



CITY OF WATAUGA
DROUGHT CONTINGENCY PLAN

ADOPTED APRIL 2009

EFFECTIVE MAY 1, 2009

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1.0 INTRODUCTION AND OBJECTIVES

Drought or a number of other uncontrollable circumstances can disrupt normal availability of the City's water supply. Even though the City may have an adequate water supply, the supply could become contaminated or a disaster could destroy the supply.

The City's Drought Contingency and Emergency Water Management Plan (EWMP) is not the same as the Water Conservation Plan. While water conservation involves implementing permanent water use efficiency or reuse practices, the EWMP will establish temporary methods or techniques designed to be used only as long as an emergency exists.

The purpose of this Drought Contingency and EWMP (subsequently referred to as the Plan) is as follows:

- To conserve the available water supply in times of drought and emergency.
- To maintain supplies for domestic water use, sanitation, and fire protection.
- To protect and preserve public health, welfare, and safety.
- To minimize the adverse impacts of water supply shortages.
- To minimize the adverse impacts of emergency water supply conditions.

2.0 TEXAS COMMISSION ON ENVIRONMENTAL QUALITY RULES

TCEQ rule Title 30, Part 1, Chapter 288, Subchapter A, Rule 288.1 (4) defines a drought contingency plan as "a strategy or combination of strategies for temporary supply and demand management responses to temporary and potentially recurring water supply shortages and other water supply emergencies."

TCEQ rules governing development of and minimum requirements for drought contingency plans for municipal water suppliers and wholesale water suppliers are contained in Texas Administrative Code Title 30, Part 1, Chapter 288, Subchapter B, Rule 288.20 and Rule 288.22, respectively.

3.0 WATER SYSTEM PROFILE

The City of Watauga purchases water from North Richland Hills. Tarrant Regional Water District (TRWD) is the wholesale raw water supplier for TRA and the City of Fort Worth. The water supply sources for TRA and the City of Fort Worth are as follows:

- Lake Arlington: TRA pipeline
- West Fork of Trinity River: Lake Worth, Eagle Mountain Lake, and Lake Bridgeport (A pipeline connecting Eagle Mountain Lake to the East Texas supply is under construction).
- East Texas: Cedar Creek Reservoir, located approximately 75 miles southeast of Fort Worth and Richland Chambers Reservoir, located approximately 75 miles southeast of Fort Worth; and

- Clear Fork of the Trinity River via Lake Benbrook. A pipeline connects Lake Benbrook to the East Texas Supply.

3.1 CITY OF WATAUGA WATER STORAGE AND DISTRIBUTION SYSTEM

Watauga provided water to approximately 24,150 residents in 2008 with the population that may reach 24,350 by 2015. Watauga maintains a distribution system of approximately 88 miles of various size water mains and a two (2) million gallon elevated storage tank. The Watauga Road Pump Station and two (2) million gallon ground storage is owned and maintained by North Richland Hills. The cost to maintain the pump station is shared by the percentage of water used by each entity.

4.0 DROUGHT CONTINGENCY/EMERGENCY WATER MANAGEMENT PLAN

4.1 WATAUGA AS A WHOLESALE CUSTOMER OF NORTH RICHLAND HILLS

The City of Watauga is a wholesale customer of the North Richland Hills. The City is required, per the wholesale contract, to establish a Drought Contingency/Emergency Water Plan similar to that City of North Richland Hills. The City's Plan must follow the same triggering conditions, stages, and responses to drought or emergency water conditions as North Richland Hills plans. Under the City's Plan, we will be notified by the City of North Richland Hills by telephone or facsimile, and a written letter for each stage of the Plan will follow. The notification process will include the steps the City must take in order to comply with their plans.

The City may also need to implement an Emergency Water Management Program in lieu of North Richland Hills plans. For these emergency water situations, the City will follow the same triggers, stages, and responses as outlined in the Plan.

4.2 PUBLIC EDUCATION

The City of Watauga will inform and educate the public about the Drought Contingency/Emergency Water Management Plan by the following means:

- Preparing fact sheets describing the Plan and making these available online and at City Hall, Library, Community Center and events.
- Posting a copy of the Plan on the City's web site www.cowtx.org.
- Posting information on the TV Cable channel.

When the Drought Contingency/Emergency Water Management Plan is activated or the stage changes, the City will notify local media of the issues, the current response stage, and the specific actions required of the public. The information will also be publicized on the City's web site. Utility bill inserts will also be used as appropriate.

4.3 INITIATION AND TERMINATION OF DROUGHT AND EMERGENCY RESPONSE STAGES

The provisions of this Plan shall apply to all persons, customers, and property utilizing potable water provided by the City of Watauga. The terms “person” and “customer” as used in the Plan include individuals, corporations, partnerships, associations, and all other legal entities. The Plan does not apply to locations using treated wastewater effluent, private or public wells or possessing their own water rights in the Trinity River.

The Plan may be applied to the entire city or geographic portions of the City as necessary. If the Plan is applied only to a limited sector, the boundaries will be defined in terms of roadways, creeks and other easily distinguishable features.

Initiation of a Drought/Emergency Water Management Stage

The City Manager or his/her official designee may order the implementation of a drought response or water emergency stage when one or more of the trigger conditions for that stage is met. The following actions will occur when a stage is initiated:

- The public will be notified through local media and through the City’s web site.
- The City of Watauga, a wholesale customer of North Richland Hills, will be notified by telephone, e-mail, follow-up letter, or fax that provides details of the reasons for initiation of the drought or water emergency stage.
- The public will also be notified by postings at the Watauga City Hall and at several key public facilities within the City. Temporary signs will also be placed throughout the City.

The notification will include the proper stage level and responses to the stage level so residents and customers of the city will understand what actions are required on their part. A description and details of the reasons for initiation of the drought or water emergency stage will be provided in the public posting.

All stages imposed by the City of North Richland Hills must be initiated by the City of Watauga.

Watauga receives treated potable water from North Richland Hills. Under the wholesale contract and agreement, the City of Watauga must initiate any drought response or emergency stages that have been initiated by North Richland Hills.

The City of Watauga may have to implement a water emergency stage on behalf of its distribution system. Examples may include loss of pumping capacity by North Richland Hills, contamination, or water main breaks.

Termination of a Drought/Emergency Water Management Stage

The City Manager or his/her official designee may order the termination of a drought response or water emergency stage when notified by the City of North Richland Hills that conditions for termination are met.

4.4 DROUGHT AND EMERGENCY RESPONSE STAGES

Stage 1 – Water Watch

Triggering Conditions:

- Water demand reaches or exceeds 90% of reliable delivery capacity for three consecutive days. The delivery capacity could be citywide or in a specified portion of the system.
- Distribution system becomes contaminated.
- Water demand for all or part of the delivery system approaches delivery capacity because delivery capacity is inadequate.
- Water supply system is unable to deliver water due to the failure or damage of major water system components.
- Total raw water supply within the Tarrant Regional Water District (TRWD) western and eastern division reservoirs, drops below 75% (25% depleted) of conservation storage.
- Water demand for all or part of the TRWD delivery system exceeds delivery capacity because delivery capacity is inadequate.
- Water demand is projected to approach the limit of TRWD's permitted supply.
- TRWD's supply source becomes contaminated.
- TRWD's water supply system is unable to deliver water due to the failure or damage of major water system components.
- The TRWD General Manager, with the concurrence of the TRWD Board of Directors, finds that conditions warrant the declaration of Stage 1 of the Plan.

Terminating Condition for Stage 1

Stage 1 may terminate when the City of North Richland Hills terminates its Stage 1 condition or when circumstances that caused the initiation of Stage 1 no longer prevail.

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 the City of North Richland Hills, the City Manager of Watauga or his/her official designee can set a goal for greater water use reduction.

Actions available for Stage 1

The City Manager or his/her official designee may order the implementation of any of the actions listed below, as deemed necessary. The City Manager or his/her official designee must implement any action(s) required by the City of North Richland Hills.

All Water Users

Initiate mandatory restrictions to prohibit non-essential water use as follows:

- Prohibit 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.
- Prohibit hosing of buildings or other structures for purposes other than fire protection or surface preparation prior to painting.
- Prohibit using water in such a manner as to allow runoff or other waste, including:
 - Failure to repair a controllable leak, including a broken sprinkler head, a leaking valve, leaking or broken pipes, or a leaking faucet;
 - operating a permanently installed irrigation system with: (a) a broken head; (b) a head that is out of adjustment and the arc of the spray head is over a street or parking lot; or (c) a head that is misting because of high water pressure; or
 - during irrigation, allowing water: (a) to run off a property and form a stream of water in a street for a distance of 50 feet or greater; or (b) to pond in a street or parking lot to a depth greater than one-quarter of an inch.
- Prohibit outdoor watering with sprinklers or irrigation systems between 10 a.m. and 6 p.m. year round.
- Limit landscape watering with sprinklers or irrigation systems at each service address to a twice per week schedule as outlined below. This includes landscape watering of parks, and sports fields.
 - Residential addresses ending in an even number (0, 2, 4, 6, or 8) may water on Wednesdays and Saturdays.
 - Residential addresses ending in an odd number (1, 3, 5, 7 or 9) may water on Thursdays and Sundays.
 - All non-residential locations (apartment complexes, businesses, parks, street medians, etc.) may water on Tuesdays and Fridays.
- All users are encouraged to reduce the frequency of draining and refilling swimming pools.
- All users are encouraged to use native and adapted drought tolerant plants in landscaping.
- Washing of any motor vehicle, motorbike, boat, trailer, airplane, or other vehicle shall be limited to the use of a hand-held bucket or a hand-held hose equipped with a positive-pressure shutoff nozzle for quick rinses. Vehicle washing may be done at any time on the premises of a commercial car wash or commercial service station. Companies with an automated on-site vehicle washing facility may wash its vehicles at

anytime. Further, such washing may be exempt from these requirements if the health, safety, and welfare of the public are contingent upon frequent vehicle cleanings, such as garbage trucks and vehicles used to transport food and perishables.

Exceptions:

- Foundations may be watered up to two hours on any day using a handheld hose, soaker hose or drip irrigation system placed within 24-inches of the foundation that does not produce a spray of water above the ground.
- Newly installed shrubs (first year) and trees (two years) may be watered up to two hours on any day by handheld hose, drip irrigation, soaker hose or tree bubbler. Tree watering is limited to an area not to exceed the drip line of a tree.
- Outdoor watering at service addresses with large multi-station irrigation systems may take place in accordance with a variance granted by the Public Works Director, if he determines that a property can not be completely irrigated with an average of three-quarters of an inch of water in a single day, and that the property should be divided into sections to be irrigated on different days.
- Establishing new turf is discouraged. If hydromulch, grass sod, or grass seed is installed for the purpose of establishing a new lawn, 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. (This does not include over seeding with rye since turf already exists.)
- Skinned areas of sports fields may be watered as needed for dust control.
- Professional sports fields (playing fields within a stadium only, not surrounding landscaping) may be watered as needed to maintain league standards.

City and Local Governments (In addition to the actions listed above):

- Review conditions and problems that caused Stage 1. Take corrective action.
- Increase public education efforts on ways to reduce water use.
- Increase enforcement efforts.
- Intensify leak detection and repair efforts.
- Audit all city and local government irrigation systems to ensure proper conditions, settings, and operations.
- Identify and encourage voluntary reduction measures by high-volume water users through water use audits.
- Reduce non-essential water use. As used herein, non-essential water uses are those that do not have any health or safety impact and are not needed to meet the core function of the agency.
- The City of North Richland Hills will notify the City of Watauga of actions being taken and require them to implement the same stage and measures. Per contract, Watauga must institute and apply the same rationing, conservation measures or restrictions to

the use of water by their customers for so long as any part of their total water supply is being furnished by the City of North Richland Hills.

Commercial:

- All actions listed above for all water users apply to commercial users.
- Stock at commercial plant nurseries are exempt from Stage 1 watering restrictions.
- Restaurants, and bars are encouraged to serve drinking water to patrons on an “on demand” basis.

Stage 2 – Water Warning

Triggering Conditions:

- Water demand reaches or exceeds 95% of reliable delivery capacity for three consecutive days. The delivery capacity could be citywide or in a specified portion of the system.
- Contamination of the water supply source(s) or water supply system.
- Demand for all or part of the delivery system equals or exceeds delivery capacity because delivery capacity is inadequate.
- Water supply system is unable to deliver water due to the failure or damage of major water system components.
- Total raw water supply within TRWD, western and eastern division reservoirs, drops below 60% (40% depleted) of conservation storage.
- Water demand for all or part of the TRWD delivery system exceeds delivery capacity because delivery capacity is inadequate.
- Water demand is projected to approach the limit of TRWD’s permitted supply.
- TRWD’s supply source becomes contaminated.
- TRWD’s water supply system is unable to deliver water due to the failure or damage of major water system components.
- The TRWD General Manager, with the concurrence of the TRWD Board of Directors, finds that conditions warrant the declaration of a Stage 2 of the Plan.

Terminating Condition for Stage 2

Stage 2 may terminate when the City of North Richland Hills terminates its Stage 2 condition or when circumstances that caused the initiation of Stage 2 no longer prevail.

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 the City of North Richland Hills,

the City Manager of Watauga or his/her official designee can set a goal for greater water use reduction.

Actions Available for Stage 2

The City Manager or his/her official designee may order the implementation of any of the actions listed below, as deemed necessary. The City Manager or his/her official designee must implement any action(s) required by the City of North Richland Hills.

- Continue or initiate any actions available under Stage 1.

All Water Users:

- Limit landscape watering with sprinklers or irrigation systems to a once per week schedule at each service address as determined by the Public Works Director. This includes landscape watering at parks and sports fields.
- All users are encouraged to wait until the current drought or emergency situation has passed before establishing new landscaping and turf. If hydromulch, grass sod, or grass seed is installed for the purpose of establishing a new lawn, 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 (this does not include over seeding with rye since turf already exists).
- Prohibit use of water for dust control, except as required to protect public health.
- Prohibit the operation of ornamental fountains or ponds that use potable water except where necessary, to support aquatic life or where such fountains or ponds are equipped with a recirculation system.
- Prohibit filling of swimming pools with automatic valves.
- Watering for dust control on skinned areas of sport fields is not allowed.

Exceptions:

- Foundations may be watered up to two hours on any day by a handheld hose, a soaker hose, or drip irrigation system placed within 24-inches of the foundation that does not produce a spray of water above the ground.
- Newly installed shrubs and trees (first year) may be watered up to two hours on any day by a handheld hose, drip irrigation, or a soaker hose. Tree watering is limited to an area not to exceed the drip line of the tree.
- Outdoor watering at service addresses with large multi-station irrigation systems may take place in accordance with a variance granted by the Public Works Director if the Director determines that a property can not be completely irrigated with an average of three-quarters of an inch of water in a single day and that the property should be divided into sections to be irrigated on different days.
- Professional sports fields (playing fields within a stadium only - not surrounding landscaping) may be watered as needed to maintain league standards.

City and Local Governments:

- Continue or initiate any actions available under Stage 1.
- Review conditions or problems that caused Stage 2. Take corrective action.
- Increase frequency of media releases on water supply conditions.
- Further accelerate public education efforts on ways to reduce water use.
- Eliminate non-essential water use. As used herein, non-essential water uses are those that do not have any health or safety impact and are not needed to meet the core function of the agency.
- Prohibit wet street sweeping.
- The City of North Richland Hills will notify the City of Watauga of actions being taken and require them to implement the same stage and measures. Per contract, Watauga is required to institute and apply the same rationing, conservation measures or restrictions to the use of water by their customers for so long as any part of their total water supply is being furnished by the City of North Richland Hills.

Commercial:

- All actions listed above for all water users apply to commercial users.
- Use of water from fire hydrants for any purpose other than firefighting related activities or other activities necessary to maintain public health, safety and welfare requires approval from the Public Works Director. Fire hydrant use may be limited to only designated hydrants.

Stage 3 – Emergency Water Use

Triggering Conditions for Stage 3:

- Water demand reaches or exceeds 98% of reliable delivery capacity for one day. The delivery capacity could be citywide or in a specified portion of the system.
- Contamination of the water supply source(s) or water supply system.
- Demand for all or part of the delivery system exceeds delivery capacity because delivery capacity is inadequate.
- Water supply system is unable to deliver water due to the failure or damage of major water system components.
- Total raw water supply within TRWD, western and eastern division reservoirs, drops below 45% (55% depleted) of conservation storage.
- Water demand for all or part of the TRWD delivery system exceeds delivery capacity because delivery capacity is inadequate.
- Water demand is projected to approach or exceed the limit of TRWD's permitted supply.

- TRWD's supply source becomes contaminated.
- TRWD's water supply system is unable to deliver water due to the failure or damage of major water system components.
- The TRWD General Manager, with the concurrence of the TRWD Board of Directors, finds that conditions warrant the declaration of Stage 3 of the Plan.

Terminating Conditions for Stage 3

Stage 3 may terminate when the City of North Richland Hills terminates its Stage 3 conditions or when circumstances that caused the initiation of Stage 3 no longer prevail.

Goals for Use Reduction for Stage 3

The goal for water use reduction under Stage 3, Emergency Water Use, is to decrease use by 20 percent. If circumstances warrant or if required by the City of North Richland Hills, the City Manager of Watauga or his/her official designee can set a goal for a greater water use reduction.

Actions Available for Stage 3:

The City Manager or his/her official designee may order the implementation of any of the actions listed below, as deemed necessary. The City Manager or his/her official designee must implement any action(s) required by the City of North Richland Hills.

- Continue or initiate any actions available under Stages 1 and 2.

All Water Users:

- Prohibit landscape watering, including at parks, and sports fields.
- Prohibit establishment of new landscaping.
- Vehicle washing restricted to commercial car wash, commercial service station or a private on-site vehicle washing facility 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.
- Prohibit the operation of ornamental fountains or ponds that use potable water except where necessary to support aquatic life.
- Prohibit the draining, filling, or refilling of swimming pools, wading pools and Jacuzzi type pools. Existing private and public pools may add water to maintain pool levels; however they may not be refilled using automatic fill valves.

Exceptions:

- Foundations may be watered up to two hours on any day by handheld hose; or using a soaker hose or drip irrigation system placed within 24-inches of the foundation that does not produce a spray of water above the ground.
- 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 the tree.
- Professional sports fields (playing fields with a stadium only – not surrounding landscaping) may be watered as needed to maintain league standards.

City and Local Governments:

- Continue or initiate any actions available under Stages 1 and 2.
- Review conditions or problems that caused Stage 3. Take corrective action.
- Implement viable alternative water supply strategies.
- Increase frequency of media releases explaining emergency situation.
- Reduce city and local government water use to maximum extent possible.
- Prohibit the permitting of new swimming pools, jacuzzi type pools, spas, ornamental ponds and fountain construction. Pools already permitted and under construction may be completely filled with water.
- The City of North Richland Hills will notify the City of Watauga of actions being taken and require the City to implement the same stage and measures. Per contract, Watauga is required to institute and apply the same rationing, conservation measures or restrictions to the use of water by their customers for so long as any part of their total water supply is being furnished by the City of North Richland Hills.

Commercial:

- All actions listed above for all water users apply to commercial users.
- Restaurants, and bars required to serve drinking water to patrons on an “on demand” basis.
- Stock at commercial plant nursery may be watered only with a hand-held hose, hand-held watering can or drip irrigation system.
- Commercial water users required to reduce water use by a set percentage as determined by the Public Works Director.
- Use of water from hydrants for any purpose other than firefighting related activities or other activities necessary to maintain public health, safety and welfare requires approval by the Public Works Director. Fire hydrant use may be limited to only designated hydrants.

4.5 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, citations may be issued to customers with minimum and maximum fines established by ordinance.
- After three violations have occurred, the City may cut off water service to the customer.

Appendix A contains a copy of the City of Watauga ordinance adopting this Plan and the enforcement actions and penalties.

4.6 VARIANCE PROVISIONS

The City Manager or his/her official designee may, in writing, grant temporary variance for existing water uses otherwise prohibited under the EWMP 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:

- Compliance with the Plan cannot be accomplished due to technical or other limitations.
- Alternative methods that achieve the same level of reduction in water use can be implemented.

Persons requesting an exemption from the provisions of this ordinance shall file a petition for variance with the City of Watauga within five days after the EWMP for a particular drought response stage that has been invoked. All petitions for variances shall be reviewed by the City Manager or his/her official designee and shall include the following:

- Name and address of the petitioner(s).
- Purpose of water use.
- Specific provisions from which relief is requested.
- Detailed statement of the adverse effect of the provision from which relief is requested.
- Description of the relief requested.
- Period of time for which the variance is sought.
- Alternative measures that will be taken to reduce water use.
- Other pertinent information.

Variances granted by the City shall be subject to the following conditions, unless waived or modified by the City Manager or his/her official designee.

- Variances granted shall include a timetable for compliance.

- Variances granted shall expire when the EWMP is no longer in effect.

4.7 REVIEW AND UPDATE OF DROUGHT CONTINGENCY PLAN

As required by TCEQ rules, the City of Watauga will review this drought contingency plan in year 2010 and at least every five years thereafter. The Plan will be updated as appropriate, based on new or updated information.

APPENDIX A
ORDENANCE ADAPTING PLAN

APPENDIX B

LETTERS TO:

**THE CITY OF NORTH RICHLAND HILLS
THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY
THE TEXAS WATER DEVELOPMENT BOARD**



Jimmy Cates
Public Works Operations Manager
City of North Richland Hills
Public Works Department
P.O. Box 820609
North Richland Hills, Texas 76180

RE: Drought Contingency and Emergency Water Management Plan

Enclosed is an amended copy of the City of Watauga's Drought Contingency and Emergency Water Management Plan.

We have reviewed your plan and adopted it as it applies to the City of Watauga.

If you have any questions about the document please feel free to contact me at 817-514-5851 or jmedders@cowtx.org

Sincerely,

James L. Medders
Utility Superintendent



Texas Commission on Environmental Equality
Water Resource Protection Plan
MC-160
P.O. Box 13087
Austin, Texas 78711-3087

RE: Drought Contingency and Emergency Water Management Plan

Enclosed is a copy of the City of Watauga's amended Drought Contingency and Emergency Water Management Plan. This document was adopted April 2009 and becomes effective May 1, 2009

These plans are submitted in accordance with Chapter 288 of Title 30, Texas Administrative Code, "Water Conservation/Drought Contingency Plan", guidelines and requirements. This plan as submitted should meet the requirements of submitting revised plan no later than May 1, 2009.

If you have any questions about these documents please feel free to contact me at (817) 514-5851 or at jmedders@cowtx.org

Sincerely,

James L. Medders
Utility Superintendent



Mr. Jim Parks
North Texas Regional Water Planning Group Region C
P.O. Box 2408
Wylie, Texas 75098-2408

RE: Drought Contingency and Emergency Water Management Plan

Mr. Parks

Enclosed is a copy of the City of Watauga's amended Drought Contingency and Emergency Water Management Plan.

These plans are summated to the Region C. Water Planning Group in accordance with Chapter 288 of Title 30, Texas Administrative Code, "Water Conservation/Drought Contingency Plan", guidelines and requirements.

If you have any questions about these documents please feel free to contact me at (817) 514-5851 or at jmedders@cowtx.org

Sincerely,

James L. Medders
Utility Superintendent

APPENDIX D

EMERGENCY WATER MANAGEMENT PLAN IMPLEMENTATION

APPENDIX D

Emergency Water Management Plan Implementation

I. Authority

It is the intent of this Plan to outline when and how to implement a water-rationing plan.

- A. The authority for the City Manager or his/her official designee to execute the elements of the Emergency Water Management Plan, which includes “Water Rationing” which is established by city ordinance.
- B. The City Manager as the **Water Rationing Coordinator** will implement the water rationing measures necessary to protect the health and safety of the citizens and achieve the elements of the Emergency Water Management Plan.

II. INITIATION OF RATIONING

Any of the following entities can force implementation of a water-rationing plan on the City of Watauga customers:

A. Tarrant Regional Water District (TRWD)

The Tarrant Regional Water District is the wholesale raw water supplier for the City of Fort Worth (FW) and the Trinity River Authority (TRA). The raw water pump stations and pipelines may develop problems, which could limit raw water supply to FW or TRA. If the TRWD imposes a rationing plan on North Richland Hills it is the intent of the City Watauga, once notified by North Richland Hills to impose an equal or more restrictive plan.

B. City of North Richland Hills

By wholesale contract, the City of Watauga is required to follow whatever rationing plan the City of North Richland Hills imposes on itself.

C. Trinity River Authority:

If TRA requests a rationing plan be implemented by North Richland Hills, it is the intent of the City of Watauga to impose any required action requested by North Richland Hills or one more restrictive on its customers.

D. City of Watauga:

If the water distribution system for the City develops problems, which limit the ability for it to safely provide adequate treated water to its customers, the City Manager as the Water Rationing Coordinator may initiate an appropriate water-rationing, ban. In his absence the Public Works Director will be the acting **Water Rationing Coordinator**.

The following list shows the normal succession of the Water Rationing Coordinator's position in case of absences.

1. City Manager
2. Public Works Director
3. Public Works Utility Superintendent

III. DETERMINATION OF RATIONING METHOD TO BE IMPLEMENTED

A. Initial Water Rationing:

Once a water rationing notification from North Richland Hills has been received by the Mayor or any member of the City staff, a copy of the notification will be given directly to the City Manager or his/her official designee for implementation.

Water Rationing Officials

- City Manager
- Public Works Director
- Public Works Utility Superintendent

IV. NOTIFICATION OF INITIATION OF RATIONING

A. City Staff

Notifying City employees is the Public Works Department's responsibility.

1. Computer Network System:

All City employees, along with the Mayor and Council, connected to the City's computer network will be notified via electronic mail (e-mail) of the water rationing plan to be implemented. The notification should explain clearly what has caused the rationing, what is the plan to be implemented, when will it start, how long will it be in effect (i.e., until further notice), what is the employee's responsibility, and where to call with a complaint or question.

2. Facsimile (Fax) Machine:

All City employees located in buildings without access to the computer network e-mail system will be notified by fax transmission. The message content can be identical to the e-mail message.

B. Customers

1. News Release:

The City Manager with assistance from the Public Works Director will draft the news release. The release will contain the same basic information as the employee's message except there should be some explanation of what the City will be doing with respect to water use by municipal facilities and fining violators.

The news release will be distributed to local newspapers, radio and TV stations.

2. Citicable TV Release:

The City Manager or his/her designee will script an "Alert Message" to put on the TV screen during regular programming.

3. Outdoor Signs:

Outdoor signs will be utilized to notify the City's customers and will be in accordance with the following requirements.

- Size: 18" x 24" rectangle
- Material: corrugated plastic with black metal posts
- Color: yellow with black lettering
- Content: depends on rationing methods
- Placement:
 - The Public Works Director will have the Utility Superintendent distribute and place the signs as well as remove them.
 - Maps showing proposed locations for signs will determine placement.

5. Voice Message Machine:

The Public Works Director will be responsible for recording a message on the dedicated telephone line 817-514-5799 for activation after working hours. The message will state the water-rationing plan the City is currently under and will ask the caller to leave a message if they want a call back after 8:00 a.m. the next business day. If they have a violation to report, they will be told to call Police Dispatch at 817-514-5897. All messages left will be handled by the Public Works Director's staff.

6. Leaflets:

- Public Works Director will coordinate with the Finance Department to have an appropriate amount of leaflets printed under an emergency purchase for mandatory rationing plans only. The leaflets will be utilized by employees to hand out to customers who come into municipal offices or who are found to be violating the rationing plan at their homes due to having no knowledge of its existence. The leaflets will be disbursed to other City departments by Public Works staff. The leaflet color will be different for each rationing plan.
- Mandatory No Outdoor Watering Plan – White background with red lettering.
- Mandatory Six Day Cycle Outdoor Watering Plan – Yellow background with black lettering.

C. City Of Watauga

The City of Watauga will be notified by North Richland Hills of the rationing stage to be implemented. This will be done by electronic mail or fax. The email or a fax will be directed to the City Manager, Public Works Director, and Police Dispatch. It will contain all the same information as the North Richland Hills City employee's notification. The receipt of the email or fax by Watauga's Police Dispatch will be confirmed by phone call.

North Richland Hills will confirm with Watauga's City Manager their intent to implement the same water-rationing plan as North Richland Hills. Our name will then be added to their notifications and they will be asked to make and distribute the same type of signs in their City at their expense.

NOTIFICATION OF END OF RATIONING

The notification to all employees, customers, and the City of Watauga concerning the end of the water-rationing plan will be in the same manner as notification of the Plan being put into effect. The exception to this will be the water rationing signs will be removed to indicate the end of the rationing plan.

APPENDIX E

KEY CITY OFFICIALS CONTACT NUMBERS

APPENDIX E

Key City Officials' Contact Numbers

CITY OF WATAUGA

NAME/TITLE	CONTACT NUMBER
Kerry Lacy, City Manager	817-514-5800
Johnnie Reagan, Director of Public Works	817-514-5837
James Medders, Public Works Utility Superintendent	817-514-5851

APPENDIX F
WATER SAVING METHODS

APPENDIX F

Water Saving Methods that can be practiced by the individual water user

In-home water use accounts for an average of 65 percent of total residential use, while the remaining 35 percent is used for exterior residential purposes such as lawn watering and car washing. Average residential in-home water use data indicates that about 40 percent is used for toilet flushing, 35 percent for bathing, 11 percent for kitchen uses, and 14 percent for clothes washing. Water saving methods that can be practiced by the individual water user are listed below.

A. Bathroom

- Take a shower instead of filling the tub and taking a bath. Showers usually use less water than tub baths.
- Install a low-flow shower head which restricts the quantity of flow at 60 psi to no more than 3.0 gallons per minute.
- Take short showers and install a cutoff valve or turn the water off while soaping and back on again only to rinse.
- Do not use hot water when cold will do. Water and energy can be saved by washing hands with soap and water. Hot water should only be added when hands are especially dirty.
- Reduce the level of the water being used in a bathtub by one or two inches if a shower is not available.
- Turn water off when brushing teeth until it is time to rinse.
- 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 cut off valve may also be installed on the faucet.
- Shampoo hair in the shower. Shampooing in the shower takes only a little more than is used to shampoo hair during a bath and much less than shampooing and bathing separately.
- Hold hot water in the basin when shaving instead of letting the faucet continue to run.
- Test toilets for leaks. To test for a leak, a few drops of food coloring can be added to the water in the toilet tank. The toilet should not be flushed. The customer can then watch to see if the coloring appears in the toilet bowl within a few minutes. If coloring does appear, the fixture needs adjustment or repair.
- 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.

- Install faucet aerators to reduce water consumption.
- Never use the toilet to 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.
- 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.

B. Kitchen

- Use a pan of water for rinsing when washing dishes by hand rather than running the faucet.
- Never run the dishwasher without a full load.
- 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. Better still; both water and energy can be saved by keeping cold water in a picnic jug on a kitchen counter to avoid opening the refrigerator door frequently.
- Use a small pan of cold water when cleaning vegetables rather than letting the faucet run.
- 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.
- Always keep water conservation in mind and think of other ways to save in the kitchen.

C. Laundry

- Wash only a full load when using an automatic washing machine (32 to 59 gallons are required per load).
- Use the lowest water level setting on the washing machine for light loads whenever possible.
- 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).

D. Appliances/Water Fixtures

- Check water requirements of various models and brands when considering purchasing any new appliance that uses water. Some use less water than others.

- Check all water line connections and faucets for leaks. 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 70 gallons of water EACH DAY or 2,100 gallons per month, and can add as much as \$5.00 per month to the water bill.
- Learn to replace faucet washers so that drips can be corrected promptly. It is easy to do, cost is very little, and can represent a substantial amount saved in plumbing and water bills.
- Check for water leakage that the customer may be entirely unaware of, such as a leak between the water meter and the house. To check, all indoor and outdoor faucets should be turned off and the water meter should be checked. If it continues to run or turn, a leak probably exists and needs to be located.
- 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.
- 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. Outdoor Use

- 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.
- Use a sprinkler that produces large drops of water rather than a fine mist to avoid evaporation.
- Turn soaker hoses so the holes are on the bottom to avoid evaporation.
- Water slowly for better absorption and never water in high winds.
- Forget about watering the streets or walks or driveways. They will never grow.
- Condition the soil with compost before planting grass for flower beds so that the water will soak in rather than run off.
- Fertilize lawns at least twice a year for root stimulation. Grass with a good root system makes better use of less water.
- 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.
- 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.
- 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 of water applied once a week will keep most Texas grasses alive and healthy.

- Operate automatic sprinkler systems only when the demand on the City's water supply is lowest. Set the system to operate between four and six a.m.
- 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.
- 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).
- 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.
- Consider decorating areas of the lawn with rocks, gravel, wood chips or other materials now available that require no water at all.
- Do not "sweep" walks and driveways with a hose. Use a broom or rake instead.
- Use a bucket of soapy water and use the hose only for rinsing when washing a vehicle.

APPENDIX G

**MATRIX OF ACTIONS BY
CUSTOMER TYPE AND STAGE**

APPENDIX G

Matrix of Actions by Customer Type and Stage

All Matrix of Actions apply to the use of potable water for the City of Watauga. Restrictions do not apply to locations, which own their water rights or are using treated wastewater effluent or well water for irrigation.

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	Hosing / Washing	<ul style="list-style-type: none"> • <u>Prohibited</u>: 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. • <u>Prohibited</u>: hosing of buildings or other structures for purposes other than fire protection or surface preparation prior to painting. 	<ul style="list-style-type: none"> • Same as Stage 1. 	<ul style="list-style-type: none"> • Same as Stage 1.
	Runoff/ Waste/ Leaks	<ul style="list-style-type: none"> • <u>Prohibited</u>: using water in such a manner as to allow runoff or other waste, including: <ol style="list-style-type: none"> 1) failure to repair a controllable leak, including a broken sprinkler head, a leaking valve, leaking or broken pipes, or a leaking faucet; 2) operating a permanently installed irrigation system with: (a) broken head; (b) a head that is out of adjustment and the arc of the spray head is over a street or parking lot; or (c) a head that is misting because of high water pressure; or 3) during irrigation, allowing water to (a) to run off a property and form a stream of water in a street for a distance of 50 feet or greater; or (b) to pond in a street or parking lot to a depth greater than one-quarter of an inch. 	<ul style="list-style-type: none"> • Same as Stage 1. 	<ul style="list-style-type: none"> • Same as Stage 1.

Matrix of Actions by Customer Type and Stage

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 (Continued)	Outdoor Watering	<ul style="list-style-type: none"> <u>Limited to twice per week</u>: landscape watering with sprinklers or irrigation systems at each service address is limited to twice per week schedule. This includes landscape watering of parks, and sports fields. <ul style="list-style-type: none"> Residential addresses ending in an even number (0, 2, 4, 6, or 8) may water on Wednesdays and Saturdays. Residential addresses ending in an odd number (1, 3, 5, 7 or 9) may water on Thursday and Sundays. All non-residential locations (apartment complexes, businesses, industries, parks, medians, etc.) may water on Tuesdays and Fridays. 	<ul style="list-style-type: none"> <u>Prohibited</u>: outdoor watering with sprinklers or irrigation systems between 10 am and 6 pm. <u>Restricted to once every seven days</u>: outdoor watering with sprinklers or irrigation systems at each service address is limited to a once per week schedule as determined by Public Works. Dust control not allowed on skinned areas of sports fields. 	<ul style="list-style-type: none"> <u>Prohibited</u>: all outdoor watering. Dust control not allowed on skinned areas of sports fields.
	Exceptions to Outdoor Watering Restrictions	<ul style="list-style-type: none"> <u>Foundations</u>: foundations may be watered up to two hours on any day by handheld hose; or using soaker hose or drip system placed within 24 inches of the foundation that does not produce a spray of water above the ground. <u>Selected Landscaping Plants</u>: newly installed shrubs (first year) and trees (two years) may be watered up to two hours on any day by handheld hose, drip irrigation, a soaker hose or tree bubbler. Tree watering is limited to an area not to exceed the drip line of a tree. 	<ul style="list-style-type: none"> <u>Foundations, selected landscaping plants, large multi-station irrigation, and turf establishment rules</u>: Same as Stage 1. Professional sports fields (playing fields with a stadium only – not surrounding landscaping) may be watered as needed to maintain league standards. 	<ul style="list-style-type: none"> Same as Stage 1.

Matrix of Actions by Customer Type and Stage

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 (continued)	Exceptions to Outdoor Watering Restrictions (Continued)	<ul style="list-style-type: none"> • <u>New Turf</u>: Establishing new turf is discouraged. If hydromulch, grass sod, or grass seed is installed for the purpose of establishing a new lawn, there are now watering restrictions for the first 30 days while it is being established. After that, the watering restrictions set forth in this stage apply. (This does not include over seeding with rye since turf already exists.) • <u>Large Multi-Station Irrigation</u>: outdoor watering may take place in accordance with a variance granted by the Public Works Director. If he Public Works Director determines that a property cannot be completely watered with an average of three-quarters of an inch of water in a single day, then the property should be divided into sections to be watered on different days. • Skinned areas of sports fields may be watered as needed for dust control. • Professional sports fields (playing fields with a stadium only-not surrounding landscaping) may be watered as needed to maintain league standards. 		<ul style="list-style-type: none"> • Same as Stage 1.

Matrix of Actions by Customer Type and Stage

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 (continued)	Landscaping	<ul style="list-style-type: none"> All users are encouraged to use native and drought tolerant plants in landscaping 	<ul style="list-style-type: none"> All users are encouraged to wait until the current drought or emergency situation has passed before installing and establishing new landscape plants and turf. 	<ul style="list-style-type: none"> <u>Prohibited</u>: installing and establishing new landscape plants and turf.
	Vehicle Washing	<ul style="list-style-type: none"> Washing of any motor vehicle, motorbike, boat, trailer, recreational vehicle, airplane, or other vehicle shall be limited to the use of a hand-held bucket or a hand-held hose equipped with a positive-pressure shutoff nozzle for quick rinses. Vehicle washing may be done at any time on the premises of a commercial car wash or commercial service station. Companies with an automated on-site vehicle washing facility may wash its vehicles at anytime. Washing may be exempt from these requirements if the health, safety, and welfare of the public are contingent upon frequent vehicle cleansing, such as garbage trucks and vehicles used to transport food and perishables. 	<ul style="list-style-type: none"> Same as Stage 1. 	<ul style="list-style-type: none"> Vehicle washing restricted to commercial car wash, commercial service station or a private on-site vehicle washing facility 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.
	Swimming Pools	<ul style="list-style-type: none"> All users are encouraged to reduce the frequency of draining and refilling swimming pools. 	<ul style="list-style-type: none"> <u>Prohibited</u>: Swimming pools may not be filled with automatic fill valves. 	<ul style="list-style-type: none"> <u>Prohibited</u>: the draining, filling, or refilling of swimming pools, wading pools and Jacuzzi type pools. Existing private and public pools may add water to maintain pool levels. Swimming pools may not be refilled with automatic fill valves.
	Dust Control	<ul style="list-style-type: none"> No restriction 	<ul style="list-style-type: none"> <u>Prohibited</u>: use of water for dust control, except as required to protect public health. 	<ul style="list-style-type: none"> Same as Stage 2.

Matrix of Actions by Customer Type and Stage

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
	Ornamental Fountains/ Ponds	<ul style="list-style-type: none"> No restriction 	<ul style="list-style-type: none"> <u>Prohibited</u>: the operation of ornamental fountains or ponds that use potable water, except where necessary to support aquatic life or where such fountains or ponds are equipped with a recirculation system. 	<ul style="list-style-type: none"> <u>Prohibited</u>: the operation of ornamental fountains or ponds that use potable water except where necessary to support aquatic life.
All actions listed for All Users apply to City and Local Governments.				
City and Local Government	Administrative	<ul style="list-style-type: none"> Review conditions and problems that caused Stage 1 and take corrective action. 	<ul style="list-style-type: none"> Review conditions and problems that caused Stage 2 and take corrective action. 	<ul style="list-style-type: none"> Review conditions and problems that caused Stage 3 and take corrective action. Implement viable alternative water supply strategies. Reduce city and local government water use to maximum extent possible. Institute a mandated reduction in deliveries to all wholesale customers. Such a reduction will be distributed as required by Texas Water Code §11.039.

Matrix of Actions by Customer Type and Stage

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
City and Local Governments (Continued)	Public Education	<ul style="list-style-type: none"> Increase public education efforts on ways to reduce water use. 	<ul style="list-style-type: none"> Increase frequency of media releases on water supply conditions. Further accelerate public education efforts on ways to reduce water use. 	<ul style="list-style-type: none"> Increase frequency of media releases explaining emergency situation. Further accelerate public education efforts on ways to reduce water use.
	Enforcement	<ul style="list-style-type: none"> Increase enforcement efforts. 	<ul style="list-style-type: none"> Same as Stage 1. 	<ul style="list-style-type: none"> Same as Stage 1.
	Runoff / Waste/ Leaks	<ul style="list-style-type: none"> Intensify leak detection and repair efforts. Audit all City and local government irrigation systems to ensure proper conditions, settings, and operations. 	<ul style="list-style-type: none"> Same as Stage 1. 	<ul style="list-style-type: none"> Same as Stage 1.
	High Volume Users	<ul style="list-style-type: none"> Identify and encourage voluntary reduction measures by high-volume water users through water use audits. 	<ul style="list-style-type: none"> Same as Stage 1. 	<ul style="list-style-type: none"> Same as Stage 1.
	Wet Street Sweeping	<ul style="list-style-type: none"> No restriction 	<ul style="list-style-type: none"> <u>Prohibited</u>: wet street sweeping. 	<ul style="list-style-type: none"> Same as Stage 2.
	Non-essential water use (those uses that do not have any health or safety impact, and are not needed to meet the core function of the agency).	<ul style="list-style-type: none"> Reduce non-essential water use. 	<ul style="list-style-type: none"> Eliminate non-essential water use. 	<ul style="list-style-type: none"> Same as Stage 2.
All actions listed for All Users apply to Commercial users.				
	Commercial Plant Nursery Stock	<ul style="list-style-type: none"> Stock at a commercial plant nursery is exempt from Stage 1 watering restrictions. 	<ul style="list-style-type: none"> Same as Stage 1. 	<ul style="list-style-type: none"> Stock at a commercial plant nursery may be watered only with a hand-held hose, hand-held watering can, or drip irrigation system.

Matrix of Actions by Customer Type and Stage

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
Commercial Users	Restaurants, and Bars	<ul style="list-style-type: none"> Restaurants, and bars are encouraged to serve drinking water to patrons on an “on demand” basis. 	<ul style="list-style-type: none"> Same as Stage 1. 	<ul style="list-style-type: none"> Same as Stage 1.
	Commercial Users			<ul style="list-style-type: none"> Commercial users may be required to reduce water use by a set percentage.
	Contract (Hydrant) Meters		<ul style="list-style-type: none"> Use of water from hydrants for any purpose other than firefighting related activities or other activities necessary to maintain public health, safety and welfare requires approval from the Public Works Director. Fire hydrant use may be limited to only designated hydrants (excluding firefighting). 	<ul style="list-style-type: none"> Same as Stage 2.