. Summary of seasonal and annual water use.

Water Use	Seasonal and Annual Water Use					Average in Gallons
Summer Retail (Treated + Raw)						_____
						5yr Average
TOTAL Retail (Treated + Raw)						_____
						5yr Average

**E. Water Loss**

Provide Water Loss data for the previous five years.

Water Loss GPCD = [Total Water Loss in Gallons ÷ Permanent Population Served] ÷ 365

Water Loss Percentage = [Total Water Loss ÷ Total System Input] x 100

Year	Total Water Loss in Gallons	Water Loss in GPCD	Water Loss as a Percentage
<b>5-year average</b>			

**F. Peak Water Use**

Provide the Average Daily Water Use and Peak Day Water Use for the previous five years.

Year	Average Daily Use (gal)	Peak Day Use (gal)	Ratio (peak/avg)

**G. Summary of Historic Water Use**

Water Use Category	Historic 5-year Average	Percent of Connections	Percent of Water Use
Residential SF			
Residential MF			
Industrial			
Commercial			
Institutional			
Agricultural			

**H. System Data Comment Section**

Provide additional comments about system data below.

## Section III: Wastewater System Data

If you do not provide wastewater system services then you have completed the Utility Profile. Save and Print this form to submit with your Plan. Continue with the [Water Conservation Plan Checklist](#) to complete your Water Conservation Plan.

**A. Wastewater System Data** (Attach a description of your wastewater system.)

1. Design capacity of wastewater treatment plant(s): \_\_\_\_\_  
**gallons** per day.
  
2. List the active wastewater connections by major water use category.

Water Use Category*	Active Wastewater Connections			
	Metered	Unmetered	Total Connections	Percent of Total Connections
Municipal				
Industrial				
Commercial				
Institutional				
Agricultural				
<b>TOTAL</b>				

2. What percent of water is serviced by the wastewater system? \_\_\_\_%
  
3. For the previous five years, enter the number of gallons of wastewater that was treated by the utility.

Month	Total Gallons of Treated Wastewater				
January					
February					
March					
April					
May					
June					
July					
August					
September					
October					
November					
December					
<b>TOTAL</b>					



## APPENDIX B

### Water Saving Methods For the Individual User

We rely on our water to do so many things. Keep in mind that the water supplies we depend on are not an endless resource. That will the population continuing to rise, water conservation is becoming so important. If you make a real effort in conservation, it will help us.

1. Take a shower instead of filling the tub and taking a bath. A bath can take up twice as much water as a 10-minute shower.
2. Install a low-flow shower head which restricts the quantity of flow at 60 psi to no more than 3.0 gallons per minute. They use 2.5 gallons of water or less.
3. Take short showers and install a cutoff valve or turn the water off while soaping and back on again only to rinse. This habit can save you about four gallons per shower.
4. Do not use hot water when cold will do. Water and energy can be saved by washing hands with soap and cold water; hot water should only be added when hands are especially dirty.
5. Reduce the level of the water being used in a bathtub by one or two inches if a shower is not available.
6. Turn water off when brushing teeth until it is time to rinse. Running the faucet for a couple of minutes while you're not using the water, wastes two or more gallons.
7. Do not let the water run when washing hands. Instead, hands should be wet, and water should be turned off while soaping and scrubbing and turned on again to rinse. A cutoff valve may also be installed on the faucet.
8. Shampoo hair in the shower. Shampooing in the shower takes only a little more water than is used to shampoo hair during a bath and much less than shampooing and bathing separately.
9. Hold hot water in the basin when shaving instead of letting the faucet continue to run.

10. Test toilets for leaks. To test for a leak, a few drops of food coloring can be added to the water in the tank. The toilet should not be flushed. The customer can then watch to see if the coloring appears in the bowl within a few minutes. If it does, the fixture needs adjustment or repair. The most common source of leaks is a faulty flapper valve.
11. Use a toilet tank displacement device. A one-gallon plastic milk bottle can be filled with stones or with water, recapped, and placed in the toilet tank. This will reduce the amount of water in the tank but still provide enough for flushing. (Bricks which some people use for this purpose are not recommended since they crumble eventually and could damage the working mechanism, necessitating a call to the plumber.) Displacement devices should never be used with new low-volume flush toilets.
12. Install faucet aerators to reduce water consumption. These inexpensive items mix air into the flow while maintaining the pressure. You won't notice a difference and you will be conserving water.
13. Never use the toilet as a wastebasket. Dispose of cleansing tissues, cigarette butts, or other trash. This can waste a great deal of water and also places an unnecessary load on the sewage treatment plant or septic tank.
14. Install a new low-volume flush toilet that uses 3.5 gallons or less per flush when building a new home or remodeling a bathroom.
15. Replace older toilets-Toilets used before 1992 use about 3.5 gallons more water per flush. The current standard uses 1.6 gallons and a newer high-efficiency toilets use 1.28 gallons or less.

B. Kitchen:

1. Use a pan of water (or place a stopper in the sink) for rinsing pots and pans and cooking implements when cooking rather than turning on the water faucet each time a rinse is needed.
2. Never run the dishwasher without a full load. In addition to saving water, expensive detergent will last longer and a significant energy saving will appear on the utility bill.
3. Use the sink disposal sparingly, and never use it for just a few scraps. Keep a container of drinking water in the refrigerator. Running water-from the tap until it is cool is wasteful. Both water and energy can be saving by keeping cold water in a picnic jug on a kitchen counter to avoid opening the refrigerator door frequently.
5. Use a small pan of cold water when cleaning vegetables rather than letting the faucet run.
6. Use only a little water in the pot and put a lid on it for cooking most food. Not only does this method save water, but food is more nutritious since vitamins and minerals are not poured down the drain with the extra cooking water.
7. Use a pan of water for rinsing when hand-washing dishes rather than running the faucet.
8. Always keep water conservation in mind, and think of other ways to save in the kitchen. Small kitchen savings from not making too much coffee or letting ice cubes melt in a sink can add up in a year's time.
9. Install an aerator on your faucet-it will mix air into the flow while maintaining pressure.

C. Laundry:

1. Wash only a full load when using an automatic washing machine (32 to 59 gallons are required per load.)
2. Use the lowest water level setting on the washing machine for light loads whenever possible.
3. Use cold water as often as possible to save energy and to conserve the hot water for uses which cold water cannot serve. (This is also better for clothing made of today's synthetic fabrics.)
4. Replace your old washer with an Energy Star Model-you will lower your energy bills and use 38 percent less water.

D. For Appliances and Plumbing:

1. Check water requirements of various models and brand when considering purchasing any new appliance that uses water. Some use less water than others.
2. Check all water line connections and faucets for leak. If the cost of water is \$1.00 per 1,000 gallons, one could be paying a large bill for water that simply goes down the drain because of leakage. A slow drip can waste as much as 170 gallons of water EACH DAY, or 5,000 gallons per month, and can add as much as \$5.00 per month to the water bill.
3. Learn to replace faucet washers so that drips can be corrected promptly. It is easy to do, costs very little, and can represent a substantial amount saved in plumbing and water bills.
4. To check for a water leak notify Weatherford Utilities. To check, all indoor and outdoor faucets should be turned off. City crews will check your water meter. If the meter continues to run or turn, a leak probably exists and needs to be located.
5. Be sure the hot water heater thermostat is not set too high. Extremely hot settings waste water and energy because the water often has to be cooled with cold water before it can be used.
6. Use a moisture meter to determine when house plants need water. More plants die from over-watering than from being on the dry side.

E. Out-of-Door Use:

1. Water lawns early in the morning during the hotter summer months. Much of the water used on the lawn can simply evaporate between the sprinkler and the grass.
2. Use a sprinkler that produces large drops of water, rather than a fine mist, to avoid evaporation.
3. Turn soaker hoses so the holes are on the bottom to avoid evaporation.
4. Water slowly for better absorption, and never water in high winds.
5. Forget about watering the streets or walks or driveways. They will never grow a thing.
6. Condition the soil with compost before planting grass or flower beds so that water will soak in rather than run off.
7. Fertilize lawns at least twice a year for root stimulation. Grass with a good root system makes better use of less water.
8. Learn to know when grass needs watering. If it has turned a dull grey-green or if footprints remain visible, it is time to water.
9. Do not water too frequently. Too much water can overload the soil so that air cannot get to the roots and can encourage plant diseases.
10. Do not over-water. Soil can absorb only so much moisture and the rest simply runs off. A timer will help, and either a kitchen timer or an alarm clock will do. An inch and one-half of water applied once a week will keep most Texas grasses alive and healthy.
11. Operate automatic sprinkler systems only when the demand on the town's water supply is lowest. Set the system to operate between 4:00 a.m. and 6:00 a.m.
12. Do not scalp lawns when mowing during hot weather. Taller grass holds moisture better. Rather, grass should be cut fairly often, so that only  $\frac{1}{2}$  to  $\frac{3}{4}$  inches is trimmed off. A better-looking lawn will result.

13. Use a watering can or hand water with the hose in small areas of the lawn that need more frequent watering (those near walks or driveways or in especially hot, sunny spots).
14. Learn what types of grass, shrubbery, and plants do best in the area and in which parts of the lawn, and then plant accordingly. If one has a heavily shaded yard, no amount of water will make roses bloom. In especially dry sections of the state, attractive arrangements of plants that are adapted to arid or semi-arid climates should be chosen.
15. Consider decorating areas of the lawn with rocks, gravel, wood chips, or other materials now available that require no water at all.
16. Do not "sweep" walks and driveways with the hose. Use a broom or rake instead.
17. Use a bucket of soapy water and use the hose only for rinsing when washing the car.
18. Install a "smart" controller-that's an irrigation clock that automatically adjusts in response to weather conditions
19. Maintain your irrigation system-fix leaks or damaged sprinkler heads and make sure that they are aimed at the landscape.
20. Water by the drop using drip irrigation-Taller grass holds moisture better and slows down evaporation. Leaving lawn clippings on your lawn will also help hold moisture as well as returning valuable nutrients to the soil.
21. Don't forget to mulch-adding three to four inches of mulch to flower beds or around trees and shrubs will help retain moisture and limit weed growth.



## PLANNING & DEVELOPMENT DEPARTMENT IRRIGATION SYSTEM APPLICATION

Residential or Commercial

Date: \_\_\_\_\_

Street Address: \_\_\_\_\_

Applicant: \_\_\_\_\_ Phone #: \_\_\_\_\_

Work description: \_\_\_\_\_

Home Owner/Business Owner: \_\_\_\_\_

Home Owner/Business Owner Phone: \_\_\_\_\_

Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

### Required at Time of Submittal:

1. Complete Application
2. Application/ Administrative Fee: \$35.00
3. 2 Complete Sets of Plans (see below)

### Plans Submitted Must Include the Following:

All irrigation plans must be drawn to scale. The plan must include, at a minimum, 11 x 17 paper size with the following information:

- (1) the irrigator's seal, signature, and date of signing;
- (2) all major physical features and the boundaries of the areas to be watered;
- (3) a North arrow;
- (4) a legend that is legible;
- (5) the zone flow measurement for each zone;
- (6) location and type of each:
  - (A) controller; and
  - (B) sensor (for example, but not limited to, rain, moisture, wind, flow, or freeze);
- (7) location, type, and size of each:
  - (A) water source, such as, but not limited to a water meter and point(s) of connection;
  - (B) backflow prevention device;
  - (C) water emission device, including, but not limited to, spray heads, rotary sprinkler heads, quick-couplers, bubblers, drip, or micro-sprays;
  - (D) valve, including but not limited to, zone valves, master valves, and isolation valves;
  - (E) pressure regulation component; and
  - (F) main line and lateral piping.
- (8) the scale used on appropriate size paper for the entire site; and
- (9) the design pressure.

**The City of Weatherford requires all Irrigation Systems installed within the city limits to be inspected. The backflow device must be tested upon installation and annually thereafter by a licensed backflow tester. All test reports must be turned into this office for each device.**

**\*ALL IRRIGATORS, LANDSCAPERS AND BACKFLOW TESTERS MUST BE REGISTERED WITH THE CITY OF WEATHERFORD.**

**\*BACKFLOW TESTERS MUST SUBMIT ALL REPORTS TO THE CITY OF WEATHERFORD, PLANNING & DEVELOPMENT DEPT.**

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law, ordinance, or regulation. **The issuance of a permit neither exempts nor modifies any covenants, deed restrictions, city ordinances and/or state or federal laws, whether herein specified or not.**

For questions of direction please contact our offices at 817/598-4284.

APPLICANT NAME: \_\_\_\_\_ ( \_\_\_\_\_ ) \_\_\_\_\_  
Signature Phone #



## Special Permit Fire Hydrant Water Meter

In accordance with the City's Drought Contingency Plan; Stage 1 Response – WATER WATCH:

*e) Use of water from hydrants shall be limited to firefighting, related activities, or other activities necessary to maintain public health, safety, and welfare, except the use of water from designated fire hydrants for construction purposes that are within the Weatherford city limits will be allowed under special permit from Weatherford Utilities.*

Company Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Account No.: \_\_\_\_\_

Meter No.: \_\_\_\_\_

Current Meter Reading: \_\_\_\_\_

\_\_\_\_\_  
Company Representative (Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Representative

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

For more information, please visit: [www.weatherfordtx.gov](http://www.weatherfordtx.gov). Should you have any questions, please contact Danny Cervený at (817) 598-4171.



## New Turf Special Permit

In accordance with the City's Water Conservation and Drought Contingency Plan;  
Year-Round Water Conservation Measures and/or Stage 1 Response – WATER WATCH:

New turf (grass seed, hydromulch, grass sod, or grass seed) may be watered under the following conditions:

- New turf may be watered for the first 30 days while it is being established
- No watering between 10:00 a.m. — 6:00 p.m.
- Authorization will expire within 30 days.

*Please Print*

Property Address: \_\_\_\_\_

Name of Property Owner/Authorized Representative: \_\_\_\_\_

Title: \_\_\_\_\_ Email Address: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Date of Turf or Landscaping Installation: \_\_\_\_\_

Describe Turf or Landscaping for which Water Use is required in Detail:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I have read and understand the Year-Round Water Conservation Measures and Stage 1 watering restrictions.

Signature of Owner/Authorized Representative: \_\_\_\_\_

Authorization expires on: \_\_\_\_\_

\_\_\_\_\_  
City Representative (Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

For more information, please visit: [www.weatherfordtx.gov/waterconservation](http://www.weatherfordtx.gov/waterconservation). Should you have any questions, please contact Environmental Regulatory and Affairs at (817) 598-4275.

Form 1.1 version 2015

## Water-Rate Structure - Appendix F

### Residential Rates – Effective 10/01/12

Customer Charge - 5/8 X 1/2 inch meter (Minimum)	\$12.50
Customer Charge - 3/4 inch meter (Minimum)	\$18.75
Customer Charge - 1 inch meter (Minimum)	\$31.25
Customer Charge - 1 1/2 inch meter (Minimum)	\$62.50
Customer Charge - 2 inch meter (Minimum)	\$100.00
Customer Charge - 3 inch meter (Minimum)	\$218.75
Customer Charge - 4 inch meter (Minimum)	\$375.00
Customer Charge - 6 inch meter (Minimum)	\$781.25
Customer Charge - 8 inch meter (Minimum)	\$1,125.00
Per CU. FT. (0 -1000)	\$0.0337
Per CU. FT. (1000 - 3500)	\$0.0421
Per CU. FT. (3500-5000)	\$0.0527
Per CU. FT. (All over 5000)	\$0.0660

### Rural Water Customers – Westridge/Southcrest Subdivisions – Effective 10/01/12

Customer Charge - 5/8 X 1/2 inch meter (Minimum)	\$12.50
Customer Charge - 3/4 inch meter (Minimum)	\$18.75
Customer Charge - 1 inch meter (Minimum)	\$31.25
Customer Charge - 1 1/2 inch meter (Minimum)	\$62.50
Customer Charge - 2 inch meter (Minimum)	\$100.00
Customer Charge - 3 inch meter (Minimum)	\$218.75
Customer Charge - 4 inch meter (Minimum)	\$375.00
Customer Charge - 6 inch meter (Minimum)	\$781.25
Customer Charge - 8 inch meter (Minimum)	\$1,125.00
Per CU. FT. (0 -1000)	\$0.0575
Per CU. FT. (1000 - 3500)	\$0.0654
Per CU. FT. (3500-5000)	\$0.0754
Per CU. FT. (All over 5000)	\$0.0873

### Commercial Rates

Customer Charge - 5/8 X 1/2 inch meter (Minimum)	\$12.50
Customer Charge - 3/4 inch meter (Minimum)	\$18.75
Customer Charge - 1 inch meter (Minimum)	\$31.25
Customer Charge - 1 1/2 inch meter (Minimum)	\$62.50
Customer Charge - 2 inch meter (Minimum)	\$100.00
Customer Charge - 3 inch meter (Minimum)	\$218.75
Customer Charge - 4 inch meter (Minimum)	\$375.00
Customer Charge - 6 inch meter (Minimum)	\$781.25
Customer Charge - 8 inch meter (Minimum)	\$1,125.00
Per CU. FT.	\$0.0337

### Fire Hydrant Meters – Effective October 1, 2012

Customer Charge (Minimum) - FH 2 inch	\$100.00
Customer Charge (Minimum) - FH 3 inch	\$218.75
Per CU. FT.	\$0.0637