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# DROUGHT CONTINGENCY PLAN

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Wholesale Public Water Supplier



APRIL 9, 2024

BROOKSMITH SPECIAL UTILITY DISTRICT  
PO Box 27, Brownwood, TX 76804

**DROUGHT CONTINGENCY PLAN**  
**For a Wholesale Public Water Supplier**

Name: Brookesmith Special Utility District

Address: 1100 County Road 554, Brownwood, TX 76801


Telephone Number: (325)646-5731 Fax: (325)643-6108

Water Rights No. (s) Contracted thru Brown County Water Improvement District #1  
Permit # 2454

Regional Water Planning Group: F

Form Completed by: Kaci Edgar  
Title: Office Manager

Person Responsible  
for implementation: Steve Adams Phone: (325)646-5731

Signature:  Date: 4-9-2024

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

In order to conserve the available water supply and/or 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 Brookesmith SUD hereby adopts the following regulations and restrictions on the delivery and consumption of water.

**Section II: Public Involvement**

Opportunity for the public and wholesale water customers to provide input into the preparation of the Plan was provided by the Brookesmith SUD by means of providing public notice of public meeting to accept input on the Plan. Brookesmith SUD holds monthly meetings with an open forum where any and all comments or suggestions can be heard. Meeting agendas are posted regularly at BSUD office and on the BSUD website at [www.brookesmithwater.com](http://www.brookesmithwater.com)

**Section III: Wholesale Water Customer Education**

The Brookesmith SUD will periodically provide the wholesale water customers 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. Drought information will be provided by: utility bill inserts and on the Districts website at [www.brookesmithwater.com](http://www.brookesmithwater.com).

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

The service area of the Brookesmith SUD is located within Region F of the Regional Water Planning Group, which is located in the Edwards Plateau. Brookesmith SUD has mailed a copy of this Plan to the RWPG Region F.

**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 Brooksmith SUD. The terms "person" and "customer" as used in the Plan include individuals, corporations, partnerships, associations, and all other legal entities.

**Section VII. 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: known system capacity limits.

**Stage 1 Triggers – MILD Water Shortage Conditions**

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 pursuant to requirements specified in the Brooksmith SUD wholesale water purchase contract with Brown County WID, notifications is received requesting initiation of Stage 1 of the Drought Contingency Plan.

When daily water demand total equals or exceeds 85% (3.4 million gallons) for 3 consecutive days or 4 million gallons on a single day.

Requirements for termination

Stage 1 of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of 3 consecutive days.

**Stage 2 Triggers – MODERATE Water Shortage Conditions**

Requirements for initiation

Customers shall be required to comply with the requirements and restrictions on certain non-essential water uses provided in Section VII of the Plan – Drought Response Stages

When pursuant to requirements specified in the Brooksmith SUD wholesale water purchase contract with Brown County WID, notifications is received requesting initiation of Stage 2 of the Drought Contingency Plan.

When daily water demand total equals or exceeds 90% (3.6 million gallons) for 3 consecutive days or 4 million gallons on a single day.

Requirements for termination

Stage 2 of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of 3 consecutive days. Upon termination of Stage 2, Stage 1 becomes operational.

### **Stage 3 Triggers – SEVERE Water Shortage Conditions**

#### Requirements for initiation

Customers shall be required to comply with the requirements and restrictions on certain non-essential water uses provided in Section VII of the Plan – Drought Response Stages

When pursuant to requirements specified in the Brookesmith SUD wholesale water purchase contract with Brown County WID, notifications is received requesting initiation of Stage 3 of the Drought Contingency Plan.

When imminent or actual failure of a major component of the system which would cause an immediate health or safety hazard.

#### Requirements for termination

Stage 3 of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of 3 consecutive days. Upon termination of Stage 3, Stage 2 becomes operational.

### **Stage 4 Triggers – EMERGENCY Water Shortage Conditions**

#### Requirements for initiation

The Brookesmith SUD will recognize that an emergency water shortage condition exists when major water line breaks, or pump or system failures occur, which cause unprecedented loss of capability to provide water service.

#### Requirements for termination

Stage 4 of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of 3 consecutive days. Upon termination of Stage 4, Stage 3 becomes operational.

### **Section VIII: Drought Response Stages**

The General Manager, or his/her designee, shall monitor water supply and/or demand on a daily basis and, in accordance with the triggering criteria set forth in Section VII, shall determine that a mild, moderate, severe, or critical water shortage condition exist or that an emergency condition exist and shall implement the following notification procedures:

#### **Stage 1 Responses – MILD Water Shortage Conditions**

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

#### Best Management Practices for Supply Management:

Brookesmith SUD to manage limited water supplies and/or reduce water demand may reduce or discontinue the flushing of water mains.

#### Water Use Restrictions for Reducing Demand:

- (a) The General Manager or his/her designee(s), will contact wholesale water customers to discuss water supply and/or demand conditions and will request wholesale water customers initiate voluntary measures to reduce water use.
- (b) The General Manager or his/her designee(s), will provide a weekly report to news media with information regarding current water supply and/or demand conditions, projected

water supply and demand conditions if drought conditions persist, and consumer information on water conservation measures and practices.

## **Stage 2 Responses – MODERATE Water Shortage Conditions**

**Target: Achieve a **15** percent reduction in water use.**

### **Best Management Practices for Supply Management:**

Brookesmith SUD to manage limited water supplies and/or reduce water demand may reduce or discontinue the flushing of water mains, reduce or discontinue the irrigation of public landscaped areas.

### **Water Use Restrictions for Reducing Demand:**

- (a) The General Manager or his/her designee(s), will request wholesale water customers to initiate mandatory measures to reduce non-essential water use.
- (b) The General Manager or his/her designee(s), will initiate weekly contact with wholesale water customers to discuss water supply and/or demand conditions and the possibility of pro rata curtailment of water diversions and/or deliveries.
- (c) The General Manager or his/her designee(s), will further prepare for the implementation of pro rata curtailment of water diversions and/or deliveries by preparing monthly water usage allocation baseline for each wholesale customer.
- (d) The General Manager or his/her designee(s), will provide a weekly report to news media with information regarding current water supply and/or demand conditions, projected water supply and demand conditions if drought conditions persist, and consumer information on water conservation measures and practices.

## **Stage 3 Responses – SEVERE Water Shortage Conditions**

**Target: Achieve a **30** percent reduction in water use.**

### **Best Management practices for Supply Management:**

Brookesmith SUD to manage limited water supplies and/or reduce water demand may reduce or discontinue the flushing of water mains.

### **Water Use Restrictions for Demand Reduction:**

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

- (a) The General Manager or his/her designee(s), will contact wholesale water customers to discuss water supply and/or demand conditions and will request that wholesale water customers initiate additional mandatory measures to reduce non-essential water use.
- (b) The General Manager or his/her designee(s), will initiate pro rate curtailment of water diversions and/or deliveries for each wholesale customer.
- (c) The General Manager or his/her designee(s), will provide a weekly report to news media with information regarding current water supply and/or demand conditions, projected water supply and demand conditions if drought conditions persist, and consumer information on water conservation measures and practices.

#### **Stage 4 Response – EMERGENCY Water Shortage Conditions**

Whenever emergency water shortage conditions exist as defined in Section VII of this Plan, the General Manager shall:

- (1) Assess the severity of the problem and identify the actions needed and time required to solve the problem.
- (2) Inform the utility director or other responsible official of each wholesale water customer by telephone or in person and suggest actions, as appropriate, to alleviate problems.
- (3) If appropriate, notify city, county, and/or state emergency response officials for assistance.
- (4) Undertake necessary actions, including repairs and/or clean-up as needed.
- (5) Prepare a post-event assessment report on the incident and critique of emergency response procedures and actions.

#### **Section IX. Contract Provisions**

The Brookesmith SUD will include a provision in every wholesale water contract entered into or renewed after adoption of the plan, including contract extensions, that in case of a shortage of water resulting from drought, the water to be distributed shall be divided in accordance with Texas Water Code, 11.039.

#### **Section X: Enforcement**

Brookesmith SUD reserves the right to enforce mandatory water use restrictions through any and all lawful means, including, but not limited to, penalties, fines, injunctive relief, and/or termination of service.

#### **Section XI: Variances**

The General Manager may grant temporary variances for existing water use otherwise prohibited under this Drought Contingency Plan to a customer if one or more of the following conditions are met:

- (a) Failure to grant such variance would cause an emergency condition adversely affecting health, sanitation, or fire safety for the public or the person or entity requesting the variance.
- (b) Compliance with this Plan cannot be accomplished due to technical or other limitations.
- (c) Alternative methods that achieve the same level of reduction in water use can be implemented.

Variances shall be granted or denied at the discretion of the General Manager, All petitions for variances should be in writing and should include the following information:

- (a) Name and address of petitioner(s).
- (b) Purpose of water use.
- (c) Specific provision(s) of the Plan from which the petitioner is requesting relief.
- (d) Detailed statement of the adverse effect of the provision from which relief is requested.
- (e) Description of the relief requested.

- (f) Period of time for which the variance is sought.
- (g) Alternative measures that will be taken to reduce water use.
- (h) Other pertinent information.

Variations granted by the General Manager shall be subject to the following conditions, unless waived or modified by the General Manager or its designee:

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

**RESOLUTION FOR ADOPTION OF A  
DROUGHT CONTINGENCY PLAN**

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BROOKESMITH  
SPECIAL UTILITY DISTRICT ADOPTING A DROUGHT CONTINGENCY  
PLAN.

WHEREAS, the Board recognizes that the amount of water available to the Brown County WID #1 and its water utility customers are limited and subject to depletion during periods of extended drought;

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;

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

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

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE  
BROOKESMITH SPECIAL UTILITY DISTRICT

SECTION 1. That the Drought Contingency Plan attached hereto as Exhibit "A" and made part hereof for all purposes be, and the same is hereby, adopted as the official policy of the Brookesmith Special Utility District.

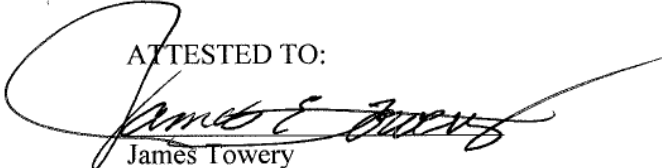
SECTION 2. That Steve Adams, General Manager is hereby directed to implement, administer, and enforce the Drought Contingency Plan.

SECTION 3. That this resolution shall take effect immediately upon its passage.

DULY PASSED BY THE BOARD OF DIRECTORS OF THE BROOKESMITH SPECIAL UTILITY DISTRICT, ON THIS 9 day of April, 2024.

  
Mike Stephens  
President, Board of Directors

ATTESTED TO:

  
James Towery  
Secretary, Board of Directors