



# **DROUGHT CONTINGENCY PLANS**

City of Sugar Land  
P.O. Box 110  
Sugar Land, Texas 77487

## **RETAIL PUBLIC WATER SUPPLY**

PWS # 0790005	Main System
PWS # 0790354	RiverPark System
PWS # 0790253	New Territory System
PWS # 0790296	Greatwood System

## **WHOLESALE WATER SUPPLY**

PWS # 0790005	Main System
PWS # 0790296	Greatwood System

**Adopted August 2022**

# **Retail Water Supply - Drought Plan**



**DROUGHT CONTINGENCY PLAN**  
**for**  
**RETAIL PUBLIC WATER SUPPLY**

**City of Sugar Land**  
**P.O. Box 110**  
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**August 16, 2022**

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## **Section 1: Introduction**

Drought, catastrophic events, and other uncontrollable circumstances can severely disrupt the normal supply, production, and delivery of water to both potable and raw surface water customers. As a naturally occurring part of the Texas climate and water system operations, these situations necessitate a thorough assessment of water resources, production, and delivery capability. Planning must also consider water uses as well as customer impact, regulatory penalties, and potential damage to infrastructure and property.

To meet the terms of the 2013 Fort Bend Subsidence District (FBSD) regulatory requirements, the City of Sugar Land (“City”) converted a portion of its water supply from groundwater to surface water. The City’s Groundwater Reduction Plan (GRP) is the roadmap to meet the 2013 FBSD regulatory requirement. The primary implementation strategy of the GRP is the City’s Surface Water Treatment Plant (“SWTP”), which supplies 9 million gallons of water a day to the City’s main potable water system (“Main”). Treated water from the SWTP increases the Main system’s total production capacity, however FBSD limits on groundwater withdrawals must be considered when planning for drought and emergencies.

Even though the City’s groundwater capacity can supply potable needs when surface water supplies are restricted, the City recognized the need to further limit the utilization of groundwater supplies to meet the upcoming 2025FBSD regulations, which will require the City to reduce groundwater usage to 40% of total demand. In 2019, the City adopted an Integrated Water Resource Plan (IWRP) to guide future water supply and management strategies. Recommended projects include an additional 5.5 MGD expansion of the SWTP, advanced metering infrastructure, water loss control, expansion of reclaimed water system, and conservation initiatives.

The City’s potable water production, delivery infrastructure, and operations includes four separate potable water systems.

The City’s Main system (PWS 0790005) operates 16 groundwater wells and receives treated surface water from the City’s Surface Water Treatment Plant. The Main system supplies treated potable water wholesale to MUD 128 (Riverstone Development) through an open interconnection.

The City’s RiverPark potable system (PWS 0790354) is supplied from two groundwater wells. The RiverPark system is not interconnected to the City’s Main system, but does have an emergency interconnect with the Greatwood System.

The New Territory system (PWS 0790253) is supplied from three groundwater wells.

The Greatwood system (PWS 0790296) is supplied by four wells and there is an emergency interconnect with the RiverPark System and Fort Bend County MUD 116. The Greatwood system supplies potable water to one wholesale customer, Fort Bend County MUD 192 (Greatwood Lake neighborhood).

The City also supplies reclaimed water to Fort Bend County MUD 128 and untreated surface water to several customers for irrigation and amenity lake fill.

The City will implement this Plan’s judicious water management strategies during drought or emergency situations to assure adequate supply for essential uses such as water required for the protection of public health, safety, welfare and protect the integrity of the City’s water facilities. Depending on the situation that warrants implementation of this Plan (supply limitations, infrastructure failure, or risk of regulatory non-compliance), implementation and strategies may

apply to all or only portion of the City's water customers. Refer to Section 8 for implementation criteria.

## **Section 2: 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 preserve public health, welfare, and safety, and minimize the adverse impacts of water supply shortage or other water supply emergency conditions, the City hereby adopts the following regulations and restrictions on the delivery and consumption of water.

Water uses regulated or prohibited under this Drought Contingency Plan ("Plan") are considered to be non-essential and continuation of such uses during times of water shortage or other emergency water supply or delivery conditions are deemed to constitute a waste of water which subjects the offender(s) to penalties as defined in the City's code of ordinances.

The City's Drought Contingency Plan for Wholesale Water Supply should be referenced for wholesale customers.

## **Section 3: Production and Delivery**

### **Operations and Metering**

Sugar Land's commitment to judicious water management includes operational policies and programs reflected in the City's Water Conservation Plan. The City's surface water diversion and groundwater production meters are maintained within an accuracy of plus or minus 5% in order to account for the water diverted from the supply source. The City also routinely tests and repairs or replaces larger customer meters; the small meter replacement program coupled with short leak repair times, reporting of water used for system flushing, and aggressive measures to curb unauthorized use contribute to reduced water loss within the City's potable systems.

### **Peak Demand**

During the summer season, 30% to 40% of water demand comes from seasonal demand, directly attributed to landscape irrigation, and accounts for 50% or more of peak daily water use depending on temperature and rainfall. During a drought, seasonal use increases by an additional 20%. The state of Texas experienced one of its worst drought on record in 2011. The City's summer monthly average production was 48% greater than the base winter average production. Overbuilding water supply infrastructure to meet infrequent high peak demands is costly and fiscally imprudent, however these high peak demands are considered when planning for future water facilities.

### **System Repairs**

The City saw a 31% increase in reported water leaks from August of 2010 to August of 2011. This illustrates that dry conditions not only cause high customer demand, but increase water loss from leaks or system mechanical failure. During drought, the peak daily demand to average daily demand ratio increases and this type of peak demand pushes the system limits. The City commits additional staff and resources to system operations and repairs to mitigate the impact of extreme conditions on infrastructure.

## **Pressure Drops**

The most unfavorable condition occurs when the peak daily demand causes a drop in system pressure below the City's service level of 45 psi in major trunk lines, which has been established to assure sufficient pressure to meet customer and fire flow needs. If the pressure drops below 20 psi, regulation requires a boil water notice be delivered to all impacted customers. The potential low pressure issue created by peak demand in the summer season can be directly attributed to irrigation, leaks, equipment failure and non-essential water uses. This Plan aims to effectively reduce the use of water to prevent pressure drops.

## **Section 4: Public Education**

The City will educate the public and provide opportunity for public input through the established communication methods used to provide information about this Plan, including 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 news releases, the City's website, and at various events throughout the year.

## **Section 5: Coordination with Regional Water Planning Groups**

The service area of the City is located within the Region H Water Planning Group and the City has provided a copy of this Plan to the Region H. The City has filed a copy with the Texas Water Development Board and the Texas Commission on Environmental Quality (TCEQ).

## **Section 6: Authorization**

The City Manager, or his/her designee, is hereby authorized and directed to implement the applicable provisions of this Plan upon determination that such implementation is necessary to protect public health, safety, and welfare. The City Manager shall have the authority to initiate or terminate drought or other water supply emergency response measures as described in this Plan.

## **Section 7: Application**

This Plan applies to all persons, customers and properties that utilize water provided by the City including, but not limited to, residential, commercial, industrial, groundwater reduction plan members, raw water customers, and reclaimed customers.

## **Section 8: Criteria for initiation and termination of Emergency Response Stages**

The City Manager may institute any response stage in this Plan if the conditions indicate that there will be insufficient water supply or delivery to protect public health and meet regulatory requirements. Water supply, demand, and production capacity conditions will be measured on a daily basis. Production capacity refers to the combined capacity of all potable groundwater and surface water production.

The City Manager or his/her designee will determine when conditions warrant initiation or termination of each stage of the Plan, that is, when the specified "triggers" are reached. Factors that may trigger this Plan include:

- Demand increases that strain production capacity;
- Loss of production or delivery capacity;
- Facilities such as wells or surface water treatment plant offline;
- Major infrastructure repairs impede delivery or reduce pressure;
- Utilizing groundwater capacity threatens regulatory penalties from FBSD;
- Surface water supply becomes limited or unavailable;
- Statistical analysis of the vulnerability of the water source under drought of record conditions; or
- Known system capacity limits.

## **Section 9: Definitions**

For the purposes of this Plan, the following definitions will apply:

### **Aesthetic water use:**

- Use of water to fill, refill, or add to any indoor or outdoor swimming pools or Jacuzzi-type pools.
- Use of water to fill, refill, or add to a fountain, pond, or lake for aesthetic or scenic purposes except to support aquatic life.
- Use of water for ornamental or decorative purposes such as fountains, reflecting pools, and water gardens.

**City Manager:** means the City Manager of the City or any person designated by the City Manager to act on behalf of the City Manager.

**Commercial water use:** means businesses, industrial companies, non-profit establishments, governmental entities, , health care facilities, retail establishments, hotels and motels, restaurants, and office buildings.

**Conservation:** means 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 and/or alternative uses.

**Customer:** means any person, individual, corporation, partnership, association, company, organization, firm. or any other legal entity connected to the City's water system or contracted with the City to receive water service.

**Domestic water use:** means water use for personal needs or for household or sanitary purposes such as drinking, bathing, cooking, sanitation, or for cleaning a residence, business, industry, or institution.

**Essential water use:** means the use of water required for the protection of public health, safety, and welfare.

**Industrial water use:** means the use of water in processes designed to convert materials of lower value into forms having greater usability and value.

**Landscape irrigation use:** means water use for the irrigation and maintenance of landscaped areas with hose-end sprinklers or automatic irrigation systems, whether publicly or privately owned, including residential and commercial lawns, gardens, parks, golf courses, and street rights-of-ways.

**Non-essential water use:** means water for use that is neither essential nor required for the protection of public health, safety, and welfare, including, but not limited to:

- Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle.
- Use of water to wash-down any sidewalks, walkways, driveways, parking lots, tennis courts, or other hard-surfaced areas.
- Use of water to wash down buildings or structures for purposes other than immediate fire protection.
- Use of City’s water to irrigate golf courses.
- Flushing gutters or permitting water to run or accumulate in any gutter or street.
- Failure to repair a controllable leak(s) within a reasonable period after receiving notice directing the repair of such leak(s).
- Use of water from fire hydrants for construction purposes or any purposes other than firefighting or meet water quality regulations.
- Adding new transient construction meters.

**Plan:** means the Drought Contingency Plan for Retail Public Water Supply adopted by city council.

**Water:** means water supplied by a water purveyor, water withdrawn from any groundwater well, surface water from any river, creek, natural watercourse, pond, lake, or reservoir, and reclaimed water supplied by a water purveyor.

**Watering day:** means a day designated for landscape watering.

(1) Drought stage 1 and 2:

a. Residential customers. Landscape irrigation watering days are limited to two (2) days a week based on the last digit of the physical street address between the hours of midnight and 10:00 a.m. or 8:00 p.m. and midnight.

Last Digit of Street Address	Allowed Landscape Watering Days
0, 2, 4, 6, 8	Monday and Thursday
1, 3, 5, 7, 9	Tuesday and Friday

b. Commercial customers, agricultural irrigation, green space and right-of-way. Landscape irrigation watering days are limited to Wednesday and Saturday between the hours of midnight and 10:00 a.m. or 8:00 p.m. and midnight.

(2) Drought stage 3:

a. Residential customers. Landscape irrigation is limited to only one (1) day a week based on the last digit of the physical street address between the hours of midnight and 10:00 a.m. or 8:00 p.m. and midnight.

Last Digit of Street Address	Allowed Landscape Watering Day
0, 2, 4, 6, 8	Thursday
1, 3, 5, 7, 9	Tuesday

b. Commercial customers, agricultural irrigation, right-of-way, and greenspace irrigation. Landscape irrigation is limited to only on Wednesday between the hours of midnight and 10:00 a.m. or 8:00 p.m. and midnight

## **Section 10: Year Round Water Efficiency**

Year round water efficiency is a part of the City’s plan to implement judicious water management strategies to ensure the integrity of the City’s water facilities and prepare for potential drought. Engaging in water efficiency year-round conserves water and establishes practices that can minimize the effect of drought.

### **Supply Management Measures:**

- Reduced flushing of water mains unless necessary to meet regulatory requirements or water quality concerns.

### **Voluntary Water Conserving Measures:**

- Customers are encouraged to conserve water when possible without jeopardizing sanitation and personal or public health.
- Residential, Commercial, and Rights-of-way customers are strongly encouraged to voluntarily limit landscape irrigation with hose-end sprinklers or automatic irrigation systems to no more than two days-a-week. Residential irrigation should be based on the last digit of the physical address, with addresses ending in 0, 2, 4, 6, or 8 watering on Monday and Thursday, and addresses ending in 1, 3, 5, 7, or 9 watering on Tuesday and Friday. Commercial, green space and rights-of-way irrigation is encouraged on Wednesday and Saturday only. Irrigation of landscaped areas and structure foundations is optional at any time if it is by means of a hand-held hose with a positive shut-off nozzle, a faucet filled bucket or water can of five (5) gallons or less, or drip irrigation system.
- Customers are encouraged to reduce the volume of water used for non-essential and aesthetic water needs.

## **Section 11: Triggers and Response Stages**

### **STAGE 1 - Drought Conditions**

#### **Stage 1 Triggers – Notification of Drought Conditions in Fort Bend County**

##### **Requirements for initiation**

Customers are strongly encouraged to comply with certain water uses in Stage 1 of the Plan when the City is notified of the Governor’s proclamation of drought in Fort Bend County.

##### **Requirements for termination**

Stage 1 of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period as stated by the City Manager.

#### **Stage 1 Response – Notification of Drought Conditions in Fort Bend County**

Residential customers are strongly encouraged to voluntarily limit landscape irrigation with hose-end sprinklers or automatic irrigation systems to no more than two days-a-week. Suggested residential watering days are based on the last digit of the physical street address between the hours of midnight and 10:00 a.m. or 8:00 p.m. to midnight.

Last Digit of Street Address	Suggested Landscape Watering Days
0, 2, 4, 6, 8	Monday and Thursday
1, 3, 5, 7, 9	Tuesday and Friday

However, irrigation of landscaped areas and structure foundations is permitted at any time if it is by means of a hand-held hose with a positive shut-off nozzle, a faucet filled bucket or water can of five (5) gallons or less, or drip irrigation system.

Commercial, green space and rights-of-way customers are strongly encouraged to voluntarily limit landscape irrigation with hose-end sprinklers or automatic irrigation systems to no more than two days-a-week between the hours of midnight and 10:00 a.m. and 8:00 p.m. to midnight on Wednesday and Saturday.

Customers are encouraged to reduce the volume of water used for non-essential and aesthetic water needs.

### **STAGE 2 - Severe Water Distress Conditions**

#### **Stage 2 Triggers–Severe Water Distress Conditions**

##### **Requirements for initiation**

Customers shall be required to comply with the requirements and restrictions on certain water uses in Stage 2 of the Plan when:

- Average total daily water demand equals or exceeds 65% of production capacity for three (3) consecutive days; or

- Surface water supplies become limited or surface water treatment capacity is reduced.

**Requirements for termination**

Stage 2 of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of five (5) consecutive days or a time period the City Manager designates. The City will attempt to achieve the target reductions in daily water demand. Upon termination of Stage 2, Stage 1 becomes operative.

In the event that the Surface Water Treatment Plant shall go offline or be limited, Stage 2 of the Plan may be rescinded when daily water demand is sufficiently reduced to meet mandated FBSD conversion rates.

The City Manager has the authority to initiate or terminate this stage at his/her discretion.

**Stage 2 Response–Severe Water Distress Conditions**

**Target:**

Achieve a five (5%) percent reduction in daily water demand, preferably during times of peak water use.

**Supply Management Measures:**

Discontinued flushing of water mains unless necessary to meet regulatory requirements or water quality concerns.

**Mandatory Water Use Restrictions:**

Residential water customers are required to limit the irrigation of landscaped areas with hose-end sprinklers or automatic irrigation systems to the two (2) days-a-week. Residential watering days are based on the last digit of the physical street address between the hours of midnight and 10:00 a.m. or 8:00 p.m. to midnight.

Last Digit of Street Address	Allowed Landscape Watering Days
0, 2, 4, 6, 8	Monday and Thursday
1, 3, 5, 7, 9	Tuesday and Friday

However, irrigation of landscaped areas and structure foundations is permitted at any time if it is by means of a hand-held hose with a positive shut-off nozzle, a faucet filled bucket or water can of five (5) gallons or less, or drip irrigation system.

Commercial, rights-of-way, and greenspace irrigation customers are required to limit irrigation of landscaped areas with hose-end sprinklers or automatic irrigation systems to two days a week only on Wednesday and Saturday between the hours of midnight and 10:00 a.m. or 8:00 p.m. to midnight.

**Voluntary Water Use:**

Customers are encouraged but not required to reduce non-essential and aesthetic water uses.

## **STAGE 3 - Critical Water Distress Conditions**

### **Stage 3 Triggers – Critical Water Distress Conditions**

#### **Requirements for initiation**

Customers shall be required to comply with the requirements and restrictions on certain water uses for Stage 3 of this Plan when:

- Average total daily water demand equals or exceeds 70% of production capacity for three (3) consecutive days; or
- Surface water supplies become limited or surface water treatment capacity is reduced.

#### **Requirements for termination**

Stage 3 of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of five (5) consecutive days or a time period the City Manager designates. The City will attempt to achieve the target reductions in daily water demand. Upon termination of Stage 3, Stage 2 becomes operative.

In the event that the Surface Water Treatment Plant shall go offline or be limited, Stage 3 of the Plan may be rescinded when daily water demand is sufficiently reduced to meet mandated FBSD conversion rates.

The City Manager has the authority to initiate or terminate this stage at his/her discretion.

### **Stage 3 Response – Critical Water Distress Conditions**

#### **Target:**

Achieve a five (5%) percent reduction in daily water demand, preferably during times of peak water use.

#### **Supply Management Measures:**

Discontinued flushing of water mains unless necessary to meet regulatory requirements or water quality concerns.

#### **Mandatory Water Use Restrictions:**

Residential water customers are required to limit the irrigation of landscaped areas with hose-end sprinklers or automatic irrigation systems to one (1) day a week. Residential watering day is based on the last digit of the physical street address between the hours of midnight and 10:00 a.m. or 8:00 p.m. to midnight.

Last Digit of Street Address	Allowed Landscape Watering Day
0, 2, 4, 6, 8	Thursday
1, 3, 5, 7, 9	Tuesday

However, irrigation of landscaped areas and structure foundations is permitted at any time if it is by means of a hand-held hose with a positive shut-off nozzle, a faucet filled bucket or water can of five (5) gallons or less, or drip irrigation system.

Commercial, rights-of-way, and greenspace irrigation customers are required to irrigate with hose-end sprinklers or automatic irrigation systems only between the hours of midnight and 10:00 a.m. or 8:00 p.m. to midnight on Wednesday.

Non-essential and aesthetic water uses are prohibited.

## **STAGE 4 - Emergency Water Distress Conditions**

### **Stage 4 Triggers—Emergency Water Distress Conditions**

#### **Requirements for initiation**

Customers shall be required to comply with the requirements and restrictions for Stage 4 of this Plan when one of the following circumstances applies:

- Average total daily water demand equals or exceeds 80% of production capacity for three (3) consecutive days; or
- Surface Water Supplies become limited or surface water treatment capacity is reduced.

#### **Requirements for termination**

Stage 4 of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of three (3) consecutive days or a time period the City Manager, or his/her designee.

The City Manager has the authority to initiate or terminate this stage at his/her discretion.

In the event that the Surface Water Treatment Plant shall go offline, Stage 4 of the Plan may be rescinded when daily water demand is sufficiently reduced to meet mandated FBSD conversion rates.

Upon termination of Stage 4, Stage 3 becomes operative.

### **Stage 4 Response—Emergency Water Distress Conditions**

#### **Target:**

Achieve an additional five (5%) percent reduction in daily water demand, preferably during times of peak water use.

#### **Supply Management Measures:**

Discontinued flushing of water mains unless necessary to meet regulatory requirements or water quality concerns.

#### **Mandatory Water Use Restrictions:**

All residential, commercial, rights-of-way, and greenspace landscape irrigation with hose-end sprinklers or automatic irrigation systems is prohibited. However, irrigation of landscaped areas and structure foundations is permitted at any time if it is by means of a

hand-held hose with a positive shut-off nozzle, a faucet filled bucket or water can of five (5) gallons or less, or drip irrigation system.

Non-essential and aesthetic water uses as defined in Definitions are prohibited.

No application for new, additional, expanded, or increased-in-size water service connections, meters, service lines, pipeline extensions, mains, or water service facilities of any kind will be approved, and time limits for approval of such applications are hereby suspended for such time as this drought response stage will be in effect. The City Manager has the authority to approve applications on a case by case basis.

**Curtailing:**

Curtailing of water for non-essential businesses and uses will be directed by the City Manager. The City Manager may elect to discontinue service to non-essential businesses and facilities to maintain sufficient water supply for essential uses and facilities (e.g. hospitals, fire flow, etc.). These restrictions will be delivered to businesses and facilities as specified in the adopted City's Emergency Management Plan.

**Section 12: Water Distress Notification**

The City Manager will implement the following notification procedure when Drought, Severe, Critical or Emergency conditions occur.

**Notification of the Public:**

The Water Utilities Department, in conjunction with the Communications Department, as directed by the City Manager will notify the public by:

- City Emergency Notification System;
- Public service announcements, including social media postings;
- Drought status on City homepage with corresponding information;
- Publication in a newspaper of general circulation and/or press release;
- Direct mail to each customer;
- Signs posted in public places and HOA bulletin boards; or
- Take-home fliers at schools/businesses.

**Additional Notification:**

The City Manager will notify directly, or cause to be notified directly, the following individuals and entities:

- Members of the City Council;
- Fire Chief;
- TCEQ (required when mandatory restrictions are imposed);
- Major water users;
- Wholesale customers;

- GRP participants;
- Raw water customers;
- Critical water users (i.e., hospitals, senior care facilities, schools);
- Parks/Street superintendents & public facilities managers; and
- Homeowners Associations.

### **Section 13: Allocation**

The City does not set forth specific triggers in which water for essential uses would be allocated. The City Manager would allocate water to essential facilities as determined by the City's existing Emergency Management Plan and other emergency planning and documentation. The City's intent in an emergency situation is to restore water service to essential emergency facilities (i.e. hospitals, elderly care facilities, etc.), and then to other essential uses, prior to allocating for uses not related to human consumption, health, and safety. In the event that the allocation of water as stated herein have been met, the City Manager is authorized to initiate allocation of water supplies on a pro rata basis in accordance with Texas Water Code, §11.039.

### **Section 14: Enforcement**

(a) No person shall knowingly or intentionally allow water to be used 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 water distress response stage in effect at the time.

(b) Any person who violates this Plan is guilty of a an offense and, upon conviction shall be punished by a fine as established in the City's Code of Ordinances and as amended from time to time. Each day that one or more of the provisions of this Plan is violated shall constitute a separate offense. If a person is convicted of three or more distinct violations of this Plan, the Director, or designee, shall, upon due notice to the person, 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, as established in the City's Code of Ordinances, as amended from time to time, and any other costs incurred by the City in discontinuing service. In addition, suitable assurance must be given to the Director that the same action shall not be repeated while the Plan is in effect. Compliance with this Plan may also be sought through injunctive relief in the district court.

(c) Any person, including a water customer of the City, 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. Parents shall be presumed to be responsible for violations of their children under the age of 18 and proof that a violation committed by a child on property within the parents' control shall constitute a rebuttable presumption that the parent committed the violation.

(d) Any City employee designated by the City Manager may issue a citation to a person he/she reasonably believes to be in violation of this Ordinance.

## **Section 15: Variances**

The City Manager 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 conditions adversely affecting the health, sanitation, or fire protection of the public or the person requesting such variance and if one or more of the following conditions are met:

- 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; or
- Alternative methods can be implemented which will achieve the same level of reduction in water use.

Persons requesting an exemption from the provisions of this Ordinance must file a petition for variance with the City within five (5) days after the Plan or a particular drought response stage has been initiated. All petitions for variances will be reviewed by the City Manager 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 Ordinance;
- 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; and
- Other pertinent information.

Variances granted by the City shall be subject to the following conditions, unless waived or modified by the City Manager:

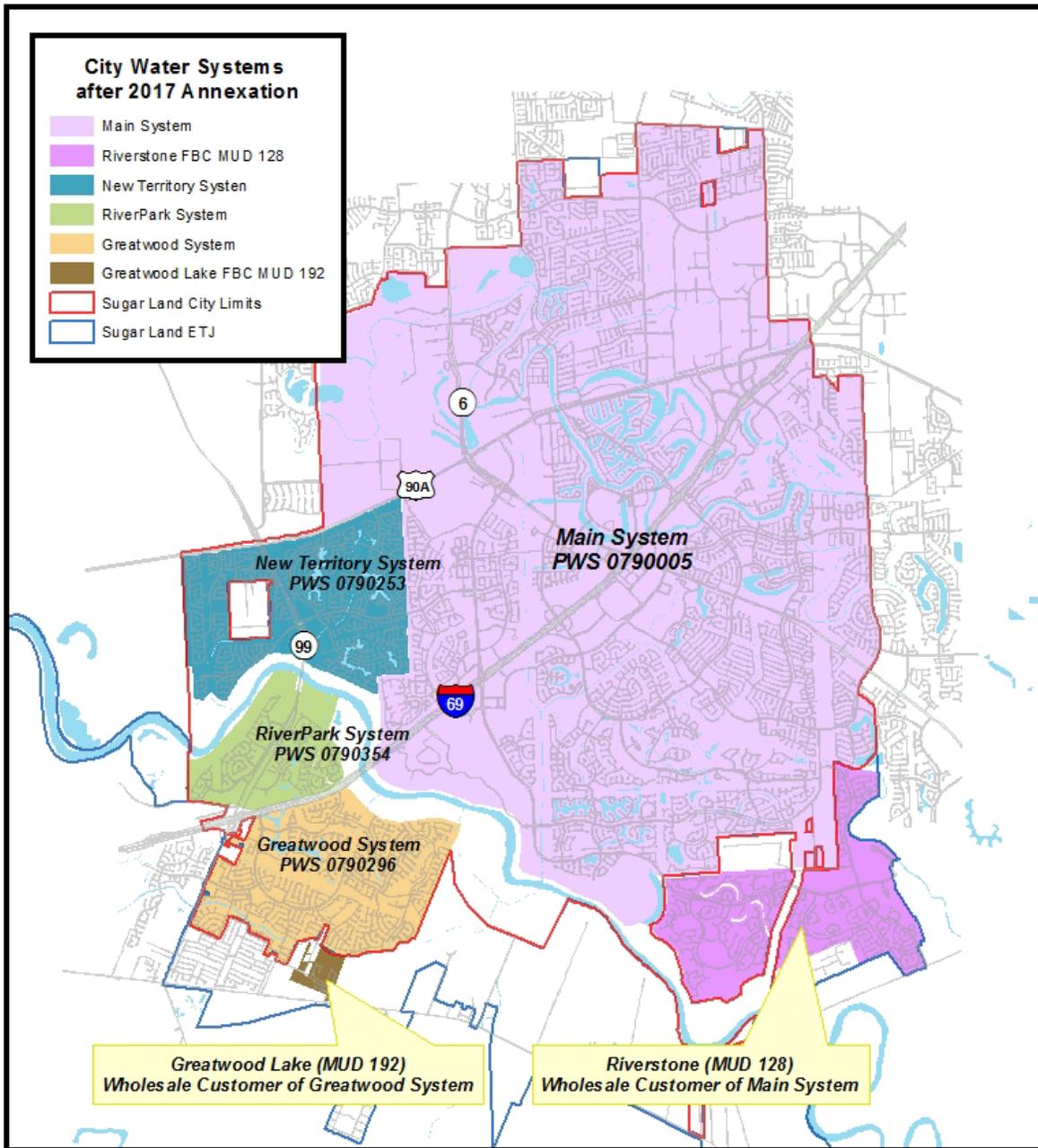
- Variances granted will include a timetable for compliance;
- Variances granted will expire when the Plan is no longer in effect, unless the petitioner has failed to meet specified requirements; and
- No variance will be retroactive or otherwise justify any violation of this Plan occurring prior to the issuance of the variance.

**Appendix A Drought Trigger and Response Quick Reference Chart**

	<b>Year Round Efficiency</b>	<b>Stage I Notification of Drought</b>	<b>Stage II Severe Distress</b>	<b>Stage III Critical Distress</b>	<b>Stage IV Emergency</b>
<b>Trigger</b>					
Three day average demand	Efficient Water Management Practices	Governor's Proclamation of Drought in Fort Bend County	65% production capacity	70% production capacity	80% production capacity
Surface Water Treatment Plant					offline for > 30 days
<b>Irrigation</b>					
Residential	Voluntary Maximum Two Day	Voluntary Maximum Two Day	<b>Mandatory Maximum Two Day</b>	<b>Mandatory Maximum One Day</b>	<b>Prohibited</b>
Commercial		Voluntary Maximum Two Day	<b>Mandatory Maximum Two Day</b>	<b>Mandatory Maximum One Day</b>	
Right of Way Watering		Voluntary Maximum Two Day	<b>Mandatory Maximum Two Day</b>	<b>Mandatory Maximum One Day</b>	
<b>Aesthetic Water Use</b>					
filling pools, fountains, ponds, and lakes filling reflecting pools; filling water gardens water use for scenic purposes	Voluntary Reduction	Voluntary Reduction	Voluntary Reduction	<b>Prohibited</b>	<b>Prohibited</b>
<b>Non-Essential Water Use</b>					
washing cars; power washing; washing sidewalks; washing buildings gutter flushing	Voluntary Reduction	Voluntary Reduction	Voluntary Reduction	<b>Prohibited</b>	<b>Prohibited</b>
<b>Main Line Flushing</b>	Reduce unless necessary to meet regulation or water quality concerns				
<b>New Meters</b>					<b>No application for new meters</b>
<b>Curtailment</b>					<b>If City Manager deems necessary</b>

# Appendix B City of Sugar Land Water Service Area

(after December 2017 Annexation)



**CITY OF SUGAR LAND  
PUBLIC WORKS  
POTABLE WATER SYSTEMS**

0 0.25 0.5 1 1.5 2 Miles



N  
5/28/2017



**GIS**  
CITY OF SUGAR LAND  
INTEGRATED INFORMATION SYSTEMS

**Appendix C      Formal Adoption of Plan**

**RESOLUTION NO. 22-32**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUGAR LAND, TEXAS, ADOPTING REVISED DROUGHT CONTINGENCY PLANS FOR RETAIL PUBLIC WATER SUPPLY AND WHOLESALE WATER SUPPLY.**

WHEREAS, the City Council recognizes that the amount of water available to the City and its water utility customers is limited and subject to depletion during periods of extended drought; and

WHEREAS, Section 11.1272 of the Texas Water Code and applicable rules of the Texas Commission on Environmental Quality require all public water supply systems in Texas to prepare a drought contingency plan; and

WHEREAS, the City Council deems it is expedient and necessary to establish certain rules and policies for the orderly and efficient management of limited water supplies during drought and other water supply emergencies; and

WHEREAS, a Drought Contingency Plan for Retail Public Water Supply was adopted on June 7, 2022, by Resolution No. 22-26; and

WHEREAS, a Drought Contingency Plan for Wholesale Water Supply was adopted on June 7, 2022, by Resolution No. 22-26; NOW, THEREFORE,

**BE IT RESOLVED BY THE CITY COUNCIL  
OF THE CITY OF SUGAR LAND, TEXAS:**

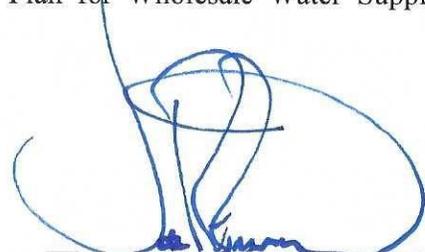
**Section 1.** That it adopts the findings and recitals set forth in the preamble of this Resolution.

**Section 2.** That it adopts the Drought Contingency Plan for Retail Public Water Supply attached to and made a part of this Resolution as Exhibit A.

**Section 3.** That it adopts the Drought Contingency Plan for Wholesale Water Supply attached to and made a part of this Resolution as Exhibit B.

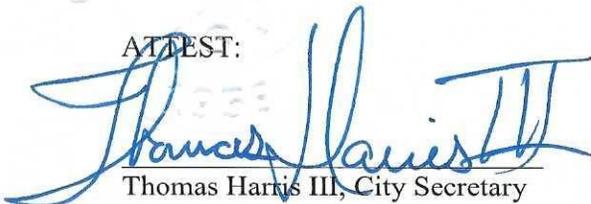
**Section 4.** That Resolution No. 22-26 is repealed.

APPROVED on August 16, 2022.



Joe R. Zimmerman, Mayor

ATTEST:



Thomas Harris III, City Secretary

APPROVED AS TO FORM:



Attachments: Exhibit A – Drought Contingency Plan for Retail Public Water Supply  
Exhibit B – Drought Contingency Plan for Wholesale Water Supply

**Appendix D**

**Region H Notification Letter**



## CITY OF SUGAR LAND

September 8, 2022

Mr. Mark Evans, Chair  
Region H Water Planning Group  
c/o San Jacinto River Authority  
P.O. Box 329  
Conroe Texas 77305-0329

Re: Updated Drought Contingency Plans

Dear Mr. Evans:

This letter serves as notification (per TAC 288.30) to Region H Water Planning Group that the City of Sugar Land has adopted updates to our Drought contingency Plans.

Updates for this cycle are minor and detailed below:

- Minor additions of text to mirror TCEQ Drought Contingency Plan updated standard language and references to Texas Water Codes
- Added definition of watering day
- Change Retail Plan's residential watering days to an even/odd address schedule
- Cleaned up definitions and language to reflect terms used in the Plan

I am available at 281-275-2450 to address any questions.

Respectfully,

Merritt Nolte-Roth  
Water Resources Manager

# Wholesale Water Supply - Drought Plan



**DROUGHT CONTINGENCY PLAN  
for  
WHOLESALE WATER SUPPLY**

**City of Sugar Land  
P.O. Box 110  
Sugar Land, Texas 77487**

**Main System  
PWS # 0790005  
Greatwood System  
PWS # 0790296**

**August 16, 2022**

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**Section 1: Declaration of Policy, Purpose, and Intent**

In order to conserve the available water supply, and to protect and preserve 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 Sugar Land (“City”) hereby adopts the following Drought Contingency Plan (“Plan”) to regulate and restrict the delivery and consumption of water to wholesale water customers.

Water uses regulated or prohibited under this Plan are considered to be non-essential and continuation of such uses during times of water shortage or other emergency water supply conditions are deemed to constitute a waste of water which subjects the offender(s) to penalties as defined in the Water Supply Agreement.

**Section 3: Public Involvement and Public Education**

The City will educate the public and provide opportunity for public input through communication methods as provided under the Plan. The City will periodically provide wholesale water customers with information about the Plan, including information about the conditions under each stage of the Plan and when to initiate or terminate the drought response measures under each stage. This information will be provided by means of letter or e-mail notification to wholesale operators and representatives.

**Section 5: Coordination with Regional Water Planning Groups**

The service areas of the City’s wholesale water customers are located within the Region H Water Planning Group and the City has provided a copy of this Plan to the Region H. The City has filed a copy with the Texas Water Development Board and the TCEQ.

**Section 6: Authorization**

The City Manager, or his/her designee, is hereby authorized and directed to implement the applicable provisions of this Plan upon determination that such implementation is necessary to protect public health, safety, and welfare. The City Manager has the authority to initiate or terminate the drought or other water supply emergency response measures as described in this Plan.

**Section 7: Application**

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

## **Section 8: Criteria for Initiation and Termination of Emergency Response Stages**

The City Manager will monitor water supply and/or demand conditions and will determine when conditions warrant initiation or termination of each of the Plan. Customers notification of the initiation or termination of drought response stages will be made as specified under the Plan.

The City Manager or his/her designee shall determine when conditions warrant initiation or termination of each stage of the Plan, that is, when the specified “triggers” are reached. Factors that may induce triggering of this Plan include:

- Demand increases that strain production capacity;
- Loss of production or delivery capacity;
- Facilities such as wells or surface water treatment plant offline;
- Major infrastructure repairs impede delivery or reduce pressure;
- Utilizing groundwater capacity threatens regulatory penalties from FBSD;
- Surface water supply becomes limited or unavailable; or
- Statistical analysis of the vulnerability of the water source under drought of record conditions.

Utilization of alternative water sources and/or alternative delivery mechanisms: The alternative water sources for the City are: purchased surface water, groundwater, use of reclaimed water for non-potable purposes, inter-connection with other systems.

## **Section 9: Definitions**

For the purposes of this Plan, the following definitions will apply:

### **Aesthetic water use:**

- Use of water to fill, refill, or add to any indoor or outdoor swimming pools or Jacuzzi-type pools.
- Use of water to fill, refill, or add to a fountain, pond, or lake for aesthetic or scenic purposes except to support aquatic life.
- Use of water for ornamental or decorative purposes such as fountains, reflecting pools, and water gardens.

**Aquatic life:** means a vertebrate organism dependent upon an aquatic environment to sustain its life.

**City:** means the City of Sugar Land.

**City Manager:** means the City Manager of the City or any person designated by the City Manager to act on behalf of the City Manager.

**Commercial:** means businesses, industrial companies, non-profit establishments, governmental entities such as health care facilities, retails, hotels and motels, restaurants, and office buildings.

**Conservation:** means 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 and/or alternative uses.

**Customer:** means any person, individual, corporation, partnership, association, company, organization, or any other legal entity using water supplied by the City in accordance with a Wholesale Water Supply Agreement .

**Drip irrigation:** means a method of irrigation which is typically installed below ground and consists of porous piping that allows the application of water at a slow and constant rate.

**Domestic water use:** means water use for personal needs or for household or sanitary purposes such as drinking, bathing, cooking, or sanitation.

**Drought:** means any condition, whether man-made or natural, where the available water supply or resources are not meeting the water demand, or if the water supply or resources are being depleted at a faster rate than they are being replenished.

**Essential use:** means the use of water required for the protection of public health, safety, and welfare.

**Foundation:** means the soils directly abutting the foundation of a building, structure, or improvement on land.

**Hand-held hose:** means a hose physically held by one person, fitted with a manual or automatic shutoff nozzle.

**Hose-end sprinkler:** means a sprinkler that applies water to landscape plants that is piped through a flexible, movable hose.

**Irrigation system:** means a site-specific system of delivering water, generally for landscaping irrigation via a system of pipes or other conduits installed below ground.

**Landscape irrigation:** means the application of water to any landscaping plant for growth or maintenance used for the irrigation and maintenance of landscaped areas with hose-end sprinklers or automatic irrigation systems, whether publicly or privately owned, including residential and commercial lawns, gardens, parks, golf courses, and street rights-of-way.

**Non-essential water use:** means water for use that is neither essential nor required for the protection of public health, safety, and welfare, including, but not limited to:

- Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle.
- Use of water to wash-down any sidewalks, walkways, driveways, parking lots, tennis courts, or other hard-surfaced areas.
- Use of water to wash down buildings or structures for purposes other than immediate fire protection.

- Use of water to irrigate golf courses.
- Flushing gutters or permitting water to run or accumulate in any gutter or street.
- Failure to repair a controllable leak(s) within a reasonable period after receiving notice directing the repair of such leak(s).
- Use of water from fire hydrants for construction purposes or any purposes other than firefighting or meet water quality regulations.
- Adding new transient construction meters.

**Person**: means any natural person or legal entity such as an individual, business, association, corporation, firm, organization, governmental, or other natural, business, or legal entity that receives, requests, manages, uses, maintains, or is responsible for water utility service at a service address, whether or not the person or entity is an owner, occupant, or person in control of the premises or a person authorized by the owner, occupant, or person in control of the premises, or customer or account holder of the city water utility.

**Plan**: means the Drought Contingency Plan for Wholesale Water Supply adopted by city council.

**Positive shut-off nozzle**: means a valve that is held in a closed position by system pressure until overridden by an outside force.

**Residential**: means a single or multi-family dwelling unit and the consumption or use of water is for personal needs or for household or sanitary purposes, such as drinking, bathing, heating, cooking, cleaning, and sanitation.

**Sprinkler**: means an above ground irrigation device that may be attached to a garden hose or in-ground irrigation system. This includes spray heads, rotor heads, and oscillating devices.

**Water**: means water supplied by a water purveyor, water withdrawn from any groundwater well, surface water from any river, creek, natural watercourse, pond, lake, or reservoir, and reclaimed water supplied by a water purveyor.

**Watering day**: means a day designated for landscape watering, as provided under this plan and as determined by the wholesale water customer, whichever is more restrictive. If there is a conflict between the City's Plan and the wholesale water customer's drought contingency plan, the City's Plan will govern.

**Water Supply Agreement**: means the Agreement between the City and the wholesale water customer that defines terms for water supply services. Water Supply Agreements entered into or renewed after adoption of this Plan, including contract extensions, will include provisions that in case of a shortage of water resulting from drought, the water to be distributed shall be divided in accordance with Texas Water Code, §11.039

**Wholesale water customer**: means a retail public water system receiving water supply from the City under a Water Supply Agreement.

## **Section 10: Year Round Water Efficiency**

Year round water efficiency is a part of the City's plan to implement judicious water management strategies to ensure the integrity of the City's water facilities and prepare for potential drought. The City encourages water efficiency year-round to manage water resources.

### **Supply Management Measures:**

- Wholesale water customers are encouraged to reduce flushing of water mains unless necessary to meet regulatory requirements or water quality concerns.

### **Voluntary Water Use:**

- Wholesale water customers are encouraged to promote voluntarily limits on landscape irrigation to no more than two (2) days a week.
- Wholesale water customers are encouraged to promote voluntarily reductions in the volume of water used for **non-essential** and **aesthetic** water needs.

## **Section 11: Triggers and Response Stages**

### **STAGE 1: Drought Conditions**

#### **Stage 1 Triggers - Notification of Drought Conditions in Fort Bend County**

##### **Requirements for initiation**

Wholesale water customers will be notified that they are strongly encouraged to comply with certain water uses in Stage 1 of the Plan when the City is notified of the Governor's proclamation of drought in Fort Bend County.

##### **Requirements for termination**

Stage 1 of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period as stated by the City Manager.

#### **Stage 1 Response - Notification of Drought Conditions in Fort Bend County**

Wholesale water customers will impose voluntarily landscape irrigation limits or restrictions with hose-end sprinklers or automatic irrigation systems to no more than two (2) days-a-week between the hours of midnight and 10:00 a.m. or 8:00 p.m. to midnight. However, irrigation of landscaped areas and structure foundations is permitted at any time if it is by means of a hand-held hose with a positive shut-off nozzle, a faucet filled bucket or water can of five (5) gallons or less, or drip irrigation system.

Wholesale water customers will encourage reducing the volume of water used for non-essential and aesthetic water needs.

## **STAGE 2: SEVERE Water Distress Conditions**

### **Stage 2 Triggers - Severe Water Distress Conditions**

#### **Requirements for initiation**

Wholesale water customers will be notified that they are required to comply with the requirements and restrictions on certain water uses in Stage 2 of the Plan when the:

- Average total daily water demand equals or exceeds 65% of production capacity for three (3) consecutive days; or
- Surface water supplies become limited or surface water treatment capacity is reduced.

#### **Requirements for termination**

Stage 2 of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of five (5) consecutive days or a time period the City Manager designates. The City will attempt to achieve the target reductions in daily water demand. Upon termination of Stage 2, Stage 1 becomes operative.

In the event that the Surface Water Treatment Plant shall go offline or be limited, Stage 2 of the Plan may be rescinded when daily water demand is sufficiently reduced to meet the mandated FBSD conversion rates.

The City Manager has the authority to initiate or terminate this stage at his/her discretion.

### **Stage 2 Response - Severe Water Distress Conditions**

#### **Target**

Achieve a five (5%) percent reduction in daily water demand, preferably during times of peak water use.

#### **Supply Management Measures**

Wholesale water customers will discontinue flushing of water mains unless necessary to meet regulatory requirements or water quality concerns.

#### **Mandatory Water Use Restrictions**

Wholesale water customers shall impose mandatory limits on landscape irrigation to no more than two (2) irrigation days a week, between the hours of midnight and 10:00 a.m. or 8:00 p.m. to midnight. However, irrigation of landscaped areas and structure foundations is permitted at any time if it is by means of a hand-held hose with a positive shut-off nozzle, a faucet filled bucket or water can of five (5) gallons or less, or drip irrigation system.

#### **Voluntary Water Use**

Wholesale water customers are encouraged, but not required, to reduce non-essential and aesthetic water uses.

## **STAGE 3: CRITICAL Water Distress Conditions**

### **Stage 3 Triggers - Critical Water Distress Conditions**

#### **Requirements for initiation**

Wholesale water customers will be notified that they are required to comply with the requirements and restrictions on certain water uses for Stage 3 of this Plan when the:

- Average total daily water demand equals or exceeds 70% of production capacity for three (3) consecutive days; or
- Surface water supplies become limited or surface water treatment capacity is reduced.

#### **Requirements for termination**

Stage 3 of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of five (5) consecutive days or as stated by the City Manager. The City will attempt to achieve the target reductions in water demand. Upon termination of Stage 3, Stage 2 becomes operative.

In the event that the Surface Water Treatment Plant shall go offline or be limited, Stage 3 of the Plan may be rescinded when daily water demand is sufficiently reduced to meet the mandated FBSD conversion rates.

The City Manager has the authority to initiate or terminate this stage at his/her discretion.

### **Stage 3 Response—Critical Water Distress Conditions**

#### **Target**

Achieve an additional five (5%) percent reduction in daily water demand, preferably during times of peak water use.

#### **Supply Management Measures**

Wholesale water customers will discontinue flushing of water mains unless necessary to meet regulatory requirements or water quality concerns.

#### **Mandatory Water Use Restrictions**

Wholesale water customers shall impose limits on landscape irrigation to one (1) irrigation day a week, between the hours of midnight and 10:00 a.m. or 8:00 p.m. to midnight. However, irrigation of landscaped areas and structure foundations is permitted at any time if it is by means of a hand-held hose with a positive shut-off nozzle, a faucet filled bucket or water can of five (5) gallons or less, or drip irrigation system.

## **STAGE 4: Emergency Water Distress Conditions**

### **Stage 4 Triggers - Emergency Water Distress Conditions**

#### **Requirements for initiation**

Wholesale water customers will be notified that they are required to comply with the requirements and restrictions for Stage 4 of this Plan when one of the following circumstances applies

- Average total daily water demand equals or exceeds 80% of production capacity for three (3) consecutive days; or
- Surface Water Supplies become limited or surface water treatment capacity is reduced; or
- When the City Manager determines that a water supply delivery emergency exists that threatens the City's capacity to deliver water

#### **Requirements for termination**

Stage 4 of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of three (3) consecutive days. In the event that the Surface Water Treatment Plant goes offline, Stage 4 of the Plan may be rescinded when daily water demand is sufficiently reduced to meet the mandated FBSD conversion rates. The City Manager has the authority to initiate or terminate this stage at his discretion. Upon termination of Stage 4, Stage 3 becomes operative.

### **Stage 4 Response - EMERGENCY Water Distress Conditions**

#### **Target**

Achieve an additional five (5%) percent reduction in daily water demand, preferably during times of peak water use.

#### **Supply Management Measures**

Wholesale water customers discontinue flushing of water mains unless necessary to meet regulatory requirements or water quality concerns.

#### **Mandatory Water Use Restrictions**

Wholesale water customers shall implement the following mandatory restrictions:

- All residential, commercial and rights-of-way landscape irrigation is prohibited. However, irrigation of landscaped areas and structure foundations is permitted at any time if it is by means of a hand-held hose with a positive shut-off nozzle, a faucet filled bucket or water can of five (5) gallons or less, or drip irrigation system.
- Non-essential and aesthetic water uses are prohibited.
- No application for new, additional, expanded, or increased-in-size water service connections, meters, service lines, pipeline extensions, mains, or water service

facilities of any kind will be approved, and time limits for approval of such applications are hereby suspended for such time as this drought response stage shall be in effect.

- The City Manager will curtail water use including to non-essential businesses as the City Manager deems necessary.
- The City Manager may elect to discontinue service to non-essential businesses and facilities if necessary to maintain sufficient water level for essential uses and facilities (e.g. hospitals, fire flow, etc.). These restrictions will be delivered to businesses and facilities as specified in the adopted City's Emergency Management Plan.

## **Section 12: Water Distress Notification**

The City Manager will implement the following notification procedure when Drought, Severe, Critical or Emergency conditions occur.

### **Notification**

The Public Works Department, in conjunction with the Communications Department, as directed by the City Manager, will notify the wholesale water customer by one of the following communication methods:

- Email to wholesale customer's official contact as specified in the Water Supply Agreement, or
- Letter to Wholesale Customer's official contact as specified in the Water Supply Agreement.

In addition, the City may:

- Post Drought status on the City's website with information regarding:
  - Irrigation Restrictions, and
  - Recommended water conservation methods;
- City Emergency Notification System;
- Public service announcements, including social media postings;
- Drought status on the City's homepage with corresponding information;
- Publication in a newspaper of general circulation and/or press release;
- Direct mail to each customer;
- Signs posted in public places and HOA bulletin boards; or
- Take-home fliers at schools/businesses.

### **Additional Notifications**

The City Manager will notify the following individuals and entities:

- Members of the City Council;
- Fire Chief;
- TCEQ (required when mandatory restrictions are imposed);
- Major water users;
- Wholesale customers;
- GRP participants;
- Raw water customers;
- Critical water users (i.e., hospitals, senior care facilities, schools);
- Parks/Street superintendents & public facilities managers; and
- Homeowners Associations.

### **Section 13: Allocation**

The City does not put forth specific triggers for a situation in which water for essential uses would be allocated. In such a condition, the City Manager would allocate water to essential facilities as determined by the City's existing Emergency Management Plan and other emergency planning and documentation. Briefly, the City's intent in an emergency situation is to restore water service to essential emergency facilities (hospitals, etc.), and then for essential uses, before considering allocations for uses not related to human consumption, health and safety. In the event that the allocation of water as stated herein have been met, the City Manager is authorized to initiate allocation of water supplies on a pro rata basis in accordance with Texas Water Code, §11.039. The City will include a provision in every wholesale water contract entered into or renewed after adoption of the plan, including contract extensions, that in case of a shortage of water resulting from drought, the water to be distributed will be divided in accordance with this section.

### **Section 14: Enforcement**

A wholsale water customer in violation of this Plan will also be in violation of the Customer's Water Supply Agreement and subject to enforcement under terms of the Water Supply Agreement.

### **Section 15: Variances**

The City Manager 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 conditions 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 this Plan cannot be technically accomplished during the duration of the water supply shortage or other condition for which the Plan is in effect; or

- Alternative methods can be implemented which will achieve the same level of reduction in water use.

Persons requesting an exemption from the provisions of this Drought Contingency Plan shall file a petition for variance with the City within five (5) days after the Plan or a particular drought response stage has been invoked. All petitions for variances will be reviewed by the City Manager and shall include the following information:

- 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 the Plan or City’s ordinance;
- 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; and
- Other pertinent information.

Variances granted by the City will be subject to the following conditions, unless waived or modified by the City Manager:

- Variances granted will include a timetable for compliance;
- Variances granted will expire when the Plan is no longer in effect, unless the petitioner has failed to meet specified requirements; and
- No variance will be retroactive or otherwise justify any violation of this Plan occurring prior to the issuance of the variance.

**Section 16: Severability**

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

**Section 17: Formal Adoption of Plan**

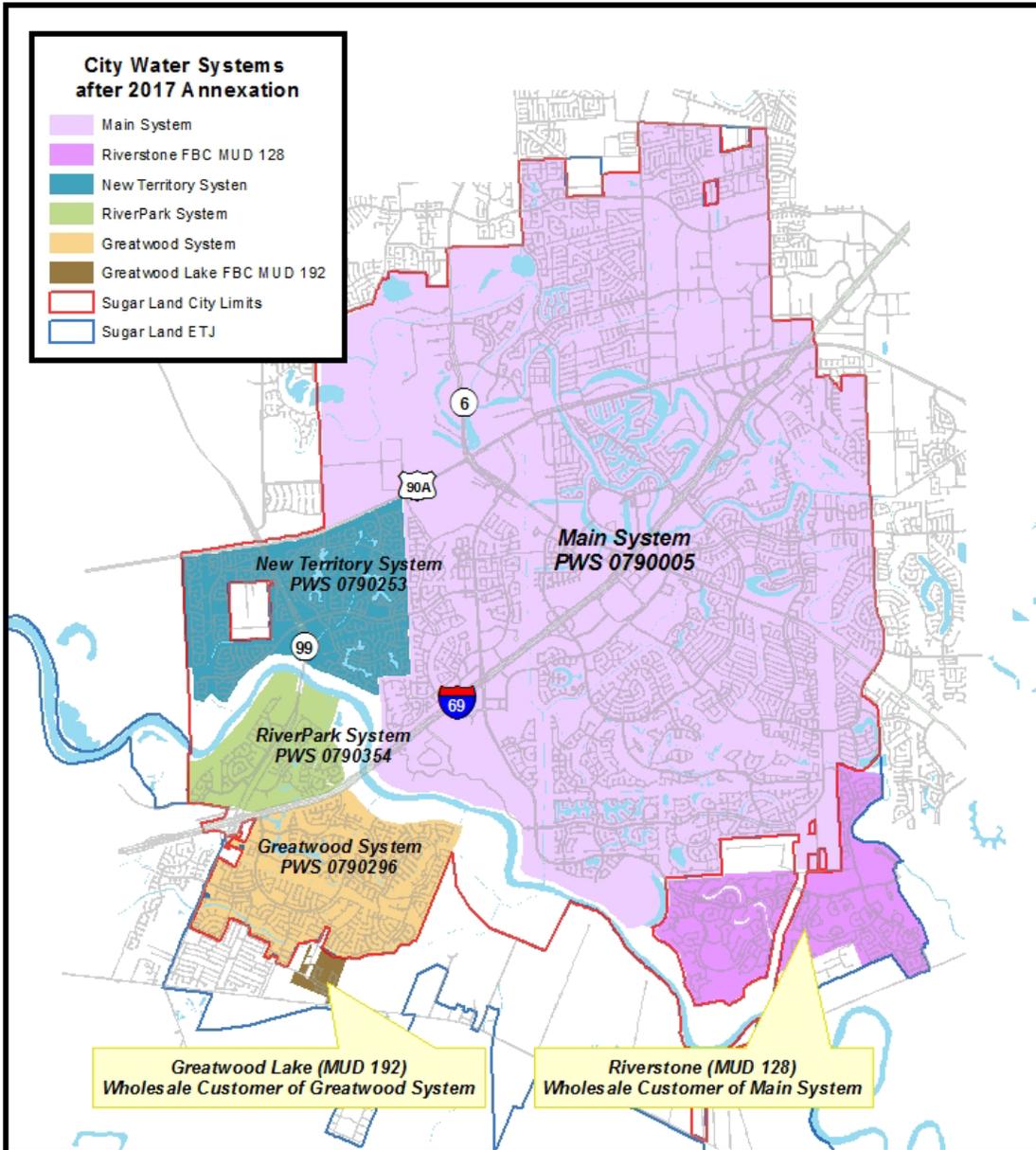
The City’s Wholesale Drought Contingency Plan was adopted by ordinance on **August 16, 2022** and sent to Wholesale Customers for adoption according to Water Supply Agreement requirements.



**Appendix A Drought Trigger and Response Quick Reference Chart**

	<b>Year Round Efficiency</b>	<b>Stage I Notification of Drought</b>	<b>Stage II Severe Distress</b>	<b>Stage III Critical Distress</b>	<b>Stage IV Emergency</b>
<b>Trigger</b>					
Three day average demand	Efficient Water Management Practices	Governor's Proclamation of Drought in Fort Bend County	65% production capacity	70% production capacity	80% production capacity
Surface Water Treatment Plant					
<b>Irrigation</b>					
Residential	Voluntary Maximum Two Day	Voluntary Maximum Two Day	<b>Mandatory Maximum Two Day</b>	<b>Mandatory Maximum One Day</b>	<b>Prohibited</b>
Commercial		Voluntary Maximum Two Day	<b>Mandatory Maximum Two Day</b>	<b>Mandatory Maximum One Day</b>	
Right of Way Watering		Voluntary Maximum Two Day	<b>Mandatory Maximum Two Day</b>	<b>Mandatory Maximum One Day</b>	
<b>Aesthetic Water Use</b>					
filling pools, fountains, ponds, and lakes filling reflecting pools; filling water gardens water use for scenic purposes	Voluntary Reduction	Voluntary Reduction	Voluntary Reduction	<b>Prohibited</b>	<b>Prohibited</b>
<b>Non-Essential Water Use</b>					
washing cars; power washing; washing sidewalks; washing buildings gutter flushing	Voluntary Reduction	Voluntary Reduction	Voluntary Reduction	<b>Prohibited</b>	<b>Prohibited</b>
<b>Main Line Flushing</b>	Reduce unless necessary to meet regulation or water quality concerns				
<b>New Meters</b>					<b>No application for new meters</b>
<b>Curtailment</b>					<b>If City Manger deems necessary</b>

**Appendix B City of Sugar Land Water Service Area**  
 (after December 2017 Annexation)



**CITY OF SUGAR LAND  
 PUBLIC WORKS  
 POTABLE WATER SYSTEMS**

0 0.25 0.5 1 1.5 2 Miles

N  
 5/28/2017

**GIS**  
 CITY OF SUGAR LAND  
 GEOGRAPHIC INFORMATION SYSTEMS

**Appendix C      Adoption of Plan**

**RESOLUTION NO. 22-32**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUGAR LAND, TEXAS, ADOPTING REVISED DROUGHT CONTINGENCY PLANS FOR RETAIL PUBLIC WATER SUPPLY AND WHOLESALE WATER SUPPLY.**

WHEREAS, the City Council recognizes that the amount of water available to the City and its water utility customers is limited and subject to depletion during periods of extended drought; and

WHEREAS, Section 11.1272 of the Texas Water Code and applicable rules of the Texas Commission on Environmental Quality require all public water supply systems in Texas to prepare a drought contingency plan; and

WHEREAS, the City Council deems it is expedient and necessary to establish certain rules and policies for the orderly and efficient management of limited water supplies during drought and other water supply emergencies; and

WHEREAS, a Drought Contingency Plan for Retail Public Water Supply was adopted on June 7, 2022, by Resolution No. 22-26; and

WHEREAS, a Drought Contingency Plan for Wholesale Water Supply was adopted on June 7, 2022, by Resolution No. 22-26; NOW, THEREFORE,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SUGAR LAND, TEXAS:**

**Section 1.** That it adopts the findings and recitals set forth in the preamble of this Resolution.

**Section 2.** That it adopts the Drought Contingency Plan for Retail Public Water Supply attached to and made a part of this Resolution as Exhibit A.

**Section 3.** That it adopts the Drought Contingency Plan for Wholesale Water Supply attached to and made a part of this Resolution as Exhibit B.

**Section 4.** That Resolution No. 22-26 is repealed.

APPROVED on August 16, 2022.

Joe R. Zimmerman, Mayor

ATTEST:

Thomas Harris III, City Secretary

APPROVED AS TO FORM:

Attachments: Exhibit A – Drought Contingency Plan for Retail Public Water Supply  
Exhibit B – Drought Contingency Plan for Wholesale Water Supply

**Appendix D Region H Water Planning Area Notification**



## CITY OF SUGAR LAND

September 8, 2022

Mr. Mark Evans, Chair  
Region H Water Planning Group  
c/o San Jacinto River Authority  
P.O. Box 329  
Conroe Texas 77305-0329

Re: Updated Drought Contingency Plans

Dear Mr. Evans:

This letter serves as notification (per TAC 288.30) to Region H Water Planning Group that the City of Sugar Land has adopted updates to our Drought contingency Plans.

Updates for this cycle are minor and detailed below:

- Minor additions of text to mirror TCEQ Drought Contingency Plan updated standard language and references to Texas Water Codes
- Added definition of watering day
- Change Retail Plan's residential watering days to an even/odd address schedule
- Cleaned up definitions and language to reflect terms used in the Plan

I am available at 281-275-2450 to address any questions.

Respectfully,

Merritt Nolte-Roth  
Water Resources Manager