

DROUGHT CONTINGENCY PLAN 2022

Dripping Springs Water Supply Corporation



2022 DROUGHT CONTINGENCY PLAN

FOR

DRIPPING SPRINGS WATER SUPPLY CORPORATION

Amended, August 15, 2022

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1.0 Declaration of Policy, Purpose, and Intent

The Lower Colorado River Authority (LCRA) provides contracts to customers for water supply. In cases of extreme drought, periods of abnormally high usage, system contamination, or extended reduction in ability to supply water due to equipment failure, LCRA may require water customers to institute temporary restrictions to limit non-essential water usage. This Drought Contingency Plan (Plan) is designed to protect the available water supply and protect the integrity of water supply facilities, with particular regard for domestic water use, sanitation and fire protection during the periods or other water supply emergencies.

Water uses regulated or prohibited under this Plan are considered to be non-essential and continuation of such uses during times of water shortage or other emergency water supply conditions are deemed to constitute a waste of water.

No provision within this Plan is intended, nor may it be interpreted, whether under the Texas Water Code, rules of the Public Utility Commission of Texas, rules of the Texas Commission on Environmental Quality, or any other authority, so as to constitute a waiver, denial, violation, or abrogation of Dripping Springs Water Supply Corporation's obligation to provide minimum quantities, qualities, and supplies of water to its members and other customers, whether they be residential, commercial, or otherwise.

DSWSC hereby adopts the following regulations and restrictions.

2.0 Authorization

The designated manager or official of DSWSC 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 designated manager or official of DSWSC shall have the authority to initiate or terminate drought or other water supply emergency response measures as described in this Plan. This authorization was designated as part of the plan's approval by the DSWSC's Governing Board (*See Appendix G*).

3.0 Public Education

The designated manager or official of DSWSC will periodically provide its employees, members, and the general public with information about this Plan, including the importance of the Plan, information about the conditions under which each stage of the Plan is to be initiated, processes used to reduce water use, and impending or current drought conditions.

4.0 Coordination with Regional Planning Groups

DSWSC has provided a copy of this Plan to the Lower Colorado Regional Planning Group (Region K).

5.0 Notice Requirements

DSWSC shall notify the executive director of the Texas Commission on Environmental Quality and LCRA General Manager in writing within five (5) business days of the implementation of any mandatory provisions of the Drought Contingency Plan.

6.0 Permanent Water Use Restrictions

The following restrictions apply to DSWSC on a year-round basis, regardless of water supply or water treatment plant production conditions. According to the restrictions, a water user must not:

- 1) Fail to repair a controllable leak, including a broken sprinkler head, a leaking valve, leaking or broken pipes, or a leaking faucet;
- 2) Operate an irrigation system:
 - with a broken head;
 - with a head that is out of adjustment and the arc of the spray head is over a street or parking area; or
 - with a head that is fogging or misting because of excessive water pressure.
- 3) During irrigation, allow water:
 - to run off a property and form a stream of water in a street for a distance of 50 feet or greater; or
 - to pool in a street or parking lot to a depth greater than one-quarter of an inch.

7.0 Initiation and Termination of Response Stages

DSWSC's designated manager or official shall monitor water supply and demand conditions on a regular basis and shall determine when conditions warrant initiation and termination of each stage of this Plan in accordance with LCRA's Water Management Plan. Water supply conditions will be determined by the source of supply, system capacity, weather conditions and the current drought conditions of West Travis County PUA and Hays Trinity Groundwater Conservation District. Water demand will be measured by the peak daily demands on the system from both source waters.

Public notification of the initiation or termination of drought response stages shall be by a variety of ways, examples include: bill inserts, e-mail and automated telephone calls, signs posted at entry points to the service area or a combination of these methods.

The following triggering criteria shall apply to DSWSC's customer service area:

7.1 Triggering Criteria for Initiation and Termination of Drought Response Stages

STAGE 1 - Mild Water Shortage Conditions

- A. **Requirements for initiation** - Customers shall be requested to adhere to the Stage 1 Drought Response Measures when one or a combination of such triggering criteria occurs:

1. Treatment Capacity:
 - For groundwater production facilities, when maximum daily usage equals or exceeds 70 percent of the pump's withdrawal capacity for three consecutive days.
2. Water Supply:
 - Combined storage of Lakes Travis and Buchanan reaches 1.4 million acre-feet in accordance with the LCRA Drought Contingency Plan for Firm Water Customers (DCP).
 - When the West Travis County PUA issues drought restrictions.
 - When HTGCD issues drought restrictions.

B. Requirements for termination - Stage 1 of the plan may be rescinded when:

1. Treatment Capacity:
 - The groundwater pumpage amounts have fallen below the 70 percent threshold, and remained below that level for five consecutive days.
2. Water Supply:
 - LCRA announces that restrictions by its firm raw water customers are no longer needed in accordance with the LCRA DCP.
 - When the West Travis County PUA issues water restrictions are no longer needed.
 - When HTGCD issues water restrictions are no longer needed.

STAGE 2 - Moderate Water Shortage Conditions (Mandatory Measures)

A. Requirements for initiation - Customers shall be required to adhere to the Stage 2 Drought Response Measures when one or a combination of such triggering criteria occurs:

1. Treatment Capacity:
 - For groundwater production facilities, when maximum daily usage equals or exceeds 85 percent of the pump's withdrawal capacity for three consecutive days.
2. Water Supply:
 - Combined storage of Lakes Travis and Buchanan reaches 900,000 acre-feet in accordance with the LCRA DCP.
 - When the West Travis County PUA issues drought restrictions.
 - When HTGCD issues drought restrictions.

B. Requirements for termination - Stage 2 of the Plan may be rescinded when:

1. Treatment Capacity:
 - The groundwater pumpage amounts have fallen below the 85 percent threshold and remained below that level for five consecutive days.

2. Water Supply:
 - LCRA announces that voluntary compliance to implement a utility's mandatory water restrictions are no longer needed in accordance with the LCRA DCP.
 - When the West Travis County PUA issues water restrictions are no longer needed.
 - When HTGCD issues water restrictions are no longer needed.

Upon termination of Stage 2, Stage 1 becomes operative.

STAGE 3 - Severe Water Shortage Conditions (Mandatory Measures)

- A. **Requirements for initiation** - Customers shall be required to adhere to the Stage 3 Drought Response Measures when one or a combination of such triggering criteria occurs:
 1. Treatment Capacity:
 - For groundwater production facilities, when maximum daily usage equals or exceeds 95 percent of the pump's withdrawal capacity for three consecutive days.
 2. Water Supply:
 - Combined storage of Lakes Travis and Buchanan reaches 600,000 acre-feet, in accordance with the LCRA DCP, or
 - The LCRA Board declares a drought worse than the Drought of Record or other water supply emergency and orders the mandatory curtailment of firm water supplies.
 - When the West Travis County PUA issues drought restrictions.
 - When HTGCD issues drought restrictions.
- B. **Requirements for termination** - Stage 3 of the Plan may be rescinded when:
 1. Treatment Capacity:
 - The groundwater pumpage levels have fallen below the 95 percent threshold and remained below that level for five consecutive days.
 2. Water Supply:
 - LCRA announces that mandatory water restrictions for firm water customers are no longer required in accordance with the LCRA DCP.
 - When the West Travis County PUA issues water restrictions are no longer needed.
 - When HTGCD issues water restrictions are no longer needed.

Upon termination of Stage 3, Stage 2 becomes operative.

STAGE 4 - Critical Water Conditions

- A. **Requirements for initiation** - Customers shall be required to adhere to the Stage 4 Drought Response Measures when one or a combination of such triggering criteria

occurs:

1. Treatment Capacity:
 - Major water line breaks, loss of distribution pressure, or pump system failures that cause substantial loss in its ability to provide water service.
2. Water Supply:
 - The LCRA Board declares a prolonged drought worse than the Drought of Record or other water supply emergency and orders the mandatory curtailment of firm water supplies at a level more severe than in Stage 3.
 - When the West Travis County PUA issues drought restrictions.
 - When HTGCD issues drought restrictions.

B. Requirements for termination - Stage 4 of the Plan may be rescinded when:

1. Treatment Capacity:
 - The water treatment plant capacity condition listed above as a triggering event for Stage 4 has ceased to exist for five consecutive days; or
2. Water Supply:
 - LCRA announces that mandatory water restrictions for firm water customers are no longer required in accordance with the LCRA DCP.
 - When the West Travis County PUA issues water restrictions are no longer needed.
 - When HTGCD issues water restrictions are no longer needed.

Upon termination of Stage 4, Stage 3 becomes operative.

STAGE 5 - Emergency Water Conditions

A. Requirements for initiation - Customers shall be required to adhere to the Stage 5 Drought Response Measures when one or a combination of such triggering criteria occurs:

1. Treatment Capacity:
 - Major water line breaks, loss of distribution pressure, or pump system failures that cause substantial loss in its ability to provide water service.
2. Water Supply:
 - Natural or man-made contamination of the water supply source; or
 - Any other emergency water supply or demand conditions that the LCRA general manager or the LCRA Board determines that either constitutes a water supply emergency or is associated with a prolonged drought worse than the Drought of Record requiring the mandatory curtailment of firm water supplies at a level more severe than in Stage 4.

B. Requirements for termination - Stage 5 of the Plan may be rescinded when:

1. Treatment Capacity:
 - The water treatment plant capacity condition listed above as a triggering event for Stage 5 has ceased to exist for five consecutive days; or
2. Water Supply:
 - LCRA announces that mandatory water restrictions for firm water customers are no longer required in accordance with the LCRA DCP.

Upon termination of Stage 5, Stage 4 becomes operative.

8.0 Drought Response Measures

8.1 Targets for Water-Use Reductions

(1) STAGE 1 - Mild Water Shortage Conditions

System Capacity Reduction Target: Limit daily water demand to no more than 80% capacity for three days or 85% for one day.

Water Supply Reduction Target: Achieve a 5% reduction in water use.

(2) STAGE 2 - Moderate Water Shortage Conditions (Mandatory Measures)

System Capacity Reduction Target: Limit daily water demand to no more than 80% capacity for three days or 85% for one day.

Water Supply Reduction Target: Achieve a 10-20% reduction in water use.

(3) STAGE 3 - Severe Water Shortage Conditions (Mandatory Measures)

System Capacity Reduction Target: Limit daily water demand to no more than 80% capacity for three days or 85% for one day.

Water Supply Reduction Target: Achieve a minimum 20% reduction in water use.

(4) STAGE 4 - Critical Water Shortage Conditions (Mandatory Measures)

System Capacity Reduction Target: Limit daily water demand to no more than 75% capacity for three days or 80% for one day.

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Water Supply Reduction Target: As determined by the LCRA Board.

(5) STAGE 5 - Emergency Water Shortage Conditions (Mandatory Measures)

System Capacity Reduction Target: Limit daily water demand to no more than 70% capacity for three days or 75% for one day.

Water Supply Reduction Target: As determined by the LCRA Board.

8.2 Retail Customers Measures

(1) STAGE 1 - Mild Water Shortage Conditions

A. Supply Management Measures: DSWSC will review system operations and identify ways to improve system efficiency and accountability.

B. Demand Management Measures:

1. Actively promote drought related issues and the need to conserve;
2. If appropriate for the utility system, explore ways to implement permanent water efficiency ordinances relating to uses such as vehicle washing facilities, pressure washing equipment, drought tolerant landscaping for all new landscapes, irrigation evaluations for large properties.
3. Irrigation of Landscaped Area
 - a. Irrigation of landscaped areas with hose-end sprinklers or in-ground irrigation systems shall be limited to a no more than a TWICE weekly watering schedule with a maximum **15 hour** irrigation window as determined by DSWSC. Irrigation of commercial landscapes and recreational areas may apply for a variance but must still develop a schedule where no part of the landscape is watered more than once per week.
 - b. Outdoor watering hours will be limited to between midnight and 10 a.m. and between 7 p.m. and midnight on designated days. This prohibition does not apply to irrigation of landscaped areas if it is by means of:
 - a. a hand-held hose with a positive shut off device; or
 - b. a faucet-filled bucket or watering can of five gallons or less
 - c. Drip irrigation

(2) STAGE 2 - Moderate Water Shortage Conditions (Mandatory Measures)

A. Supply Management Measures:

1. Apply all water-use restrictions prescribed for Stage 2 of the plan for DSWSC utility owned facilities and properties;
2. Explore ways to reduce system water loss by measures such as fixing leaks, replacing old meters, and recycling line flush water, as appropriate for the utility system.
3. Explore ways to increase use of recycled wastewater to reduce irrigation of public parks with potable water, as appropriate for the utility system.

4. DSWSC will actively communicate drought-related issues, including the current and projected water supply conditions, water supply restrictions and the need to conserve to its retail customers.

B. Demand Management Measures:

Under threat of penalty, the following water-use restrictions shall apply to all retail water customers:

1. Irrigation of Landscaped Areas:

- c. Irrigation of landscaped areas with hose-end sprinklers or in-ground irrigation systems shall be limited to a no more than a TWICE weekly watering schedule with a maximum (10 Hours) irrigation window as determined by DSWSC. Irrigation of commercial landscapes and recreational areas may apply for a variance but must still develop a schedule where no part of the landscape is watered more than once per week.
- c. Outdoor watering hours will be limited to between midnight and 10 (7) a.m. and between 7 (9) p.m. and midnight on designated days. This prohibition does not apply to irrigation of landscaped areas if it is by means of:
 - i. a hand-held hose with a positive shut off device; or
 - ii. a faucet-filled bucket or watering can of five gallons or less
 - iii. Drip irrigation
- d. New landscapes may be installed and re-vegetation seeding performed under these specific criteria:
 - i. A completed variance form for new landscapes has been submitted to the DSWSC and has been approved prior to the installation of the landscape, or re-vegetation seed application.
 - ii. Irrigation of the new landscape follows the schedule identified in the new landscape variance. The schedule will be developed to minimize water waste.
 - iii. Areas being re-vegetated for soil stabilization must also comply with the (i) and (ii) specific criteria above. Alternative options to re-vegetation such as mulch may be available in times of low water supply. Specific information regarding options is available in the LCRA Highland Lakes Watershed Ordinance Technical Manual.
 - iv. Variances for new landscapes may be issued for a period of no more than 30 days from the day of issuance. A variance is not an exemption from compliance with the permanent water use restrictions under Section 9.2 of this plan. Variances will not be granted for seasonal “color bed” or temporary grass installation (overseeding).

2. Vehicle Washing:

Use of water to wash any motor vehicle, such as a motorbike, boat, trailer, or airplane is prohibited except on designated watering days between the hours of midnight and 10 a.m. and between 7 p.m. and midnight. Such activity, when

allowed, shall be done with a hand-held bucket or a hand-held hose equipped with a positive shutoff nozzle. A vehicle may be washed any time at a commercial car wash facility or commercial service station. Further, this activity is exempt from these regulations if the health, safety, and welfare of the public are served by washing the vehicle, such as a truck used to collect garbage or used to transport food and perishables.

3. Pools:

- a. Draining and re-filling is permitted only onto pervious surfaces or onto a surface where water will be transmitted directly to a pervious surface, and only if:
 - i. Draining excess water from pool due to rain in order to lower water to maintenance level;
 - ii. Repairing, maintaining, or replacing pool components that have become hazardous; or
 - iii. Repair of a pool leak.
- b. Public/community swimming pools are allowed to fill or replenish water in order to maintain safe levels of water quality for human contact and for maintenance as outlined above.

4. Outside Water Features:

- a) Operation of outside water features except for, ornamental fountains with a 4 inch emission or fall of water¹ that are recirculating, is prohibited, except where such features are used for aeration necessary to sustain aquatic life or maintain water quality. (This provision includes recirculating fountains associated with aesthetic ponds and swimming pools unless required for filtration).
- b) Operation of outdoor misting systems at a commercial facility is prohibited, except between the hours of 4 p.m. and midnight,
- c) Splash pad type fountains must be recirculating and should have an automatic timer shut-off feature when not in use unless public health and safety is compromised by installing a shut-off feature.

5. Ponds:

Ponds used for aesthetic, amenity, and/or storm water purposes may maintain water levels only necessary to preserve the integrity of the liner and operating system. DSWSC may request specific design documentation regarding a pond and the intended purpose.

6. Golf Courses:

Golf courses receiving any amount of treated water from DSWSC must either develop a drought contingency plan that meets the minimum water reduction target

¹ Adopted from the City of Austin's 2012 Drought Contingency Plan update, which went through an extensive public input process. This measure was proposed by the fountain industry through that process.

set for Stage 2 or adopt the LCRA sample golf course drought contingency plan.

7. Events:

Events involving the use of water such as: car washes, festivals, parties, water slides, and other activities involving the use of water are permitted, if the water being used drains to a recirculating device, or onto a pervious surface to prevent water waste.

- a) A charity car wash may not be conducted unless it occurs at a commercial vehicle washing facility.

8. Restaurants:

Restaurants, bars, and other commercial food or beverage establishments are encouraged not to provide drinking water to customers unless a specific request is made by the customer for drinking water.

9. Hotels/motels:

The owner or operator of a hotel, motel short term rental or other establishment that offers or provides lodging or rental accommodations for compensation are encouraged to offer a towel and linen reuse water conservation option to its lodgers, renters, or customers and maintain in each applicable guest room, suite, or property informational signage to communicate information relating to this requirement and to offer the opportunity for guest participation.

10. Recreational areas (includes public parks):

Watering must follow a no more than twice per week schedule for each irrigated area. A variance can be obtained if watering cannot be completed on the designated two-day schedule

11. Athletic fields

Watering should follow a no more than twice per week schedule per irrigated area unless the athletic fields are used for organized sports practice, competition, or exhibition events when irrigation outside of the standard weekly schedule is necessary to protect the health and safety of the players, staff, or officials present for the athletic event.

- a) All ornamental landscape areas around facilities with athletic fields shall follow general landscape irrigation restrictions.

12. Water Waste

The following non-essential uses of water are prohibited at all times during periods in which restrictions have gone into effect:

- a. Washing sidewalks, walkways, driveways, parking lots, street, tennis courts, and other impervious surfaces is prohibited except for immediate health and safety;
- b. Use of water to wash buildings, houses or structures with a pressure washer is restricted to equipment that is fitted with a water recycling unit and a spray nozzle using no more than 3.5 gallons of water per minute and employing a working trigger shut-off with a protective weep mechanism. Use of water to wash buildings with a hand-held hose with a positive shut-off nozzle is allowed;
- c. Use of water to control dust is prohibited, unless there is a demonstrated need to do so for reasons of public health and safety, or as part of an approved construction plan.

(3) STAGE 3 - Severe Water Shortage Conditions (Mandatory Measures)

A. Supply Management Measures:

1. DSWSC will aggressively reduce system water loss by measures such as fixing leaks, replacing old meters, and recycling line flush water, as appropriate for the utility system.
2. DSWSC will actively communicate drought-related issues, including the current and projected water supply conditions, water supply restrictions and the need to conserve to its retail customers.
3. In addition to measures implemented in the preceding stages of the plan, DSWSC will explore additional emergency water supply options.

B. Demand Management Measures: Under threat of penalty, all retail customers are required to further reduce non-essential water uses as follows. All requirements of Stage 2 shall remain in effect during Stage 3, with the following modifications and additions.

1. Irrigation of Landscaped Areas:

Irrigation of ornamental landscaped areas is limited to the following restrictions:

- a. Irrigation of landscaped areas with hose-end sprinklers or automatic irrigation systems, except for drip irrigation, shall be limited to a no more than a ONCE weekly watering schedule as determined by [Water Customer Name].
- b. Outdoor watering hours for spray irrigation will be limited to **six hours** a day, before 10 a.m. and after 7 p.m. on designated days as determined by [Water Customer Name] (see recommended schedule in Appendix A). This prohibition does not apply to irrigation of landscaped areas if it is by means of:
 - i. a hand-held hose with a positive shut-off device; or
 - ii. a faucet-filled bucket or watering can of five gallons or less.
- c. New Landscapes may only be installed if:
 - i. a 30-day watering schedule variance has been applied for and accepted.
 - ii. no more than 50% of the irrigated landscaped area is water conserving natural turf.
 - iii. only drought tolerant or native plants are installed.

- iv. drip irrigation with an automatic timer is installed in all beds.
- d. Revegetation of disturbed areas due to construction is allowed, if required by local, State, or Federal regulations. A temporary watering variance must be granted by DSWSC.

2. Vehicle Washing:

Use of water to wash any motor vehicle, such as a motorbike, boat, trailer, or airplane is prohibited except on designated watering days between the hours of 7 a.m. and 10 a.m. and between 7 p.m. and 10 p.m. Such activity, when allowed, shall be done with a hand-held bucket or a hand-held hose equipped with a positive shutoff nozzle. A vehicle can be washed at any time at a commercial car wash facility or commercial service station that recycles its water. Further, this activity is exempt from these regulations if the health, safety, and welfare of the public are served by washing the vehicle, such as a truck used to collect garbage or used to transport food and perishables.

3. Pools:

- a. Draining and re-filling is permitted only onto pervious surfaces or onto a surface where water will be transmitted directly to a pervious surface, and only if:
 - iv. Draining excess water from pool due to rain in order to lower water to maintenance level;
 - v. Repairing, maintaining, or replacing pool components that have become hazardous; or
 - vi. Repair of a pool leak.
- b. Public/community swimming pools are allowed to fill or replenish water in order to maintain safe levels of water quality for human contact and for maintenance as outlined above.

4. Outside Water Features:

- a) Operation of outside water features except for ornamental fountains with a 4 inch emission or fall of water² that are recirculating, is prohibited, except where such features are used for aeration necessary to sustain aquatic life or maintain water quality. (This provision includes fountains associated with aesthetic ponds and swimming pools).
- b) Operation of residential aesthetic or recreational devices, such as water slides, is prohibited.
- c) Operation of outdoor misting systems at a commercial facility is prohibited except between 4 p.m. and 8 p.m.

² Adopted from the City of Austin's 2012 Drought Contingency Plan update, which went through an extensive public input process. This measure was proposed by the fountain industry through that process.

5. Ponds:

Ponds used for aesthetic, amenity, and/or storm water purposes may maintain water levels only necessary to preserve the integrity of the liner and operating system and meet the LCRA Highland Lakes Ordinance or other applicable non-point source pollution regulation. DSWSC may request specific design documentation regarding a pond and the intended purpose.

6. Golf Course:

Golf courses receiving any amount of treated water from a DSWSC utility must either develop a drought contingency plan in accordance with DSWSC Drought Contingency Plan and will implement its Stage 3 mandatory restrictions in conjunction with the water provider or adopt the LCRA sample golf course drought contingency plan.

7. Events:

Events involving the use of water such as: car washes; festivals; parties; water slides; and other activities involving the use of water are prohibited.

8. Recreational areas (includes municipal parks and common areas):

Irrigation of recreational areas with potable water must follow the 6-hour weekly irrigation schedule outlined in section B1 and watering of recreational areas should be prioritized by frequency of use. Unnecessary foot traffic should be discouraged. Watering using an auxiliary source such as recycled water is exempt from these restrictions.

9. Athletic fields

The DSWSC must require a variance for irrigation of athletic fields if irrigation falls outside of the normal watering schedule. Fields should only be irrigated that are being actively used for organized sports practice, competition, or exhibition events when the irrigation is necessary to protect the health and safety of the players, staff, or officials present for the athletic event.

- a) All ornamental landscape areas around facilities with athletic fields shall follow general landscape irrigation restrictions.

10. Water Waste

The following additional non-essential uses of water are prohibited at all times during periods in which restrictions have gone into effect.

- a) Pressure washing is prohibited but variances may be granted by DSWSC on the designated watering day for health and safety purposes only. Pressure washing equipment must be fitted with a spray nozzle that does not use more than 3.5 gallons of water per minute and has a trigger shut-off.

11. Fire Hydrants:

Use of water from fire hydrants shall be prohibited for landscape irrigation, filling pools, operating fountains, car washing. Water should be transported only for the purposes of firefighting or providing minimal water needed for indoor use where auxiliary sources are inadequate and activities necessary to maintain public health, safety and welfare, or for construction use. Transport of water other than for firefighting requires a variance and a meter.

(4) STAGE 4 – Critical Water Shortage Conditions

Under threat of penalty for violation, all retail customers are required to reduce nonessential water uses during an emergency. All requirements of Stages 1 through 3 are also in effect during stage 4, with the following modifications and additions:

1. Irrigation of ornamental landscaped areas with hose end sprinklers and automatic irrigation, except drip irrigation, is prohibited.
2. Irrigation is allowed with a hand-held hose with a working on/off nozzle, bucket, or drip irrigation only between the hours of 7 a.m. and 10 a.m. or 7 p.m. and 10 p.m. one day per week on the designated outdoor water use day as determined by DSWSC.
3. New landscapes irrigated with spray irrigation are prohibited. New irrigated turf grass is prohibited. DSWSC may issue new landscape variances for planting beds installed with drought tolerant or native plants specified in the Grown Green Plant Guide as having low or very low water needs (<http://austintexas.gov/departments/grow-green/plant-guide>) and irrigated with point source drip irrigation or hand-held hose.
4. Use of water to operate outside water features, including fountains, outdoor misting systems, and splash pads is prohibited.
5. Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane, or other vehicle is prohibited, except as required for public health and safety purposes. Commercial car washing facilities may operate for health and safety purposes only except facilities which recycle water.
6. Golf courses receiving any amount of treated water from DSWSC must either develop a drought contingency plan in accordance with DSWSC Drought Contingency Plan and will implement its Stage 4 mandatory restrictions in conjunction with the water provider or adopt the LCRA sample golf course drought contingency plan.
7. The filling or replenishing of water to single-family residential swimming pools is only allowed if the pool is covered with a pool cover when not in use.
8. Public/community swimming pools are allowed to fill or replenish water in order to maintain safe levels of water quality for human contact.

Upon declaration of Stage 4 - Emergency Water Conditions, water use restrictions outlined in Stage 3 Critical Response Measures shall immediately apply.

(5) STAGE 5 – Emergency Water Shortage Conditions

Under threat of penalty for violation, all retail customers are required to reduce nonessential water uses during an emergency. All requirements of Stages 1 through 4 are also in effect during Stage 5, with the following modifications and additions:

1. Irrigation of landscaped areas is prohibited.
2. Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane, or other vehicle is prohibited. This activity is only exempt from these regulations if the health, safety, and welfare of the public are served by washing the vehicle, such as a truck used to collect garbage or used to transport food and perishables.
3. Use of water from fire hydrants shall be limited to firefighting and activities necessary to maintain public health, safety, and welfare only.
4. No applications for new, additional, expanded, or larger water service connections, meters, service lines, pipeline extensions, mains, or water service facilities of any kind shall be allowed or approved.

Upon declaration of Stage 4 - Emergency Water Conditions, water use restrictions outlined in Stage 4 Emergency Response Measures shall immediately apply.

In the event that Stage 4 is declared, DSWSC has identified and will initiate the following emergency interconnects and/or alternative water supply arrangements:

8.3 Wholesale Treated Customers

All DSWSC wholesale treated water customers are required to develop and formally adopt drought contingency plans for their own systems in accordance with Title 30 Texas Administrative Code Sections 288.20 and 288.22. The water supply triggers, and target reduction goals, must be consistent with the LCRA DCP. In addition, the measures of this plan must be at least as stringent as the drought response measures required by DSWSC for its retail customers. Wholesale treated water customers must include in their wholesale water supply contracts the requirement that each successive wholesale customer develop and formally adopt a drought contingency plan, consistent with the LCRA DCP.

(1) STAGE 1 - Mild Water Shortage Conditions

DSWSC will contact wholesale treated water customers to discuss supply and demand conditions. DSWSC will provide a limited supply of consumer information and materials on water conservation measures and practices to wholesale customers.

(2) STAGE 2 - Moderate Water Shortage Conditions (Mandatory Measures)

DSWSC will keep wholesale treated water customers informed about demand and current

and projected water supply conditions. DSWSC will initiate discussions with wholesale treated water customers about potential curtailment and the implementation of mandatory measures to reduce all non-essential water uses.

(3) STAGE 3 - Severe Water Shortage Conditions (Mandatory Measures)

DSWSC will contact its wholesale treated water customers to initiate mandatory measures to control water demand and to ensure capacity for emergency response requirements. Mandatory measures will include the curtailment of nonessential water uses in accordance with the wholesale treated water customer's own drought contingency plan.

In addition, if the Stage 3 triggering criteria is based on a water supply shortage, LCRA will initiate the curtailment of water provided to wholesale treated water customers on a pro rata basis. The wholesale treated water customer's monthly allocation of water shall be based on a percentage of the customer's baseline water use. The percentage will be determined by the -LCRA Chief Operations Officer and may be adjusted as conditions warrant.

(4) STAGE 4 - Emergency Water Conditions

All requirements of Stage 3 shall remain in effect during Stage 4. Additional measures may be added as needed.

9.0 Enforcement

9.1 Enforcement Provisions

The following enforcement provisions shall apply to all DSWSC water customers:

[] *Appendix D – Enforcement Provisions for Water Supply Corporations and Investor-Owned Utilities*

9.2 Variances

(1) DSWSC staff may grant variances:

A. Temporary watering schedule variances are allowed for new landscapes that use drought resistant landscaping or water conserving natural turf. Temporary watering schedule variances are also allowed for revegetation of disturbed areas due to construction, or if required by local, State or Federal regulations. Temporary watering schedule variances shall include the following limitations:

- A 30-day temporary watering schedule must be applied for and issued before the irrigation may begin
- Days 1 thru 10 automatic irrigation or hose end sprinklers are allowed every day except between the hours of 10 a.m. and 7 p.m.
- Days 11-20 automatic irrigation or hose end sprinklers are allowed every other day except between the hours of 10 a.m. and 7 p.m.
- Days 21-30 automatic irrigation or hose end sprinklers are allowed every third day except between the hours of 10 a.m. and 7 p.m.
- Day 31 must return to the watering schedule as defined in Appendix A
- Hand watering is allowed anytime with a hose equipped with a positive shut off nozzle

B. From specific applications of the outdoor water schedule, providing that the variances

do not increase the time allowed for watering but rather alter the schedule for watering;
and

- C. Allowing the use of alternative water sources (i.e., ground water, reclaimed wastewater) that do not increase demand on potable water sources for outdoor use. Variance requests may be submitted to staff and need not meet the requirements of subsection below.
- (2) The general manager, or his designee, may grant in writing temporary variances for existing water uses otherwise prohibited under this plan if it is determined that failure to do so would cause an emergency adversely affecting the public health, sanitation, or fire protection, and if one or more of the following conditions are met:
 - A. Compliance with this plan cannot be accomplished during the duration of the time the plan is in effect; or
 - B. Alternative methods can be implemented that will achieve the same level of reduction in water use.
 - (3) Persons requesting a variance from the provisions of this plan shall file a petition for variance with DSWSC any time the plan or a particular drought response stage is in effect. The general manager or his designee will review petitions for variances. The petitions shall include the following:
 - Name and address of the petitioner
 - Purpose of water use
 - Specific provision of the plan from which the petitioner is requesting relief.
 - Detailed statement as to how the specific provision of the plan adversely affects the petitioner or what damage or harm the petitioner or others will sustain if petitioner complies with this plan.
 - Description of the relief requested.
 - Period of time for which the variance is sought.
 - Alternative water use restrictions or other measures the petitioner is taking or proposes to take to meet the intent of this plan and the compliance date.
 - Other pertinent information
 - (4) Variances granted by DSWSC shall be subject to the following conditions, unless waived or modified by the general manager, or his designee:
 - A. Variances granted shall include a timetable for compliance.
 - B. Variances granted shall expire when the plan, or its requirements, is no longer in effect, unless the petitioner has failed to meet specified requirements.
 - (5) No variance shall be retroactive or otherwise excuse any violation occurring before the variance was issued.

9.3 Plan Updates

The plan will be reviewed and updated as needed to meet both TCEQ and LCRA drought contingency plan rules.

10.0 Appendices

Appendix A – Mandatory Watering Schedules

Permanent mandatory watering schedule

DSWSC

Irrigate outdoors using an in-ground irrigation system or hose-end sprinkler no more than **TWICE per week** and only during scheduled days and times as indicated below:

Residential

Odd number addresses: Wednesdays and Saturdays

Even number addresses: Thursdays and Sundays

Commercial (including large landscapes such as HOA common areas)

Tuesdays and Fridays

Watering Hours:

Midnight to 10 a.m. and 7 p.m. to midnight

2nd mandatory watering schedule (750,000 AF combined storage)

DSWSC

Irrigate outdoors using an in-ground irrigation system or hose-end sprinkler no more than **(TWICE) per week** for **(10) hours** only during scheduled days and times as indicated below:

Residential

Odd number addresses: Wednesdays and Saturdays

Even number addresses: Thursdays and Sundays

Commercial (including large landscapes such as HOA common areas)

Tuesdays and Fridays

Watering Hours:

Midnight to 7 a.m. and 9 p.m. to midnight

3rd mandatory watering schedule (600,000 AF combined storage)

DSWSC

Irrigate outdoors using an in-ground irrigation system or hose-end sprinkler no more than **ONCE per week** for **6 hours** only during scheduled days and times as indicated below:

Residential- automatic irrigation systems

Odd number addresses: Wednesdays

Even number addresses: Thursdays

Residential- hose end irrigation systems

Odd number addresses: Saturdays

Even number addresses: Sundays

Commercial (including large landscapes such as HOA common areas)

Even number addresses: Tuesdays

Odd number addresses: Fridays

Public Schools- Mondays

Watering Hours:

Hose end irrigation systems: 7 a.m. to 10 a.m. and 7 p.m. to 10 p.m.

Automatic irrigation systems: Midnight to 6 a.m.

Appendix D – Enforcement Provisions for Water Supply Corporations and Investor-Owned Utilities

[NOTE: THE FOLLOWING ENFORCEMENT PROVISIONS MUST BE INCORPORATED INTO THE TARIFF, SUBJECT TO APPROVAL BY TCEQ]

Enforcement for Retail Customers

The following enforcement provisions shall be incorporated into the tariff, subject to approval by the TCEQ, and shall apply to all DSWSC retail water customers:

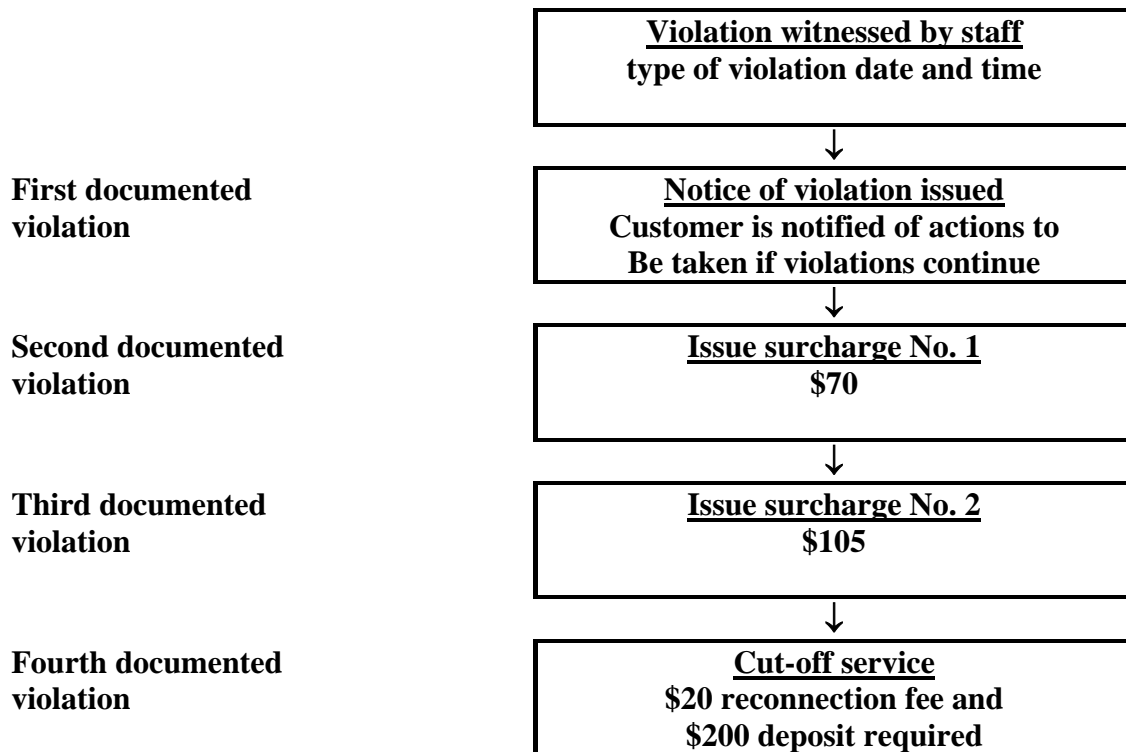
- (1) No person shall knowingly or intentionally allow the use of water from a DSWSC for residential, commercial, industrial, agricultural, governmental, or any other purpose in a manner contrary to any provision of the DSWSC Drought Contingency Plan, or in an amount in excess of that permitted by the drought response stage in effect at the time.
- (2) Any person who violates this plan shall be subject to the following surcharges and conditions of service:
 - A. Following the first documented violation, the violator shall be given a notice specifying the type of violation and the date and time it was observed. Surcharges and restrictions on service that may result from additional violations;
 - B. Following the second documented violation, the violator shall be sent by certified mail a notice of violation and shall be assessed a surcharge of \$70.00;
 - C. Following the third documented violation, the violator shall be sent by certified mail a notice of violation and shall be assessed a surcharge of \$105.00;
 - D. Following the fourth documented violation, DSWSC shall, upon due notice to the customer, discontinue water service to the premises where such violations occur. Services discontinued under such circumstances shall be restored only upon payment of a reconnection charge, hereby established at \$20 and any outstanding charges including late payment fees or penalties. In addition, suitable assurance in the amount of a deposit of \$200 must be given to DSWSC so that the same action shall not be repeated while the plan is in effect. DSWSC may apply the deposit to any surcharges or penalties subsequently assessed under this plan against a customer. The deposit, if any, shall be returned to the customer at the time of the customer's voluntary disconnection from the utility system.
- (3) Each day that one or more of the provisions in this plan is violated shall constitute a separate violation. Any person, including one classified as a water customer of DSWSC, in apparent control of the property where a violation occurs or originates, shall be presumed to be the violator. Any such person, however, shall have the right to show that he did not commit the violation. *See enforcement process diagram in Appendix F - Drought Response Retail Enforcement Process.*

Legal Authority applicable to Water Supply Corporations and Investor-Owned Utilities in Regard to Drought Contingency Plan Enforcement

Please note that the following list is not intended to be exhaustive, and the rules listed below may not apply to all Water Supply Corporations and Investor-Owned Utilities. Citations below may change following the publication date of this Drought Contingency Plan Model. Each Water Supply Corporation and Investor-Owned Utility is encouraged to consult with legal counsel in regard to enforcement of drought contingency plans and specific enforcement authority available.

- 30 Texas Administrative Code sec. 288.20
- 30 Texas Administrative Code sec. 288.22
- 30 Texas Administrative Code sec. 291.21

Appendix F – Drought Response Retail Enforcement Process for Water Districts and Investor-Owned Utilities





Rick Broun, Administration General Manager
AJ Gray, Operations General Manager
Board of Directors:
William Jackson, President
Travis Crow, Vice President
Rex Miller, Secretary/Treasurer
Mark Key, Director
Charlie Busbey, Director

MINUTES TO REGULAR MEETING
DRIPPING SPRINGS WATER SUPPLY CORPORATION
August 15th, 2022

The Board of Directors (the "board") of Dripping Springs Water Supply Corporation met in a regular meeting on August 15th, 2022, at the DSWSC office, 101 Hays Street, Suite 416, Dripping Springs, Texas 78620, pursuant to notice of said meeting being posted in accordance with Chapter 55 of the Texas Government Code, where upon the roll was called of the Board members, to-wit:

1. Board convenes: 6:00 PM
2. Call Roll of Directors: Present: President Jackson, Vice President Crow, Secretary Treasurer Miller, Director Key and Director Busbey.
3. Citizens Communication:
 - o Craig Young addressed the Board regarding a neighbor irrigating
 - o George Barnett of KB Custom Pools addressed the Board regarding the pool process
 - o Stephen Gamache addressed the Board regarding a Harmon Hills bulk station
4. General Comments from Directors:
 - Director Key states that irrigation is monitored and would cause spikes
 - A. Gray presents that time is allotted for members to correct irrigation errors. A letter has been sent to the address in question.
5. Consent Item:
MOTION- Vice President Crow makes a motion to accept the July 18th meeting minutes as is.
SECOND- Secretary Treasurer Miller **DISCUSSION-** None **VOTE** 5-0 "ayes"
6. Monthly Financial reports for June 2022:
(R. Broun) reviews July's financial report with the Board
 - Checking and Savings, \$8.8 million, Liabilities and Equity, \$22.5 million
 - Income: Water Sales, \$835,000 over budget, and Bulk Water Sales, \$109,000 over budget
 - Total Income, \$3.2 million, Net ordinary Income, \$1.5 million
 - Capital Contribution fee, \$1.15 million, Net Income, \$2.3 million
 - HTGCD: \$206,400 YTD paid, July \$16,000 unpaid, YTD Connections 274
 - Active Connections: 3,907, New Meters: 274
7. Reports by:
(Z. Evans):
 - Prefers to address the Board in Executive Session

(R. Broun):

- Water Conservation Program reached 7.2 million gallons
- Bulk Water Initiative Aged Accounts with 90+ days, \$36,800
- Email monthly billing up to 1,009 accounts
- Updated the Board regarding GMA9 meeting on August 15th
- Medical Insurance quote may lower annual cost by 30% - 50%
- Cyber renewal coverage

(A. Gray):

- July 27th peak day was 3.2 million gallons
- Groundwater: 38.3 million, Surface water: 31.9 million, Total 70 million
- Well depth: Well 1 @ 152', Well 5 @ 158'
- Water loss 8%. 165 Accounts using over 50,000 gallons and are 48% of total sales
- Well 1 dropped 5 feet over last 30 days, now manually operating the system which allows our well field more time to recover. Does not recommend entering into Stage 4

8. HTGCD: Report and Payments:

- Request to review during executive session

9. Proposed Nonstandard Agreement regarding service to Village Grove:

(A. Gray):

- Suggested new language with cost participation

(Z. Evans):

- Request to review during executive session

10. Bulk Water/ Rates:

(A. Gray):

- Presented 3 options to the Board to review:
 - Option 1: Hydrant meter rate \$560/month/meter
 - Option 2: Bulk Water Haulers
 - \$200-\$560 per month for hydrant meter/meter
 - \$200 access to bulk station
 - Option 3:
 - Hydrant meters \$200-\$560 a month/meter
 - Bulk Haulers using bulk station \$200 a month
- 9 bulk water haulers in the system, 5 companies use 13 hydrant meters
- The Board of Directors discusses a Harmon Hills bulk station. Requests staff to bring item #10 back to the Board regarding presented options 1 and 2

11. Test Wells:

(A. Gray):

- Briefs the Board that the test well at the triangle is scheduled for February.
- Describes the lack of data regarding Lower Trinity wells in the area.
- The Board reviews and discusses the possibility of a Lower Trinity well at the well field.
- The Board directs staff to seek a quote for a Lower Trinity test well at the well field.

12. Drought Contingency Plan:

- The Board discusses automatic pool covers and pool filling.
- The Board receives public input on the item.
- The Board provides direction to council, Z. Evans, to provide a letter to the City of Dripping Springs regarding removing DSWSC from the pool permitting process.
- The Board acknowledges that in order to comply with the PUA, DSWSC shall amend the DCP to be as stringent or more stringent than the agreement on record.

MOTION- Director Key makes a motion to amend the 2021 Drought Contingency Plan by replacing Stage 3 Pool verbiage with Stage 2 Pool verbiage.

SECOND- Secretary Treasurer Miller **DISCUSSION-** None **VOTE** 5-0 "ayes"

13. WTCPUA: SER (service extension request)

- Director Key updates the Board regarding his conversation with Commissioner Walt Smith including a statement that completing the SER application prior to a meeting is not needed.
- Vice President Crow and Director Key to schedule a meeting

14. Future Water:

- President Jackson directs staff to keep this agenda item for perpetuity

MOTION- Director Busbey makes a motion to enter into Executive Session for advice of legal counsel regarding agenda items 8 and 9. **SECOND-** Vice President Crow **DISCUSSION-** None **VOTE** 5-0 "ayes"

Enter Executive Session: 7:51 PM

Exit Executive Session: 9:10 PM

- President Jackson states that no votes were taken, no decisions made

15. September Agenda Items: Aged Bulk Accounts, D&O Cyber Renewal, Bulk Water/Rates, Future Water

16. Next meeting date: Monday, September 19, 2022 @ 6:00 PM

17. Adjourn: 9:15 PM

MOTION- Secretary Treasurer Miller makes a motion for Adjournment

SECOND- Vice President Crow **DISCUSSION-** None **VOTE** 5-0 "ayes"


Rex Miller, Secretary/Treasurer



Rick Broun, Interim Co-General Manager
AJ Gray, Interim Co-General Manager
Board of Directors:
Mark Key, President
Travis Crow, Vice President
Rex Miller, Secretary/Treasurer
William Jackson, Director
Donnie Williamson, Director

**MINUTES TO REGULAR MEETING
DRIPPING SPRINGS WATER SUPPLY CORPORATION
November 15th, 2021**

The Board of Directors (the "board") of Dripping Springs Water Supply Corporation met in a regular meeting on November 15th, 2021, at the DSWSC office, 101 Hays Street, Suite 416, Dripping Springs, Texas 78620, pursuant to notice of said meeting being posted in accordance with Chapter 55 of the Texas Government Code, where upon the roll was called of the Board members, to-wit:

1. Board convenes: 6:00 PM
2. Call Roll of Directors: President Key present, Vice President Crow present, Secretary Treasurer Miller present and Director Jackson present. Director Williamson arrives at 6:11 PM
3. Citizens Communication: NONE
4. General Comments from Directors: NONE
5. Consent Agenda: **MOTION-** Director Jackson makes a motion to approve the October 25th minutes as written. **SECOND-** Vice President Crow **DISCUSSION-** None **VOTE** 4-0 "ayes", 1 absent
6. Monthly Financial reports for October 2021:
 - ICGM (R. Broun) reviews October's year-to-date financial updates with the Board
 - Checking and Savings, \$5.8 million
 - Liabilities and Equity, \$19.2 million
 - Income: Water Sales, \$1.3 million over budget
 - Income: Bulk Water Sales, \$41,000 over budget
 - Total Income, \$3.9 million
 - Net ordinary Income, \$1.4 million
 - Capital Contribution fee, \$1 million
 - Net Income, \$2 million
 - HTGCD, \$308,000 year-to-date
 - Vice President Crow requests an asterisk mark and explanation of budget line items over 150%
7. Reports by:
Attorney (Z. Evans):
 - Zach Evans reports no comments for the Board

ICGM (R. Broun):

- Updated the Board regarding the e-filing of the 990 Corporate tax filing
- Informed the Board office staff is creating and compiling a procedures book
- Met with Senior Vice President of Broadway Bank regarding lowering fees
- Updated Board of new Bookkeeper hire, Casey Barba
- Reviews list of potential CPA hires. Recommends CPA Karon Barbee
- President Key provides go-ahead to hire staff's CPA recommendation

ICGM (A. Gray):

- Updates the Board that Harmon Hills is nearing completion including fixing culverts, reshaping ditch, and seeding half of the project.
- Updates the Board regarding Senate Bill 3 including MRB's natural gas-powered pump option
- Well Field project update, 4 bids to electrical contractors will go out this week
- Updates the Board regarding well levels, active connections, 7% water loss, and days over 2 million gallons caused by commercial irrigation.
- Line Replacements, updates the Board of water lines needing to be replaced are all maintenance items and not new connections

8. Personnel Policy Review and Approve:

- ICGM (R. Broun) provides Board with updated policy and two highlighted sections for Board review and approval
- President Key states 11 paid holidays. Staff to edit the policy as directed
- The Board reviews and discusses the firearms policy including input from attorney Z. Evans
- Z. Evans suggests adding language with Board approval to clarify the firearms policy

MOTION- President Key makes a motion to approve the Personnel Policy

SECOND- Director Jackson **DISCUSSION-** None **VOTE** 5-0 "ayes"

9. Updated TRWA's Salary Survey Report/Vehicle Mileage:

- ICGM (A. Gray) presents list of field and office job descriptions and titles to the Board
- ICGM (R. Broun) reviews mileage report to the Board
- Vice President Crow discusses a per diem allotment while attending meetings for the DSWSC
- The Board agrees that R. Broun to submit reimbursement for mileage and meals

10. 2022 Election Update:

- ICGM (R. Broun) reports to the Board that the election process is on track. December 13th is the date when the Board will be able to approve the first round of election documents.

11. Non-Standard Agreement: AAA Storage:

- ICGM (A. Gray) provides an update to the Board. The project is on-going
- President Key inquires if project could possibly include a bulk station location

12. Caliterra Agreement:

- Attorney (Z. Evans) updates the Board including that ICGM (A. Gray) is compiling numbers.
- ICGM (A. Gray) discusses the project with the Board and attorney (Z. Evans)

13. 2021 Drought Contingency Plan: Review and Approve:

- The Board discusses the Plan with staff and attorney
- President Key inquires with attorney (Z. Evans) if disclaimer was added

MOTION- President Key makes a motion to approve the 2021 Drought Contingency Plan

SECOND- Director Jackson **DISCUSSION-** None **VOTE** 5-0 "ayes"

14. 2022 Draft Budget Review and Approve:

- Secretary Treasurer Miller informs the Board that he has met with staff and reviewed the draft budget including highlighted items. Both Managers have separated Operations from Office expenditures
- The Board discusses the draft and inquires with staff on budget line items
- President Key requests that the item be added to the December Board meeting
- Director Jackson request that ICGM (R. Broun) write a conservation policy

15. Credit Card Member Transaction Fees:

- ICGM (R. Broun) updates the Board regarding meeting with Nexbillpay's Relationship Manager. Currently DSWSC is signed up for an Absorbing Account (100% to DSWSC). Options moving forward include a Joint Account (\$1.50/ \$1.50 split) or a Convenience Fee Account (100% to members).
- President Key requests further inquiry with Nexbillpay regarding all credit card fees and percentages charged. Calls for the agenda item to be placed on the December Board meeting.

MOTION- President Key makes a motion to enter into Executive Session as authorized by Sec. 551.071 to discuss matters with our attorney.

SECOND- Vice President Crow **DISCUSSION-** None **VOTE** 5-0 "ayes"

Enter Executive Session: 7:11 PM

Exit Executive Session: 7:37 PM, No decisions or votes were taken

16. Future Water:

- No discussion or action was taken on this agenda item

17. December Agenda Items: Credit Card Member Transaction Fees (R. Broun), Firearm update (E. Evans), Covid Terminology (E. Evans), 2022 Budget (A. Gray/ R. Broun), and a Conservation Policy (R. Broun)


18. Next Meeting Date:

- December 13th @ 6:00 PM

19. Adjourn: 7:48 PM

MOTION- President Key makes a motion for Adjournment.

SECOND- Director Williamson **DISCUSSION-** None **VOTE** 5-0 "ayes"


Secretary/Treasurer Rex Miller