



CITY COUNCIL WORKSHOP/REGULAR MEETING

July 15, 2024 at 6:00 PM

Hewitt City Hall, 200 Patriot Court, Hewitt, TX 76643

AGENDA

Steve Fortenberry, Mayor: Ward 3, – **Erica Bruce**, Mayor Pro Tem: Ward 3
Michael S. Bancale, Council Member: At-Large – **Johnny Stephens**, Council Member: Ward 1
Bob Potter, Council Member: Ward 2 – **Brad Turner**, Council Member: Ward 1
Vacant Seat, Council Member: Ward 2

The meeting will be streamed live on the city's website at www.cityofhewitt.com/790/Hewitt-TX-TV.

Pursuant to Texas Government Code Sec. 551.127, on a regular, non-emergency basis, members may attend and participate in the meeting remotely by video conference. Should that occur, a quorum of the members will be physically present at the location noted above on this agenda.

WORKSHOP MEETING - 6:00 PM

WORKSHOP DECLARATION OF A QUORUM AND CALL TO ORDER

WORKSHOP AGENDA

1. Presentation and discussion concerning FY 2024-2025 Proposed Operating and Capital Budget.

WORKSHOP ADJOURNMENT

REGULAR MEETING - 7:00 PM

DECLARATION OF A QUORUM AND CALL TO ORDER

PLEDGE OF ALLEGIANCE

SPECIAL PRESENTATION(S) AND RECOGNITION(S)

2. Swearing-in and pinning ceremony for newly hired Police Officers Jacob Cameron Elkins and Marco Antonio Rocha.

PUBLIC COMMENTS

The City Council invites citizens to speak on any topic not already scheduled for a public hearing. The Texas Open Meetings Act prohibits the Council from discussing, responding to, or acting on any comments or items not properly posted on the agenda. (Note: Members of the public who wish to speak must complete a “Public Comment Form” and present it to the City Secretary before the meeting.)

REGULAR AGENDA ITEMS

3. Approval of minutes for the City Council Workshop/Regular Meeting held July 1, 2024.
4. Briefing and discussion concerning Financial Statements ending June 30, 2024.
5. Discussion and possible action on approval of the Quarterly Investment Report ending June 30, 2024.
6. Discussion and possible action on **Ordinance No. 2024-09** adopting the 2024 Amended Water Conservation and Drought Contingency Plan.
7. Continued discussion concerning FY 2024-2025 Proposed Operating and Capital Budget (if needed).

EXECUTIVE SESSION Notice is given that a closed meeting will be held pursuant to Section 551.074 of the Texas Government Code (V.T.C.A.) so that the Council may discuss personnel matters regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee (Municipal Court Judge).

ADJOURNMENT

I certify that the above notice of meeting was posted on the Public Notice Board in front of City Hall on **July 10, 2024**, by 5:00 PM.

CITY OF HEWITT

Lydia Lopez

Lydia Lopez, TRMC/CMC
City Secretary

In compliance with the Americans with Disabilities Act, the City of Hewitt will provide reasonable accommodations for persons attending and/or participating in City Council meetings. The facility is wheelchair accessible, with accessible parking at the front of the building. Requests for sign interpreters or special services must be received forty-eight (48) hours before the meeting by calling the City Secretary at 254.296.5602 or by fax at 254.666.6014.



COUNCIL AGENDA ITEM FORM

MEETING DATE: July 15, 2024

AGENDA ITEM #: 3.

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Approval of minutes for the City Council Workshop/Regular Meeting held July 1, 2024.

STAFF RECOMMENDATION/ITEM SUMMARY:

Attached is a copy of the meeting minutes. Please review and advise if any corrections are needed.

FISCAL IMPACT:

Amount Budgeted - N/A

Line Item in Budget - N/A

SUGGESTED MOTION:

I move approval of the minute as presented.

ATTACHMENTS:

1. City Council Minutes - July 1, 2024



CITY COUNCIL WORKSHOP/REGULAR MEETING

July 1, 2024 at 6:15 PM

Hewitt City Hall, 200 Patriot Court, Hewitt, TX 76643

MINUTES

Steve Fortenberry, Mayor: Ward 3, – **Erica Bruce**, Mayor Pro Tem: Ward 3
Michael S. Bancale, Council Member: At-Large – **Johnny Stephens**, Council Member: Ward 1
Bob Potter, Council Member: Ward 2 – **Brad Turner**, Council Member: Ward 1
Vacant Seat, Council Member: Ward 2

WORKSHOP MEETING - 6:15 PM

WORKSHOP DECLARATION OF A QUORUM AND CALL TO ORDER

Mayor Steve Fortenberry called the Workshop Meeting to order at 6:15 PM, announced a quorum was present, and noted Council Member Johnny Stephens was absent.

WORKSHOP AGENDA

1. Presentation and discussion concerning FY 2024-2025 Proposed Operating and Capital Budget.
City Manager Bo Thomas presented an overview regarding the FY 2024-2025 Proposed Budget.

WORKSHOP ADJOURNMENT

MOTION: Mayor Pro Tem Erica Bruce moved to adjourn the Workshop at 6:55 PM.

SECOND: Council Member Bob Potter

AYES: Bancale, Potter, Turner, Bruce, and Fortenberry

NAYES: None

ABSENT: Stephens

MOTION PASSED.

REGULAR MEETING - 7:00 PM

DECLARATION OF A QUORUM AND CALL TO ORDER

Mayor Steve Fortenberry called the Regular Meeting to order at 7:00 PM, announced a quorum was present, and noted Council Member Johnny Stephens was absent.

PLEDGE OF ALLEGIANCE

Mayor Steve Fortenberry led the Pledge of Allegiance.

PUBLIC COMMENTS

The City Council invites citizens to speak on any topic not already scheduled for a public hearing. The Texas Open Meetings Act prohibits the Council from discussing, responding to, or acting on any comments or items not properly posted on the agenda. (Note: Members of the public who wish to speak must complete a "Public Comment Form" and present it to the City Secretary before the meeting.)

Mayor Fortenberry read the statement above and inquired if the City Secretary received any public comment forms. The City Secretary received a public comment form from Kristy Fry. Ms. Fry of 300 Texas Avenue appeared to support the City building a skate park. No one else appeared.

REGULAR AGENDA ITEMS

2. Approval of minutes for the City Council Workshop/Regular Meeting held June 17, 2024.
MOTION: Mayor Pro Tem Erica Bruce moved to approve the minutes as presented but to allow for corrections.
SECOND: Council Member Brad Turner
AYES: Bancale, Potter, Turner, Bruce, and Fortenberry
NAYES: None
ABSENT: Stephens
MOTION PASSED.
3. Discussion and possible action on a reappointment to the Planning & Zoning Commission.
City Manager Bo Thomas presented the reappointment of Paul D. Lasater.
MOTION: Council Member Michael Bancale moved approval of the reappointment of Paul Lasater to the Planning & Zoning Commission for a two-year term ending June 2026.
SECOND: Council Member Bob Potter
AYES: Bancale, Potter, Turner, Bruce, and Fortenberry
NAYES: None
ABSENT: Stephens
MOTION PASSED.
4. Presentation of the report from City Engineer Miles Whitney, P.E.
Update on pending utility projects.
Update on pending street projects.
Update on pending drainage projects.
City Engineer Miles Whitney presented a review of the listed projects. A general discussion was held concerning the Commerce Park Plant Improvements.
5. Continued discussion concerning FY 2024-2025 Proposed Operating and Capital Budget (if needed).
City Manager Bo Thomas stated that this item was placed on the agenda for continued Council discussion of the proposed budget, if needed.

ADJOURNMENT

MOTION: Council Member Bob Potter moved to adjourn the Regular Meeting at 7:24 PM.

SECOND: Council Member Michael Bancale

AYES: Bancale, Potter, Turner, Bruce, and Fortenberry

NAYES: None

ABSENT: Stephens

MOTION PASSED.

Approved: _____

ATTEST:

Lydia Lopez, City Secretary

Steve Fortenberry, Mayor



COUNCIL AGENDA ITEM FORM

MEETING DATE: July 15, 2024

AGENDA ITEM #: 4.

SUBMITTED BY: Lee Garcia, Finance Director

ITEM DESCRIPTION:

Briefing and discussion concerning Financial Statements ending June 30, 2024.

STAFF RECOMMENDATION/ITEM SUMMARY:

The financial statements ending June 30, 2024, were sent electronically on July 8, 2024. This is an opportunity for the Council to ask questions or comment.

FISCAL IMPACT:

Amount Budgeted - N/A

Line Item in Budget - N/A

SUGGESTED MOTION:

No action is required.

ATTACHMENTS:

None



COUNCIL AGENDA ITEM FORM

MEETING DATE: July 15, 2024

AGENDA ITEM #: 5.

SUBMITTED BY: Lee Garcia, Finance Director

ITEM DESCRIPTION:

Discussion and possible action on approval of the Quarterly Investment Report ending June 30, 2024.

STAFF RECOMMENDATION/ITEM SUMMARY:

The City's Investment Policy, Section XI. Reporting (PFIA 2256-023) requires the preparation of a quarterly report for the City Council. Please see the following Investment Report for the quarter ending June 30, 2024.

FISCAL IMPACT:

Amount Budgeted - N/A

Line Item in Budget - N/A

SUGGESTED MOTION:

I move approval of the Quarterly Investment Report as of June 30, 2024.

ATTACHMENTS:

1. Quarterly Investment Report - June 2024



QUARTERLY INVESTMENT REPORT

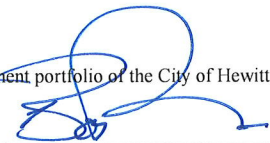
For the Quarter Ended

June 30, 2024

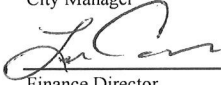
Prepared by

Valley View Consulting, L.L.C.

The investment portfolio of the City of Hewitt is in compliance with the Public Funds Investment Act and the Investment Policy and its incorporated strategies.



City Manager



Finance Director

Accountant

Disclaimer: These reports were compiled using information provided by the City. No procedures were performed to test the accuracy or completeness of this information. The market values included in these reports were obtained by Valley View Consulting, L.L.C. from sources believed to be accurate and represent proprietary valuation. Due to market fluctuations these levels are not necessarily reflective of current liquidation values. Yield calculations are not determined using standard performance formulas, are not representative of total return yields and do not account for investment advisor fees.

Summary

Quarter End Results by Investment Category:

<u>Asset Type</u>	<u>March 31, 2024</u>		<u>June 30, 2024</u>		
	<u>Book Value</u>	<u>Market Value</u>	<u>Book Value</u>	<u>Market Value</u>	<u>Ave. Yield</u>
Pools/DDA/MMA	\$ 21,710,567	\$ 21,710,567	\$ 17,925,193	\$ 17,925,193	5.37%
Securities/CDs	17,010,008	17,010,008	19,262,120	19,262,120	5.51%
Totals	\$ 38,720,575	\$ 38,720,575	\$ 37,187,313	\$ 37,187,313	5.44%

<u>Current Quarter Average Yield (1)</u>		<u>Fiscal Year-to-Date Average Yield (2)</u>	
Total Portfolio	5.44%	Total Portfolio	5.44%
Rolling Three Month Treasury	5.47%	Rolling Three Month Treasury	5.48%
Rolling Six Month Treasury	5.34%	Rolling Six Month Treasury	5.40%
TexPool	5.31%	TexPool	5.33%

<u>Interest Earnings</u>	
Quarterly Interest Income	\$ 534,527
Fiscal Year-to-date Interest Income	\$ 1,542,819

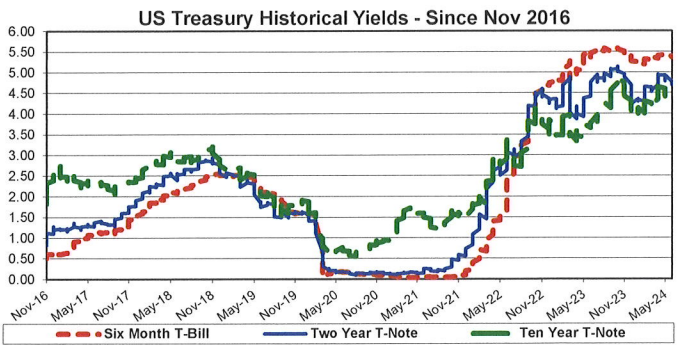
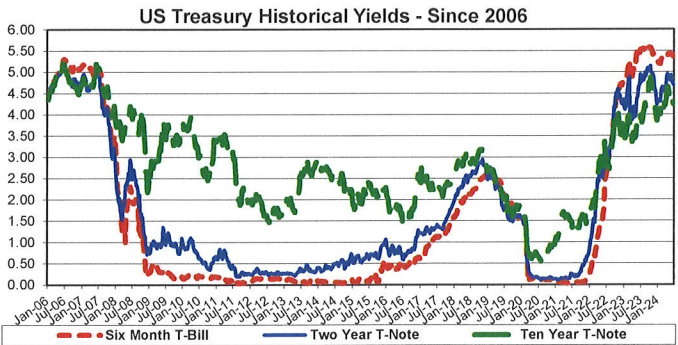
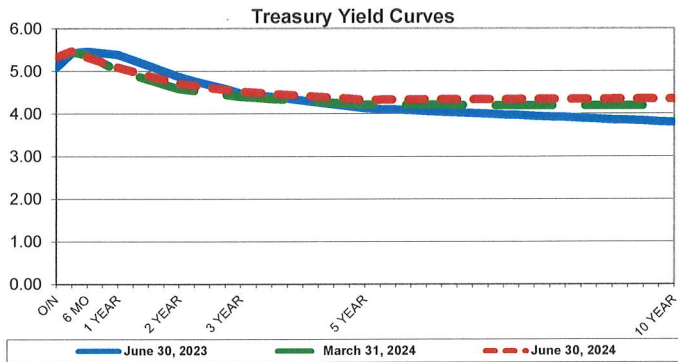
(1) **Current Quarter Average Yield** - calculated using quarter end report yields and adjusted book values; does not reflect a total return analysis, realized or unrealized gains/losses, or account for advisory fees. The yield for the reporting month is used for bank, pool, and money market balances.

(2) **Fiscal Year-to-Date Average Yields** - calculated using quarter end report yields and adjusted book values and does not reflect a total return analysis or account for advisory fees.

Economic Overview

6/30/2024

The Federal Open Market Committee (FOMC) maintained the Fed Funds target range 5.25% - 5.50% (Effective Fed Funds are trading +/-5.33%). Expectations are for reduced future rates, but any actions will be meeting-by-meeting and "data-dependent." June Non-Farm Payroll slightly exceeded expectations at 206k new jobs, but the previous two months were revised down causing the Three Month Rolling Average to fall to 177k. Final First Quarter 2024 GDP reported +1.4%. The S&P 500 Stock Index created new highs above +/-5,500. The yield curve remains inverted but longer yields rose slightly. Crude Oil trades over \$80 per barrel. Inflation declined slightly but remains above the FOMC 2% target (Core PCE +/-2.6% and Core CPI +/-3.4%). Reduced global economic outlooks and ongoing/expanding military conflicts continue increasing uncertainty.



Portfolio Holdings
Group By: Issuer
As of 6/30/2024

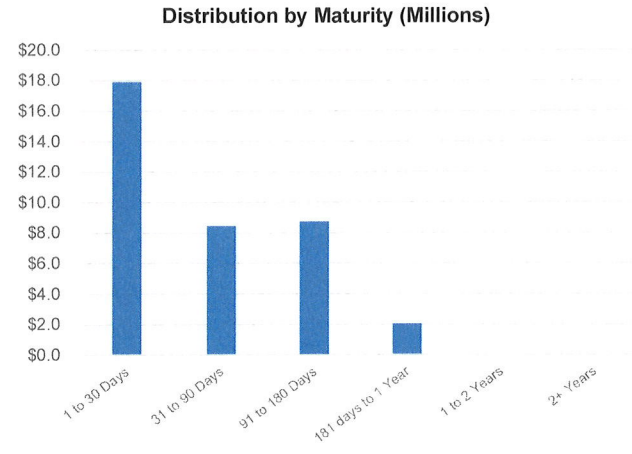
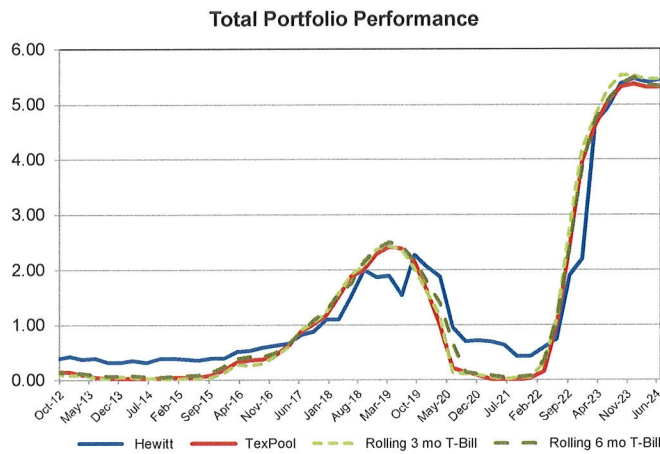
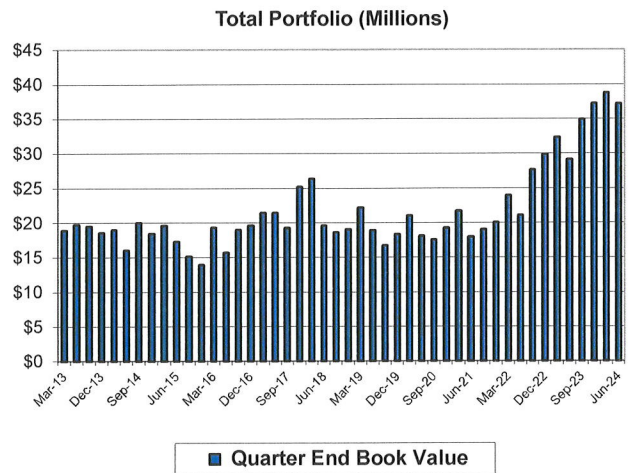
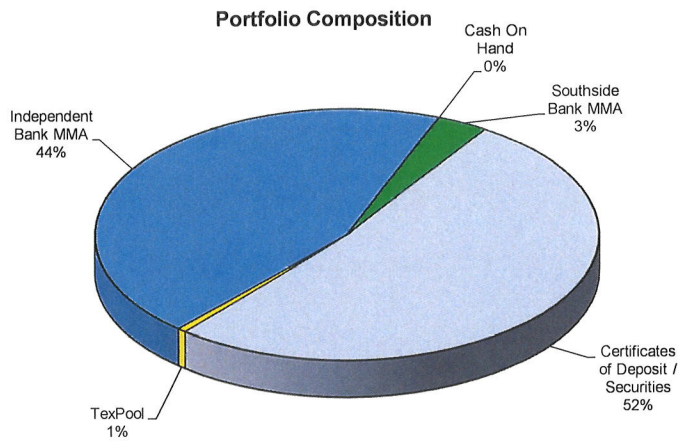
Asset Class	Description	Book Value	Maturity Date
Alliance Bank			
10-133 AB-GF Unrest	Alliance Bank 5.4 2/21/2025	2,038,151.27	2/21/2025
Cash on Hand			
10-10110-Cash	Cash on Hand Cash	1,100.00	
20-10110-Cash	Cash on Hand Cash	1,100.00	
		2,200.00	
East West Bank			
15-169 2022 CO	East West Bank 5.5 9/13/2024	2,439,734.13	9/13/2024
16-131 2023 CO	East West Bank 5.48 12/13/2024	2,236,402.18	12/13/2024
25-130 EWB CD	East West Bank 5.5 8/21/2024	1,006,034.21	8/21/2024
25-135 EWB CD	East West Bank 5.5 11/21/2024	1,006,034.21	11/21/2024
		6,688,204.73	
First National Bank			
10-128 FNB GF	First National Bank 5.25 12/17/2024	2,799,433.85	12/17/2024
10-131 FNB-90 Day Reserve	First National Bank 5.8 8/23/2024	1,361,143.08	8/23/2024
20-128 FNB UF	First National Bank 5.25 12/17/2024	2,720,756.11	12/17/2024
		6,881,333.04	
Independent Bank			
07-110 CLFRF	Independent Bank MM	1,146,106.13	
08-120 PEG Fund	Independent Bank MM	523,132.68	
09-120 Child Safety	Independent Bank MM	179,586.99	
10-115 GF-Oper FY 2024	Independent Bank MM	2,700,000.00	
10-120 GF-Operating	Independent Bank MM	692,623.86	
10-121 IB GF Oper Funds	Independent Bank MM	1,239,595.50	
10-125 GF 90 Day Reserve	Independent Bank MM	1,624,288.46	
10-130 GF-I&S	Independent Bank MM	470,973.72	
10-135 GF-Street Res	Independent Bank MM	11,551.51	
10-140 Payroll	Independent Bank MM	2,451.93	
10-160 HHIT	Independent Bank MM	924.63	
12-120 DF Oper	Independent Bank MM	605,328.34	
15-120 St Cap Oper	Independent Bank MM	91,728.41	
16-120 2023 CO	Independent Bank MM	187,706.48	
20-120 UF-Operating	Independent Bank MM	836,544.31	
20-120 UF-Operating	Independent Bank MM	624,389.61	
20-122 UF-Oper Res IB	Independent Bank MM	1,469,354.64	
20-138 UF-Debt	Independent Bank MM	533,318.93	
20-139 Equip Res	Independent Bank MM	215,625.00	
20-140 UF-Deposits	Independent Bank MM	530,088.61	
25-120 UF Cap Oper	Independent Bank MM	2,723,415.10	
40-120 Hotel Fund Oper	Independent Bank MM	313,771.84	
		16,722,506.68	
Southside Bank			
16-165 2023 CO SSB	Southside Bank 5.3 9/6/2024	3,654,431.04	9/6/2024
10-265 GF-St Res-SSB	Southside Bank MM	112,223.54	
10-267 GF-I&S-SSB	Southside Bank MM	537,029.35	
20-266 UF Debt-SSB	Southside Bank MM	348,318.86	
		4,652,002.79	
TexPool			
10-200 GF-Reserve-Txpl	TexPool LGIP	415.40	
10-201 GF-St Res-Txpl	TexPool LGIP	12,230.20	
10-203 GF-I&S-Txpl	TexPool LGIP	2,018.42	
15-200 St Cap-Txpl	TexPool LGIP	14,215.44	
20-200 UF Oper-Txpl	TexPool LGIP	25,682.67	
20-201 UF Dep-Txpl	TexPool LGIP	1,786.50	
20-203 UF Equip-Txpl	TexPool LGIP	6,087.34	
20-204 UF Debt-Txpl	TexPool LGIP	129,121.51	
25-200 UF Cap-Txpl	TexPool LGIP	11,356.63	
		202,914.11	
	Total Portfolio	37,187,312.62	

Investment Holdings
June 30, 2024

Description	Ratings	Coupon/ Discount	Maturity Date	Settlement Date	Par Value	Book Value	Market Price	Market Value	Life (days)	Yield
Cash on Hand		0.00%	07/01/24	06/30/24	\$ 2,200	\$ 2,200	1.00	\$ 2,200	1	0.00%
Independent Bank - MMA		5.36%	07/01/24	06/30/24	16,319,175	16,319,175	1.00	16,319,175	1	5.36%
Independent Bank - MMA #2		5.36%	07/01/24	06/30/24	187,706	187,706	1.00	187,706	1	5.36%
Southside Bank - MMA		5.50%	07/01/24	06/30/24	1,213,197	1,213,197	1.00	1,213,197	1	5.50%
TexPool	AAAm	5.31%	07/01/24	06/30/24	202,914	202,914	1.00	202,914	1	5.31%
East West Bank CD CD		5.50%	08/21/24	05/21/24	1,006,034	1,006,034	100.00	1,006,034	52	5.65%
First National Bank CD		5.80%	08/23/24	08/23/23	1,361,143	1,361,143	100.00	1,361,143	54	5.93%
Southside Bank CD		5.30%	09/06/24	09/06/23	3,654,431	3,654,431	100.00	3,654,431	68	5.41%
East West Bank CD		5.50%	09/13/24	06/13/24	2,439,734	2,439,734	100.00	2,439,734	75	5.65%
East West Bank CD		5.50%	11/21/24	05/21/24	1,006,034	1,006,034	100.00	1,006,034	144	5.65%
East West Bank CD		5.48%	12/13/24	06/13/24	2,236,402	2,236,402	100.00	2,236,402	166	5.63%
First National CD		5.25%	12/17/24	06/17/24	5,520,190	5,520,190	100.00	5,520,190	170	5.35%
Alliance Bank CD		5.40%	02/21/25	02/23/24	2,038,151	2,038,151	100.00	2,038,151	236	5.40%
Total					\$ 37,187,313	\$ 37,187,313		\$ 37,187,313	68	5.44%
									(1)	(2)

(1) **Weighted average life** - For purposes of calculating weighted average life, cash equivalent investments are assumed to have a one day maturity.

(2) **Weighted average yield to maturity** - The weighted average yield to maturity is based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered. The yield for the reporting month is used for pool, and bank account investments.



Portfolio Holdings
Group By: Portfolio Name
As of 6/30/2024

Asset Class	Description	YTM @ Cost	Book Value	Maturity Date
PEG Fund 08				
08-120 PEG Fund	Independent Bank MM	5.360	523,132.68	
Child Safety Fund 09				
09-120 Child Safety	Independent Bank MM	5.360	179,586.99	
GF Capital Projects Fund 15				
15-169 2022 CO	East West Bank 5.5 9/13/2024	5.500	2,439,734.13	9/13/2024
15-120 St Cap Oper	Independent Bank MM	5.360	91,728.41	
15-200 St Cap-Txpl	TexPool LGIP	5.312	14,215.44	
		5.494	2,545,677.98	
2023 CO Fund 16				
16-131 2023 CO	East West Bank 5.48 12/13/2024	5.480	2,236,402.18	12/13/2024
16-120 2023 CO	Independent Bank MM	5.360	187,706.48	
16-165 2023 CO SSB	Southside Bank 5.3 9/6/2024	5.300	3,654,431.04	9/6/2024
		5.368	6,078,539.70	
Hotel Fund 40				
40-120 Hotel Fund Oper	Independent Bank MM	5.360	313,771.84	
GENERAL FUND				
GF Unrestricted				
10-133 AB-GF Unrest	Alliance Bank 5.4 2/21/2025	5.400	2,038,151.27	2/21/2025
10-128 FNB GF	First National Bank 5.25 12/17/2024	5.250	2,799,433.85	12/17/2024
10-121 IB GF Oper Funds	Independent Bank MM	5.360	1,239,595.50	
		5.323	6,077,180.62	
GF Operating				
10-110 Cash	Cash on Hand Cash	0.000	1,100.00	
10-160 HHIT	Independent Bank MM	5.360	924.63	
10-120 GF-Operating	Independent Bank MM	5.360	692,623.86	
10-115 GF-Oper FY 2024	Independent Bank MM	5.360	2,700,000.00	
10-140 Payroll	Independent Bank MM	5.360	2,451.93	
		5.358	3,397,100.42	
GF Street Reserve				
10-135 GF-Street Res	Independent Bank MM	5.360	11,551.51	
10-265 GF-St Res-SSB	Southside Bank MM	5.500	112,223.54	
10-201 GF-St Res-Txpl	TexPool LGIP	5.312	12,230.20	
		5.471	136,005.25	
GF Debt Service				
10-130 GF-I&S	Independent Bank MM	5.360	470,973.72	
10-267 GF-I&S-SSB	Southside Bank MM	5.500	537,029.35	
10-203 GF-I&S-Txpl	TexPool LGIP	5.312	2,018.42	
		5.434	1,010,021.49	Req'd Reserve=\$790,324
GF 90 Day Reserves				
10-131 FNB-90 Day Reserve	First National Bank 5.8 8/23/2024	5.800	1,361,143.08	8/23/2024
10-125 GF 90 Day Reserve	Independent Bank MM	5.360	1,624,288.46	
10-200 GF-Reserve-Txpl	TexPool LGIP	5.312	415.40	
		5.561	2,985,846.94	Req'd Reserve=\$2,842,748
TOTAL GENERAL FUND			13,606,154.72	

UTILITY FUND				
UF Unrestricted				
20-128 FNB UF	First National Bank 5.25 12/17/2024	5.250	2,720,756.11	12/17/2024
20-120 UF-Operating	Independent Bank MM	5.360	624,389.61	
		5.271	3,345,145.72	
Utility Fund Operating				
20-110 Cash	Cash on Hand Cash	0.000	1,100.00	
20-120 UF-Operating	Independent Bank MM	5.360	836,544.31	
20-200 UF Oper-Txpl	TexPool LGIP	5.312	25,682.67	
		5.352	863,326.98	
UF Equipment Reserve				
20-139 Equip Res	Independent Bank MM	5.360	215,625.00	
20-203 UF Equip-Txpl	TexPool LGIP	5.312	6,087.34	
		5.359	221,712.34	
UF Water Deposits				
20-140 UF-Deposits	Independent Bank MM	5.360	530,088.61	
20-201 UF Dep-Txpl	TexPool LGIP	5.312	1,786.50	
		5.360	531,875.11	
UF Debt Service				
20-138 UF-Debt	Independent Bank MM	5.360	533,318.93	
20-266 UF Debt-SSB	Southside Bank MM	5.500	348,318.86	
20-204 UF Debt-Txpl	TexPool LGIP	5.312	129,121.51	
		5.402	1,010,759.30	Req'd Reserve=\$509,400
UF 90 Day Reserves				
20-122 UF-Oper Res IB	Independent Bank MM	5.360	1,469,354.64	Req'd Reserve=\$1,406,010
			7,442,174.09	
CLFRF Fund 07				
07-110 CLFRF	Independent Bank MM	5.360	1,146,106.13	
		5.360	1,146,106.13	
Drainage Fund 12				
12-120 DF Oper	Independent Bank MM	5.360	605,328.34	
		5.360	605,328.34	
UF Capital Projects Fund 25				
25-135 EWB CD	East West Bank 5.5 11/21/2024	5.500	1,006,034.21	11/21/2024
25-130 EWB CD	East West Bank 5.5 8/21/2024	5.500	1,006,034.21	8/21/2024
25-120 UF Cap Oper	Independent Bank MM	5.360	2,723,415.10	
25-200 UF Cap-Txpl	TexPool LGIP	5.312	11,356.63	
		5.419	4,746,840.15	
		5.383	37,187,312.62	

Book & Market Value Comparison

Issuer/Description	Yield	Maturity Date	Book Value 03/31/24	Increases	Decreases	Book Value 06/30/24	Market Value 03/31/24	Change in Market Value	Market Value 06/30/24
Cash on Hand	0.00%	07/01/24	\$ 2,400	\$ —	\$ (200)	\$ 2,200	\$ 2,400	\$ (200)	\$ 2,200
Independent Bank - MMA	5.36%	07/01/24	19,845,511	—	(3,526,336)	16,319,175	19,845,511	(3,526,336)	16,319,175
Independent Bank - MMA #2	5.36%	07/01/24	301,511	—	(113,805)	187,706	301,511	(113,805)	187,706
Southside Bank - MMA	5.50%	07/01/24	1,360,896	—	(147,699)	1,213,197	1,360,896	(147,699)	1,213,197
TexPool	5.31%	07/01/24	200,249	2,665	—	202,914	200,249	2,665	202,914
East West Bank CD	5.65%	06/13/24	4,612,477	—	(4,612,477)	—	4,612,477	(4,612,477)	—
First National Bank CD	5.25%	06/14/24	5,438,362	—	(5,438,362)	—	5,438,362	(5,438,362)	—
East West Bank CD CD	5.65%	08/21/24	—	1,006,034	—	1,006,034	—	1,006,034	1,006,034
First National Bank CD	5.93%	08/23/24	1,341,649	19,494	—	1,361,143	1,341,649	19,494	1,361,143
Southside Bank CD	5.41%	09/06/24	3,606,565	47,866	—	3,654,431	3,606,565	47,866	3,654,431
East West Bank CD	5.65%	09/13/24	—	2,439,734	—	2,439,734	—	2,439,734	2,439,734
East West Bank CD	5.65%	11/21/24	—	1,006,034	—	1,006,034	—	1,006,034	1,006,034
East West Bank CD	5.63%	12/13/24	—	2,236,402	—	2,236,402	—	2,236,402	2,236,402
First National CD	5.35%	12/17/24	—	5,520,190	—	5,520,190	—	5,520,190	5,520,190
Alliance Bank CD	5.40%	02/21/25	2,010,956	27,195	—	2,038,151	2,010,956	27,195	2,038,151
TOTAL / AVERAGE	5.44%		\$ 38,720,575	\$ 12,305,615	\$ (13,838,878)	\$ 37,187,313	\$ 38,720,575	\$ (1,533,263)	\$ 37,187,313

Allocation By Fund - Book & Market Value
June 30, 2024

Book and Market Value	Cash on Hand	Independent Bank - MMA (5.36%)	Independent Bank - MMA #2 (5.36%)	TexPool (5.3120%)	Southside Bank - MMA (5.5%)	08/21/24 – East West Bank CD (5.5%)	08/23/24 – First National Bank (5.8%)	09/06/24 – Southside Bank CD (5.3%)
GF Operating	\$ 1,100	\$ 3,396,000	\$ –	\$ –	\$ –	\$ –	\$ –	\$ –
GF Street Reserve	–	11,552	–	12,230	112,224	–	–	–
GF Tax I&S	–	470,974	–	2,018	537,029	–	–	–
GF 90 Day Reserves	–	1,624,288	–	415	–	–	1,361,143	–
GF Unrestricted	–	1,239,596	–	–	–	–	–	–
PEG Account	–	523,133	–	–	–	–	–	–
GF Capital-2022 CO	–	91,728	–	14,215	–	–	–	–
Hotel Fund	–	313,772	–	–	–	–	–	–
Drainage Fund	–	605,328	–	–	–	–	–	–
UF Operating	1,100	836,544	–	25,683	–	–	–	–
UF Deposits	–	530,089	–	1,787	–	–	–	–
UF Unrestricted	–	624,390	–	–	–	–	–	–
UF Self-Supporting	–	533,319	–	129,122	348,319	–	–	–
UF 90-Day Reserves	–	1,469,355	–	–	–	–	–	–
UF Equipment	–	–	–	6,087	215,625	–	–	–
UF Capital	–	2,723,415	–	11,357	–	1,006,034	–	–
Child Safety Fees	–	179,587	–	–	–	–	–	–
CLFRF - ARP Funds	–	1,146,106	–	–	–	–	–	–
2023 CO	–	–	187,706	–	–	–	–	3,654,431
Totals	\$ 2,200	\$ 16,319,175	\$ 187,706	\$ 202,914	\$ 1,213,197	\$ 1,006,034	\$ 1,361,143	\$ 3,654,431

Allocation By Fund - Book & Mark

June 30, 2024

(Continued)

Book and Market Value	09/13/24 – East West Bank CD (5.5%)	11/21/24 – East West Bank CD (5.5%)	12/13/24 – East West Bank CD (5.48%)	12/17/24 – First National Bank (5.25%)	02/21/25 – Alliance Bank CD (5.4%)	Total
GF Operating	\$ –	\$ –	\$ –	\$ –	\$ –	\$ 3,397,100
GF Street Reserve	–	–	–	–	–	136,005
GF Tax I&S	–	–	–	–	–	1,010,021
GF 90 Day Reserves	–	–	–	–	–	2,985,847
GF Unrestricted	–	–	–	2,799,434	2,038,151	6,077,181
PEG Account	–	–	–	–	–	523,133
GF Capital-2022 CO	2,439,734	–	–	–	–	2,545,678
Hotel Fund	–	–	–	–	–	313,772
Drainage Fund	–	–	–	–	–	605,328
UF Operating	–	–	–	–	–	863,327
UF Deposits	–	–	–	–	–	531,875
UF Unrestricted	–	–	–	2,720,756	–	3,345,146
UF Self-Supporting	–	–	–	–	–	1,010,759
UF 90-Day Reserves	–	–	–	–	–	1,469,355
UF Equipment	–	–	–	–	–	221,712
UF Capital	–	1,006,034	–	–	–	4,746,840
Child Safety Fees	–	–	–	–	–	179,587
CLFRF - ARP Funds	–	–	–	–	–	1,146,106
2023 CO	–	–	2,236,402	–	–	6,078,540
Totals	\$ 2,439,734	\$ 1,006,034	\$ 2,236,402	\$ 5,520,190	\$ 2,038,151	\$ 37,187,313

Allocation By Fund - Book & Market Value
March 31, 2024

Book and Market Value	Cash on Hand	Independent Bank - MMA (5.36%)	Independent Bank - MMA #2 (5.62%)	TexPool (5.316%)	Southside Bank - MMA (5.5%)	06/13/24 – East West Bank CD (5.5)	06/14/24 – First National Bank (5.25%)	08/23/24 – First National Bank (5.8%)
GF Operating	\$ 1,100	\$ 3,740,069	\$ –	\$ –	\$ –	\$ –	\$ –	\$ –
GF Street Reserve	–	10,739	–	12,069	234,688	–	–	–
GF Tax I&S	–	2,649,603	–	1,992	530,043	–	–	–
GF 90 Day Reserves	–	1,603,269	–	410	–	–	–	1,341,649
GF Unrestricted	–	1,239,596	–	–	–	–	2,757,936	–
PEG Account	–	510,777	–	–	–	–	–	–
GF Capital-2022 CO	–	829,744	–	14,029	–	2,406,510	–	–
Hotel Fund	–	307,160	–	–	–	–	–	–
Drainage Fund	–	535,650	–	–	–	–	–	–
UF Operating	1,300	689,890	–	25,345	–	–	–	–
UF Deposits	–	516,321	–	1,763	–	–	–	–
UF Unrestricted	–	2,524,390	–	–	–	–	2,680,425	–
UF Self-Supporting	–	1,797,165	–	127,426	343,787	–	–	–
UF 90-Day Reserves	–	1,450,340	–	–	–	–	–	–
UF Equipment	–	–	–	6,007	252,378	–	–	–
UF Capital	–	10,536	–	11,208	–	–	–	–
Child Safety Fees	–	177,263	–	–	–	–	–	–
CLFRF - ARP Funds	–	1,253,000	–	–	–	–	–	–
2023 CO	–	–	301,511	–	–	2,205,967	–	–
Totals	\$ 2,400	\$ 19,845,511	\$ 301,511	\$ 200,249	\$ 1,360,896	\$ 4,612,477	\$ 5,438,362	\$ 1,341,649

Allocation By Fund - Book & Mark

March 31, 2024

(Continued)

Book and Market Value	09/06/24 – Southside Bank CD (5.3%)	02/21/25 – Alliance Bank CD (5.4%)	Total
GF Operating	\$ —	\$ —	\$ 3,741,169
GF Street Reserve	—	—	257,497
GF Tax I&S	—	—	3,181,638
GF 90 Day Reserves	—	—	2,945,328
GF Unrestricted	—	2,010,956	6,008,488
PEG Account	—	—	510,777
GF Capital-2022 CO	—	—	3,250,282
Hotel Fund	—	—	307,160
Drainage Fund	—	—	535,650
UF Operating	—	—	716,535
UF Deposits	—	—	518,084
UF Unrestricted	—	—	5,204,815
UF Self-Supporting	—	—	2,268,378
UF 90-Day Reserves	—	—	1,450,340
UF Equipment	—	—	258,385
UF Capital	—	—	21,744
Child Safety Fees	—	—	177,263
CLFRF - ARP Funds	—	—	1,253,000
2023 CO	3,606,565	—	6,114,043
Totals	\$ 3,606,565	\$ 2,010,956	\$ 38,720,575



COUNCIL AGENDA ITEM FORM

MEETING DATE: July 15, 2024

AGENDA ITEM #: 6.

SUBMITTED BY: Kevin Reinke, Utilities Director

ITEM DESCRIPTION:

Discussion and possible action on **Ordinance No. 2024-09** adopting the 2024 Amended Water Conservation and Drought Contingency Plan.

STAFF RECOMMENDATION/ITEM SUMMARY:

Recently, the City of Waco adopted an amended Water Conservation and Drought Contingency Plan. Our contract with Waco states that as a wholesale customer of Waco, we must adopt a plan that follows Waco's guidelines or is stricter than Waco's plans. Attached is the revised version of Hewitt's Water Conservation and Drought Contingency Plan. The changes are highlighted in yellow.

FISCAL IMPACT:

Amount Budgeted - N/A

Line Item in Budget - N/A

SUGGESTED MOTION:

I move approval of **Ordinance No. 2024-09** adopting the 2024 Amended Water Conservation and Drought Contingency Plan.

ATTACHMENTS:

1. Ordinance No. 2024-09 Amended Water Conservation and Drought Contingency Plan
2. 2024 Hewitt Water Conservation and Drought Contingency Plan r. 7-2024

ORDINANCE NO. 2024-09

AN ORDINANCE ADOPTING THE 2024 AMENDED WATER CONSERVATION AND DROUGHT CONTINGENCY PLAN FOR THE CITY OF HEWITT AND AMENDING THE CITY OF HEWITT CODE OF ORDINANCES, CHAPTER 78, ARTICLE VI, DIVISIONS 1, 2, and 3, WATER DROUGHT CONTINGENCY PLAN TO ADOPT SAID PLAN, PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING A PENALTY NOT TO EXCEED \$2,000, PROVIDING THAT EACH DAY OF VIOLATION IS A SEPARATE OFFENSE AND DECLARING AN EMERGENCY.

WHEREAS, the Texas Commission on Environmental Quality (TCEQ) requires all wholesale and retail public water suppliers serving 3,300 connections or more to update both the Water Conservation Plan (30 TAC §288.30 [1]) and Drought Contingency Plan (30 TAC §288.30 [5]) every five years; and

WHEREAS, City staff has updated the Plan to show updated water data and wastewater tables for the past five years and

WHEREAS, the City Council has reviewed the proposed 2024 City of Hewitt Water Conservation & Drought Contingency Plan,

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HEWITT, TEXAS:

Section 1. That the Hewitt City Council adopts the 2024 Water Conservation & Drought Contingency Plan for the City of Hewitt, as attached hereto as Exhibit "A."

Section 2. That Article VI, Water Management/Conservation and Emergency Water Management Plan, Divisions 1, 2, 3, of Chapter 78, Utilities, of the Code of Ordinances, shall be amended in its entirety to read as follows:

Article VI. Adoption of Water Conservation and Drought Contingency Plan.

- a)** A copy of the 2024 Water Conservation & Drought Contingency Plan shall be on file and available for inspection in the office of the City Secretary and the Director of Utilities and on the city's website.
- b)** The city manager or their designee shall review the plan and the provisions within this division at least every five years and recommend needed changes.

- c) The provisions of the plan and this division shall apply to persons, customers, and property served by the city wherever situated, including customers such as water supply corporations, municipal corporations, and any others that receive water from the city on a contract basis.
- d) Nothing in the plan or this division shall be interpreted to limit the authority of the mayor, the city council, or the city manager to seek emergency relief under the provisions of any state or federal disaster relief regulations.

Section 3. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 4. That the terms and provisions of this ordinance shall be deemed to be severable and that if any section, subsection, sentence, clause, or phrase of this ordinance shall be declared to be invalid or unconstitutional, the same shall not affect the validity of any other section, subsection, sentence, clause, or phrase of this ordinance and the remainder of such ordinance shall continue in full force and effect the same as if such invalid or unconstitutional provision had never been a part thereof.

Section 5. The City Council intends and is hereby ordained that the provisions of this ordinance shall become and be a part of the Code of Ordinances of the City of Hewitt, Texas and that sections of this ordinance may be renumbered or re-lettered to accomplish such intention.

Section 6. A violation of this ordinance shall be a Class C misdemeanor, and the penalty for violating this ordinance shall be provided for in Section 1-12 of the Code of Ordinances of the City of Hewitt, Texas, which shall be a fine not exceeding \$2,000. Each day a violation exists, it shall be a separate offense.

Section 7. It was found that an urgent public necessity requires this ordinance's immediate passage.

Section 8. This ordinance shall be in full force and effect from and after its date of passage.

PASSED AND APPROVED this ____ day of _____, 2024.

CITY OF HEWITT, TEXAS

Steve Fortenberry, Mayor

ATTEST:

Lydia Lopez, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Michael W. Dixon, City Attorney



2024

Water Conservation

&

Drought Contingency

Plan

A – 2024 Water Conservation Plan

B – 2024 Drought Contingency Plan





City of Hewitt

2024

Water Conservation Plan

The City of Hewitt Water Conservation Plan is intended to enable the city to meet or exceed its own water conservation goals, including: quantified 5- and 10-year GPCD targets and in general, reduce consumption, loss, waste and peak demand while improving water use efficiency and extending the life of the water supply and system.

CITY OF HEWITT WATER CONSERVATION PLAN

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Appendix A – City of Hewitt Ordinance No. 2021-07

Appendix B – Copy of Transmittal Letter to Brazos G Regional Planning Group



INTRODUCTION AND OBJECTIVES

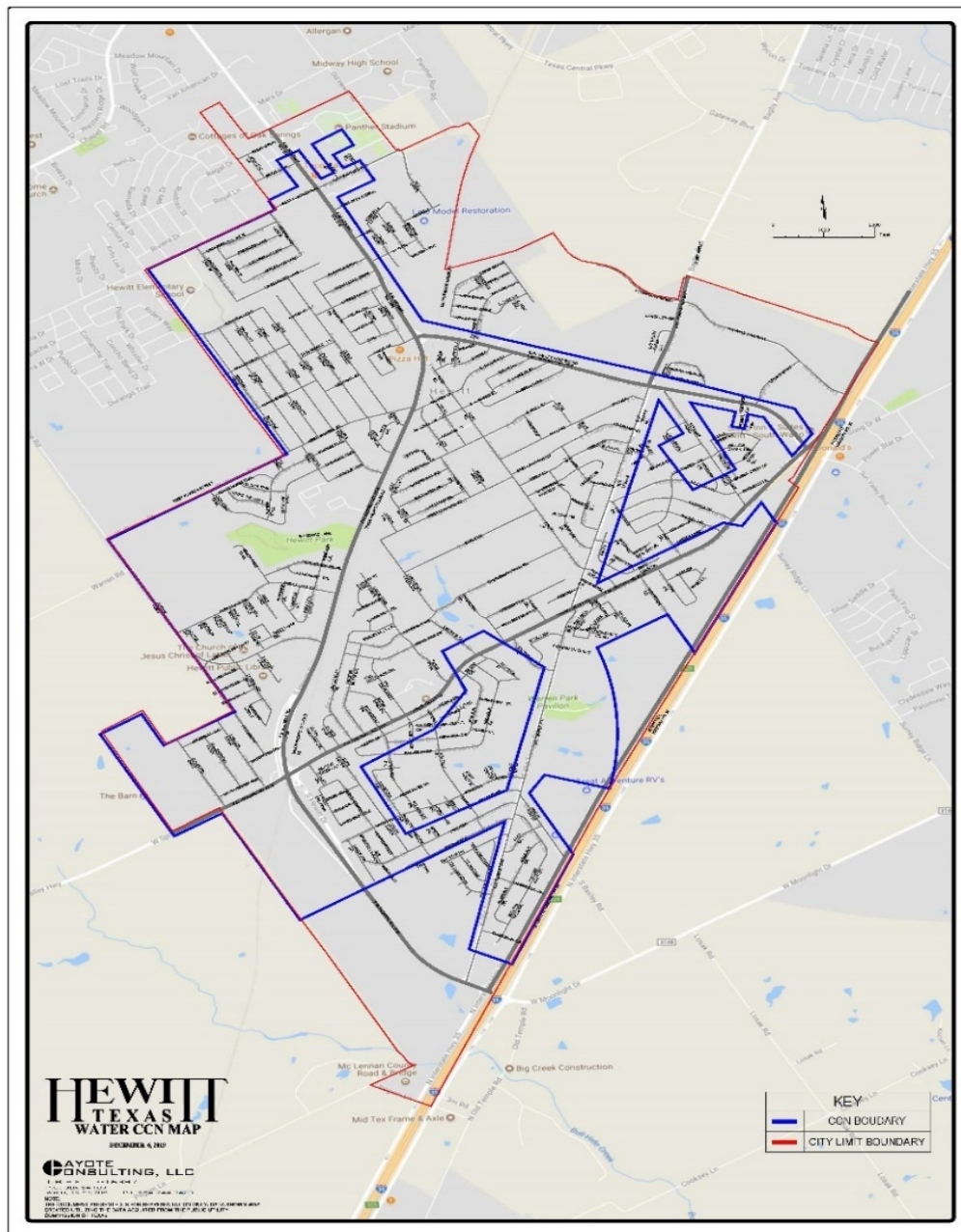
Water supply has always been a key issue in the development of Texas. In recent years, the increasing population and economic development in Region G have led to growing demands for water. The city recognizes the value of the city's water supply resources; efforts to avoid water loss and to conserve using reasonable and cost-effective measures are proposed in the plan. A complete evaluation of the city's water system and customer use characteristics is provided in the water conservation utility profile. The city's water conservation plan has a five-year planning horizon. The conservation measures and initiatives of the city are proposed for achieving the future conservation goals and water use targets. Recognizing the need for efficient use of existing water supplies, the Texas Commission on Environmental Quality (TCEQ) has developed guidelines and requirements governing the development of water conservation and drought contingency plans for public water suppliers. The City of Hewitt has prepared and adopted this Water Conservation and Drought Contingency Plan pursuant to TAC Title 30, Part 1, Chapter 288. The objectives of the water conservation plan are:

- To reduce water consumption
- To reduce the loss and waste of water
- To reduce summertime peak demand
- To improve efficiency in the use of water
- To extend the life of current water supplies

UTILITY PROFILE

POPULATION AND SERVICE AREA DATA

SERVICE AREA SIZE (IN SQUARE MILES): 6.803





Texas Commission On Environmental Quality

**By These Presents Be It Known To All That
City of Hewitt**

having duly applied for certification to provide water utility service for the convenience and necessity of the public, and it having been determined by this Commission that the public convenience and necessity would in fact be advanced by the provision of such service by this Applicant, is entitled to and is hereby granted this

Certificate of Convenience and Necessity No. 10038

to provide continuous and adequate water utility service to that service area or those service areas in McLennan County as by final Order or Orders duly entered by this Commission, which Order or Orders resulting from Application No. 36717-C are on file at the Commission offices in Austin, Texas; and are matters of official record available for public inspection; and be it known further that these presents do evidence the authority and the duty of City of Hewitt to provide such utility service in accordance with the laws of this State and Rules of this Commission, subject only to any power and responsibility of this Commission to revoke or amend this Certificate in whole or in part upon a subsequent showing that the public convenience and necessity would be better served thereby.

Issued at Austin, Texas, this **September 14, 2012**


For the Commission

RETAIL POPULATION AND PROJECTED DATA

CURRENT RETAIL POPULATION SERVED FOR WATER: 16,988 WASTEWATER: N/A

HISTORICAL RETAIL POPULATION:

Year	Population
2020	16,988
2019	16,764
2018	16,648
2017	16,596
2016	16,437

PROJECTED RETAIL POPULATION:

Year	Population
2030	19,949
2040	22,225
2050	24,514
2060	26,795
2070	29,034

PROJECTED YEARLY PROJECTED POPULATIONS & DEMANDS

Year	Population	Water Demand (Gallons)
2021	17,241	998,864,964
2022	17,493	1,010,725,956
2023	17,746	1,022,586,948
2024	17,999	1,034,447,940
2025	18,252	1,046,308,932
2026	18,504	1,058,169,924
2027	18,757	1,070,030,916
2028	19,010	1,081,891,908
2029	19,262	1,093,752,900
2030	19,949	1,105,613,892

It is anticipated that the population growth of this community, located along IH-35 and adjacent to the City of Waco, will continue to be significant for the long-term future. The average projected annual population growth rate developed by the TWDB from 2010-2070 is 1.16%. Prudent planning for future use on a conservative basis will be essential to ensure that the City of Hewitt does not have a shortfall in its water supplies for the future. Based on historical population numbers from the City of Hewitt and projected populations from the State Water Plan, Hewitt's Population within the city water service area has been charted above. As previously described, the City of Hewitt's water service area extends beyond the City Limits. To better estimate the total true population the City of Hewitt should expect to serve, the State Water Plan's predicted growth rate for the City of Hewitt has been applied to the population currently served by City water and is represented in the table above.

WATER SOURCES AND SUPPLY DATA

CURRENT WATER SUPPLY SOURCES AND THE AMOUNTS AUTHORIZED (IN ACRE FEET) WITH EACH.

Water Type	Source	Amount Authorized
Surface Water	City of Waco	1,960.2543
	City of Lorena	273.1313
Groundwater	Hosston Branch of Trinity Aquifer	2083.2675
Other	N/A	N/A

TREATMENT AND DISTRIBUTION SYSTEM

DESIGN DAILY CAPACITY OF SYSTEM (MGD): 5.07

STORAGE CAPACITY (MGD): 6.95

ELEVATED (MGD): 1.85

GROUND (MGD): 5.10

IF SURFACE WATER, DO YOU RECYCLE FILTER BACKWASH TO THE HEAD OF THE PLANT?

☐ YES ☒ NO IF YES, APPROXIMATE AMOUNT (MGD): N/A

HISTORICAL SYSTEM INPUT

Year	Self-Supplied In Gallons	Imported In Gallons	Total System Input	Exported In Gallons	Total GCPD
2020	414,606,000	171,433,000	586,039,000	0	94.5
2019	423,306,000	138,595,000	561,901,000	488,000	91.8
2018	411,207,000	192,633,000	603,840,000	389,000	98.6
2017	399,860,200	157,720,000	557,580,200	0	90.4
2016	408,188,600	139,590,000	547,778,600	5,418,000	90.4
Historic Average	5 Yr. 411,433,560	159,994,200	571,427,760	1,259,000	93.1

Historical water use data reflects treated water, determined from master meters at the point where treated water enters the distribution system.

CUSTOMER DATA

CURRENT NUMBER OF ACTIVE CONNECTIONS. CHECK WHETHER MULTI-FAMILY SERVICE IS COUNTED AS ☒ RESIDENTIAL OR ☐ COMMERCIAL?

TREATED WATER USERS

YR 2020	Metered	Non-Metered	Totals
Single-Family	4472	0	4472
Multi-Family	1653	0	1653
Commercial	341	0	341
Industrial/Mining	0	0	0
Institutional	68	0	68
Agriculture	0	0	0
Other/Wholesale	1	0	1

NUMBER OF NEW CONNECTIONS PER YEAR FOR MOST RECENT THREE YEARS.

Year	2020	2019	2018
Treated Water Users			
Single-Family	55	36	31
Multi-Family	30	1	0
Commercial	8	3	8

LIST OF ANNUAL WATER USE FOR THE FIVE HIGHEST VOLUME CUSTOMERS.

Customer	Use (1,000 gal/year)	Treated or Raw Water
The Icon of Hewitt	9,808,300	Treated
Brookside Apartments	6,464,500	Treated
Finish Line Car Care	4,754,200	Treated
Senior Care Centers	3,611,200	Treated
CBOC Texas, LLC	2,098,600	Treated

WATER USE DATA FOR SERVICE AREA - WATER ACCOUNTING DATA

AMOUNT OF WATER USE FOR THE PREVIOUS FIVE YEARS.

THIS IS ☐ DIVERTED ☒ TREATED WATER.

Year	2020	2019	2018	2017	2016
Month					
January	32,924,000	32,065,000	33,09,000	31,759,200	33,943,000
February	25,595,000	29,062,000	28,210,000	33,955,000	39,162,400
March	34,132,000	36,755,000	37,703,000	36,513,000	35,824,500
April	37,066,000	36,816,000	44,681,000	37,441,000	38,510,700
May	45,783,000	39,069,000	54,962,000	51,968,000	36,414,400
June	62,079,000	44,406,000	74,289,000	52,533,000	45,788,200
July	76,771,000	65,856,000	92,995,000	69,105,000	83,590,500
August	94,379,000	85,850,000	84,347,000	59,003,000	61,170,400
September	49,356,000	69,707,000	47,475,000	63,621,000	52,307,200
October	52,773,000	54,623,000	40,127,000	49,869,000	50,830,500
November	40,955,000	32,150,000	34,225,000	38,176,000	33,918,200
December	30,226,000	35,542,000	31,757,000	33,637,000	30,318,600
Totals	586,039,000	561,901,000	603,840,000	557,580,200	547,778,600

The above figures were determined (e.g., from a master meter located at the point of a diversion from the source or located at a point where raw water enters the treatment plant, or from water sales).

***METERED AT WELL HEAD**

Raw water diversions are metered, calculated, and tracked at least daily as part of the treatment process, control, and reporting. A spreadsheet of water use is updated on a daily basis.

AMOUNT OF WATER DELIVERED/SOLD AS RECORDED BY THE FOLLOWING ACCOUNT TYPES FOR THE PAST FIVE YEARS.

<i>Year</i>	2020	2019	2018	2017	2016
<i>Account Types</i>					
Single-Family	404,411,300	386,682,900	420,546,500	381,806,500	373,705,000
Multi-Family	72,135,800	71,989,900	69,828,300	55,497,900	53,754,600
Commercial	39,101,000	35,568,700	40,900,400	44,190,600	42,708,100
Industrial/Mining	0	0	0	0	0
Institutional	25,550,500	26,814,200	25,151,600	21,769,000	22,517,900
Agriculture	0	0	0	0	0
Other/Wholesale	0	488,000	389,000	0	5,418,000
TOTAL	541,198,600	521,543,700	556,815,800	503,264,000	498,103,600

PREVIOUS RECORDS FOR WATER LOSS FOR THE PAST FIVE YEARS (THE DIFFERENCE BETWEEN WATER DIVERTED OR TREATED AND WATER DELIVERED OR SOLD).

<i>Year</i>	<i>Amount (gallons)</i>	<i>Percent %</i>
2020	44,840,400	7.65
2019	40,357,300	7
2018	47,024,200	7.79
2017	54,316,200	9.74
2016	49,675,000	9.07

WATER SUPPLY SYSTEM DATA

QUANTIFIED 5-YEAR AND 10-YEAR GOALS FOR WATER SAVINGS:

	Historic 5-year Average	Baseline	5-year goal for year 2026	10-year goal for year 2031
Total GPCD	93.60	91	90	90
Residential GPCD	81	69	80	80
Water Loss GPCD	7.73	9	7.5	7.5
Water Loss Percentage	9.36	10.4	9.0	9.0

Notes: Total GPCD = (Total Gallons in System ÷ Permanent Population) ÷ 365

Residential GPCD = (Gallons Used for Residential Use ÷ Residential Population) ÷ 365

Water Loss GPCD = (Total Water Loss ÷ Permanent Population) ÷ 365

Water Loss Percentage = (Total Water Loss ÷ Total Gallons in System) x 100; or (Water Loss GPCD ÷ Total GPCD) x 100

PROJECTED WATER DEMANDS BY 2021 REGIONAL WATER PLAN

Projected water supply demands from the Regional Water Planning Group for the next ten years. population trends, historical water use, and economic growth in the service area over the next ten years and any additional water supply requirements from such growth.

**2021 Regional Water Plan - Population Projections for 2020-2070
for Water User Groups by Region, County, and Basin in Texas**

Region G									
Region	County	WUG Name	Basin	2020	2030	2040	2050	2060	2070
G	MCLENNAN	BELLMEAD	BRAZOS	10,398	11,037	11,602	12,170	12,736	13,292
G	MCLENNAN	BIROME WSC	BRAZOS	471	502	522	543	560	573
G	MCLENNAN	BOLD SPRINGS WSC	BRAZOS	1,780	1,920	2,040	2,162	2,282	2,399
G	MCLENNAN	BRUCEVILLE EDDY	BRAZOS	4,522	4,879	4,907	5,207	5,506	5,799
G	MCLENNAN	CENTRAL BOSQUE WSC	BRAZOS	856	925	985	1,045	1,105	1,164
G	MCLENNAN	CHALK BLUFF WSC	BRAZOS	2,646	2,646	2,646	2,646	2,646	2,646
G	MCLENNAN	CORYELL CITY WATER SUPPLY DISTRICT	BRAZOS	763	915	1,049	1,184	1,319	1,451
G	MCLENNAN	COUNTY-OTHER, MCLENNAN	BRAZOS	9,914	8,377	7,334	6,003	4,688	3,404
G	MCLENNAN	CRAWFORD	BRAZOS	727	739	749	759	769	779
G	MCLENNAN	CROSS COUNTRY WSC		2,503	2,540	2,57	2,603	2,636	2,667
G	MCLENNAN	EAST CRAWFORD WSC	BRAZOS	967	1,044	1,111	1,179	1,247	1,314
G	MCLENNAN	ELM CREEK WSC	BRAZOS	1,807	2,069	2,300	2,532	2,764	2,992
G	MCLENNAN	EDL WSC	BRAZOS	1,894	2,044	2,177	2,311	2,443	2,574
G	MCLENNAN	GHOLSON WSC	BRAZOS	1,760	1,956	2,129	2,302	2,476	2,645
G	MCLENNAN	H & H WSC	BRAZOS	1,607	1,734	1,846	1,961	2,073	2,182
G	MCLENNAN	HEWITT	BRAZOS	17,373	19,949	22,225	24,514	26,795	29,034

**2021 Regional Water Plan - Water Demand Projections for 2020-2070
Municipal Water User Group Summary in Acre-Feet**

EntityID	WUG Name	Region	County	Basin	2020	2030	2040	2050	2060	2070
935	HEWITT	G	MCLENNAN	BRAZOS	3,029	3,393	3,721	4,071	4,442	4,811
HEWITT Total Water Demand					3,029	3,393	3,721	4,071	4,442	4,811

Texas Water Development Board

March 28, 2019

WATER CONSERVATION PLAN

IMPLEMENTATION

- Metering and measuring the amount of raw water pumped will continue as an essential part of the City's treatment process control and reporting requirements. Metering device(s) will be tested and calibrated within an accuracy of plus or minus 5.0% in order to measure and account for the amount of water diverted from the source of supply;
- Increased water accounting, including a record management system of monthly production, meter consumption, and water losses that is desegregated by the customer class;
- The plan includes a program for universal metering of both customer and public uses of water, for meter testing and repair, and for periodic meter replacement. The meter replacement program will be maintained, testing/replacing meters once they reach 2.5 million gallons of consumption. Accuracy of meters and fail rates will be continually monitored and appropriate adjustments made to the replacement program;
- Annual water audits to determine water loss will continue to be conducted. The city will work towards reducing water loss by continued repairs and preplacement of aged distribution mains. The city will continue maintaining accurate records of leaks, repairs, flushing, construction and firefighting;
- Leaking water lines will continue to be repaired or replaced as quickly as is possible. On-call, after-hours crews will continue responding to leaks at all hours;
- The city will continue efforts to inform and educate the public on water conservation issues. In addition to year-round efforts, each year, as the high-use season of summer approaches, these efforts will be increased and expanded. Just prior to and during the summer months, the city will encourage the conservation of water through media, mail-outs and other avenues;
- The current non-promotional, inclining block rate will continue to be the rate structure for the City of Hewitt. The rate structure will be evaluated on an ongoing basis and considerations for adjustments will be made as appropriate.

- Continued compliance with the State’s plumbing code requirements and the City’s use of the International Plumbing Code

RECORD MANAGEMENT SYSTEM

METHOD FOR TRACKING IMPLEMENTATION AND EFFECTIVENESS

Overall progress toward conservation goals of reducing consumption, loss, waste and peak demand and improving efficiency of usage will be evaluated annually when the water conservation annual report is completed. The following methods will be used to evaluate individual portions of the plan:

- Records regarding meter replacement will be maintained and examined annually. Failure rates, along with “re-read” work orders (orders to re-read a meter are automatically generated whenever there is a high or low discrepancy outside normal variance), leaks and meter model/make will be compared in order to evaluate the replacement cycle.
- Water loss accounting will be evaluated by periodically examining multi-year loss trends, with the specific goal of identifying any discrepancies or variances and determining the cause.
- Leak detection and repair will be evaluated annually by examining comprehensive records showing number of leaks, locations, time before repair, estimated loss of water through leak, estimated loss of water through flushing. This information will be compared to water loss information for the same time period.
- Public information and education efforts will be evaluated by documenting actions, such as: number of press releases issued, number of stories written or produced, number of interviews given, number of bill inserts sent, number of presentations given and number and location of advertisements placed. This information will then be evaluated with consumption during the same time period and compared against data from previous years.
- The city’s water rate structure will continue to be evaluated by examining consumption trends. Records will be kept on consumption for each rate class. This information will be compared, along with cost-of-service considerations, with historic trends and adjustments will be made to the rate structure as appropriate.
- The Plan will be reviewed and updated, as appropriate, based on an assessment of previous five-year targets and any other new or updated information.

NON-PROMOTIONAL WATER RATE STRUCTURE:

Hewitt's conservation water rate is an increasing block rate, which increases as the quantity used increases. Prices per thousand gallons increase at specific "tiers" in consumption. Each tier of the rate structure is designed to send a price signal to the consumers as their discretionary consumption of water increases.

Residential, Commercial, Institutional, and Builders- Base Rate 1 st 3,000 Gal	
5/8"	\$33
1"	\$69.25
1.5 – 2"	\$208
3" – 4"	\$415.50
6"	\$623.25
Volume Rate- Per 1,000 Gal	
3,001 – 7,000 Gal	\$5.35
7,001 – 12,000 Gal	\$6.00
12,001 + Gal	\$6.45

QUANTIFIED 5-YEAR AND 10-YEAR GOALS FOR WATER SAVINGS:

	Historic 5-year Average	Baseline	5-year goal for year 2026	10-year goal for year 2031
Total GPCD	94	91	90	90
Residential GPCD	81	69	80	80
Water Loss GPCD	7.73	9	7.5	7.5
Water Loss Percentage	9.36	10.4	8	8

- Notes: Total GPCD = (Total Gallons in System ÷ Permanent Population) ÷ 365
- Residential GPCD = (Gallons Used for Residential Use ÷ Residential Population) ÷ 365
- Water Loss GPCD = (Total Water Loss ÷ Permanent Population) ÷ 365
- Water Loss Percentage = (Total Water Loss ÷ Total Gallons in System) x 100; or (Water Loss GPCD ÷ Total GPCD) x 100

CONSERVATION MEASURES AND QUANTIFICATION OF POTENTIAL SAVINGS

The water usage reduction goals from 94 GPCD to 90 GPCD by the year 2025 and to maintain this level based on the City's conservation efforts. These efforts are described generally in the Plan. The quantity of savings can be estimated by identifying an appropriate water saving in GPCD based on guidance information and historical data. As part of the City's water management efforts further quantification with respect to the City's conservation applications and results will be documented to support future adjustments to the conservation goals.

WHOLESALE WATER CONTRACT PROVISIONS:

All wholesale water contracts entered into, renewed or extended after adoption of this plan, shall include a provision 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.

COORDINATION WITH REGIONAL WATER PLANNING GROUPS:

The service area of the City of Hewitt Water Utility is located within the Brazos G Water Planning Group. The City of Hewitt Water Utility will provide a copy of this Plan to the Brazos G Water Planning Group upon approval by City Council.

AGRICULTURAL WATER USE:

Agricultural use is for golf course and sports field irrigation, not for irrigation in the production of crops, so no production process is applicable to the City of Hewitt's Plan.

IMPLEMENTATION AND ENFORCEMENT:

Upon the completion and review of the Water Conservation Plan, the City Council will be asked to approve the Plan by ordinance.

YEAR-ROUND CONSERVATION MEASURES

All landscape irrigation is prohibited from 9:00 A.M. to 6:00 P.M. Handheld watering is still allowed.

Water waste/Runoff: Runoff of more than 10 feet from the edge of the property will be considered water waste.

When the City of Hewitt opts to purchase Waco water or implement water restrictions, the following guidelines shall be followed.

All landscape and other outdoor water usage at each service address shall be limited to the scheduled days listed below, based on the last digit in the meter service address or the type of connection; however, landscape and outdoor water usage is prohibited from 9:00 A.M. to 6:00 P.M.

Last Digit Address Residential:	Allowed Landscape Water Days
---------------------------------	------------------------------

Odd	Sunday, Tuesday and Friday
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Even	Monday, Wednesday and Saturday
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All Non-Residential accounts	Monday and Friday
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Thursday – No Watering, Storage Recovery Day

OTHER CONSERVATION PROGRAM YEAR-ROUND STRATEGIES

- Outdoor pools, hot tubs, spas, etc. are encouraged to be covered when not in use.
 - Hosing of paved surfaces/areas is discouraged except to alleviate an immediate health or safety hazard, or preparation for painting.
 - The name(s) listed on the water account will be responsible for all violations.
 - One-or two-day events that utilize water, such as a water slide or charity car wash (by hand), will be allowed through Drought Stage 2.
-

Contact Information

Name of Water Supplier:	City of Hewitt	
Address:	103 N Hewitt Dr. / PO Box 219	
Telephone Number:	(254) 666-2447	Fax: (254) 666-3741
Water Right No.(s):	1550031	
Regional Water Planning Group:	Brazos G Regional Planning Group	
Water Conservation Coordinator <i>(or person responsible for implementing conservation program)</i> :	Kevin Reinke	Phone: (254) 666-3151
Form Completed by:	Karen Sexton/ Kevin Reinke	
Title:	Utility Analyst/Utilities Director	
Signature:	Kevin Reinke	Date: 04/01/2024

APPENDIX A

CITY OF HEWITT ORDINANCE No. 2021 -07

ORDINANCE NO. 2021-07

AN ORDINANCE ADOPTING THE 2021 WATER CONSERVATION AND DROUGHT CONTINGENCY PLAN FOR THE CITY OF HEWITT AND AMENDING THE CITY OF HEWITT CODE OF ORDINANCES, CHAPTER 78, ARTICLE VI, DIVISIONS 1, 2, and 3, WATER DROUGHT CONTINGENCY PLAN TO ADOPT SAID PLAN, PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING A PENALTY NOT TO EXCEED \$2,000, PROVIDING THAT EACH DAY OF VIOLATION IS A SEPARATE OFFENSE AND DECLARING AN EMERGENCY.

WHEREAS, the Texas Commission on Environmental Quality (TCEQ) requires all wholesale and retail public water suppliers serving 3,300 connections or more to update both the Water Conservation Plan (30 TAC §288.30 [1]) and Drought Contingency Plan (30 TAC §288.30 [5]) every five years; and

WHEREAS, City staff has updated the Plan to show updated water data and wastewater tables for the past five years; and

WHEREAS, the City Council has reviewed the proposed 2021 City of Hewitt Water Conservation & Drought Contingency Plan,

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HEWITT, TEXAS:

Section 1. That the Hewitt City Council adopts the 2021 Water Conservation & Drought Contingency Plan for the City of Hewitt, as attached hereto as Exhibit "A".

Section 2. That Article VI, Water Management/Conservation and Emergency Water Management Plan, Divisions 1, 2, 3, of Chapter 78, Utilities, of the Code of Ordinances shall be amended in its entirety to read as follows:

Article VI. Adoption of Water Conservation and Drought Contingency Plan.

- a) That a copy of the 2021 Water Conservation & Drought Contingency Plan shall be on file and available for inspection in the office of the City Secretary, the Director of Utilities, and also available on the city's website.
- b) It shall be the responsibility of the city manager or their designee to review the plan and the provisions within this division at least every five years and make recommendations for needed changes.
- c) The provisions of the plan and this division shall apply to persons, customers, and property served by the city wherever situated, including customers such as water supply corporations, municipal corporations, and any others that receive water from the city on a contract basis.
- d) Nothing in the plan or this division shall be interpreted to limit the authority of the mayor, the city council, or the city manager to seek emergency relief under the provisions of any state or federal disaster relief regulations.

Section 3. That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 4. That the terms and provisions of this ordinance shall be deemed to be severable and that if any section, subsection, sentence, clause, or phrase of this ordinance shall be declared to be invalid or unconstitutional, the same shall not affect the validity of any other section, subsection, sentence, clause, or phrase of this ordinance and the remainder of such ordinance shall continue in full force and effect the same as if such invalid or unconstitutional provision had never been a part thereof.

Section 5. That it is the intention of the City Council and is hereby ordained that the provision of this ordinance shall become and be a part of the Code of Ordinances of the City of Hewitt, Texas, and that sections of this ordinance may be renumbered or relettered to accomplish such intention.

Section 6. That a violation of this ordinance shall be a Class C misdemeanor and the penalty for violating this ordinance shall be provided for in Section 1-12 of the Code of Ordinances of the City of Hewitt, Texas, which shall be a fine not exceeding \$2,000, and each day a violation exists shall be a separate offense.

Section 7. It is found that an emergency and urgent public necessity exists which requires the immediate passage of this ordinance.

Section 8. This ordinance shall be in full force and effect from and after its date of passage.

PASSED AND APPROVED this 7 day of June, 2021.

CITY OF HEWITT, TEXAS


Steve Fortenberry, Mayor

ATTEST:


Lydia Lopez, City Secretary

APPROVED AS TO FORM AND LEGALITY:


Michael W. Dixon, City Attorney



APPENDIX B

Copy of Transmittal Letter to Brazos G Regional Planning Group



May 1, 2021

Wayne Wilson, Chair – Brazos G RWPD
CIO
Trey Buzbee
Brazos River Authority
PO Box 7555
Waco, TX 76714

Re: Amended City of Hewitt Water Conservation Plan Information for the Region G Planning Group

Dear Wayne,

Recently, the City of Hewitt amended its Water Conservation Plan for the 5-year update. The Drought Contingency Plan was updated also. This plan is consistent with the water supply planning in Region G and meets the standards for water conservation planning in TAC, Chapter 28.

Enclosed you will find copies of the amended Water Conservation and Drought Contingency Plan.

If any additional information is needed for the Planning Group, please contact the City of Hewitt Water Utilities Department at 254-666-3151.

Sincerely,

A handwritten signature in blue ink that reads "Karen Sexton".

Karen Sexton
Water Conservation Coordinator
City of Hewitt Water Utility Department

P.O. Box 219 • Hewitt, Texas 76643-0610

A large, stylized capital letter 'B' in a deep blue color. The letter has a thick, gold-colored outline that follows its shape. It is centered within a white rectangular box, which is itself centered on the page. The 'B' has a classic, slightly serifed appearance with rounded edges.



City of Hewitt

2024

Drought Contingency Plan

The City of Hewitt Drought Contingency Plan is intended to conserve the available water supply and protect the integrity of water supply facilities, with particular regard to domestic water use, to sanitation and fire protection, and to protect and preserve public health, welfare and safety to minimize the adverse impacts of water supply shortage or to other water supply emergency conditions.

CITY OF HEWITT WATER DROUGHT CONTINGENCY PLAN

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CITY OF HEWITT DROUGHT CONTINGENCY PLAN:

SECTION I: 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 to domestic water use, to sanitation and fire protection, and to protect and preserve public health, welfare, and safety to minimize the adverse impacts of water supply shortage or other water supply emergency conditions, the City of Hewitt hereby adopts the following regulation and restriction on the delivery and consumption of water through ordinance no. 2021 – 07. A copy is attached as appendix A.

Water uses regulated or prohibited under this drought contingency plan (the Plan) are considered to be non-essential and continuation of such uses during times of water shortages or other emergency water supply condition are deemed to constitute a waste of water which subjects the offender(s) to penalties as defined in section IX of this plan.

SECTION II: PUBLIC INVOLVEMENT

Opportunity for the public to provide input into the preparation of the Plan was provided by the City of Hewitt by means of a public meeting and by publishing the Plan on the city's website (www.cityofhewitt.com). A public notice was provided regarding a public meeting, which was held to accept input on The Plan. Additionally, citizens were invited to send comments electronically after viewing the Plan online.

SECTION III: PUBLIC EDUCATION AND NOTIFICATION

The City of Hewitt will periodically provide the public with information about the Plan, including information about the conditions under which each stage of the Plan is to be initiated or terminated and the drought response measures to be implemented in each stage. This information will be provided by means of press releases, bill inserts, website updates and other outreach methods as appropriate. Upon implementation and/or termination of any stage of the Plan, the public will be notified through local media and website updates.

SECTION IV: WHOLESALE CONTRACT PROVISIONS

All wholesale water contracts entered into, renewed or extended after adoption of this plan, shall include a provision 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.

SECTION V: COORDINATION WITH REGIONAL WATER PLANNING GROUPS

The service area of the City of Hewitt is located within the Brazos G Regional Water Planning Group. The City of Hewitt has provided a copy of this Plan to the Brazos G Regional Water Planning Group.

SECTION VI: 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 or his/her designee shall have the authority to initiate or terminate drought or other water supply emergency response measures as described in this Plan.

SECTION VII: APPLICATION

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

SECTION VIII: DEFINITIONS

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

Aesthetic water use: water use for ornamental or decorative purposes such as fountains, reflecting pools, and water gardens.

Commercial and institutional water use: water use, which is integral to the operations of commercial and non-profit establishments and governmental entities such as retail establishments, hotels and motels, restaurants, and office buildings.

Conservation: those [triggering conditions] practices, techniques, and technologies greater than the baseline conservation practices, that reduce the consumption of water, reduce the loss or waste of water, improve the efficiency in the use of water or increase the recycling and reuse of water so that

a supply is conserved and made available for future or alternative uses. Baseline conservation practices are those actions expected from customers as good citizens; including, but not limited to:

- Turning off or re-programming automatic sprinkler systems during precipitation events or in soil-saturated conditions;
- Implementing landscape irrigation to maximize impact, e.g., not irrigating in the afternoon or highest evaporative loss hours;

Customer: any person, company, or organization using water supplied by the City of Hewitt.

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

Even number address: street addresses, box numbers, or rural postal route numbers ending in 0, 2, 4, 6, or 8 and locations without addresses.

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

Landscape irrigation use: water used for the irrigation and maintenance of landscaped areas, whether publicly or privately owned, including residential and commercial lawns, gardens, golf courses, parks, and rights-of-way and medians.

Mean Sea Level (msl): the level of the ocean's surface, especially the level halfway between high and low tide, used as a standard in reckoning land elevation or sea depths.

Non-essential water use: water uses that are neither essential nor required for the protection of public, health, safety, and welfare, including:

- (a) irrigation of landscape areas, including parks, athletic fields, and golf courses, except otherwise provided under this Plan;
- (b) use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle;
- (c) use of water to wash down any sidewalks, walkways, driveways, parking lots, tennis courts, or other hard-surfaced areas;

- (d) use of water to wash down buildings or structures for purposes other than immediate fire protection;
- (e) flushing gutters or permitting water to run or accumulate in any gutter or street;
- (f) use of water to fill, refill, or add to any indoor or outdoor swimming pools or Jacuzzi- type pools;
- (g) use of water in a fountain or pond for aesthetic or scenic purposes except where necessary to support aquatic life;
- (h) failure to repair a controllable leak(s) within a reasonable period after having been given notice directing the repair of such leak(s); and
- (i) use of water from hydrants for construction purposes or any other purposes other than firefighting.

Odd numbered address: street addresses, box numbers, or rural postal route numbers ending in 1, 3, 5, 7, or 9.

Water shortage emergency: a condition in which the ordinary water demands and requirements of the City's wholesale and retail customers cannot be met such that there would be insufficient water for human consumption, public health (sanitation), and fire protection. A water shortage emergency may be limited in either areal or temporal extent.

SECTION IX: EMERGENCY RELIEF

Nothing in the Plan shall be interpreted to limit the authority of the mayor, the city council, or the city manager to seek emergency relief under the provisions of any state or federal disaster relief regulations.

SECTION X: CRITERIA FOR INITIATION AND TERMINATION OF DROUGHT RESPONSE STAGES

The City Manager or his/her designee shall monitor water supply and/or demand conditions on a daily basis and shall determine when conditions warrant initiation or termination of each stage of the Plan, that is, when the specified "triggers" are reached.

Criteria triggering the implementation of various stages of the Drought Contingency Plan, include, but are not limited to, the following:

1. General, geographical, or weather-related condition or emergency, including but not limited to drought conditions resulting in a decrease in the Lake Waco reservoir level;
2. Water system failures/emergencies (i.e., pressure zone deficiencies, chemical spills, broken water mains, power outages, electrical failures, failures of storage tanks or other equipment, treatment plant breakdown, and water contamination);
3. An inability to recover approximately ninety (90) percent of water stored in all Storage facilities within a defined period;
4. A catastrophic decrease in the Lake Waco reservoir level, loss of a well, and/or delivery capabilities resulting in an inability, presently or in the immediate future, to recover resources sufficient to provide services necessary for the public health and welfare;
5. Contamination of one or more of the city's well(s) or one of the Waco connections, by accidental or intentional means. The City of Hewitt emergency response plan shall initiate in any contamination occurrence.

The level of the Lake Waco reservoir shall be determined based on the official reading by the U.S. Army Corps of Engineers and stated as an elevation above mean sea level (msl).

TRIGGERING STAGES, RESPONSES AND GOALS

Generally. Should a water shortage emergency occur, the City Manager may exercise his or her discretion to: 1) request special voluntary water restrictions, 2) initiate Stages 1 - 4 mandatory restrictions, and/or 3) prohibit wastage and restrict certain uses of water deemed nonessential during the emergency. Initiation of a specific Stage is dependent on climatic and water system conditions, and does NOT necessarily require a progression from Stage One through Stage Three to reach Stage Four.

Pro rata curtailment of water delivery to wholesale water customers, as provided in Texas Water Code, §11.039, may be triggered by criteria within or without the plan and may be implemented during in any stage of the plan.

The City of Hewitt has alternative sources of limited water through the City of Waco and the City of Lorena, from which to draw or make use of as a water supply management measure during a water shortage. If the City of Waco implements any drought response stages, the City of Hewitt is REQUIRED to implement the same drought response stages.

Stage 1 Triggers – MILD Water Shortage

1. Criteria for implementation of Stage 1.

The City manager shall implement stage 1 restrictions when:

- (a) The Lake Waco reservoir level decreases to 457 msl (at which the reservoir is at about 80% of its capacity).
 - (b) There is an inability to recover approximately ninety (90) percent of water stored in all storage facilities within a twenty-four (24) hour period.
 - (c) Weather forecasts and stream flow conditions, in the opinion of the city manager, warrant restrictions on the use of water.
 - (d) Other unforeseen events, such as water treatment plant, pipe or pump failure or source of supply contamination that necessitates the public's participation in a reduction of water use.
2. Upon recommendation of the City Manager, Stage 2 response procedures shall become effective.
3. A Stage may be upgraded or downgraded at any time by the City Manager.
4. Criteria for termination - Stage 1 shall be terminated at the discretion of the City Manager.

Stage 1 Responses

Mandatory restrictions – Criminal penalties do apply during Stage 1 restrictions.

Upon implementation by the city, the following restrictions shall apply unless specifically exempted:

1. The city shall limit use of water for municipal purposes to those activities necessary to maintain the public health, safety and welfare and any computer-controlled irrigation systems that incorporate evapotranspiration data in setting irrigation run times.
2. The city shall monitor “excessive watering” and issue notifications to customers. “Excessive watering” occurs where run-off extends for a distance greater than ten (10) feet from the customer’s property or where there is washing or hosing down of buildings, sidewalks, driveways, patios, porches, parking surfaces or other paved surfaces.
3. All landscape and other outdoor water usage at each service address shall be limited to two days a week based on the last digit in the meter service address or the type of connection; however, landscape and outdoor water usage is prohibited from 9:00 A.M. to 6:00 P.M.

Last Digit Address Residential:	Allowed Landscape Water Days
Odd	Tuesday and Friday
Even	Wednesday and Saturday
All Non-Residential accounts	Monday and Friday
<u>Thursday – No Watering, Storage Recovery Day</u>	

Stage 1 Goal

Reduction of previous three-year average daily use by 1%

Stage 2 Triggers – MODERATE Water Shortage

1. Criteria for implementation of Stage 2. The city manager shall implement stage 2 restrictions when:
 - (a) The Lake Waco reservoir level decreases to 452 msl (at which the reservoir is at about 60% of its capacity)

(b) There is an inability to recover approximately ninety (90) percent of water stored in all storage facilities within a twenty-four (24) hour period.

(c) Weather forecasts and stream flow conditions, in the opinion of the City Manager, warrant restrictions on the use of water.

(d) Other unforeseen events, such as water treatment plant, pipe or pump failure or source of supply contamination that necessitates the public's participation in a reduction of water use.

2. Upon recommendation of the City Manager, Stage 2 response procedures shall become effective.
3. A Stage may be upgraded or downgraded at any time by the City Manager.
4. Criteria for termination - Stage 2 shall be terminated at the discretion of the City Manager.

Stage 2 Responses

Mandatory restrictions – Criminal penalties do apply during Stage 2 restrictions.

Upon implementation by the city, the following restrictions shall apply unless specifically exempted:

1. All landscape and other outdoor water usage at each service address shall be limited to two days a week based on the last digit in the meter service address or the type of connection; however, landscape and outdoor water usage is prohibited from 9:00 A.M. to 6:00 P.M.

Last Digit Address Residential:	Allowed Landscape Water Days
Odd	Tuesday and Saturday
Even	Wednesday and Sunday
All Non-Residential accounts	Monday and Friday

Thursday – No Watering, Storage Recovery Day

2. Apartments, office building complexes, or other properties containing multiple addresses, will be identified by the lowest physical street address number. Where there are no numbers, a number will be assigned by the Building Official.
3. Watering of newly installed landscaping is exempt from Stage 2 restrictions for no more than one month from the date of planting. After the first month, the landscape water day's schedule and hourly restrictions must be followed.

Stage 2 Goal

Reduction of previous three-year average daily use by 5%

Stage 3 Triggers – SEVERE Water Shortage

1. Criteria for implementation of Stage 3. The city manager shall implement stage 3 restrictions when:
 - (a) The Lake Waco reservoir level to 449 msl (at which the reservoir is at about 50% of its capacity) or inability to recover approximately ninety (90) percent of water stored in all storage facilities within a thirty (30) hour period.
 - (b) Weather forecasts and stream flow conditions, in the opinion of the city manager, warrant restrictions on the use of water.
 - (c) The total amount of water available, as determined by the Utilities Director, to the city from its developed water sources is less than a 24-month supply.
 - (d) Other unforeseen events, such as water treatment plant, pipe or pump failure or source of supply contamination that necessitates the public's participation in a reduction of water use.
2. Upon recommendation of the City Manager, Stage 3 response procedures shall become effective.
3. A Stage may be upgraded or downgraded at any time by the City Manager.
4. Criteria for termination - Stage 3 shall be terminated at the discretion of the City Manager.

Stage 3 Responses

Mandatory restrictions – Criminal penalties do apply during Stage 3 restrictions.

Upon implementation by the city, the following restrictions shall apply unless specifically exempted:

- 1. All landscape and outdoor water usage at each service address shall continue according to the landscape water days schedule identified below; however, landscape and outdoor water usage is prohibited from 9:00 A.M. to 6:00 P.M.**

Last Digit Address:	Allowed Landscape Water Day
0, 1	Monday
2, 3	Tuesday
4, 5	Wednesday
6, 7	Thursday
8, 9	Friday

Saturday and Sunday – No Watering, Storage Recovery days

- 2. Apartments, office building complexes, or other property containing multiple addresses will be identified by the lowest physical address number. Where there are no numbers, a number will be assigned by the Building Official.**
- 3. Existing swimming pools, hot tubs, spas, ornamental ponds and fountains may be replenished with a hand-held hose to maintain operational purposes only.**
- 4. Permitting of new swimming pools, hot tubs, spas, ornamental ponds or fountain construction is prohibited, except that those previously permitted or under construction at the time Stage 3 restrictions are initiated may complete construction and may be filled one time only. Filling occurs when an amount of water equal to at least seventy-five (75) percent of the water capacity is placed in the structure or facility.**

5. Excessive water run-off from any landscaped area onto streets, alleys, or parking lots is prohibited. Run-off is excessive when it extends for a distance greater than ten (10) feet from the customer's property.
6. Washing or hosing down of buildings, sidewalks, driveways, patios, porches, parking areas, or other paved surfaces is prohibited.
7. Watering by handheld hose with an automatic shut off device such as a hose-end nozzle or sprayer that requires continuous human action (such as squeezing of a lever) is permitted on the water day and times allowed. Buried drip irrigation is still allowed as long as is buried at least 6 inches deep.

Exceptions:

- (a) Commercial landscape nurseries are exempt from Stage 3 restrictions (*except for restrictions on hours when watering may occur*), but all such nurseries shall cease using water to clean pavement and sidewalk areas except for health and safety reasons.
- (b) Commercial full-service or self-service car wash facilities, including those at service stations and automobile dealership facilities, shall cease using water to clean pavement and sidewalk areas except for health and safety reasons and are exempt from Stage 3 restrictions if they meet one or more of the following conditions:
 - (i) Commercial car wash facilities using conveyORIZED, touchless, and / or rollover in-bay technology if they reuse a minimum of fifty percent of water from previous vehicle rinses in subsequent washes.
 - (ii) Commercial car wash facilities using reverse osmosis to produce water rinse with a lower mineral content if they incorporate the unused concentrate in subsequent vehicle washes.
 - (iii) Self-service spray wands used that emit no more than three gallons of water per minute.

Stage 3 Goal

Reduction of previous three-year average daily use by 7%

Stage 4 Triggers – EMERGENCY Water Shortage

1. Requirements for implementation of Stage 4. The City Manager shall implement stage 4 restrictions when:
 - (a) The Lake Waco reservoir level to 445 msl (at which the reservoir is at about 40% of its capacity)
 - (b) There is a determination by the City Manager that catastrophically decreasing lake reservoir levels and/or delivery capabilities with an inability to recover to provide services necessary for public health, safety, and welfare exist.
 - (c) Weather forecasts and stream flow conditions, in the opinion of the city manager, warrant restrictions on the use of water.
 - (d) The total amount of water available, as determined by the Utilities Director, to the city from its developed water sources is less than a 12-month supply.
 - (e) Other unforeseen events, such as water treatment plant, pipe or pump failure or source of supply contamination that necessitates the public's participation in a reduction of water use.
2. Upon recommendation of the City Manager, Stage 4 response procedures shall become effective.
3. A Stage may be upgraded or downgraded at any time by the City Manager.
4. Criteria for termination - Stage 4 shall be terminated at the discretion of the City Manager.

Stage 4 Responses

Mandatory restrictions – Criminal penalties do apply during Stage 4 restrictions.

Upon implementation by the city, the following restrictions shall apply unless specifically exempted:

1. Any and all outdoor/landscaping water usage is prohibited until the emergency is alleviated. This applies to all metered water users using the city's public water supply and includes all residential (single or multi-family), commercial (car wash, nurseries, business), recreational (public/private golf courses, parks, athletic fields), religious, health care, school and municipal entities.
2. Use of water for municipal purposes shall be limited to only those activities necessary to maintain the public health, safety and welfare, as determined by the city.
3. Use of water from fire hydrants is prohibited except for firefighting and health and safety related activities.
4. Any other measure that the City Manager determines is necessary and in the best interest of the public to maintain an adequate water supply.

Stage 4 Goal

Reduction of previous three-year average daily use by 10%

SECTION XI: ENFORCEMENT

1. No person shall intentionally, knowingly, recklessly or with criminal negligence allow the use of water from the city for residential, commercial, industrial, agricultural, governmental, or any other purpose in a manner contrary to any provision of this Division or in an amount in excess of that permitted by the drought response stage in effect at the time pursuant to action taken by the city, in accordance with provisions of this Division.
2. Any person, including a person classified as 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, but any such person shall have the right to show that he/she did not commit the violation. Parents shall be presumed to be responsible for violations of their minor children, but any such parent may be excused if he/she proves that he/she

had previously directed the child not to use the water as it was used in violation of this plan and that the parent could not have reasonably known of the violation. Proof that the notices required under Section 26- 94 have been given shall constitute a rebuttal presumption that the person has knowledge of and/or is aware of the declaration of a drought or emergency contingency stage, but such presumption may be rebutted by evidence that the person was out of city at the time of the declaration and could not reasonably have become aware of the declaration since returning to the city.

3. Any person who violates this Division is guilty of a misdemeanor and upon conviction shall be punished by a fine as provided in Section 1-14, General Penalty. Each day that one or more of the provisions in this plan is violated shall constitute a separate offense.
4. If a person is observed violating a Stage 2 or greater restriction, including but not limited to vehicle washing, landscape watering, or construction water use, for a second time, the city shall, upon due notice to the customer, be authorized to discontinue water service to the premises where such violations occur.
5. If a person is convicted of three (3) or more distinct violations of this Division, the city shall, upon due notice to the customer, be authorized to discontinue water service to the premises where such violations occur.
6. Services discontinued under such circumstances shall be restored only upon payment of reconnection charge established by city policy and any other costs incurred by the city in discontinuing service. In addition, suitable assurance must be given to the city that the same action shall not be repeated while the plan is in effect.
7. The City is entitled to pursue all other criminal and civil remedies to which it is entitled under statutes or other ordinances. Compliance with this Division may also be sought through injunctive relief in the district court.

SECTION XII: VARIANCES

1. A customer may file an application for a variance from this plan for the property receiving water service with the City Manager. The City Manager may determine the proper

information and require that the applicant provide such information to evaluate the variance request.

2. The City Manager may grant a variance from the Plan upon his/her determination that special circumstances exist that upon strict enforcement of the plan will adversely affect the health, sanitation, or fire protection for the public or the applicant.
3. Variances granted under this section will expire upon escalation of the plan to the next higher phase or termination of the plan.

Variances	Conservation & Drought Stages	MAXIMUM DAYS ALLOWED (from date of plant installation)
	Conservation	60
	Drought Stage 1	45
	Drought Stage 2	30
	Drought Stage 3	0
	Drought Stage 4	0
Plants	Variance can only be used for the plants and area listed in the variance	
Effective Time Frame	A variance will take effect on the date which it is approved by the City. Variance end date will be based on the date of plant installation.	

Newly installed landscaping has a different water need than established landscaping.

Customers with newly installed landscaping that need additional watering days to become established, must apply for a variance from the mandatory watering schedule prior to planting. If a variance is approved, the following additional water days will be allowed on the subject property under the following requirements:

1. Variances can only be utilized for the plants and planting area designated.
2. Variances granted will expire upon a declaration of drought or an escalation of the Plan to the next higher Stage or upon termination of the declaration of drought.

SECTION XIII: STATE MANDATED WATER RESTRICTIONS

1. If a State agency with jurisdiction over water rights and use lawfully orders that drought response restrictions on water usage be imposed, the water restrictions shall be implemented, regardless of whether any of the criteria for implementation stated in Sec. 26-97 or Sec. 26-98 have been met.
2. The city manager shall notify the public of the implementation of the state mandated restrictions as provided in Sec. 26-94. Said notice shall set out the specific restrictions to be implemented.
3. No person shall intentionally, knowingly, recklessly, or with criminal negligence allow the use of water from the city for residential, commercial, industrial, agricultural, governmental, or any other purpose in a manner:
 - (a) Contrary to the notice issued under subsection 2 above; or
 - (b) Contrary to the state mandated restriction; or
 - (c) In excess of state mandated usage limits.
4. If a violation of the mandated restriction occurs, notice of the violation may be given as provided in Sec. 26-95 and the violation may be punished as provided in Sec. 26-96.