

Drought Contingency Plan

for a Retail Public Water Supplier

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 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 Clear Lake City Water Authority (the Authority) hereby adopts the following regulations and restrictions on the delivery and consumption of water.

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

Section II: Public Involvement

Opportunity for the public to provide input into the preparation of the Plan was provided by the Authority by means of a public meeting published on the Authority's website.

Section III: Public Education

The Authority 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 through the Authority's website.

Section IV: Coordination with Regional Water Planning Groups

The service area of the Authority is located within the Houston Region H Water Planning Group, and the Authority has provided a copy of this Plan to the Houston Region H Water Planning Group.

Section V: Authorization

The General 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 General 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 VI: Application

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

Section VII: Definitions

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

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

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

Conservation: those practices, techniques, and technologies that reduce the consumption of water, reduce the loss or waste of water, improve the efficiency in the use of water or increase the recycling and reuse of water so that a supply is conserved and made available for future or alternative uses.

Conservation surcharge: The amount added to the customer's bill to encourage conservation.

Conservation surcharge factor: A factor equal to the customer's usage for a billing period divided by the target usage as defined herein. For example, if the customer's usage for the billing period during which a water shortage exists is 12,000 gallons and the target usage is 10,000 gallons, then the surcharge factor would be equal to $12,000/10,000 = 1.2$ and the customer would be billed for 1.2 times his or her usage.

Customer: any person, company, or organization using water supplied by Authority.

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.

Emergency water shortage target usage: The target usage during emergency water shortage periods determined at the discretion of the General Manager and based on available water supply.

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

Gross quantity: the total quantity of water delivered to a customer during a month.

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

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

Non-essential water use: water uses that are not 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 with exception of pools operated by industrial, research, or testing facilities;
- (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 48 hours after having been given notice directing the repair of such leak(s); and
- (i) use of water from hydrants for construction purposes or any other purposes other than fire fighting.

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

Rationing: a reduction in water allotment by the City of Houston below the contracted quantity.

Surcharge Multiplier: a multiple factor (1, 2, 3, 4, 5...etc.) to be multiplied by the Conservation Surcharge Factor. The Surcharge Multiplier is initially set at 1.0.

Target Usage: The desired amount of water to be used by each customer during a serious or critical water shortage. During these drought conditions, the target usage will be equal to the average quantity of water billed during the same billing period of the previous three years reduced by the target reduction percentage.

Target Reduction Percentage: The target reduction percentage is defined within each of the five stages of the plan. For example, if the Stage 2 response has a "Target: Achieve a 15 percent reduction in the average daily demand" then the target reduction percentage for water reduction in Stage 2 is 15%. If the water usage during the same billing period of the three previous years for a customer was 10,000 gallons, then the Target Usage is 10,000 gallons, reduced by 15% (1,500 gallons), or 8,500 gallons.

Usage: the quantity of water delivered to a customer during any billing period.

Section VIII: Criteria for Initiation and Termination of Drought Response Stages

The General 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.

The triggering criteria described below are based on (1) directives from the wholesale water supplier to implement a drought contingency plan and (2) monitoring of 5-day average consumption as a percentage of total available water supply. This includes groundwater sources having a maximum capacity of approximately 12.84 MGD and a normal capacity of 10.51 MGD and a peak day capacity of 20.45 MGD of surface water from the City of Houston Southeast Water Purification Plant. The City's contractual obligation is for 20.45 MGD and, during water shortage periods, the Authority allotment of surface water might be much less than the 20.45 MGD currently allowed.

Utilization of alternative water sources and/or alternative delivery mechanisms:

Alternative water source(s) for the Authority are interconnections with other systems listed below:

- City of Webster (normally closed)
- City of Pasadena
- City of Nassau Bay

Stage 1 Triggers -- MILD Water Shortage Conditions (Voluntary)

Requirements for initiation

Customers shall be requested to voluntarily conserve water and adhere to the prescribed restrictions on certain water uses, defined in Section VII Definitions, when the General Manager, or his/her designee, finds that either or both of the following conditions exist:

- The City of Houston declares a Stage 1 water shortage condition.
- The average 5-day water use for the Authority is at 80% of its current total available water supply.

Requirements for termination

Stage 1 of the Plan may be rescinded at the discretion of the General Manager, or his/her designee, when all of the conditions listed as triggering events have ceased to exist. See Notification, Section IX.

Stage 2 Triggers – SERIOUS Water Shortage Conditions (Mandatory)

Requirements for initiation

Customers shall be required to comply with the requirements and restrictions on certain non-essential water uses for Stage 2 of this Plan when the General Manager, or his/her designee, finds that either or both of the following conditions exist:

- The City of Houston declares a Stage 2 water shortage condition.
- The average 5-day water use for the Authority is at 85% of its current total available water supply.

Requirements for termination

Stage 2 of the Plan may be rescinded at the discretion of the General Manager, or his/her designee, when all of the conditions listed as triggering events have ceased to exist. Upon termination of Stage 2, Stage 1 or the applicable drought response stage based on the triggering criteria becomes operative. See Notification, Section IX.

Stage 3 Triggers – CRITICAL Water Shortage Conditions (Mandatory)

Requirements for initiation

Customers shall be required to comply with the requirements and restrictions on certain non-essential water uses for Stage 3 of this Plan when the General Manager, or his/her designee, finds that either or both of the following conditions exist:

- The City of Houston declares a Stage 3 water shortage condition.
- The average 5-day water use for the Authority is at 90% of its current total available water supply.

Requirements for termination

Stage 3 of the Plan may be rescinded at the discretion of the General Manager, or his/her designee, when all of the conditions listed as triggering events have ceased to exist. Upon termination of Stage 3, Stage 2 or the applicable drought response stage based on the triggering criteria becomes operative. See Notification, Section IX.

Stage 4 Triggers – EMERGENCY Water Shortage Conditions (Mandatory)

Requirements for initiation

Customers shall be required to comply with the requirements and restrictions for Stage 4 of this Plan when the General Manager, or his/her designee, determines that a water supply emergency exists based on:

- The City of Houston declares a Stage 4 water shortage condition or rationing to the extent that the Authority allotment is less than the contracted amount.

- A failure occurs in the Authority distribution system such as failure of a major pump or break in a major water transmission line that significantly curtails available water supply.
- Natural or man-made contamination of the water supply source(s).
- Water shortage conditions threaten public health, safety, and welfare.

Requirements for termination

Stage 4 of the Plan may be rescinded when at the discretion of the General Manager, or his/her designee, all of the conditions listed as triggering events have ceased to exist. Upon termination of Stage 4, Stage 3 or the applicable drought response stage based on the triggering criteria becomes operative. See Notification, Section IX.

Stage 5 Triggers – WATER ALLOCATION (Mandatory)

Requirements for initiation

Customers shall be required to comply with the water allocation plan prescribed in Section IX of this Plan and comply with the requirements and restrictions for Stage 4 of this Plan when the General Manager, or his/her designee, determines that emergency conditions described in Stage 4 exceed three consecutive days.

Requirements for termination - Water allocation may be rescinded when, at the discretion of the General Manager, or his/her designee, all of the conditions listed as triggering events have ceased to exist for a period of three consecutive days. See Notification, Section IX.

Section IX: Drought Response Stages

The General Manager, or his/her designee, shall monitor water supply and/or demand conditions on a daily basis and, in accordance with the triggering criteria set forth in Section VIII of this Plan, shall determine that a mild water shortage, serious water shortage, critical water shortage, emergency water shortage or water allocation condition exists and shall implement the following notification procedures:

Notification

Notification of the Public:

The General Manager, or his/ her designee, shall notify the public at the initiation and termination of each Drought Response Stage by means of notice in utility bills, on the Authority’s website, and displaying outdoor signs at the Authority’s office.

Additional Notification:

The General Manager, or his/ her designee, shall notify directly, or cause to be notified directly, the following individuals and entities:

- TCEQ (only when mandatory water restrictions are imposed)

Stage 1 Response – MILD Water Shortage Conditions (Voluntary)

Target: Achieve a voluntary 5 percent reduction in overall water use.

Best Management Practices for Supply Management:

Raise public awareness of the situation and request voluntary reductions in non-essential water use. The Authority shall increase supply by increasing groundwater production if possible.

Voluntary Water Use Restrictions for Reducing Demand:

- (a) The General Manager, or his/her designee, shall initiate a public information program to request that the public take the following voluntary conservation measures.
- All irrigation should take place between the hours of 10 PM and 5 AM.
 - Check for leaks, dripping faucets, and running toilets and utilize water conservation kits such as displacement bags for toilet tanks and low-flow shower heads.
 - Practice water conservation and minimize or discontinue water use for non-essential purposes as defined in Section VII above.
 - Insulate water pipes rather than running water to keep pipes from freezing.
- (b) The Authority shall continue to practice water use reduction measures including leak detection and repair and use of treated effluent for landscape and golf course watering.
- (c) The General Manager, or his/her designee, shall contact wholesale customers and ask them to initiate their Stage 1 water shortage response.

Stage 2 Response - SERIOUS Water Shortage Conditions (Mandatory)

Target: Achieve a 10 percent reduction in overall water use.

Best Management Practices for Supply Management:

Initiate mandatory restrictions on certain non-essential water uses and a water rate surcharge for excessive use. The Authority shall increase supply by increasing groundwater production if possible.

Water Use Restrictions for Demand Reduction:

All requirements of Stage 1 shall remain in effect during Stage 2 and:

- (a) Irrigation of landscaped areas by any method shall be limited between the hours of 10 PM and 5 AM on Sundays and Thursdays for customers with a street address ending in an even number (0, 2, 4, 6 or 8), and Saturdays and Wednesdays for water customers with a street address ending in an odd number (1, 3, 5, 7 or 9) with the following exceptions: (1) watering of grass or plants planted on the same calendar day on which the discharge occurs; (2) maintaining public gardens or national, regional, or local significance if necessary to preserve specimens; or (3) irrigation of landscaped areas by means of a hand-held hose, a faucet filled bucket or watering can of five gallons or less, or drip irrigation system.
- (b) Irrigation of common landscaped areas such as esplanades and medians shall be limited to Tuesday and Friday, between 10 PM and 5AM.
- (c) Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle is allowed only on designated watering days between the hours of 7 PM and 5 AM except at a commercial car wash or if necessary to ensure public health and safety such as washing of garbage trucks and trucks transporting perishable foods.

- (d) Use of water from hydrants shall be limited to firefighting, related activities, or other activities necessary to maintain public health, safety, and welfare, except that use of water from designated fire hydrants for construction purposes may be allowed under special permit from the Authority.
- (e) Non-essential water uses as defined in Section VII above are prohibited, except as otherwise provided for under the Plan.
- (f) Water wastage by failure to repair leaks within 48 hours of notice; permitting water from landscape irrigation to escape into gutters, ditches, streets or sidewalks; and recreational use of faucets, hoses, and hydrants is prohibited.
- (g) If a billing period includes all or part of a serious water shortage period, a conservation surcharge will be added to the customer's bill if the actual usage exceeds the target usage. This formula for determining the adjusted bill including the conservation surcharge is $A = F \times B \times C$ where A = the adjusted bill, F = the conservation surcharge factor as defined in Section VII above, B = the customer's water bill prior to addition of the surcharge factor, and C = the Surcharge Multiplier. The General Manager or Board of Directors shall determine the Surcharge Multiplier.

Customers having a gross quantity of 5000 gallons or less in any month of a billing period are exempt from the conservation surcharge for that billing period.

- (h) The General Manager, or his/her designee, shall contact wholesale customers and ask them to initiate their Stage 2 water shortage response.

Stage 3 Response - CRITICAL Water Shortage Conditions (Mandatory)

Target: Achieve a 20 percent reduction in overall water use.

Best Management Practices for Supply Management:

Mandatory restrictions on certain non-essential water uses and a water rate surcharge for excessive use remain in effect. Initiate more stringent restrictions on water uses and a water rate surcharge for excessive use. The Authority shall increase supply by increasing groundwater production if possible.

Water Use Restrictions for Reducing Demand:

All requirements of Stage 2 shall remain in effect during Stage 3 and:

- (a) Water wastage by failure to repair leaks within 48 hours of notice; permitting water from landscape irrigation to escape into gutters, ditches, streets or sidewalks; and recreational use of faucets, hoses, and hydrants is prohibited.
- (b) If a billing period includes all or part of a critical water shortage period, a conservation surcharge will be added to the customer's bill if the actual usage exceeds the target usage. This formula for determining the adjusted bill including the conservation surcharge is $A = F \times B \times C$ where A = the adjusted bill, F = the conservation surcharge factor as defined in Section VII above, B = the customer's water bill prior to addition of the surcharge factor, and C = the Surcharge Multiplier. The General Manager or Board of Directors shall determine the Surcharge Multiplier.

Customers having a gross quantity of 5000 gallons or less in any month of a billing period are exempt from the conservation surcharge for that billing period.

- (d) The General Manager, or his/her designee, shall contact wholesale customers and ask them to initiate their Stage 3 water shortage response.

Stage 4 Response – EMERGENCY Water Shortage Conditions (Mandatory)

Target: The target usage and conservation surcharge shall be determined at the discretion of the General Manager, or his/her designee, based on emergency conditions and available water supply.

Best Management Practices for Supply Management:

Mandatory restrictions on certain non-essential water uses and a water rate surcharge for excessive use remain in effect. Initiate more stringent restrictions on water uses and a water rate surcharge for excessive use. The Authority shall increase supply by increasing groundwater production if possible.

Water Use Restrictions for Reducing Demand:

All requirements of Stage 2 and 3 shall remain in effect during Stage 4 and:

- (a) The General Manager, or his/her designee, shall assess the severity of the problem or shortage and identify the actions or conditions needed to restore normal water supply.
- (b) If appropriate, the General Manager, or his/her designee, will notify city, county, and/or state emergency response officials for assistance.
- (c) The Authority shall undertake necessary actions, including repairs and/or clean-up as needed.
- (d) No applications for new, additional, expanded, or increased-in-size water service connections, meters, service lines, pipeline extensions, mains, or water service facilities of any kind shall be allowed or approved.
- (e) Water may be rationed to portions of the distribution system in the following order:
 - 1. Public and private schools, colleges, universities and customers whose use of water is entirely outdoors;
 - 2. Contract customers, industrial customers, commercial customers and residential customers.
 - 3. Public health and safety facilities.
- (f) The General Manager, or his/her designee, shall contact wholesale customers and ask them to initiate these emergency water shortage response measures.

Stage 5 Response – WATER ALLOCATION (Mandatory)

In the event that water shortage conditions threaten public health, safety, and welfare, the General Manager is hereby authorized to allocate water according to the following water allocation plan:

- (a) A Retail customer's monthly allocation shall be a percentage of the customer's water usage baseline. The allocation percentage will be set by resolution of the Authority Board based on the General Manager's, or his/her designee's, assessment of the severity of the water shortage condition and the need to curtail water diversions and/or deliveries and may be adjusted periodically by resolution of the Board as conditions warrant. Once water allocation is in effect, water diversions by or deliveries to each retail customer shall be limited to the allocation established for each month.
- (b) A monthly water usage allocation for an emergency water shortage condition shall be established by the General Manager, or his/her designee, for each retail customer. The retail customer's water usage baseline will be computed on the average water usage by month for the previous three-year period as shown in the example given below. If the retail water customer's billing history is less than three years, the monthly average for the period for which there is a record shall be used for any monthly period for which no billing history exists.

**Example Calculation of Monthly Allocation
for a Hypothetical Retail Water Customer***

	2016	2017	2018	Sum	Ave	Allocation Percentage	Raw Monthly Allocation	Rounded Monthly Allocation
Jan.	15	15	16	46	15.3	75%	11.5	12
Feb.	13	13	15	41	13.7	75%	10.3	10
March	15	15	16	46	15.3	75%	11.4	11
April	17	16	19	52	17.3	75%	12.8	13
May	18	18	17	53	17.7	75%	13.3	13
June	17	21	25	63	21.0	75%	15.7	16
July	23	31	25	79	26.3	75%	19.8	20
Aug.	21	34	31	86	28.7	75%	21.3	21
Sept.	20	23	20	63	21.0	75%	15.6	16
Oct.	20	17	19	56	18.7	75%	13.7	14
Nov.	15	15	16	46	15.3	75%	11.6	12
Dec.	15	16	17	48	16.0	75%	11.8	12
Total	209	234	236		226.3			

*Units in thousands of gallons

- (c) The General Manager, or his/her designee, shall provide notice by radio, TV or the Authority's website to retail customers informing them of their monthly water usage allocations and the executive director of the Texas Commission on Environmental Quality upon initiation of pro rata water allocation.
- (d) Upon request of the customer or at the initiative of the General Manager, or his/her designee, the allocation may be reduced or increased if, (1) the designated period does not accurately reflect the retail customer's normal water usage or (2) other objective

evidence demonstrates that the designated allocation is inaccurate under present conditions. A customer may appeal an allocation established hereunder to the Authority Board of Directors.

Section X: Enforcement

- (a) No person shall knowingly or intentionally allow the use of water from the Authority for residential, commercial, industrial, agricultural, governmental, or any other purpose in a manner contrary to any provision of this Plan, or in an amount in excess of that permitted by the drought response stage in effect at the time pursuant to action taken by General Manager, or his/her designee, in accordance with provisions of this Plan.
- (b) Any person who violates this Plan is guilty of a misdemeanor and, upon conviction shall be punished by a fine fifty dollars (\$50) for the first offense and two hundred dollars for each offense thereafter (\$200). Each day that one or more of the provisions in this Plan is violated shall constitute a separate offense. Failure to pay a fine in a timely manner will result in disconnection of water service. If a person is convicted of three or more distinct violations of this Plan, the General Manager shall, upon due notice to the customer, be authorized to discontinue water service to the premises where such violations occur. Services discontinued under such circumstances shall be restored only upon payment of a re-connection charge and any other costs incurred by the Authority in discontinuing service. In addition, suitable assurance must be given to the General Manager 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 person classified as a water customer of the Authority, in apparent control of the property where a violation occurs or originates shall be presumed to be the violator, and proof that the violation occurred on the person's property shall constitute a rebuttable presumption that the person in apparent control of the property committed the violation, but any such person shall have the right to show that he/she did not commit the violation. Parents shall be presumed to be responsible for violations of their minor children and proof that a violation, committed by a child, occurred on property within the parents' control shall constitute a rebuttable presumption that the parent committed the violation, 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.
- (d) Any employee of the Authority may issue a citation to a person he/she reasonably believes to be in violation of this Plan. The citation shall be prepared in duplicate and shall contain the name and address of the alleged violator, if known, the offense charged, and shall direct him/her to pay the fine within 10 days of the date the citation was issued. The alleged violator shall be served a copy of the citation. Service of the citation shall be complete upon delivery of the citation to the alleged violator, to an agent or employee of a violator, or to a person over 16 years of age who is a member of the violator's immediate family or is a resident of the violator's residence.

Section XI: Variances

The General Manager, or his/her designee, may, in writing, grant temporary variance for existing water uses otherwise prohibited under this Plan if it is determined that failure to grant such variance would cause an emergency condition adversely affecting the health, sanitation, or fire protection for the public or the person requesting such variance and if one or more of the following conditions are met:

- (a) Compliance with this Plan cannot be technically accomplished during the duration of the water supply shortage or other condition for which the Plan is in effect.

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

Persons requesting an exemption from the provisions of this Plan shall file a petition for variance with the Authority within 5 days after the Plan or a particular drought response stage has been invoked. All petitions for variances shall be reviewed by the General Manager, or his/her designee, and shall include the following:

- (a) Name and address of the petitioner(s).
- (b) Purpose of water use.
- (c) Specific provision(s) of the Plan from which the petitioner is requesting relief.
- (d) Detailed statement as to how the specific provision of the Plan adversely affects the petitioner or what damage or harm will occur to the petitioner or others if petitioner complies with this Plan.
- (e) Description of the relief requested.
- (f) Period of time for which the variance is sought.
- (g) Alternative water use restrictions or other measures the petitioner is taking or proposes to take to meet the intent of this Plan and the compliance date.
- (h) Other pertinent information.

Variances granted by the Authority shall be subject to the following conditions, unless waived or modified by the General Manager, or his/her designee:

- (a) Variances granted shall include a timetable for compliance.
- (b) Variances granted shall expire when the Plan is no longer in effect, unless the petitioner has failed to meet specified requirements.

No variance shall be retroactive or otherwise justify any violation of this Plan occurring prior to the issuance of the variance.

Section XII: Severability

It is hereby declared to be the intention of the Authority's Board of Directors 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 jurisdiction, 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 Board of Directors without the incorporation into this Plan of any such unconstitutional phrase, clause, sentence, paragraph, or section.

CERTIFICATE FOR
ORDER ADOPTING DROUGHT CONTINGENCY PLAN
FOR RETAIL PUBLIC WATER SUPPLIER

THE STATE OF TEXAS

COUNTY OF HARRIS

CLEAR LAKE CITY WATER AUTHORITY

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§
§
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§

We, the undersigned officers of the Board of Directors of Clear Lake City Water Authority (the "Authority"), hereby certify as follows:

1. The Board convened in regular session, open to the public, on the 11th day of April, 2019, at its regular meeting place inside the boundaries of the Authority, and the roll was called of the members of the Board, to-wit:

John Branch	-	President
Robert T. Savely	-	Vice President
W. Thomas Morrow	-	Secretary
Gordon Johnson	-	Director
John Graf	-	Director

All members of the Board were present except the following absentees: _____, thus constituting a quorum. Whereupon, among other business, the following was transacted at such meeting:

ORDER ADOPTING DROUGHT CONTINGENCY PLAN
FOR RETAIL PUBLIC WATER SUPPLIER

was duly introduced for the consideration of the Board. It was then duly moved and seconded that such Order be adopted; and, after due discussion, such motion, carrying with it the adoption of said Order, prevailed and carried by the following vote:

AYES: 5

NOES: 0

2. A true, full, and correct copy of the aforesaid Order adopted at the meeting described in the above and foregoing paragraph is attached to and follows this Certificate; such Order has been duly recorded in said Board's minutes of such meeting; the above and foregoing paragraph is a true, full, and correct excerpt from the Board's minutes of such meeting pertaining to the adoption of such Order; the persons named in the above and foregoing paragraph are the duly chosen, qualified, and acting officers and members of the Board as indicated therein; each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance of the time, place, and purpose of such meeting and that such Order would be introduced and considered for adoption at such meeting and each of such officers and members consented, in advance, to the holding of such meeting for such purpose; such meeting was open to the public, as required by law, and public notice of the time, place and purpose of such meeting was given as required by V.T.C.A., Government Code, Chapter 551, as amended.

SIGNED AND SEALED the 11th day of April, 2019.

Secretary, Board of Directors

(SEAL)



President, Board of Directors

ORDER ADOPTING DROUGHT CONTINGENCY PLAN FOR
RETAIL PUBLIC WATER SUPPLIER

THE STATE OF TEXAS §

COUNTY OF HARRIS §

CLEAR LAKE CITY WATER AUTHORITY §

WHEREAS, the Board of Directors (the "Board") of Clear Lake City Water Authority (the "Authority") recognizes that the amount of water available to the Authority and to its retail water customers is limited and subject to depletion during periods of extended drought; and

WHEREAS, the Board recognizes that natural limitations due to drought conditions and other acts of God cannot guarantee an uninterrupted water supply for all purposes; and

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

WHEREAS, as authorized under the law, and in the best interests of the customers of the Authority, the Board deems it necessary to establish certain rules and policies for the orderly and efficient management of limited water supplies during drought and other water supply emergencies; NOW, THEREFORE,

BE IT ORDERED BY THE BOARD OF DIRECTORS OF CLEAR LAKE CITY WATER AUTHORITY THAT:

Section 1. The Board of the Authority hereby adopts the Drought Contingency Plan for Retail Public Water Supplier attached hereto as Appendix "A" and incorporated herein for all purposes and such plan replace any prior plan that may have been in effect.

Section 2. The General Manager is hereby directed to implement, administer, and enforce the Drought Contingency Plan for Retail Public Water Supplier and to do all things necessary and proper to carry out the purpose and intent thereof.

Section 3. This Order shall take effect immediately upon its passage.

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PASSED, ADOPTED, ORDERED, AND APPROVED as of the 11th day of April, 2019.

[Redacted Signature]

President, Board of Directors

[Redacted Signature]

Secretary, Board of Directors

(SEAL)



APPENDIX "A"