



AGENDA
MONDAY, MAY 20, 2024
WORK SESSION - 6:00 PM
REGULAR CITY COUNCIL MEETING - 6:30 PM
CITY HALL COUNCIL CHAMBERS
209 S. WASHINGTON STREET
KAUFMAN, TEXAS 75142
AND VIA VIDEOCONFERENCE/TELECONFERENCE

**This meeting will be held using
videoconferencing/teleconferencing
technology with public access via:
[WWW.ZOOM.US/JOIN](https://www.zoom.us/join) OR
(888)788-0099 (TOLL-FREE)
MEETING/WEBINAR ID: 883 6927 8412
PASSWORD: 562304**

CALL WORK SESSION TO ORDER Mayor calls the Work Session to order, states the date and time, states Councilmembers present, and declares a quorum present.**

WORK SESSION A Work Session is used to explore matters of interest to one or more City Council Members or the City Manager for the purpose of giving staff direction on whether or not such matters should be placed on a future regular or special meeting of the Council for citizen's input, City Council deliberation and formal City action. Although Work Sessions are public meetings, and citizens have a legal right to attend, they are not public hearings, so citizens are not allowed to participate in the session.

1. Discussion and review regarding a new Water Conservation Plan and Water Resource and Emergency Management Plan, and the City of Kaufman's water contracts.
2. Discussion regarding items on the Regular Session Agenda, including the consideration of Executive Session items

WORK SESSION ADJOURNMENT

PLEDGE OF ALLEGIANCE

CALL MEETING TO ORDER Mayor calls the Meeting to order, states the date and time, states Councilmembers present, and declares a quorum present.**

CITIZENS COMMENTS / REQUEST TO SPEAK ON AGENDA ITEMS (5 MINUTES) Comments about any of the Council agenda items may be taken into consideration at this time or during the agenda item. Comments are limited to five (5) minutes per individual unless additional time is otherwise required by law for translation. Speaking time is not transferable. Citizens may address the City Council on any subject but must first complete a Request to Speak Form so that the Mayor may call your name to speak at the appropriate time on the Agenda. Comments must be directed to the Council as a whole. **When addressing the Council, please step forward to the speaker's podium, state your name and address, and direct your comments to the Mayor and City Council.**

INAUGURATION

3. Judge Burt to administer Statement of Elected Officer and Oath of Office for newly elected officials.

APPOINTMENT

4. Consider and take appropriate action on the appointment of Mayor Pro-Tem.

RECOGNITION

5. Business of the Month - Jasien Insurance Group, LLC
6. Bachelor's of Church Leadership and Associates in Bible - Stephen Mendoza
7. Award of Financial Reporting Achievement - Mary Wennerstrom

CONSENT AGENDA

8. Consider and take appropriate action on the minutes from the April 22, 2024, Work Session and Regular City Council meeting.
9. Consider and take appropriate action on the minutes from the April 29-30, 2024, City Council Planning Retreat Meeting.

END OF CONSENT AGENDA

PUBLIC HEARING

10. Receive public input and consider and take appropriate action on Ordinance O-08-24, an ordinance of the City Council of the City of Kaufman, Texas, repealing Section 12.11.001 of Chapter 12 of the Code of Ordinances and adopting a new Section 12.11.001 of Chapter 12 in order to adopt the 2024 Water Conservation Plan and 2024 Model Water Resource and Emergency Management Plan for the City of Kaufman to promote responsible use of water and to provide for criminal penalties up to \$2,000.00 per day and violation and/or the disconnection of water service for noncompliance with the provisions of the Water Conservation Plan in addition to other fees and penalties; providing a penalty clause, and an effective date.
 - a. Presentation
 - b. Public Hearing
 - c. Consider and take appropriate action on Ordinance No. O-08-24

DISCUSSION/ACTION ITEMS

11. Consider and take appropriate action on the **Final Plat of Kaufman County Justice Center Addition, Block A, Lot 1**, being a revision of Lot 1 of Kaufman County Law Enforcement Center Addition, being a tract of land containing 52.454 acres (Property ID 202753), situated

in the D. Falcon Survey, Abstract No. 151, City of Kaufman, Kaufman County, Texas. The property is zoned Highway Commercial ("HC"), Planned Development – 17R – Multi-Family Residential-2 ("PD-17R-MF-2"), and Planned Development 15 – Light Industrial ("PD-15-LI") and is generally located at 1902 E. U.S. 175, with right-of-way extending up to SH 34. The final plat is for 1 non-residential lot and right-of-way. (Case No. FP-04-24)

12. Consider and take appropriate action on the **Preliminary Plat of Lexington Addition, Phase 2**, being a tract of land containing 2.430 acres, situated in the A.L. Carter Survey, Abstract No. 98, City of Kaufman, Kaufman County, Texas, said property being generally located on the east side of S. Wilson St. and at the east end of E. 3rd St. (Property IDs 36568 & 60582). The property is zoned Townhouse Residential ("TH"). The final plat is for 11 residential lots (to accommodate 22 duplex units) and right-of-way. (Case No. PP-01-24)
13. Consider and take appropriate action regarding Ordinance O-06-24, an ordinance of the City Council of the City of Kaufman, amending Ordinance No. O-17-23, adopting the 2023-2024 Fiscal Year Budget to balance Revenue Surplus, Expense Surplus, and Shortfall; and providing an effective date.
14. Consider and take appropriate action on the renewal of the Potable Water Supply Contract with Becker Jiba Water Supply Corporation.

ANNOUNCEMENTS AND REPORTS FROM CITY MANAGER

15. Receive an update and discussion regarding the following:
 - a. Shannon Park Splash Pad Opening - May 24th
 - b. Discussion Items Report (DIR)
 - c. STAR Transit Ridership Report - April 2024
 - d. Careflite Compliance Report - April 2024
 - e. Fire Department Monthly Report - April 2024
 - f. Police Department Monthly Report - April 2024
 - g. Development Services Monthly Report - April 2024
 - h. Monthly Calendars Attached

EXECUTIVE SESSION

16. The City Council will recess into Executive Session pursuant to Texas Government Code for an executive session regarding the following:
 - a. Sec. 551.071(1) and (2); CONSULTATION WITH ATTORNEY: (1) To consult with City Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act and (2) for Council to seek the advice of its attorney

about pending or contemplated litigation: Winpoint Investments, LLC v. City of Kaufman, Texas, Cause No. 116248-86, Kaufman County 86th Judicial District

- b. Sec. 551.072. DELIBERATION REGARDING REAL PROPERTY; CLOSED MEETING. To deliberate the purchase, exchange, lease, or value of real property regarding: "Project Pie"; South Pointe; Northeast Utilities; Convenience Station

RECONVENE INTO OPEN SESSION In accordance with Texas Government Code, Chapter 551, the City Council will reconvene into Regular Session.

17. Consider and take appropriate action, if any, on matters discussed in Executive Session.

ADJOURNMENT

I, JESSIE HANKS, CITY SECRETARY, DO HEREBY CERTIFY THAT THIS NOTICE OF MEETING WAS POSTED ON THE WINDOW AT KAUFMAN MUNICIPAL COMPLEX, 209 S. WASHINGTON, KAUFMAN, TEXAS, A PLACE CONVENIENT AND READILY ACCESSIBLE TO THE GENERAL PUBLIC AT ALL TIMES AND SAID NOTICE WAS POSTED AT THE KAUFMAN MUNICIPAL COMPLEX, 209 S. WASHINGTON, KAUFMAN, TEXAS AT 5:00 P.M. ON FRIDAY, MAY 17, 2024, AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULE TIME OF SAID MEETING.


JESSIE HANKS
CITY SECRETARY



THE CITY COUNCIL RESERVES THE RIGHT TO ADJOURN INTO EXECUTIVE SESSION AT ANY TIME DURING THE COURSE OF THIS MEETING TO DISCUSS ANY OF THE MATTERS LISTED ABOVE, AS AUTHORIZED BY THE TEXAS GOVERNMENT CODE. SECTION 551.071 (CONSULTATION WITH ATTORNEY).

****PURSUANT TO SECTION 551.127, TEXAS GOVERNMENT CODE, ONE OR MORE COUNCILMEMBERS OR EMPLOYEES MAY ATTEND THIS MEETING REMOTELY USING VIDEOCONFERENCING TECHNOLOGY. THE VIDEO AND AUDIO FEED OF THE VIDEOCONFERENCING EQUIPMENT CAN BE VIEWED AND HEARD BY THE PUBLIC BY ACCESSING [WWW.ZOOM.US/JOIN](https://www.zoom.us/join) OR (888)788-0099 (TOLL FREE) MEETING/WEBINAR ID: 883 6927 8412 PASSWORD: 562304**

THE BUILDING IN WHICH THE ABOVE MEETING WILL BE CONDUCTED IS WHEELCHAIR ACCESSIBLE AND PARKING SPACES FOR THE MOBILITY IMPAIRED ARE AVAILABLE. PERSONS WITH DISABILITIES WHO PLAN TO ATTEND THIS MEETING AND WHO MAY NEED AUXILIARY AIDS OR SERVICES SUCH AS INTERPRETERS FOR PERSONS WHO ARE DEAF OR HEARING IMPAIRED, READERS, OR LARGE PRINT ARE REQUESTED TO CONTACT THE CITY SECRETARY'S OFFICE AT 972-932-2216 AT LEAST TWO (2) WORKING DAYS PRIOR TO THE TIME OF THE MEETING SO THAT APPROPRIATE ARRANGEMENTS CAN BE MADE.



Meeting
Date: 5/20/2024

Date: 05/07/2024

Item #: 3.

Dept.: Administration

Presentation

SUBJECT:

Judge Burt to administer Statement of Elected Officer and Oath of Office for newly elected officials.

BACKGROUND:

Judge Burt will administer the Statement of Elected Officer and Oath of Office to the newly elected officials.

Author:

Jessie Hanks, City Secretary

Reviewed:

Mike Holder, City Manager

Cost:

Funds Available:

Source:

Recommendation: No action is required.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☐

Statement of Elected Officer

I, Lisa Parker, do solemnly swear (or affirm), that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value or promise any public office or employment for giving or withholding of a vote at the election at which I was elected so help me God.

Affiant's signature

Councilmember

Office Elected to

Kaufman/Kaufman

City/County

SWORN TO and subscribed before me by affiant on this 20th
day of May, 20 24.

Signature of Person Administering Oath

Jon Burt

Printed Name

Municipal Judge

Title

Statement of Elected Officer

I, Charles Gillenwater, do solemnly swear (or affirm), that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value or promise any public office or employment for giving or withholding of a vote at the election at which I was elected so help me God.

Affiant's signature

Councilmember

Office Elected to

Kaufman/Kaufman

City/County

SWORN TO and subscribed before me by affiant on this 20th
day of May, 20 24.

Signature of Person Adminstrating Oath

Jon Burt

Printed Name

Municipal Judge

Title

Statement of Elected Officer

I, Thomas Borders IV, do solemnly swear (or affirm), that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value or promise any public office or employment for giving or withholding of a vote at the election at which I was elected so help me God.

Affiant's signature

Councilmember

Office Elected to

Kaufman/Kaufman

City/County

SWORN TO and subscribed before me by affiant on this 20th
day of May, 20 24.

Signature of Person Adminstrating Oath

Jon Burt

Printed Name

Municipal Judge

Title



In the name and by the authority of

The State of Texas

OATH OF OFFICE

I, Thomas Borders IV, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of Councilmember of the City of Kaufman of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States, so help me God.

Affiant, Thomas Borders IV

May 20, 2024

DATE

SWORN TO and subscribed before me by affiant on the 20th day of May 2024.

Jon Burt, Kaufman Municipal Judge

Printed Name and Title



In the name and by the authority of

The State of Texas

OATH OF OFFICE

I, Charles Gillenwater, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of Councilmember of the City of Kaufman of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States, so help me God.

Affiant, Charles Gillenwater

May 20, 2024

DATE

SWORN TO and subscribed before me by affiant on the 20th day of May 2024.

Jon Burt, Kaufman Municipal Judge

Printed Name and Title



In the name and by the authority of

The State of Texas

OATH OF OFFICE

I, Lisa Parker, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of Councilmember of the City of Kaufman of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States, so help me God.

Affiant, Lisa Parker

May 20, 2024

DATE

SWORN TO and subscribed before me by affiant on the 20th day of May 2024.

Jon Burt, Kaufman Municipal Judge

Printed Name and Title



Meeting
Date: 5/20/2024

Date: 05/07/2024

Item #: 4.

Dept.: Administration

Action Item

SUBJECT:

Consider and take appropriate action on the appointment of Mayor Pro-Tem.

BACKGROUND:

In accordance with City Charter Section 3.04 the City Council members may elect a Mayor Pro-Tem. The Mayor Pro-Tem shall act as Mayor in case of the absence or inability of the Mayor to perform the duties of the office and in this capacity shall be vested with all of the powers conferred upon the Mayor. This appointment is conducted annually. Currently, Matt Phillips serves as Mayor Pro-Tem.

Please advise if additional information is required. <--I believe we need to put something in about nominations? May need Patricia to advise on this one. Or just copy from how we've historically agendized it.

Author:

Jessie Hanks, City Secretary

Reviewed:

Mike Holder, City Manager

Cost:

Funds Available:

Source:

Recommendation: Staff has no recommendation.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☐



**The Government Finance Officers Association of
the United States and Canada**

presents this

AWARD OF FINANCIAL REPORTING ACHIEVEMENT

to

Mary Wennerstrom

Director of Finance
City of Kaufman, Texas



The Award of Financial Reporting Achievement is presented by the Government Finance Officers Association to the department or individual designated as instrumental in the government unit achieving a Certificate of Achievement for Excellence in Financial Reporting. A Certificate of Achievement is presented to those government units whose annual financial reports are judged to adhere to program standards and represents the highest award in government financial reporting.

Executive Director

Christopher P. Morrill

Date: 3/25/2024



Meeting
Date: 5/20/2024

Date: 05/07/2024

Item #: 8.

Dept.: Administration

Consent Agenda

SUBJECT:

Consider and take appropriate action on the minutes from the April 22, 2024, Work Session and Regular City Council meeting.

BACKGROUND:

The minutes from the April 22, 2024, Work Session and Regular City Council meeting are attached for your review.

Author:

Jessie Hanks, City Secretary

Reviewed:

Mike Holder, City Manager

Cost:

Funds Available:

Source:

Recommendation: Staff recommends approval of the minutes from the April 22, 2024, Work Session and Regular City Council meeting

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☐



**MINUTES OF THE
CITY COUNCIL MEETING
MONDAY, APRIL 22, 2024
CITY HALL COUNCIL CHAMBERS
209 S. WASHINGTON STREET
KAUFMAN, TEXAS 75142**

CALL WORK SESSION TO ORDER Mayor calls the Work Session to order, states the date and time, states Councilmembers present, and declares a quorum present.**

Mayor Jordan called the Work Session meeting to order at 6:00 PM. Councilmembers present were Jeff Jordan, Matt Phillips, Quattro Borders, Ashlea Longenecker, and Jason Nelson. Councilmember Charles Gillenwater arrived at 6:06 PM. Councilmember Lisa Parker was absent. Mayor Jordan declared a quorum present. Also, present were City Manager Mike Holder, Assistant City Manager Rachel Balthrop Mendoza, City Attorney Patricia Adams, City Secretary Jessie Hanks, Public Works Director Tim Hopwood, Economic Development Director Stewart McGregor, Development Services Director Andrew Bogda, and Police Captain Colter Leftwich.

WORK SESSION A Work Session is used to explore matters of interest to one or more City Council Members or the City Manager for the purpose of giving staff direction on whether or not such matters should be placed on a future regular or special meeting of the Council for citizen's input, City Council deliberation and formal City action. Although Work Sessions are public meetings, and citizens have a legal right to attend, they are not public hearings, so citizens are not allowed to participate in the session.

1. Discussion and review of the pavement analysis report.

Mr. Holder presented and reviewed the city's pavement analysis report. He outlined the various areas of the city's roadways that need to be addressed. There were discussions regarding the conditions of various streets, the options for repair, and potential funding sources for these projects.

2. Discussion regarding items on the Regular Session Agenda, including the consideration of Executive Session items

There were no items discussed.

WORK SESSION ADJOURNMENT

There being no further business, Mayor Jordan adjourned the Work Session at 6:30 PM.

PLEDGE OF ALLEGIANCE

CALL MEETING TO ORDER Mayor calls the Meeting to order, states the date and time, states Councilmembers present, and declares a quorum present.**

Mayor Jordan called the City Council meeting to order at 6:33 PM. Councilmembers present were Jeff Jordan, Matt Phillips, Quattro Borders, Ashlea Longenecker, Jason Nelson, and Charles Gillenwater. Councilmember Lisa Parker was absent. Mayor Jordan declared a quorum present. Also, present were City Manager Mike Holder, Assistant City Manager Rachel Balthrop Mendoza, City Attorney Patricia Adams, City Secretary Jessie Hanks, Public Works Director Tim Hopwood, Economic

Development Director Stewart McGregor, Development Services Director Andrew Bogda, Police Captain Colter Leftwich, Police Chief Les Edwards, Police Administrative Assistant Gloria Perkins, and Fire Captain Ferris Watson.

CITIZENS COMMENTS / REQUEST TO SPEAK ON AGENDA ITEMS (5 MINUTES) Comments about any of the Council agenda items may be taken into consideration at this time or during the agenda item. Comments are limited to five (5) minutes per individual unless additional time is otherwise required by law for translation. Speaking time is not transferable. Citizens may address the City Council on any subject but must first complete a Request to Speak Form so that the Mayor may call your name to speak at the appropriate time on the Agenda. Comments must be directed to the Council as a whole. **When addressing the Council, please step forward to the speaker's podium, state your name and address, and direct your comments to the Mayor and City Council.**

No comments were given.

PROCLAMATION

3. Child Abuse Prevention Month - April 2024

Mayor Jordan proclaimed the month of April 2024 as Child Abuse Prevention Month.

4. Economic Development Week - May 6 through May 10

Mayor Jordan proclaimed the week of May 6 through May 10, 2024, as Economic Development Week.

RECOGNITION

8. TEDC Economic Excellence Award - Kaufman EDC

Mayor Jordan recognized Kaufman EDC on receiving the TEDC Economic Excellence Award.

5. Business of the month - Double R Ag Supply

Mayor Jordan, Mr. McGregor, and Anne Glasscock, President of the Kaufman Chamber of Commerce, announced Double R Ag Supply as the April Business of the Month.

6. Inclusive Playground Donation Presentation - Republic Services

Leigh Ferguson and Scott Hempel with Republic Services presented the city with a \$5,000 check for the Inclusive Playground at City Lakes Park.

7. U.S. Citizenship Recognition - Elsa Clark & Rosa Medina

Mayor Jordan recognized Elsa Clark and Rosa Medina on obtaining their United States Citizenship.

CONSENT AGENDA

9. Consider and take appropriate action on the minutes from the March 18, 2024, Work Session and Regular City Council meeting.
11. Consider and take appropriate action on Resolution R-11-24, a resolution of the City Council of the City of Kaufman, Texas, approving an agreement with the Texas Department of Transportation to temporarily close State Highway 243 from Jefferson Street to Washington Street, State Highway 34 (Washington Street) from SH-243 to E. Fair Street, and E. Fair Street from SH-34 bypass to Washington Street on Saturday, June 29, 2024, from 7:00 a.m. until 12:00 p.m. for the purpose of the 2023 Red White & BOOM Event and Parade; authorizing the City Manager to execute necessary documents; and providing for an effective date.

Councilmember Borders made a motion to approve Consent Agenda items 9 and 11 as presented and pulled item 10 to the regular agenda for discussion. The motion was seconded by Councilmember Nelson and passed 6/0.

END OF CONSENT AGENDA

10. Consider and take appropriate action on the award or rejection of a bid and contract for the 2024 Street Curb & Gutter Reconstruction Improvements for E. 1st North Street and authorizing the Mayor or his designee to execute necessary documents.

Councilmember Gillenwater made a motion to award the bid and contract for the 2024 Street Curb & Gutter Reconstruction Improvements for E. 1st North Street to Chief Landscaping. The motion was seconded by Councilmember Longenecker and passed 6/0.

DISCUSSION/ACTION ITEMS

12. Consider and take appropriate action on the **Enclave at Kings Fort Development Agreement** between the Enclave at Kings Fort, Inc., a Delaware corporation, and the City of Kaufman, Texas, for development of the 41.00 acre tract of land (Property ID 57208) situated in the D. Falcon Survey, Abstract No. 151, in the City of Kaufman, Kaufman County, Texas, generally located on the east side of Tabor Parkway, approximately 1,300 feet south of Kings Fort Parkway and 850 feet north of Dillard Lane; and authorizing the Mayor or designee to execute necessary documents.

Mr. Bogda presented the Development Agreement for the Enclave at Kings Fort Development. He reviewed the development standards, open spaces, and amenities. There were discussions regarding the financial impact of the Development Agreement.

Robert Miklos, 2500 Dallas Parkway, Suite 600, Plano, Texas 75093, addressed the Council regarding the development and the work that has been put into the agreement.

Mark Papkovic, 1135 Stellar Dr., Newmarket, ON, L3Y 7B8, with Calibrex Developments, gave a presentation reviewing the proposed housing product in the development.

There were discussions regarding the effect this Development Agreement will have on the Tax

Increment Reinvestment Zone.

Councilmember Nelson made a motion to approve the Enclave at Kings Fort Development Agreement as presented. The motion was seconded by Councilmember Gillenwater and passed 6/0.

13. Consider and take appropriate action on **The Trails Development Agreement** between Tejas Wycliff Properties, LLC - 2727 Kaufman Series, a Texas limited liability company, and the City of Kaufman, Texas, for development of the 73.09 acre tract of land (Property IDs 2199, 213257, and 213258) situated in the T. Beedy Survey, Abstract No. 21, situated in the City's Extra-Territorial Jurisdiction (ETJ), Kaufman County, Texas, generally located on the west side of Farm-to-Market Road 2727, approximately 1,200 feet south of County Road 143 and 2,600 feet north of Summerville Drive; and authorizing the Mayor or designee to execute necessary documents.

Mr. Bogda presented the proposed Development Agreement with The Trails Development. He reviewed the framework, development standards, and open spaces/amenities.

Robert Miklos, 2500 Dallas Parkway, Suite 600, Plano, Texas 75093, addressed the Council regarding the development and the work that has been put into the agreement.

Councilmember Borders made a motion to approve The Trails Development Agreement as presented. The motion was seconded by Councilmember Longenecker and passed 6/0.

14. Consider and take appropriate action on a Quitclaim Deed for the conveyance of a parcel of land owned by the City of Kaufman to James D. and Terri L. Baumgartner, and described as part of Lot No. 4, Block No. 5, Original Town of Kaufman, and show a plat recorded in Volume I, Page 133, Kaufman County Deed Records, and as more specifically described in a legal description on file with the City; and authorizing the Mayor to execute necessary documents.

Mr. McGregor outlined the need for the Quitclaim Deed for the purpose of installing a water line for the B & B Steakhouse and Meat Market.

Councilmember Gillenwater made a motion to approve a Quitclaim Deed for the conveyance of a parcel of land owned by the City of Kaufman to James D. and Terri L. Baumgartner. The motion was seconded by Councilmember Nelson and passed 6/0.

15. Consider and take appropriate action on an amended City Manager Employment Agreement; and authorizing the Mayor to execute necessary documents.

Ms. Adams reviewed the proposed amended City Manager Employment Agreement.

Mayor Jordan made a motion to approve an amended City Manager Employment Agreement and authorize the Mayor to execute necessary documents. The motion was seconded by Mayor Pro-Tem Phillips and passed 6/0.

PUBLIC HEARING

16. Conduct a public hearing, consider, and take appropriate action on Ordinance No. O-04-24,

an Ordinance of the City Council of the City of Kaufman, Texas, amending Ordinance No. O-02-07 and Chapter 118, "Zoning" of the Kaufman Code of Ordinances and the Official Zoning Map of the City to authorize a **Specific Use Permit (SUP-56)** to allow alcoholic beverage sales in conjunction with a restaurant (B&B Steakhouse and Meat Market) on approximately 0.11 acres out of the J.B. Cole Survey, Abstract No. 84, City of Kaufman, Kaufman County, Texas, being part of Lots 2 and 3 of Block 15, Kaufman Original, generally located at 112 N. Washington St. (Property ID 28477). (Case No. Z-01-24)

a. Presentation

Mr. Bogda presented the proposed Specific Use Permit for the purpose of allowing alcohol sales at B & B Steakhouse and Meat Market.

b. Public Hearing

Mayor Jordan opened the public hearing at 8:07 PM. There being no speakers present, Mayor Jordan closed the public hearing at 8:08 PM.

c. Consider and take appropriate action on Ordinance No. O-04-24

Councilmember Longenecker made a motion to approve Ordinance No. O-04-24 as presented. The motion was seconded by Mayor Pro-Tem Phillips and passed 6/0.

17. Conduct a public hearing, consider, and take appropriate action on Ordinance No. O-05-24, an ordinance of the City Council of the City of Kaufman, Texas, repealing conflicting ordinances, including (Ordinance No. O-24-99 codified as Chapter 9B), as amended, and adopting a new Chapter 9B, "**Subdivision Ordinance**" of the Code of Ordinances of the City of Kaufman, the same being the Kaufman Subdivision Ordinance (Ordinance No. O-24-99), as amended, to adopt new **subdivision regulations** and **standards of design and construction** applicable to the City of Kaufman and the City's extraterritorial jurisdiction (ETJ); providing penalties and providing an effective date.

a. Presentation

Mr. Bogda outlined the deficiencies of the current subdivision ordinance and presented the proposed amendments to the Subdivision Ordinance.

b. Public Hearing

Mayor Jordan opened the public hearing at 8:17 PM. There being no speakers present, Mayor Jordan closed the public hearing at 8:17 PM.

c. Consider and take appropriate action on Ordinance No. O-05-24

Councilmember Borders made a motion to approve Ordinance No. O-05-24 as presented. The motion was seconded by Councilmember Nelson and passed 6/0.

18. Conduct a Public Hearing on the advisability of Public Improvements and Creation of the Kaufman Public Improvement District No. 6 ("PID No. 6") within the City of Kaufman, pursuant

to Chapter 372 of the Texas Local Government Code on an approximate 41 acres of land which is situated in the D. Falcon Survey, Abstract No. 151, Kaufman County, located in the corporate limits of the City of Kaufman, Kaufman County, Texas, City of Kaufman and identified as the Enclave at Kings Fort development and Consider and take appropriate action on Resolution R-13-24, a resolution of the City Council of the City of Kaufman, Texas, creating PID No. 6 pursuant to a by petition filed by Enclave at Kings Fort, Inc., a Delaware Corporation, requesting creation of PID No. 6; and providing an effective date. (The Enclave at Kings Fort)

a. Presentation

The presentation regarding this item was handled previously in the meeting with item 12.

b. Public Hearing

Mayor Jordan opened the public hearing at 8:20 PM.

Robert Miklos, 2500 Dallas Parkway, Suite 600, Plano, Texas 75093, states he is in favor of the creation of the PID for the Enclave Development.

Mark Papkovic, expressed his appreciation for the city staff's support and guidance throughout this process. He also shared his support for the creation of the PID for the Enclave Development.

There being no other speakers present, Mayor Jordan closed the public hearing at 8:22 PM.

c. Consider and take appropriate action on Resolution R-13-24

Councilmember Longenecker made a motion to approve Resolution R-13-24, creating PID No. 6 pursuant to the petition filed by Enclave at Kings Fort, Inc. The motion was seconded by Councilmember Gillenwater and passed 6/0.

19. Conduct a Public Hearing on the advisability of Public Improvements and Creation of the Kaufman Public Improvement District No. 5 ("PID No. 5") within the City of Kaufman, pursuant to Chapter 372 of the Texas Local Government Code on an approximate 73.09 acres of land which is situated in Thomas Beedy Survey, Abstract No. 21, Kaufman County, located in the extraterritorial jurisdiction of the City of Kaufman, Kaufman County, Texas, City of Kaufman and identified as the Trails development and Consider and take appropriate action on Resolution R-12-24, a resolution of the City Council of the City of Kaufman, Texas, creating PID No. 5 pursuant to a by petition filed by Tejas Wycliff Properties, LLC, a Texas limited liability company, requesting creation of PID No. 5; and providing an effective date. (The Trails)

a. Presentation

The presentation regarding this item was handled previously in the meeting with item 13.

b. Public Hearing

Mayor Jordan opened the public hearing at 8:22 PM.

Robert Miklos, 2500 Dallas Parkway, Suite 600, Plano, Texas 75093, states he is in favor of the creation of the PID for the Trails Development.

There being no other speakers present, Mayor Jordan closed the public hearing at 8:23 PM.

- c. Consider and take appropriate action on Resolution R-12-24

Mayor Pro-Tem Phillips made a motion to approve Resolution R-12-24, creating PID No. 5 pursuant to the petition filed by Tejas Wycliff Properties, LLC. The motion was seconded by Councilmember Longenecker and passed 6/0.

ANNOUNCEMENTS AND REPORTS FROM CITY MANAGER

20. Receive an update and discussion regarding the following:

- a. Council Retreat - April 29 & 30
- b. Discussion Items Report (DIR)
- c. STAR Transit Ridership Report - March 2024
- d. Careflite Compliance Report - March 2024
- e. Fire Department Monthly Report - March 2024
- f. Police Department Monthly Report - March 2024
- g. Development Services Monthly Report - March 2024
- h. Monthly Calendars Attached

Mr. Holder updated the Council about the above-stated items.

ADJOURNMENT

There being no further business, Mayor Jordan adjourned the meeting at 8:25 PM.

ATTEST:

JEFF JORDAN
MAYOR

JESSIE HANKS
CITY SECRETARY



Meeting
Date: 5/20/2024

Date: 05/07/2024

Item #: 9.

Dept.: Administration

Consent Agenda

SUBJECT:

Consider and take appropriate action on the minutes from the April 29-30, 2024, City Council Planning Retreat Meeting.

BACKGROUND:

The minutes from the April 29-30, 2024, City Council Planning Retreat meeting are attached for your review.

Author:

Jessie Hanks, City Secretary

Reviewed:

Mike Holder, City Manager

Cost:

Funds Available:

Source:

Recommendation: Staff recommends approval of the minutes from the April 29-30, 2024, City Council Planning Retreat meeting.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☐



**MINUTES OF THE
KAUFMAN CITY COUNCIL PLANNING RETREAT
COMMENCE ON MONDAY, APRIL 29, 2024 – 6:00 P.M.
CONTINUED ON TUESDAY, APRIL 30, 2024 – 6:00 P.M.
CITY HALL COUNCIL CHAMBERS
209 S. WASHINGTON STREET
KAUFMAN, TEXAS 75142**

COUNCIL/MANAGEMENT RETREAT

MONDAY, APRIL 29, 2024, 6:00 P.M

5:30 p.m. – Dinner

CALL MEETING TO ORDER: Mayor calls the Meeting to order, states the date and time. states Councilmembers present and declares a quorum present.

Mayor Jordan called the meeting to order at 6:00 p.m. Councilmembers Jeff Jordan, Lisa Parker, Charles Gillenwater, Ashlea Longenecker, and Matt Phillips were present. Councilmember Jason Nelson arrived at 6:03 p.m. Councilmember Quattro Borders was absent. Mayor Jordan declared a quorum present.

Also present were City Manager Mike Holder, Assistant City Manager Rachel Balthrop Mendoza, City Secretary Jessie Hanks, Human Resources Coordinator Sharna Ellis, Finance Director Mary Wennerstrom, Finance Manager LaJohnna Wells, KEDC Executive Director Stewart McGregor, Development Services Director Andrew Bogda, Public Works Director Tim Hopwood, Fire Chief Ronnie Davis, Fire Captain Ferris Watson, Police Captain Colter Leftwich, and Police Chief Les Edwards.

CITIZENS COMMENTS / REQUEST TO SPEAK ON AGENDA ITEMS (5 MINUTES) Comments about any of the Council agenda items may be taken into consideration at this time or during the agenda item. Comments are limited to five (5) minutes per individual unless additional time is otherwise required by law for translation. Speaking time is not transferable. Citizens may address the City Council on any subject but must first complete a Request to Speak Form so that the Mayor may call your name to speak at the appropriate time on the Agenda. Comments must be directed to the Council as a whole. **When addressing the Council, please step forward to the speaker's podium, state your name and address, and direct your comments to the Mayor and City Council.**

No comments were given.

CONVENE TO COMMENCE COUNCIL RETREAT SESSION. Council will discuss items posted on this agenda and provide direction to Staff, but no action will be taken by the Council. Any item for which a vote of the Council is required will be posted on a future Council agenda to allow for public input.

1. Opening Comments – *Mayor Jeff Jordan*

Mayor Jordan welcomed the Council and Staff and reiterated the importance of this planning retreat for the future of the city.

2. Strategy Map, Hits & Misses – *Mike Holder*
a. Organizational Development

Mr. Holder gave a brief introduction to the retreat and an overview of the agenda. He outlined the strategy map and hits & misses with the Council.

3. Park Projects & General Priorities Discussion – *Rachel Balthrop Mendoza*

Mayor Jordan and Mr. Holder gave an update on the Parks Recreation and Open Space Master Plan. There were discussions regarding the Council's priorities and future plans for the parks.

a. City Lakes Park

Ms. Balthrop Mendoza gave the Council an update regarding the progress on the inclusive playground and park improvements for City Lakes Park. There were discussions regarding the location of the disc golf course, the proposed hike and bike trail around the lake, and the location of the playground.

b. Kings Fort Park

Ms. Balthrop Mendoza updated the Council on Kings Fort Park including the fitness court, the funding, and the issues with the Army Corps of Engineers.

c. Hike & Bike Trail Master Plan

The Hike & Bike Trail Master Plan was not discussed.

4. Development Projects Update – *Andrew Bogda*

- a. Active Developments
 - i. Georgetown at Kings Fort
 - ii. Five Points
 - iii. Freeman Farm
 - iv. County Connector Roads
 - v. Northeast Utilities Project (Kaufman ISD)
 - vi. Highland Meadows
 - vii. Enclave at Kings Fort
 - viii. The Trails

- ix. Lexington Ph. 2
- x. Hampton Inn
- xi. Other Commercial Projects
- b. Other Developments
 - i. Kings Fort multi-family projects
 - ii. Center Point
 - iii. South Pointe
- c. Comprehensive Plan / Zoning Ordinance Update
- d. Development Services Staffing Update

Mr. Bogda gave the Council an update on the above-stated development projects.

Council took a break at 7:39 p.m. and reconvened at 7:53 p.m.

- 5. KEDC Mid-year Update – *Stewart McGregor*
 - a. Overview of Kaufman EDC
 - b. KEDC Recent/Upcoming Projects
 - c. Overview of Existing Industry Base
 - d. Future Commercial/Industrial Land Use & Major Land Tracts
 - e. Business & Industry Visioning

Mr. McGregor gave the Council a brief overview of the Kaufman Economic Development Corporation. He reviewed the targeted industries for Kaufman, including advanced manufacturing, data centers, cold storage & distribution, healthcare, professional services, and retail. He outlined the FY 2024 KEDC budget breakdown and revenue comparison with other cities. He updated the Council on the recent KEDC projects, business development, and marketing efforts. There were discussions regarding the various KEDC incentives, several available properties, and FY 25 budget plans for the KEDC.

- 6. Financial Review – *Mary Wennerstrom*
 - a. Current FY Operations & Fund Balance Review
 - b. Debt Services Review
 - c. KCAD Preliminary Projections – FY25

Ms. Wennerstrom gave the Council an update on the current Fiscal Year revenues, expenditures, operations, and Fund balances. Ms. Wennerstrom presented the preliminary property values for the upcoming fiscal year. She reviewed the sales tax collections to date for FY 2024.

RECESS MEETING – APPROXIMATELY 8:30 – 9:00 P.M.

Mayor Jordan recessed the Council Retreat at 8:54 p.m.

TUESDAY, APRIL 30, 2024, 6:00 P.M.

5:30 p.m. – Dinner

RECONVENE TO CONTINUE THE COUNCIL RETREAT SESSION AND ANNOUNCE A QUORUM PRESENT. Council will discuss items posted on this agenda as well as continue discussion of those items posted on Monday, April 29, 2024, meeting for which Council did not commence or conclude discussion prior to declaring the Monday, April 29, 2024, meeting in recess. No action will be taken by the Council on any agenda items unless the item is expressly posted for Council action.

Mayor Jordan reconvened the meeting to order at 6:00 p.m. Councilmembers Jeff Jordan, Lisa Parker, Charles Gillenwater, Ashlea Longenecker, Jason Nelson, and Matt Phillips were present. Councilmember Quattro Borders was absent. Mayor Jordan declared a quorum present.

Also present were City Manager Mike Holder, Assistant City Manager Rachel Balthrop Mendoza, City Secretary Jessie Hanks, Human Resources Coordinator Sharna Ellis, Finance Director Mary Wennerstrom, Finance Manager LaJohnna Wells, KEDC Executive Director Stewart McGregor, Public Works Director Tim Hopwood, Fire Chief Ronnie Davis, Fire Captain Ferris Watson, and Police Captain Colter Leftwich.

COUNCIL RETREAT SESSION

8. WWTP Plan Discussion– *Schneider*

Mr. Holder outlined the need for improvements to the Wastewater Treatment Plan and introduced Craig Mesenbrink and Myranda Duma with Schneider Electric. Ms. Duma presented information regarding future improvements for the Wastewater Treatment Plant (WWTP). She gave a brief summary of who Schneider is as a company and what they can offer the city. She reviewed the company's recommended solutions for the WWTP. There were discussions regarding the short-term challenges, solutions for growth, and funding options that are available.

7. Capital Improvement Projects – *Mike Holder*

- a. Capital Improvement Plan
- b. Current & Future Capital Improvement Projects

Mr. Holder gave an update on ongoing projects such as Creastview & Royal Reconstruction, Phillips/9th Street Drainage, Northeast Utilities, North Water Tower rehab, and the 10th, Clay, and Austin Project. He reviewed the past drainage projects.

9. Street Maintenance Discussion – *Mike Holder*

- a. Road Survey

Mr. Holder reviewed the street maintenance survey that was conducted. He presented several examples of 5-year street maintenance plans. There were discussions about the financial impacts of these plans.

Council took a break at 6:55 p.m. and reconvened at 7:05 p.m.

10. City Facilities Discussion– *Mike Holder*

Mr. Holder had a discussion regarding the current city facilities, the future facilities that are needed, and other city-owned properties.

11. Employee Benefits & City-wide Staffing Update – *Mike Holder*

Mr. Holder introduced the option of the city going out for bid on the employee health benefits package. There were discussions regarding the city's current staffing and future staffing needs.

12. FY25 Budget and Tax Rate Strategies – *Mike Holder*

There were discussions about the Tax Rate Strategy for FY25 and the budget impacts for the upcoming fiscal year.

ADJOURNMENT

There being no further business, Mayor Jordan adjourned the meeting at 8:35 p.m.

JESSIE HANKS
CITY SECRETARY



Meeting
Date: 5/20/2024

Date: 04/18/2024

Item #: 10.

Dept.: Public Works

Ordinance

SUBJECT:

Receive public input and consider and take appropriate action on Ordinance O-08-24, an ordinance of the City Council of the City of Kaufman, Texas, repealing Section 12.11.001 of Chapter 12 of the Code of Ordinances and adopting a new Section 12.11.001 of Chapter 12 in order to adopt the 2024 Water Conservation Plan and 2024 Model Water Resource and Emergency Management Plan for the City of Kaufman to promote responsible use of water and to provide for criminal penalties up to \$2,000.00 per day and violation and/or the disconnection of water service for noncompliance with the provisions of the Water Conservation Plan in addition to other fees and penalties; providing a penalty clause, and an effective date.

BACKGROUND:

This plan was prepared, and adopted by the North Texas Municipal Water District (NTMWD) in accordance with the rules and regulations set forth by the Texas Commission On Environmental Quality (TCEQ). TCEQ requires all water suppliers to adopt a Water Conservation & Emergency Management Plan and to update them every five (5) years. This plan updates the City's current plan adopted in 2019 and is required by both TCEQ and our water supply contract with NTMWD.

Author:

Tim Hopwood, Public Works Director

Reviewed:

Mike Holder, City Manager

Cost:

Funds Available:

Source:

Recommendation: Staff recommends approval of Ordinance O-07-24 as presented.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☐

ORDINANCE NO. O-07-24

AN ORDINANCE OF THE CITY OF KAUFMAN, TEXAS REPEALING ORDINANCE O-19-19 “WATER CONSERVATION PLAN AND WATER RESOURCE AND EMERGENCY MANAGEMENT PLAN” IN ITS ENTIRETY AND ADOPTING THE 2024 NORTH TEXAS MUNICIPAL WATER DISTRICT MODEL WATER CONSERVATION PLAN AND WATER RESOURCE AND EMERGENCY MANAGEMENT PLAN FOR THE CITY OF KAUFMAN TO PROMOTE RESPONSIBLE USE OF WATER; PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING FOR PENALTIES AND/OR THE DISCONNECTION OF WATER SERVICE FOR NONCOMPLIANCE WITH THE PROVISIONS OF THE WATER CONSERVATION PLAN OR WATER RESOURCE AND EMERGENCY MANAGEMENT PLAN; PROVIDING A SAVINGS AND REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE, PROVIDING FOR FILING OF THE PLAN, AND AN EFFECTIVE DATE.

WHEREAS, the City of Kaufman, Texas, recognizes that the amount of water available to its water customers is limited; and

WHEREAS, the City recognizes that due to natural limitations, drought conditions, system failures and other acts of God which may occur, the City cannot guarantee an uninterrupted water supply for all purposes at all times; and

WHEREAS, the Water Code and the regulations of the Texas Commission on Environmental Quality (the “Commission”) require that the City adopt a Water Resource and Emergency Management Plan and a Water Conservation Plan; and

WHEREAS, the City has determined an urgent need in the best interest of the public to adopt a Water Resource and Emergency Management Plan; and

WHEREAS, pursuant to Chapter 54 of the Local Government Code, the City is authorized to adopt such Ordinances necessary to preserve and conserve its water resources; and

WHEREAS, the City Council of the City of Kaufman has reviewed the 2024 North Texas Municipal Water District (the “NTMWD”) Model Water Conservation Plan and Model Water Resource and Emergency Management Plan and has determined such plans to be necessary 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 emergencies and therefore, the City Council finds it necessary to adopt such plans as official City policy for the conservation of water (the “Plans”); and

WHEREAS, water uses regulated or prohibited under the Plans are considered to be nonessential and continuation of such uses during times of water shortage or other emergency water supply conditions are deemed to constitute a waste of water which subjects the offender(s) to penalties as set forth herein;

WHEREAS, as required by the Plans, the City has provided written notice of the proposed Plans and an opportunity to comment by newspaper, posted notice, and on the City's website and social media, as applicable, has made the Plans available on the City's website and provided a copy of the Plans, and City has held a public meeting providing advance notice of such meeting at which the City Council has considered the adoption of the Plans.

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

Section 1. Incorporation of Premises. The foregoing recitals are the findings of the City Council and are incorporated into this Ordinance as if set forth fully herein.

Section 2. Water Conservation Plan Adopted. The City Council hereby approves and adopts the 2024 NTMWD Model Water Conservation Plan, attached hereto as **Exhibit A** as if recited verbatim herein. The City commits to implement the requirements and procedures set forth in the adopted Plan.

Section 3. Water Resource and Emergency Management Plan Adopted. The City Council hereby approves and adopts the 2024 NTMWD Model Water Resource and Emergency Management Plan, attached herein as **Exhibit A**, as if recited verbatim herein. The City commits to implement the requirements and procedures set forth in the adopted Plan.

Section 4. Public Notice. The City Council does hereby finds and declares that sufficient written notice of the date, hour, place, and subject of the meeting adopting this Ordinance was posted at a designated place convenient to the public for the time required by law preceding the meeting, that such place of posting was readily accessible at all times to the general public, and that all of the foregoing was done as required by law at all times during which this Ordinance and the subject matter thereof has been discussed, considered and formally acted upon. The City Council further ratifies, approves, and confirms such written notice and the posting thereof.

Section 5. Savings and Repealer. That this Ordinance shall be cumulative of all other ordinances of the City of Kaufman and shall not repeal any of the provisions of such ordinances, except in those instances where provisions of such ordinances are in direct conflict with the provisions of this ordinance. Provided however, that any complaint, action, claim or lawsuit which has been initiated or has arisen under or pursuant to any such ordinance and for that purpose the ordinance shall remain in full force and effect.

Section 6. Penalties. Any customer, defined pursuant to 30 Tex. Admin. Code Chapter 291, failing to comply with the provisions of the Plans shall be subject to a fine of up to two thousand dollars (\$2,000.00) and/or discontinuance of water service by the City. Proof of a culpable mental state is not required for a conviction of an offense under these sections. Each day a customer fails to comply with the Plans is a separate violation. The City's authority to seek injunctive or other civil relief available under the law is not limited by this section.

Section 7. Severability. That is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses and phrases of this ordinance,

including Exhibits “A” and “B” hereto, are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared void, ineffective or unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such voidness, ineffectiveness or unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation herein of any such void, ineffective or unconstitutional phrase, clause, sentence, paragraph or section.

Section 8. Filing of Plan. The City Manager or his designee is hereby directed to file a copy of the Plan and this Ordinance with the Commission in accordance with Title 30, Chapter 288 of the Texas Administrative Code.

Section 9. Publication. The City Secretary is hereby authorized and directed to cause publication of the descriptive caption of this ordinance as an alternative method of publication provided by law.

Section 10. Effective Date. The ordinance shall become effective immediately upon its passage and approval.

PASSED AND ADOPTED this 20th day of May, 2024.

JEFF JORDAN
MAYOR

ATTEST:

JESSIE HANKS
CITY SECRETARY

APPROVED AS TO FORM:

PATRICIA A. ADAMS
CITY ATTORNEY

EXHIBIT A



City of Kaufman

2024 Model Water Conservation and Water Resource and Emergency Management Plan Guidance



Introduction

The North Texas Municipal Water District (NTMWD or the District) developed the following model water conservation and water resource and emergency management plans with assistance from Freese and Nichols, Inc. (FNI). These Plans are intended to be used as a guide by NTMWD Member Cities and Customers as they develop their own plans for the 2024 – 2029 cycle. The model plans are prepared pursuant to Texas Commission on Environmental Quality (TCEQ) rules and are based on the Texas Administrative Code included in **Appendix B**.

Questions regarding the model plans should be addressed to the following:

Abbie Gardner
Freese and Nichols, Inc.
(817) 735-7527
Abigail.gardner@freese.com

Galen Roberts
North Texas Municipal Water District
(972) 442-5405
groberts@ntmwd.com

How to Use the Model Plans

The model water conservation and water resource and emergency management plans are optional resources available to NTMWD Member Cities and Customers.

Simply filling out the model plans will meet both the minimum regulatory requirements as well as those required by NTMWD. This document is intended to serve as guidance and should be treated accordingly.

In order to adopt these plans, you must do the following:

- 1. Update the model plan with entity-specific information.**
 - Read through the document and replace everything that is in **[green brackets]** with information that is specific to your water system. Each plan is unique to your own water system but must have all required elements included in this guidance.
 - Everything that is included in *gray italics* should be reviewed and removed if it is not applicable to your entity. This includes the optional practices that are recommended but not required.
 - The appendices will also need to be reviewed and updated.
 - **Appendix H** and **Appendix I** are optional and can be removed in their entirety if they are not applicable to your entity.
- 2. Send NTMWD the draft plans in electronic format for review by March 1, 2024.**

- NTMWD can review the draft plans to ensure that the minimum requirements are met and help with any remaining questions.
- Please send the electronic draft plans to the NTMWD contact listed above.

3. Adopt the plans.

- **Appendix G** includes sample language that can be used to adopt the plan. Select the language based on your entity type (municipal ordinance, utility district order, water supply corporation resolution), update the language as indicated, and delete the other examples. If a different document is used, please delete the example language and include a copy of the adoption documentation instead.

4. Notify and submit final plans to the necessary entities (due by May 1, 2024).

- **NTMWD:** Submit final versions of the plans to NTMWD via the contact listed above.
- **TCEQ:** The TCEQ requires the submittal of a Water Utility Profile Form (10218 for retail water suppliers and 20162 for wholesale water suppliers). Fill out the applicable forms and include them in **Appendix C** of this report when combined. The TCEQ also requires the submittal of a Water Conservation Implementation Report (20645 for both retail and wholesale water suppliers). Fill out the applicable forms and include them in **Appendix E** of this report when combined. All forms are available in the NTMWD portal. Submit final versions of the plans to TCEQ by emailing a copy to wcp@tceq.texas.gov or by mail to the following address:
 - Texas Commission on Environmental Quality
Resource Protection Team, MC-160
P.O. Box 13087
Austin, Texas 78711-3087
- **TWDB:** Water conservation plans can be submitted to the TWDB via an online application called Okta. The application can be launched from the TWDB's website (twdb.texas.gov/apps/overview.asp). If you have any questions, they can be emailed to wcp@twdb.texas.gov.
- **Regional Planning Group(s):** A copy of the final plans will also need to be submitted to the regional planning group(s) that your entity belongs to. For NTMWD customers this will be Region C and/or Region D. To determine which regional planning group your entity belongs to, visit the TWDB's website (twdb.texas.gov/waterplanning/rwp/regions/). Depending on which region(s) your entity belongs to, the plans will need to be submitted to the appropriate chairs as listed below. **Appendix F** includes sample letters that can be used. If the samples provided are not used, please delete and include the documentation that was sent.

- **Region C Chair** – Kevin Ward (wardk@trinityra.org)
- **Region D Chair** – Jim Thompson (jimthompson@wardtimber.com)

5. The following are required annual submittals.

- **TWDB:** Water Conservation Annual Report (Okta Portal)
- **NTMWD:** Annual Report (Appendix D)
- **TCEQ:** Water Conservation Implementation Report (Appendix E)

City of Kaufman 2024 Water Conservation and Water Resource and Emergency Management Plan

Adopted on [\[Click or tap to enter a date\]](#)

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APPENDICES

APPENDIX A List of References

APPENDIX B Texas Administrative Code Title 30 Chapter 288

APPENDIX C TCEQ Water Utility Profile

APPENDIX D NTMWD Member City and Customer Annual Water Conservation Report

APPENDIX E TCEQ Water Conservation Implementation Report

APPENDIX F Letters to Regional Water Planning Group and NTMWD

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APPENDIX H Sample Enforcement Ordinance (Illegal Water Connections and Theft of Water)

APPENDIX I Sample Landscape Ordinance

DEFINITIONS

AQUATIC LIFE means a vertebrate organism dependent upon an aquatic environment to sustain its life.

ATHLETIC FIELD means a public sports competition field, the essential feature of which is turf grass, used primarily for organized sports practice, competition or exhibition events for schools, professional sports and league play sanctioned by the utility providing retail water supply.

BEST MANAGEMENT PRACTICES (BMPs) are voluntary efficiency measures that save a quantifiable amount of water, either directly or indirectly, and that can be implemented within a specific time frame.

COMMERCIAL VEHICLE WASH FACILITY means a permanently located business that washes vehicles or other mobile equipment with water or water-based products, including but not limited to self-service car washes, full-service car washes, roll-over/in-bay style car washes, and facilities managing vehicle fleets or vehicle inventory.

COMMERCIAL FACILITY means business or industrial buildings and the associated landscaping, but does not include the fairways, greens, or tees of a golf course.

CONSERVATION includes 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 water supply is made available for future or alternative uses.

COOL SEASON GRASSES are varieties of turf grass that grow best in cool climates primarily in northern and central regions of the U.S. Cool season grasses include but are not limited to perennial and annual rye grass, Kentucky blue grass and fescues.

CUSTOMERS include those entities to whom NTMWD provides wholesale water that are not member cities of NTMWD.

DESIGNATED OUTDOOR WATER USE DAY means a day prescribed by a rule on which a person is permitted to irrigate outdoors.

DRIP IRRIGATION is a type of micro-irrigation system that operates at low pressure and delivers water in slow, small drips to individual plants or groups of plants through a network of plastic conduits and emitters; also called trickle irrigation.

DROUGHT, for the purposes of this report, means an extended period of time when an area receives insufficient amounts of rainfall to replenish the water supply, causing water supply sources (in this case reservoirs) to be depleted.

ET/SMART CONTROLLERS are irrigation controllers that adjust their schedule and run times based on weather (ET) data. These controllers are designed to replace the amount of water lost to evapotranspiration.

EVAPOTRANSPIRATION (ET) represents the amount of water lost from plant material to evaporation and transpiration. The amount of ET can be estimated based on the temperature, wind, and relative humidity.

EXECUTIVE DIRECTOR means the Executive Director of NTMWD and includes a person the Executive Director has designated to administer or perform any task, duty, function, role, or action related to this Plan or on behalf of the Executive Director.

FOUNDATION WATERING means an application of water to the soils directly abutting (within 2 feet of) the foundation of a building or structure.

INTERACTIVE WATER FEATURES means water sprays, dancing water jets, waterfalls, dumping buckets, shooting water cannons, inflatable pools, temporary splash toys or pools, slip-n-slides, or splash pads that are maintained for recreation.

IRRIGATION SYSTEM means a permanently installed, custom-made, site-specific system of delivering water generally for landscape irrigation via a system of pipes or other conduits installed below ground.

LANDSCAPE means any plant material on a property, including any tree, shrub, vine, herb, flower, succulent, ground cover, grass or turf species, that is growing or has been planted out of doors.

MEMBER CITIES include the cities of Allen, Farmersville, Forney, Frisco, Garland, McKinney, Mesquite, Plano, Princeton, Richardson, Rockwall, Royse City, and Wylie, Texas, which are members of NTMWD.

MUNICIPAL USE means the use of potable water provided by a public water supplier as well as the use of treated wastewater effluent for residential, commercial, industrial, agricultural, institutional, and wholesale uses.

NEW LANDSCAPE means: (a) vegetation installed at the time of the construction of a residential or commercial facility; (b) installed as part of a governmental entity's capital improvement project; or (c) installed to stabilize an area disturbed by construction.

ORNAMENTAL FOUNTAIN means an artificially created structure from which a jet, stream, or flow of treated water emanates and is not typically utilized for the preservation of aquatic life.

POND is considered to be a still body of water with a surface area of 500 square feet or more. This does not include recreational swimming pools.

PUBLIC WATER SUPPLIER is an individual or entity that supplies water to the public for human consumption.

REGIONAL WATER PLANNING GROUP is a group established by the Texas Water Development Board to prepare a regional water plan under Texas Water Code, §16.053.

REGULATED IRRIGATION PROPERTY means any property of a designated customer class (i.e., commercial) that uses one million gallons of water or more for irrigation purposes in a single calendar year or is greater than one acre in size.

RESIDENTIAL GALLONS PER CAPITA PER DAY (RESIDENTIAL GPCD) means the total gallons sold for retail residential use by a public water supplier divided by the residential population served and then divided by the number of days in the year.

RETAIL CUSTOMERS include those customers to whom the utility provides retail water from a water meter.

REUSE is the authorized use for one or more beneficial purposes of use of water that remains unconsumed after the water is used for the original purpose of use and before that water is either disposed of or discharged or otherwise allowed to flow into a watercourse, lake, or other body of state-owned water.

SOAKER HOSE means a perforated or permeable garden-type hose or pipe that is laid above ground that provides irrigation at a slow and constant rate.

SPRINKLER/SPRAY IRRIGATION is the method of applying water in a controlled manner that is similar to rainfall. The water is distributed through a network that may consist of pumps, valves, pipes, and sprinklers.

SPRINKLER means an above-ground water distribution device that may be attached to a garden hose.

RECREATIONAL/SWIMMING POOL is defined as a body of water that involves contact recreation. This includes activities that are presumed to involve a significant risk of ingestion of water (e.g. wading by children, swimming, water skiing, diving, tubing, surfing, etc.)

TOTAL GALLONS PER CAPITA PER DAY (TOTAL GPCD) means the total amount of water diverted and/or pumped for potable use less wholesale sales divided by the total permanent population divided by the days of the year. Diversion volumes of reuse as defined in TAC 288.1 shall be credited against total diversion volumes for the purposes of calculating GPCD for targets and goals.

WATER CONSERVATION COORDINATOR is the person designated by a retail public water supplier that is responsible for implementing a water conservation plan.

WATER CONSERVATION PLAN means the Member City or Customer water conservation plan approved and adopted by the utility.

WATER RESOURCE AND EMERGENCY MANAGEMENT PLAN means a plan for temporary supply management and demand management responses to temporary and potentially recurring water supply shortages and other water supply emergencies required by Texas Administrative Code Title 30, Chapter 288, Subchapter B. This is sometimes called a drought contingency plan.

ABBREVIATIONS

Ac-Ft/Yr	Acre-Feet per Year
BMP	Best Management Practices
DWU	Dallas Water Utilities
E&O	Education and Outreach
ED	Executive Director
EPA	Environmental Protection Agency
ET	Evapotranspiration
FNI	Freese and Nichols, Inc.
gpf	Gallons per Flush
gpm	Gallons per Minute
LAMP	Linear Asset Management Plan
LRWSP	Long Range Water Supply Plan
FWSD	Fresh Water Supply District
GPCD	Gallons per Capita per Day
ICIM	Industrial, Commercial, Institutional and Multifamily
MGD	Million Gallons per Day
MUD	Municipal Utility District
NCTCOG	North Central Texas Council of Governments
NTMWD	North Texas Municipal Water District
SUD	Special Utility District
TCEQ	Texas Commission on Environmental Quality
TRWD	Tarrant Regional Water District
TWDB	Texas Water Development Board
UTRWD	Upper Trinity Regional Water District
UD	Utility District
WCAC	Water Conservation Advisory Council
WCP	Water Conservation Plan
WREMP	Water Resource and Emergency Management Plan
WSC	Water Supply Corporation
WENNT	Water Efficiency Network of North Texas
WTP	Water Treatment Plant
WWTP	Wastewater Treatment Plant

2024 Water Conservation Plan

This Water Conservation Plan has been developed in accordance with the requirements of 30 Texas Administrative Code (TAC) Chapter 288. A copy of the version of 30 TAC Chapter 288 in place at the time of this Plan preparation is included in Appendix B.

1.00 INTRODUCTION

City of Kaufman is a Member City of the North Texas Municipal Water District (NTMWD). This Plan was developed following TCEQ guidelines and requirements governing the development of water conservation plans.

The goal of the Water Conservation Plan is to serve as good stewards of water resources by preserving water supplies for essential uses and the protection of public health. The objectives to achieve this goal are as follows:

- To reduce the loss and waste of water.
- To improve efficiency in both indoor and outdoor water use.
- To maximize the level of recycling and reuse.
- To protect and preserve environmental resources.
- To extend the life of current water supplies.
- To raise public awareness of water conservation and encourage responsible personal behavior through public education programs.

1.01 MINIMUM REGULATORY REQUIREMENTS CHECKLIST

A water conservation plan is defined as “[a] strategy or combination of strategies for reducing the volume of water withdrawn from a water supply source, for reducing the loss or waste of water, for maintaining or improving the efficiency in the use of water, for increasing the recycling and reuse of water, and for preventing the pollution of water. A water conservation plan may be a separate document identified as such or may be contained within another water management document”. Recognizing the need for efficient use of existing water supplies, the TCEQ has developed guidelines and requirements governing the development of water conservation and drought contingency plans. The minimum TCEQ requirements and where they are addressed within this document are included in **Appendix B**.

1.02 ADDITIONAL REQUIREMENTS AND GUIDANCE

In addition to TCEQ rules regarding water conservation, this Plan also incorporates both minimum requirements as required from NTMWD and elements from several conservation initiatives.

2024 NTMWD Water Conservation Plan – Member Cities and Customers of the NTMWD are required to implement water conservation strategies as designated in the NTMWD Water Conservation Plan. These strategies represent minimum measures to be implemented and enforced to promote water conservation and are to remain in effect on a permanent basis.

- **Guidance and Methodology for Reporting on Water Conservation and Water Use -**
Developed by TWDB and TCEQ in consultation with the Water Conservation Advisory Council (the Guidance). The Guidance was developed in response to a charge by the 82nd Texas Legislature to develop water use and calculation methodology and guidance for preparation of water use reports and water conservation plans in accordance with TCEQ rules.
- **North Texas Regional Landscape Initiative –** The North Texas regional water providers (NTMWD, DWU and TRWD) collaborated to create the Regional Landscape Initiatives. This document was developed as a resource of best management practices for municipal staff to help reduce water waste and encourage long-term water conservation in the North Texas region. Information consists of the background, importance, and benefits of each BMP and key talking points to consider when implementing the strategy. Several of the optional water management measures included in this Plan are from this collaborative initiative.

2.00 WATER UTILITY PROFILE

This section contains a description of the City of Kaufman's service area and water system. This information can also be reviewed in **Appendix C**, which contains a completed TCEQ Water Utility Profile.

2.01 DESCRIPTION OF THE SERVICE AREA

The City of Kaufman is approximately 14 square miles, and has a population of 9,508 and 2,977 water meter connections.

2.02 WATER UTILITY PROFILE

The City of Kaufman's existing water supply is composed of the following sources.

- Purchased Treated Water from NTMWD

3.00 WATER CONSERVATION GOALS

TCEQ rules require the adoption of specific 5-year and 10-year water conservation goals for a water conservation plan.

3.01 5- AND 10-YEAR GOALS

Per capita water use varies from year to year based on several factors including weather conditions, changing demographics and other variables. The TWDB requires specific 5- and 10-year goals, which are summarized in **Table 1**.

Table 1: Five- and 10-Year Per Capita Water Use Goals

	Historic 5-Year Average	Baseline	5-Year Goal 2029	10-Year Goal 2034
Total (GPCD) ¹	107	105	115	105
Residential (GPCD) ²	57	57	65	57
ICIM (GPCD) ³	45	47	60	50
Water Loss (GPCD) ⁴	7	5	5	3
Water Loss (Percentage) ⁵	5%	9%	7%	4%

¹Total GPCD = (Total Gallons in System / Permanent Population) / 365

²Residential GPCD = (Gallons Used for Residential Use / Residential Population) / 365

³ICIM GPCD = (Gallons Used for Industrial, Commercial, Institutional and Multi-family Use / Permanent Population) / 365

⁴Water Loss GPCD = (Total Water Loss / Permanent Population) / 365

⁵Water Loss Percentage = (Total Water Loss / Total Gallons in System) x 100; or (Water Loss GPCD / Total GPCD) x 100

3.02 METHOD FOR TRACKING

NTMWD requires Member Cities and Customers to complete annual conservation reports by March 31 of the following year and submit them to NTMWD. A copy of the form is included as **Appendix D**.

The completion of this Annual Water Conservation Report allows City of Kaufman to track the effectiveness of its water conservation programs over time and reassess those programs that are not providing water savings, ensuring maximum water use efficiency and greater levels of conservation.

4.00 METERING, RECORDS AND WATER LOSS CONTROL

4.01 METERING PROGRAM

One of the key elements in water conservation is careful tracking of water use and control of losses. Careful metering of water deliveries and water use, detection and repair of leaks in the distribution system, and regular monitoring of unaccounted water are important in controlling losses.

ACCURATE METERING OF TREATED WATER DELIVERIES FROM NTMWD

Accurate metering of water diversions and deliveries, detection, and repair of leaks in the raw water transmission and potable water distribution systems and regular monitoring of nonrevenue water are important elements of NTMWD's program to control losses. Water deliveries from NTMWD are metered by NTMWD using meters with accuracy of $\pm 2\%$. These meters are calibrated on an annual basis by NTMWD to maintain the required accuracy.

METERING OF CUSTOMER AND PUBLIC USES

The City of Kaufman replaced all old water meters installed for residential and commercial services the automatic (smart) water meter reading system (AMI). The new advanced Meter Meter, Inc. technology which is designed to enhance your customer service experience, empower you to better manage your water consumption throughout the month, and provide proactively identify troubleshoot leaks. The project also included an online customer portal to help customers gain a deeper insight into how and when they use water The My Water Advisor.

METER TESTING, REPAIR AND REPLACEMENT

The City of Kaufman will test, repair, and replace their customer water meters regularly. All of the customer water meters should be replaced a minimum with of a 10-year cycle.

4.02 MONITORING AND RECORD MANAGEMENT PROGRAM

As required by TAC Title 30, Chapter 288, a record management system should allow for the separation of water sales and uses into residential, commercial, public/institutional, and industrial categories. This information is included in the NTMWD annual water conservation report that is included in **Appendix D**.

4.03 WATER LOSS CONTROL PROGRAM

DETERMINATION AND CONTROL OF WATER LOSS

Total water loss is the difference between treated water pumped and authorized consumption or metered deliveries to customers. Authorized consumption includes billed metered uses, unbilled metered uses, and unbilled unmetered uses such as firefighting and releases for flushing of lines.

Water losses include two categories:

- Apparent losses such as inaccuracies in customer meters. (Customer meters tend to run more slowly as they age and under-report actual use). Unauthorized consumption due to illegal connections and theft.
- Real losses due to water main breaks and leaks in the water distribution system and unreported losses.

LEAK DETECTION AND REPAIR

City crews and personnel look for and report evidence of leaks in the water distribution system. Areas of the water distribution system in which numerous leaks and line breaks that occurred should targeted for replacement when funds are available. **The benefit of the AMI meters they are set up to recognize continue flow rapidly leak detection and provide leak alerts. Modern SCADA systems digital monitoring provide operators with remote data. The up-to-date information allows operators to see problems like leaks and overflows and gives the opportunity to make repairs to prevent water loss and equipment down time.**

5.00 CONTRACT REQUIREMENTS FOR WHOLESALE CUSTOMERS

Every water supply contract entered into or renewed after official adoption of this water conservation plan, including any contract extension, will include a requirement that each wholesale customer of City of Kaufman must develop and implement a water conservation plan and water conservation measures. If the customer intends to resell the water, then the contract between the initial supplier and customer must specify that the contract for the resale of the water must have water conservation requirements so that each successive customer in the resale of the water will be required to implement water conservation measures in accordance with the provisions of Title 30 TAC Chapter 388. Note: NTMWD refers to their drought contingency plan (DCP) as the Water Resources Emergency Management Plan (WREMP) and should be considered synonymous with a DCP.

6.00 RESERVOIR SYSTEM OPERATIONS PLAN

City of Kaufman purchases treated water from NTMWD and does not have surface water supplies for which to implement a reservoir system operations plan. NTMWD operates multiple sources of water supply as a system. The operation of the reservoir system is intended to optimize the use of the District's sources (within the constraints of existing water rights) while minimizing energy use cost for

pumping, maintaining water quality, minimizing potential impacts on recreational users of the reservoirs and fish and wildlife.

7.00 CONSERVATION PLAN ADOPTION AND ENFORCEMENT

7.01 MEANS OF IMPLEMENTATION AND ENFORCEMENT

Staff will implement the Plan in accordance with adoption of the Plan. **Appendix G** contains a copy of the ordinance adopted regarding this Plan. The document designates responsible officials to implement and enforce the Plan.

The enforcement could include measures such as:

(a) Refuse to provide water service at sites of new construction or substantial remodeling for customers who do not meet requirements for water conservation fixtures as established by international Plumbing Code and Amendments.

(b) Discontinuing service to customers who fail to pay their water bill.

(c) Analyzing water rates and adjusting them to eliminate conservation plan abuse.

(d) Issuance of penalties of fines for users of water who do not comply with the provisions of the adopted plan.

(e) Discontinue water serve to irrigation meters and fire hydrant meters under described drought conditions.

7.02 REVIEW AND UPDATE OF WATER CONSERVATION PLAN

TCEQ requires that the water conservation plan be updated every five years. This Plan will be updated as required and as appropriate based on new or updated information.

7.03 REGIONAL WATER PLANNING GROUP AND NTMWD NOTIFICATION

In accordance with TCEQ regulations, a copy of this water conservation plan was provided to the Region C and D Water Planning Group. In accordance with NTMWD contractual requirements, a copy of this water conservation plan was also sent to NTMWD. **Appendix F** includes a copy of the letters sent.

8.00 WATER CONSERVATION PROGRAM

8.01 PUBLIC EDUCATION PROGRAM

A. NTMWD PUBLIC EDUCATION PROGRAM AND TECHNICAL ASSISTANCE

City of Kaufman obtains water conservation support from the NTMWD. This includes several public education and outreach efforts such as:

- Beginning in 2006 and continuing through 2018, NTMWD invested in the development and implementation of the “Water IQ: Know Your Water” campaign, including newspaper ads, radio spots, billboards, a website, and other forms of communication all intended to educate the public regarding water use and water conservation. During the 2017 campaign, over a quarter of a million people were reached by the program through media relations, outreach and interactive media. The total audience reached through the campaign in 2017 was over 88 million impressions.
- In 2013, NTMWD participated in the “Water My Yard” program to install weather stations throughout its service area to provide consumers with a weekly email or text message and information through the Water My Yard website recommending the adequate amount of supplemental water that is needed to maintain healthy grass in specific locations. This service represents the largest network of weather stations providing ET-based irrigation recommendations in the state of Texas and provides the public with advanced information regarding outdoor irrigation needs, thereby reducing water use. Through a series of selections on the type of irrigation system a consumer has, a weekly email or text message is provided that will recommend how long (in minutes) that an irrigation system needs to run based on the past seven days of weather. This recommendation provides the actual amount of supplemental water that is required for a healthy lawn based on research of the Texas A&M Agrilife Extension Service and proven technologies.
- “Water4Otter” is a water conservation campaign for kids launched by NTMWD in 2014. It is based on the insight that most parents agree they would listen if their kids asked them to conserve water. The TWDB awarded the NTMWD a conservation grant to develop Water4Otter as a model program that could be used throughout the state. The 2023 program included 22 performances at 11 schools in eight different ISDs including stops at elementary schools in Wylie, Garland, Mesquite, Plano, Princeton, Richardson, and Royse City.
- “Love Lavon Lake” is a water conservation campaign designed to help North Texans know their primary water source. The campaign launched in 2018 with a call to action to, “Conserve your water source. Love Lavon Lake”. The campaign was based on market research showing the more people know the source of their drinking water, the more likely they are to use it wisely and efficiently.
- NTMWD implemented the “#PledgetoPlantSmart” initiative that seeks to inspire positive change in water conservation by encouraging North Texas residents to do their part and plant smart by selecting native or adapted plants for their garden and landscaping.

NTMWD also participates in a regional outreach campaign called “Water is Awesome” partnering with the City of Dallas and Tarrant Regional Water District. NTMWD Member Cities and Customers have access to the campaign materials which include:

- In 2019, an additional tagline, “Keep Texas Water on Tap”, was incorporated to promote the Water is Awesome brand and direct traffic to waterisawesome.com.
- In 2020, a “customer city toolkit” provided customizable resources allowing cities to incorporate their logos with the campaign brand for their website, social media, and print. Cities are encouraged to use campaign resources to advance conservation efforts.
- In 2021, the regional water providers collaborated to create the Regional Landscape Initiatives. This document was developed as a resource of best management practices for municipal staff to help reduce water waste and encourage long-term water conservation in the North Texas region. Information consists of the background, importance, and benefits of each BMP and key talking points to consider when implementing the strategy. Several of the optional water management measures included in this Plan are from this collaborative initiative.
- The 2023 campaign will include a focus on short HGTV-style web series about converting yards into drought-resistant, water-conservative yardscapes.

Conservation materials and more are made available to Member Cities and Customers through an online portal that is hosted by NTMWD. In addition to the portal, the NTMWD actively provides technical assistance through the following:

- NTMWD holds **Regularly Scheduled Meetings** with Member Cities and Customers for water supply updates, public campaign strategies, and legislative activities related to water and water conservation.
- NTMWD purchases **American Water Works Association Research Foundation Publications** for use by Member Cities and Customers to further enhance resources for water efficiency, water rate structures, etc. Additionally, NTMWD pays for Member City and Customer membership to the **Alliance for Water Efficiency**.
- To assist its Member Cities and Customers in the development of their own water conservation plans, NTMWD has developed a **Model Water Conservation Plan for NTMWD Member Cities and Customers**. The Model Water Conservation Plan addresses the TCEQ requirements for water conservation plans for municipal use by public water suppliers and includes advanced water conservation strategies beyond TCEQ requirements that mirror the NTMWD plan. This is available online at <https://www.ntmwd.com>.
- Since 2003, NTMWD has held **Water Conservation Workshops** for staff of its Member Cities and Customers. These workshops have covered several conservation-related topics, including TCEQ requirements for water conservation and drought contingency plans, advanced water conservation strategies, current NTMWD water conservation efforts, water conservation programs of the cities, current drought status, progress on future water supplies, and related topics. These workshops also provide training and education regarding water use accounting,

irrigation evaluations, industrial, commercial, and institutional audits, and other procedures. Additional examples include workshops on Water Loss Audit Training as well as on the TWDB Water Conservation Planning Tool.

- Based on the annual reporting data collected from Member Cities and Customers from 2022, approximately 24% of the District's treated water sales went to supply ICIM users within their service area. To target programs for this customer base, the District hired Plummer Associates, Inc. to create the **Industrial, Commercial, Institutional and Multifamily Program**. The ICIM program provides NTMWD Member City and Customer staff with the knowledge and tools necessary to identify ICIM customers with high water usage. This program was created to categorize water use data to find outliers and identify areas to concentrate water conservation efforts. This program can help Member Cities and Customers' ICIM water customers develop targeted methods for increasing water efficiency as an alternative to a traditional voluntary approach for water consumption improvement.
- As part of the ICIM program, the District is currently engaging with the Member and Customer Cities to encourage their ICIM customers to participate in **Water Efficiency Opportunity Surveys**. These surveys encompass a building audit that recommends various water conservation measures that can be implemented to save both money and water. Items addressed include toilet retrofits, urinal retrofits, showerhead retrofits, lavatory retrofits, non-lavatory faucet retrofits, leak repair, water-cooled ice machine retrofit, commercial disposer, food steam, cooling tower efficiency and irrigation system efficiency. As of June 2023, NTMWD has utilized the ICIM program to audit four buildings resulting in an estimated annual water savings of 87.4 million gallons.
- As part of its wastewater system, NTMWD has developed **Industrial Pretreatment Programs** for the cities of Allen, Forney, Frisco, McKinney, Mesquite, Murphy, Plano, Richardson, Rockwall, Terrell, and Wylie. The pretreatment programs developed by NTMWD are adopted and implemented by the cities, which are also responsible for enforcement of the programs. By reducing allowable volumes of specific pollutants and encouraging pretreatment of industrial wastes, this joint effort by NTMWD and the cities has improved water quality in the region's streams and reservoirs. NTMWD industrial pretreatment personnel are also available to assist cities on request in the review or design of systems to allow industrial recycling and reuse of wastewater. Such systems have reduced water use by some industries, while also reducing wastewater volumes and saving money for the industries.
- NTMWD encourages its Member Cities and Customers to develop and implement **Rebate and Bulk Purchasing Programs** that help the Member Cities and Customers achieve overall water savings. Further, NTMWD provides technical assistance to those Member Cities and Customers who wish to implement rebate and bulk purchasing programs.

B. PUBLIC EDUCATION PROGRAM

The City of Kaufman's outreach and communication strategy consists of a variety of informational brochures to include water quality, cross connection, conservation tips, leak detection, prevention, and repair. Field technician to provide information to water customers regarding the City's new "My Water Advisor" portal that gives water customers 24/7 access to online tools, data, and usage information. Utilize the "Water IQ: Know Your Water: and other public educational materials produced by the NTMWD.

8.02 REQUIRED CONSERVATION STRATEGIES

The following water conservation strategies are required. These strategies represent minimum measures to be implemented and enforced to promote water conservation and are to remain in effect permanently.

A. TCEQ CONSERVATION PLAN REQUIREMENTS

The preceding sections cover the regulatory requirements identified in TAC Title 30, Part 1, Chapter 288, Subchapter B, Rule 288. These rules are included in **Appendix B**.

B. CONSERVATION COORDINATOR

The designation of a Conservation Coordinator is required by House Bill 1648, effective September 1, 2017 for all retail public water utilities with 3,300 service connections or more. The NTMWD requires that all Member Cities and Customers, regardless of number of connections, appoint a Conservation Coordinator who will serve as the primary point of contact between the entity and the District on conservation matters.

The duties of the Conservation Coordinator are as follows:

- Submit an annual conservation report to NTMWD by March 31. This is referred to as the 'Appendix D Report'. NTMWD will provide a blank workbook for each Member City and Customer to fill out prior to the deadline.
- Submit an adopted Water Conservation and Water Resource Emergency Management Plan by May 1, 2024 (and every five years afterwards). These plans must be submitted to NTMWD, the applicable Regional Water Planning Group, TCEQ and TWDB. The conservation coordinator is also responsible for submitting a copy of the Plan if it is updated after initial adoption and submission.

City of Kaufman's Conservation Coordinator is identified below. City of Kaufman will notify NTMWD if this changes at any point before the water conservation plan is updated.

Director of Public Works, Tim Hopwood

Phone: 972-962-8007

Email: thopwood@kaufmantx.org

WATER CONSERVATION PRICING

Each Member City and Customer must adopt an increasing block rate water structure that is intended to encourage water conservation and to discourage excessive use and waste of water.

City of Kaufman's water rate structure is as follows:

Residential Rates

1. Monthly minimum charge. This can (but does not have to) include up to gallons water use with no additional charge.
2. Base charge per 1,000 gallons to the approximate average residential use.
3. 2nd tier (from the average to 2 times the appropriate average) at 1.25 to 2.0 times the base charge.
4. 3rd tier (above 2 times the approximate average) at 1.25 to 2.0 times the 2nd tier.
5. Additional tiers with further increases if desired.
6. The residential rate can also include a lower tier for basic household use up to 4,000 gallons per month or determined basic use.

Commercial/Industrial Rates

Commercial/industrial rates should include at least 2 tiers, with rates for the 2nd tier set at 1.25

To 2.0 times that of the first tier. Higher water rates for commercial irrigation use are encouraged but not required.

C. ORDINANCES, PLUMBING CODES, OR RULES ON WATER-CONSERVING FIXTURES

City of Kaufman's plumbing code standards encourages water conservation and meets the minimum statutory requirements. The state has required water-conserving fixtures in new construction and renovations since 1992. The state standards call for flows of no more than 2.5 gallons per minute (gpm) for faucets, 2.5 gpm for showerheads. As of January 1, 2014, the state requires maximum average flow rates of 1.28 gallons per flush (gpf) for toilets and 0.5 gpf for urinals. Similar standards are now required under federal law. These state and federal standards assure that all new construction and renovations will use water-conserving fixtures.

D. REUSE AND RECYCLING OF WASTEWATER

NTMWD currently has the largest wastewater reuse program in the state. NTMWD has water rights allowing reuse of up to 71,882 acre-feet per year (64 MGD) of treated wastewater discharges from the Wilson Creek Wastewater Treatment Plant for municipal purposes. Additionally, NTMWD has permitted and is currently constructing the Sister Grove Regional Water Resource Recovery Facility in the Lavon Lake watershed. This facility will have an initial capacity of 16 MGD and an ultimate capacity of 64 MGD.

NTMWD has also developed the East Fork Water Reuse Project which can divert treated wastewater discharges by NTMWD and purchased wastewater return flows from TRA via Main Stem Pump Station. NTMWD also provides treated effluent from its wastewater treatment plants available for direct reuse for landscape irrigation and industrial use.

The City of Kaufman owns and operates its own wastewater treatment plant. The City is currently reusing treated effluent for on-site process control purposes.

E. YEAR-ROUND OUTDOOR WATERING SCHEDULES

A mandatory weekly watering schedule has been gradually gaining acceptance in the region and the state. NTMWD requires all Member Cities and Customers to adhere to a permanent outdoor watering schedule.

- **Summer (April 1 – October 31)** – Spray irrigation with sprinklers or irrigation systems at each service address must be limited to no more than **two days per week**. Additionally, prohibit lawn irrigation watering from **10 a.m. to 6 p.m.** Education should be provided that irrigation **should only be used when needed**, which is often less than twice per week, even in the heat of summer.
- **Winter (November 1 – March 31)** – Spray irrigation with sprinklers or irrigation systems at each service address must be limited to no more than **one day per week** with education that less than once per week (or not at all) is usually adequate.

Additional irrigation may be provided by hand-held hose with shutoff nozzle, use of dedicated irrigation drip zones, and/or soaker hose provided no runoff occurs. Many North Texas horticulturists have endorsed twice-weekly watering as more than sufficient for landscapes in the region, even in the heat of summer.

F. TIME OF DAY WATERING SCHEDULE

NTMWD requires that during the summer months (April 1 – October 31) under normal conditions, spray irrigation with an irrigation system or sprinkler is only permitted on authorized watering days, before 10 a.m. or after 6 p.m. The primary purpose of this measure is to reduce wind drift and evaporation losses during the active growing season. The time-of-day watering schedule requirement increases watering efficiency by eliminating outdoor irrigation use when climatic factors negatively impact irrigation system efficiencies. Midday irrigation is not an optimal time to irrigate because evapotranspiration rates are higher, and plants are more susceptible to stress associated with factors such as higher temperatures and lower relative humidity.

G. IRRIGATION SYSTEM REQUIREMENTS FOR NEW AND COMMERCIAL SYSTEMS

In 2007, the 80th Texas Legislature passed House Bill 1656, Senate Bill 3, and House Bill 4 related to regulating irrigation systems and irrigators by adopting minimum standards and specifications for designing, installing, and operating irrigation systems. The Texas legislation required cities with a population over 20,000 to develop a landscape irrigation program that includes permitting, inspection, and enforcement of water conservation for new irrigation systems.

NTMWD **requires** all Member Cities and Customers adhere to a minimum set of irrigation standards:

- 1) Require that all new irrigation systems be in compliance with state design and installation regulations (Texas Administrative Code Title 30, Chapter 344).
- 2) Require operational rain and freeze sensors and/or ET or Smart controllers on all new irrigation systems. Rain and freeze sensors and/or ET or Smart controllers must be properly maintained to function properly.
- 3) Require that irrigation systems be inspected at the same time as initial backflow preventer inspection.
- 4) Require the owner of a regulated irrigation property to obtain an evaluation of any permanently installed irrigation system on an annual basis. The irrigation evaluation shall be conducted by a licensed irrigator in the state of Texas and be submitted to the local water provider (i.e., city, water supply corporation).

H. WATER WASTE PROVISIONS

NTMWD requires all Member Cities and Customers prohibit activities that waste water. The main purpose of a water waste ordinance is to provide for a means to enforce that water waste is prevented during lawn and landscape irrigation, that water resources are conserved for their most beneficial and vital uses, and that public health is protected. It provides a defined enforcement mechanism for exceptional neglect related to the proper maintenance and efficient use of water fixtures, pipes, and irrigation systems. The ordinance can provide additional assistance or enforcement actions if no corrective action has been taken after a certain number of correspondences.

NTMWD **requires** that the following water waste ordinance offenses include:

- 1) The use of irrigation systems that water impervious surfaces. (Wind-driven water drift will be taken into consideration.)
- 2) Outdoor watering during precipitation or freeze events.
- 3) The use of poorly maintained sprinkler systems that waste water.
- 4) Excess water runoff or other obvious waste.
- 5) Overseeding, sodding, sprigging, broadcasting or plugging with cool season grasses or watering cool season grasses, except for golf courses and athletic fields.

- 6) The use of potable water to fill or refill residential, amenity, and any other natural or manmade ponds. A pond is considered to be a still body of water with a surface area of 500 square feet or more. This does not include recreational swimming pools.
- 7) Non-commercial car washing that does not use a water hose with an automatic shut-off valve.
- 8) Hotels and motels that do not offer a linen reuse water conservation option to customers.
- 9) Restaurants, bars, and other commercial food or beverage establishments that provide drinking water to customers unless a specific request is made by the customer for drinking water.

8.03 ADDITIONAL CONSERVATION STRATEGIES

The use of social media to strengthen public awareness of water conservation.

A. USE OF ET-BASED WEEKLY WATERING ADVICE/RECOMMENDATIONS

NTMWD requires that Member Cities and Customers adhere to a year-round outdoor watering schedule. However, this conservation practice can be improved with the use of ET-based weekly watering advice and recommendations. Landscapes frequently require less watering than the year-round water schedule allows. This measure can be particularly useful for entities with a significant percentage of customers using automated landscape irrigation systems.

Water providers in the Dallas-Fort Worth area (including NTMWD) sponsor weather stations to collect daily weather data and provide the most accurate watering recommendations. Many cities in the DFW area can already take advantage of these ET-based recommendations and incorporate them into their water conservation programs, at no cost to the city. Examples of such a service are shown below.

- **Water My Yard** – *An online platform where homeowners can sign up to receive weekly watering recommendations based on their location and a few specifications about their sprinkler system. Users can then choose to accept the recommendations by email, text, or both. Recommendations are available for select cities in Collin, Dallas, Denton, Fannin, Hunt, Kaufman and Rockwall Counties. Sponsored by NTMWD and Texas A&M AgriLife Extension Service. (WaterMyYard.org).*
- **Water Is Awesome Weekly Watering Advice** – *Weekly watering recommendations for most of North Texas based on data from weather stations scattered throughout the DFW area. The recommendations are distributed by email and text every week and are provided in inches of water needed and the number of minutes necessary to apply that amount of water for spray, rotor, and multi-stream sprinklers. Advice service is available for all of North Central Texas and sponsored by DWU and TRWD. (<https://waterisawesome.com/weekly-watering-advice>).*
- **WaterWise Newsletter and Hotline** – *The City of Frisco provides weekly lawn watering advice on the city's website and through the WaterWise Newsletter distributed to subscribers every Monday. Frisco also has a "Weekly Watering Advice Hotline" you can call into weekly to get this information. Frisco has a weather station that is used to determine how much water is needed each particular week.*

Providing evapotranspiration (ET)-based weekly watering recommendations can reduce the amount of water applied for outdoor watering if customers follow the guidance. A drawback with this BMP is the adoption rate. Since these recommendations may change every week, it requires customers to adjust their controllers more often.

It is important to note that at a minimum, Member Cities and Customers must adhere to the year-round outdoor watering schedule set by NTMWD.

B. WATER EFFICIENT LANDSCAPE INITIATIVES

NTMWD recommends that Member Cities and Customers include water efficient landscape initiatives in their water conservation plans. A water efficient landscape is a landscape that is designed and maintained according to basic good horticultural principles that allow for a beautiful healthy landscape with minimal or no supplemental irrigation and no adverse runoff from the landscape property. Water efficient landscapes limit or exclude non-functional turf where possible. Examples of nonfunctional turf include streetscape turf and turf that is purely ornamental. As an alternative to non-functional turf grasses, water efficient landscapes use appropriate plants or other landscaping materials that require little or no supplemental irrigation. Appropriate plants are those selected based on their adaptability to the region's soil and climate. NTMWD's #PledgeToPlantSmart initiative seeks to inspire positive change in water conservation by encouraging North Texas residents to do their part and plant smart by selecting native or adaptive plants for their garden and landscaping. Member Cities and Customers should adopt a native and adaptive recommended plant list for water efficient landscaping. Water efficient landscapes can be an alternative to non-functional turf grasses and may be appropriate for application in new development or retrofits of existing landscapes for both commercial and residential areas.

Water efficient landscape initiatives can be encouraged through financial incentives or required through ordinance. Member cities and customers should also consider review of their existing requirements and removal of current codes that may impede or limit the application of water efficient landscapes. Property code 202.007 may be a helpful resource for language for removing potential barriers to water efficient landscapes.

In lieu of an ordinance, water efficient landscapes can be encouraged through rebates for landscape conversion or installation or award programs. Good examples of water efficient landscapes should also be encouraged through public outreach, demonstration gardens, and/or used in public landscapes and rights-of-way. NTMWD has a great example of the implementation of native plants and xeriscaping at the Bois d'Arc Lake Operations Center.

There are several programs available that offer a wealth of information on designing and implementing water efficient landscape.

- Water Wise (<http://urbanlandscapeguide.tamu.edu/waterwise.html>)
- Texas SmartScape™ (<http://www.txsmartscape.com/>)
- EARTH-KIND™ (<https://aggie-horticulture.tamu.edu/earthkind/publications/#water>)

NTMWD recommends but does not require implementation of this conservation practice in Member Cities and Customers' own water conservation plans.

C. ADDITIONAL WATER SAVING MEASURES FOR NEW IRRIGATION SYSTEM REQUIREMENTS

NTMWD requires certain irrigation system requirements for new and commercial systems. However, this conservation practice can be improved with additional water savings measures. As discussed previously, the Texas legislation regulates irrigation systems and irrigators by adopting minimum standards and specifications for designing, installing, and operating irrigation systems.

Many cities within Region C have adopted irrigation system standards above the minimum state requirements. Some of these standards include:

- *Require property owners who install their irrigation system to also comply with the adopted city ordinance.*
- *Require submission of the irrigation plan in conjunction with the permit application to the applicable city official/department.*
- *Require all new irrigation systems to not utilize above-ground spray in landscapes that are less than 60 inches in either length or width and which contain impervious pedestrian or vehicular traffic surfaces along two or more perimeters. The use of subsurface or drip irrigation and pressure compensating tubing is permitted if the qualifying area will be irrigated.*
- *Require all non-turf landscape areas included in the irrigation plan to be designed with subsurface irrigation, drip irrigation, and/or pressure compensating tubing. If the irrigation plan includes a foundation watering system, require a separate zone to be dedicated for drip irrigation for the purpose of watering a structure's foundation.*
- *Require a flow control master valve to be installed on the discharge side of the backflow prevention device on all new installations.*
- *Require check valves where elevation differences may result in low head drainage. Check valves may be located at the sprinkler head(s) or on the lateral line.*
- *Require that pop-up heads shall be installed at grade level and operated to extend above all landscape turfgrass.*
- *Require that all new irrigation systems must include an automatic controller capable of providing the following features:*
 - *Multiple irrigation programs with at least three start times per program*
 - *Limiting the irrigation frequency to once every 7 days and once every 14 days*
 - *Water budgeting feature*

- *Require additional information and description for the required “walk-through”. This may include but is not limited to a checklist of things to cover on the “walk-through” with the homeowner or educational leave behind materials.*
- *Require the signed maintenance checklist be submitted to the applicable city official/department. Require the irrigator’s name, license number, company name, telephone number, and the dates of the warranty period to be on the maintenance checklist.*
- *Require the irrigation plan indicating the actual installation of the system and the associated seasonal watering schedule be submitted to the applicable city official/department.*
- *Require the irrigation plan and maintenance checklist be transferred from the new home builder to the first home buyer with documentation confirming the transaction provided to the applicable city official/department.*

It is important to note that, at a minimum, Member Cities and Customers must adhere to the irrigation system requirements set by NTMWD.

D. ADDITIONAL WATER WASTE PROVISIONS

NTMWD requires certain water waste provisions. However, this conservation practice can be improved with the inclusion of additional water waste provisions suited for your entity. As discussed previously, the main purpose of a water waste ordinance is to provide a means for enforcement that water waste is prevented during lawn and landscape irrigation, that water resources are conserved for their most beneficial and vital uses, and that public health is protected. It provides a defined enforcement mechanism for exceptional neglect related to the proper maintenance and efficient use of water fixtures, pipes, and irrigation systems. The ordinance can provide additional assistance or enforcement actions if no corrective action has been taken after a certain number of correspondences.

NTMWD recommends, but does not require, the following additional water waste ordinance offenses:

- 1) Sprinkler runoff from a property greater than 50 feet.*
- 2) Operating an irrigation system or other lawn watering device during any form of precipitation or when temperatures are below 32 degrees Fahrenheit.*
- 3) Irrigation to pond in a street or parking lot to a depth greater than 1/4 inch.*
- 4) Failure to repair a controllable leak, including but not limited to a broken sprinkler head, a leaking valve, leaking or broken pipes, or a leaking faucet.*
- 5) Operating a permanently installed irrigation system with a broken head or a head that is out of adjustment where the arc of the spray head is over a street or parking lot.*
- 6) Washing of driveways, sidewalks, parking lots or other impervious surface areas with an open hose or spray nozzle attached to an open hose, except when required to eliminate conditions that threaten public health, safety or welfare.*

It is important to note that, at a minimum, Member Cities and Customers must adhere to the water waste provisions set by NTMWD.

E. PARK/ATHLETIC FIELD CONSERVATION

NTMWD recommends that Member Cities and Customers consider the implementation of this conservation practice if there are parks and/or athletic fields within their system that are heavy water users. This conservation practice is intended to address park and athletic field conservation if the water provider manages and/or serves customers with irrigated parks and/or athletic fields. These facilities often face scrutiny by the public for using large amounts of water or being perceived as using excessive amounts. Athletic field and park irrigation conservation practices and the careful use of water in the operation and maintenance of park facilities can effectively reduce water demands. Once a water provider or customer adopts this practice, it should be followed closely to achieve maximum water efficiency benefits. With the dedication of an athletic field manager, athletic field conservation can effectively reduce system water demand. A manager can implement a watering regimen that only uses the amount of water necessary to maintain the viability of the turf and health of its users.

All park facilities should be metered, and water use billed to reinforce the importance of water efficiency. Before developing an efficient watering program, the water provider should consider meeting with parks irrigation personnel, management, and authorized landscape manager. This discussion should focus on water conservation issues and developing an adequate scope of action for efficiency. The first key is to understand the performance and capabilities of your irrigation system at these facilities. Requiring automatic irrigation systems and controllers at all facilities is recommended. It is essential to have training in soil management, proper aeration methods, nutrient management, mowing, soil testing, and irrigation management.

Achieving conservation can be voluntary or regulatory, based on the needs of the city. Cities may also consider if there is an opportunity to use reclaimed, reused, or recycled water for parks to conserve potable water. However, specific uses must meet TCEQ water quality standards for reclaimed water and human contact, and they must be appropriate for the particular use of the park. Reclaimed water should be applied based on the appropriate water budget. When developing athletic field conservation practices, identify the various stakeholders, including the school district staff, nonprofit athletic associations, private sports complex managers, and city staff. Meeting with them will help achieve long-term results.

NTMWD recommends but does not require implementation of this conservation practice in Member Cities and Customers' own water conservation plans.

F. GOLF COURSE CONSERVATION AND REUSE

NTMWD recommends that Member Cities and Customers consider the implementation of this conservation practice if there are golf courses within their system that are heavy water users. Golf

courses can use a considerable amount of water for irrigation, especially during the summer. The Environmental Institute for Golf found that from 2003-2005, an 18-hole course in the southeast region of the country (including North Central Texas) applied an average of 29 inches of irrigation water per acre every year. Irrigation of course play areas, such as fairways, is necessary to support healthy turfgrass and landscape plants, which are important for course playability and aesthetics. However, golf courses can employ several practices to reduce water use while maintaining the course's playability and aesthetics. Also, overwatering and over-fertilization can negatively impact the water quality in local streams and lakes.

By adopting a conservation plan, golf courses can benefit by:

- *Being a good neighbor by conserving local water supplies*
- *Saving money by reducing water use*
- *Protecting local water quality*
- *Maintaining playing conditions on the course*
- *Increasing irrigation equipment longevity*

Water providers may take different golf course conservation approaches: encouraging voluntary efforts by the golf courses to conserve water, making it required as part of a contract, or, if possible, passing an ordinance requiring golf courses to develop and implement a conservation plan. It is important for water providers to work closely with golf courses since they know which practices will have the greatest potential for implementation. The courses may have already completed some best management practices and knowledge which may be effective or not. Water providers should work to coordinate and implement conservation practices on courses that are owned and operated by the local government.

Water conservation and water quality protection measures for golf courses may include, but are not limited to, the following:

Golf Course Landscape Design and Water Sources

- *When feasible, use alternative water sources, such as reclaimed or reuse water from wastewater treatment facilities, to supplement or replace potable water sources. Monitor reclaimed water tests regularly for salinity. Rainwater harvesting and on-site pond storage are additional alternative water sources to consider.*
- *Select drought-tolerant turfgrass varieties to minimize water use while maintaining a high-quality playing surface.*
- *Reduce the number of irrigated acres on the course by converting non-play and rough areas to native grasses and other drought-tolerant plants. These plants will provide an attractive and low-maintenance landscape.*
- *Reduce water use by limiting the number and/or size of water features that only serve an aesthetic function.*

- *Develop a drought management plan that can be implemented when water supplies are low enough to enact local drought mitigation efforts.*

Irrigation System Design and Maintenance

- *Irrigation systems should be properly designed and installed to maximize water use efficiency while reducing operational costs and maintaining a healthy and playable course.*
- *Utilize new technology, such as soil moisture sensors, evapotranspiration data, and computer-controlled systems that maximize water efficiency by irrigating based on the turfgrass's moisture needs.*
- *Hand watering greens or other smaller areas will save water compared to running the entire zone in that area.*
- *Design the irrigation system to ensure that the irrigation water is distributed evenly and efficiently, with a Distribution Uniformity of 80% or better.*
- *Frequently inspect all sprinkler heads and other components of the irrigation system and make any adjustments or repairs as needed to improve water use efficiency. Conducting a system-wide audit by a licensed irrigation professional annually can help identify inefficiencies in the system.*
- *Fix leaks in the system immediately.*
- *Rain sensors can shut off the irrigation system when an adequate amount of rainfall is received.*
- *Irrigating in the early morning hours before temperatures rise and when wind speeds are low will reduce the amount of water lost to evaporation.*
- *Use mowing, aeration, nutrients, and soil amendments to improve soil condition and increase water infiltration.*

Water Quality Protection

- *Obtain a soil test before applying fertilizer to ensure the correct type and amount is used.*
- *Apply fertilizers and chemicals according to the directions on the label. Do not overapply.*
- *Do not overwater fertilizers when applying, resulting in runoff that could carry fertilizers into a nearby stream or pond.*
- *Maintain vegetated buffers at least 15 feet from the edge of a stream or pond to capture pollutants that may runoff from the course.*

NTMWD recommends but does not require implementation of this conservation practice in Member Cities and Customers' own water conservation plans.

G. USE OF LICENSED IRRIGATORS TO INSPECT AND REVIEW ALL IRRIGATION PERMITS AND PLANS

Another potential conservation practice to implement is the requirement of licensed irrigation inspectors to review and inspect all irrigation system plans and installed components before a permit is released. Many cities use licensed plumbing inspectors, as allowed by TCEQ rules, to perform these duties. However, having dedicated licensed irrigation inspectors to implement all aspects of an irrigation system permitting program provides a certain level of focus for complying with water efficiency standards. Reviewing irrigation permits and plans before installing allows for changes to be made to the plans and not after the pipe is already in the ground. This ensures the irrigation system's overall quality, promotes irrigation efficiency and guarantees that the system will comply with state and local requirements.

Developing a review and inspection program at the municipal level reduces the chance for unlicensed irrigators to install irrigation systems improperly. Improper installation can waste water, money, cause future maintenance issues, but most importantly, it may contaminate the public water supply. It is crucial to prevent non-potable water in lawn irrigation pipes from flowing into public water supply pipes.

Inspecting the system provides benefits for water conservation. With open-trench inspections, you can check:

- *Depth of piping-which protects from freezing temperatures*
- *Potential invasion of plant/shrubbery roots*
- *Joints are glued appropriately, and no leaks occur*
- *Pipe size-to eliminate water hammer*
- *Pressure management requirements*
- *The overall layout of the system*

Staff can hold an irrigator's license and inspector's license, but to prevent them from installing and inspecting their work, staff can't have both running concurrently. In 2011, the 82nd Texas Legislature passed House Bill 2507, making it a Class C misdemeanor for an individual to operate as an irrigator in the state of Texas without a valid irrigation license. Therefore, effective September 1, 2011, individuals operating without a license are in direct violation of the Texas Occupational Code, Sec. 1903.256.

According to the Texas Administrative Code, upon completion of the irrigation system, four items must be completed to inform and educate the owner of the system: a final walk-through, a maintenance checklist, licensed irrigator contact information, and an as-built plan. All irrigation system plans, installation, and review requirements must be followed for long-term water efficiency. Minimum state requirements for Landscape Irrigation can be found in Chapter 344 of the Texas Administrative Code.

NTMWD recommends but does not require implementation of this conservation practice in Member Cities and Customers' own water conservation plans.

H. OFFER FREE OR DISCOUNTED IRRIGATION SYSTEM CHECK-UPS FOR RESIDENTIAL CUSTOMERS

The EPA estimates that up to 70% of the total water used during the summer months is applied as outdoor irrigation. As much as 50% of the water used outdoors is wasted due to overwatering and inefficient or malfunctioning irrigation system components. Irrigation system check-ups (also known as evaluations or audits) for residential customers, is a tool that cities can employ to reduce outdoor watering demand. Check-ups are typically offered at no charge to homeowners. A licensed irrigator will evaluate the irrigation system components and controller settings during a typical check-up to see if the irrigation system can operate more efficiently and identify needed repairs or adjustments. The licensed irrigator will run the irrigation system to see if the sprinkler heads function correctly and apply water only to the intended areas. They will check the irrigation system's pressure and discuss the controller settings with the homeowner to advise them on the most efficient watering methods.

One valuable aspect of check-ups is the one-on-one assistance and education that a residential customer receives on properly managing the irrigation system. This education can result in long-term water savings because the customer has a better understanding of the system. Water savings may last for multiple years after the evaluation is completed, mainly due to more efficient watering habits. As part of the check-up, the licensed irrigator will identify inefficiencies in the resident's irrigation system and educate them on programming the irrigation controller for more efficient watering practices, such as seasonal adjustment settings and 'Cycle and Soak'. The sponsoring water provider or city can also offer handouts, brochures, and other educational information to residents. The licensed irrigator can provide a report to the residential customer detailing equipment problems and offer recommendations to change watering habits. Reports can include an estimated water savings amount based on recommended adjustments to the controller's run times. The licensed irrigator should also provide a copy of the report to the sponsoring water provider or city.

Benefits of check-ups include one-on-one contact with residential customers, providing educational information that may result in greater water savings than irrigation system fixes alone. Check-ups are an excellent customer service tool when managing residents' complaints. When using check-ups, cities can be selective by targeting high water users or those with large lots to maximize budget and water savings. Water providers or cities should consider conducting a customer satisfaction survey after the check-up is completed to determine how many residents have implemented recommended modifications and gauge satisfaction with the check-up program.

NTMWD recommends but does not require implementation of this conservation practice in Member Cities and Customers' own water conservation plans.

I. REBATES

NTMWD recommends that Member Cities and Customers consider offering a rebate program as a conservation practice to be included as part of their water conservation plan. As the population increases in the North Texas region, the demand for water grows, especially because many newer cities require irrigation systems in new developments.

Creating a program that encourages residents to become educated on their irrigation system can improve operation and efficiency. Furthermore, when it comes to the type of irrigation system and standard efficiencies, the Texas AgriLife Research and Extension Urban Solutions Center provides the following average efficiencies by system type:

- *Surface/Subsurface drip – 90%*
- *Surface micro drip irrigation – 85%*
- *Large Rotors – 70%*
- *Small Rotors – 65%*
- *Spray Heads – 50%*

This conservation practice of a rebate program provides, in conjunction with a sprinkler evaluation (check-up) program, an incentive to have an evaluation done and make recommended changes. With such a substantial opportunity for efficiency gains, some entities may wish to consider offering rebates to both residential and commercial customers for upgrading their current irrigation systems. By changing out less efficient equipment, this conservation practice intends to increase the irrigation efficiency by 10% or more. With 31% of all residential water use statewide attributed to irrigation, and most of that conducted using spray heads with an average efficiency of 50%, there is a real benefit for developing a rebate program for irrigation systems.

Although rebates for irrigation systems can have large impacts, there are also several other water conservation incentive programs that can be implemented. Other examples include:

- *Commercial clothes washer rebates for the purchase and installation of high efficiency card- or coin-operated commercial clothes washers*
- *Low-flow toilet replacement and rebate programs*
- *Rebates for rain/freeze sensors and/or ET or Smart controllers*
- *Low-flow showerhead and sink aerators replacement programs or rebates*
- *Residential water efficient clothes washer rebates*
- *Pressure reducing valve installation programs or rebates*
- *Rain barrel rebates*
- *Pool cover rebates*

- On-demand hot water heater rebates
- Other water conservation incentive programs

NTMWD recommends but does not require implementation of this conservation practice in Member Cities and Customers' own water conservation plans.

J. ICIM RECOMMENDATIONS

NTMWD has partnered with Plummer Associates, Inc. to develop the ICIM program to identify where additional ICIM water savings can be achieved. Member Cities and Customers can adopt a similar approach by implementing the following conservation practices:

- ***Classification of Customers by Specific End Use*** - A billing system that identifies customers by criteria specific enough to assess usage patterns can greatly assist in reviewing drivers of demand and developing targeted conservation efforts. For example, rather than identify customers as residential, commercial, industrial, or institutional, which is very broad, utilities can classify customers by specific end uses such as Veterinary Hospitals, Full-Service Hotels, or Day Care Centers.
- ***End Use Analysis*** - In order to determine what water conservation and efficiency programs and policies will be most effective in managing demand, a water utility needs to understand the makeup of its customer base and conduct a thorough assessment of end use water efficiency measures. Understanding what technologies are available, understanding how far along end users are in adopting these new technologies, and understanding the potential impacts to long-term water use trends, allow planners to target the most effective drivers of change.
- ***Benchmarking*** - As businesses grow, they tend to add more customers and productions. As such, it can be difficult to see the benefit of targeted conservation efforts if you are only looking at the total annual water use. Development of effective and meaningful benchmarking, such as gallons per pound of product, gallons per guest per day, gallons per meal, etc., allows end users to gauge their effectiveness in using water and energy efficiently by providing measures that are easy to define and allow for comparison amongst peers. Additionally, benchmarking allows end users to gauge the effectiveness of their efforts year over year.
- ***Providing Water Efficiency Opportunity Surveys for ICIM Customers*** - A detailed water efficiency survey can enable end users to understand how they use water, develop a complete inventory of water using equipment and processes, identify potential leaks and losses, set realistic reduction goals, identify and implement useful policies, identify low cost/no cost projects and assess potential investments in significant projects aimed at reducing long-term water demand. Members can reach out to NTMWD to participate in the ongoing Water Efficiency Opportunity Surveys.

NTMWD recommends but does not require implementation of this conservation practice in Member Cities and Customers' own water conservation plans. NTMWD recommends that all Member Cities and Customers participate in the ICIM program and takes advantage of the Water Efficiency Opportunity Surveys.

K. WATER EFFICIENCY OUTREACH PROGRAM

NTMWD provides a wealth of technical assistance and outreach. Wholesale and retail water providers benefit from a consistent water conservation message across multiple cities and can enhance their reputation in the community. Utilizing resources and programs from NTMWD's conservation portal allows Member Cities and Customers to save money by not producing the resources or operating the programs themselves and amplifies a common message. Outreach assistance from NTMWD accomplishes public outreach and education elements in both the wholesale and retail water providers respective water conservation plans.

However, it is recommended that each member city and customer develop their own water efficiency outreach program as well. Perhaps one of the most important actions a utility can take in increasing water use efficiency among its customers is through public education and outreach programs (E&O). The goal of E&O programs is to influence behavioral change for short and long-term water savings. Regular and consistent messaging in customer education will provide an overall picture of water resources in the community. Communicating the need for conservation helps manage existing water supplies and avoids or delays the need for expanded or new infrastructure to meet increased water demands. Customer education also provides valuable information on specific actions they can take in their home or business to meet these community goals while also benefiting from them personally (i.e., managing their water bill).

Each utility should develop an education and outreach plan suited to their community that is adaptable over time. Understanding which messages need to be conveyed regularly and identifying the target audience(s) is key to a successful program. An effective public education program will help develop trust between the community and the utility as relevant, timely, and fact-based information is provided, and customer service is enhanced.

Many cities have dedicated water conservation web pages located within the main city or utility website that provide tips and other resources. The TWDB is one source that provides publications and other materials that can be placed online or made available in city/utility buildings. NTMWD's online conservation portal is another. The various education and outreach tools also allow cities to promote other programs offered, such as rebates or events, and to communicate other important messages, such as drought conditions or water service outages.

*Some customers prefer to learn in a classroom setting or to tour facilities or demonstration areas to better understand certain conservation techniques. Offering in-person or virtual classes or workshops provides an opportunity to connect with these customers, provides hands-on experience, and allows questions on a range of conservation issues to be answered. NTMWD offers several programs such as these described in **Section 8.02**.*

NTMWD recommends but does not require implementation of this conservation practice in Member Cities and Customers' own water conservation plans.

2024 Water Resource and Emergency Management Plan

Under Texas Water Code Chapter 11 and Title 30 Texas Administrative Code Chapter 288, Retail, Irrigation and Wholesale Public Water Suppliers are required to develop, implement and submit updated Drought Contingency Plans to the TCEQ every five years.

1.00 INTRODUCTION

City of Kaufman is a Member City of the North Texas Municipal Water District (NTMWD). This Plan was developed following TCEQ guidelines and requirements governing the development of drought contingency plans.

The goal of the Water Resources and Emergency Management Plan is to prepare for potential water shortages and to preserve water for essential uses and the protection of public health. The objectives to achieve this goal are as follows:

- To save water during droughts, water shortages, and emergencies.
- To save water for domestic use, sanitation, and fire protection.
- To protect and preserve public health, welfare, and safety.
- To reduce the adverse impacts of shortages.
- To reduce the adverse impacts of emergency water supply conditions.

Note: NTMWD refers to their drought contingency plan (DCP) as the Water Resources Emergency Management Plan WREMP and should be considered synonymous with a DCP.

1.01 MINIMUM REGULATORY REQUIREMENTS

A drought contingency plan is defined as “a strategy or combination of strategies for temporary supply and demand management responses to temporary and potentially recurring water supply shortages and other water supply emergencies”. Recognizing the need for efficient use of existing water supplies, the TCEQ has developed guidelines and requirements governing the development of water conservation and drought contingency plans.

The minimum TCEQ requirements and where they are addressed within this document are described in **Appendix B**.

2.00 IMPLEMENTATION AND ENFORCEMENT

2.01 PROVISIONS TO INFORM THE PUBLIC AND OPPORTUNITY FOR INPUT

City of Kaufman provided opportunity for public input in the development of this Plan by the following means:

- Providing written notice of the proposed Plan and the opportunity to comment on the Plan by newspaper and posted notice.
- Posting the draft Plan on the community website and/or social media.
- Providing the draft Plan to anyone requesting a copy.
- Holding a public meeting regarding the Plan on 4/15/2024 Public notice of this meeting was provided on the community website and in local newspapers.

- Approving the Plan at a public Board meeting on 4/22/2024. Public notices of this meeting were provided on the community website and live audio was available during the meeting.

2.02 PROGRAM FOR CONTINUING PUBLIC EDUCATION AND INFORMATION

City of Kaufman informs and educates the public about the Plan by the following means:

- Preparing a bulletin describing the plan and making it available at City Hall and/or other appropriate locations.
- Including information and making the Plan available to the public through the community website and/or social media.
- Notifying local organizations, schools, and civic groups that utility staff are available to make presentations on the Plan (usually in conjunction with presentations on water conservation programs).
- At any time that the Plan is activated or changes, City of Kaufman will notify local media of the issues, the water resource management stage (if applicable), and the specific actions required of the public. The information will also be publicized on the community website and/or social media. Billing inserts will also be used as appropriate.

2.03 COORDINATION WITH THE REGIONAL WATER PLANNING GROUPS AND NTMWD

Appendix F of this Plan includes copies of letters sent to the Chairs of the appropriate regional water planning groups as well as NTMWD.

2.04 INITIATION AND TERMINATION OF WATER RESOURCE MANAGEMENT STAGES

A. INITIATION OF A WATER RESOURCE MANAGEMENT STAGE

The City Manager may order the implementation of a water resource management stage when one or more of the trigger conditions for that stage is met.

- NTMWD has initiated a water resource management stage. (Stages imposed by NTMWD action **must** be initiated by Member Cities and Customers.)
- The City of Kaufman may implement restrictions at any time as required due to emergencies experienced with the water system operations when storage of water for pumping capacity is restricted such that normal demand cannot be met.
- The City of Kaufman may implement restrictions at any time if the Texas State Governor has issued a drought disaster declaration for Collin, Rockwall, or the neighboring counties.

City of Kaufman Stage 1 water conservation strategies:

- The city will increase education efforts to reduce water use and urge residents to detect and repair water leaks around the house.

City of Kaufman Stage 2 water conservation strategies:

- Initiate Stage 2 of the Member Cities and Customers drought contingency and water emergency response plans immediately.
- Limit landscape watering with sprinklers or irrigation systems to no more than two days per week.
- Customer's with even numbered addresses (ending 0,2,4,6,8) may water Tuesday and Saturday.
- Customer's with odd numbered addresses (ending 1,3,5,7,9) may water on Wednesday and Sunday.
- Automatic Sprinkler systems shall be set so they may not operate in violation of the rationing requirements.
- Restrict landscape and lawn irrigation from 10 AM to 6 PM. and wait until the current drought has passed before establishing new landscaping.
- Accelerate public education efforts on ways to reduce water usage by 5%.
- Halt non-essential city government water use including street cleaning, vehicle washing, operation of ornamental fountains, etc.
- Initiate engineering studies to evaluate alternatives should conditions worsen.
- Violators may be subject to penalties.

City of Kaufman Stage 3 water conservation strategies:

- Prohibit the hosing or washing of paved areas, buildings or windows,
- Prohibit operation of ornamental fountains, if they use treated water,
- Prohibit washing or rinsing of vehicles with a hose,
- Prohibit wasteful practices of irrigation systems such as allowing runoff into public rights of way, watering impervious areas, or allowing known leakage to continue;
- Prohibit outdoor watering with sprinklers between 10:00 a.m. and 6:00 p.m.;
- **Limit watering with sprinklers to once every week, with those residents east of Washington Street to water on Saturday and those west of Washington to water on Sunday (large users like the School District and the County Jail will be contacted for special arrangements);**
 - Exception: Foundations, new landscaping, new plantings (first year) of shrubs and trees may be watered for up to 2 hours on any day by a handheld hose or soaker hose, or a dedicated zone using a drip irrigation system; Public athletic fields used for competition may be watered twice per week; Locations using other sources of water supply for irrigation may irrigate without restrictions; and
- Existing swimming pools may not be drained and refilled.

The following actions will be taken when a water resource management stage is initiated:

- The public will be notified through local media and the supplier's website.
- Wholesale customers and NTMWD will be notified by email which provides details of the reasons for initiation of the water resource management stage.
- If any mandatory provisions of the Plan are activated, the City of Kaufman will notify the TCEQ and the NTMWD Executive Director within five business days. Instructions can be accessed on the NTMWD portal online at www.ntmwd.com.

B. TERMINATION OF A WATER RESOURCE MANAGEMENT STAGE

Water resource management stages initiated by NTMWD may be terminated after NTMWD has terminated the stage. For stages initiated by the City Manager, they may order the termination of a water resource management stage when the conditions for termination are met or at their discretion.

The following actions will be taken when a water resource management stage is terminated:

- The public will be notified through local media and the supplier's website.
- Wholesale customers and NTMWD will be notified by email.
- If any mandatory provisions of the Plan that have been activated are terminated, City of Kaufman will notify the TCEQ Executive Director and the NTMWD Executive Director within five business days. Instructions can be accessed on the NTMWD portal online at www.ntmwd.com.

The City Manager may decide not to order the termination of a water resource management stage even though the conditions for termination of the stage are met. Factors which could influence such a decision include, but are not limited to, the time of the year, weather conditions, or the anticipation of potentially changed conditions that warrant the continuation of the water resource management stage. The reason for this decision should be documented.

2.05 PROCEDURE FOR GRANTING VARIANCES TO THE PLAN

The City Manager may grant temporary variances for existing water uses otherwise prohibited under this Plan if one or more of the following conditions are met:

- Failure to grant such a variance would cause an emergency condition adversely affecting health, sanitation, or fire safety for the public or the person or entity requesting the variance.
- Compliance with this Plan cannot be accomplished due to technical or other limitations.
- 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 City Manager. All petitions for variances should be in writing and should include the following information:

- Name and address of the petitioners.
- Purpose of water use.
- Specific provisions from which relief is requested.
- Detailed statement of the adverse effect of the provision from which relief is requested.
- Description of the relief requested.
- Period of time for which the variance is sought.
- Alternative measures that will be taken to reduce water use and the level of water use reduction.
- Other pertinent information.

2.06 PROCEDURES FOR ENFORCING MANDATORY WATER USE RESTRICTIONS

Mandatory water use restrictions may be imposed in Stage 1, Stage 2 and Stage 3. These mandatory water restrictions will be enforced by warnings and penalties as follows:

- On the first violation, customers will be given a written warning that they have violated the mandatory water use restriction .
- On the second and subsequent violations, citations may be issued to customers, with minimum and maximum fines established by ordinance.
- After three violations have occurred, the utility may cut off water service to the customer

2.07 REVIEW AND UPDATE OF WATER RESOURCE AND EMERGENCY MANAGEMENT PLAN

As required by TCEQ rules, City of Kaufman must review their respective Plan every five years. The plan will be updated as appropriate based on new or updated information.

3.00 WATER RESOURCE AND EMERGENCY MANAGEMENT PLAN

Initiation and termination criteria for water management stages include general, demand, supply, and emergency criteria. One of the major indicators of approaching or ongoing drought conditions is NTMWD's combined reservoir storage, defined as storage at Lavon Lake plus storage in Bois d'Arc Lake. Percent storage is determined by dividing the current storage by the total conservation storage when the lakes are full. **Table 1** summarizes the water management stages by triggers based on percent combined storage and associated demand reduction goals and outdoor watering restrictions. The following sections go into more detail on the three water management stages.

TCEQ requires notification when mandatory restrictions are placed on a customer. NTMWD must notify TCEQ when they impose mandatory restrictions on Member Cities and Customers. Member Cities and Customers must likewise notify TCEQ when they impose mandatory restrictions on their customers (wholesale or retail). Measures that impose mandatory requirements on customers are denoted with “**requires notification to TCEQ**”. NTMWD and the utilities must notify TCEQ within five business days if these measures are implemented (<https://www.tceq.texas.gov/response/drought/drought-and-public-water-systems>).

Table 2: Water Management Plan Stages Summary

Drought Stage		April to October	November to March	Demand Reduction Goal	Outdoor Watering Restrictions
		Percent Combined Storage			
Stage 1	Initiation	70%	60%	2%	2X per week (Apr-Oct) 1X per week (Nov-Mar)
	Termination	75%	65%		
Stage 2	Initiation	55%	45%	5%	1X per week (Apr-Oct) 1X every other week (Nov-Mar)
	Termination	70%	60%		
Stage 3	Initiation	30%	20%	30%	No outdoor watering
	Termination	55%	45%		

3.01 WATER RESOURCE MANAGEMENT – STAGE 1

A. INITIATION AND TERMINATION CRITERIA FOR STAGE 1

NTMWD has initiated Stage 1, which may be initiated when one or more of the following criteria is met:

- **General Criteria**
 - The Executive Director, with the concurrence of the NTMWD Board of Directors, finds that conditions warrant the declaration of Stage 1.
 - One or more source(s) is interrupted, unavailable, or limited due to contamination, invasive species, equipment failure or other cause.
 - The water supply system is unable to deliver needed supplies due to the failure or damage of major water system components.
 - Part of the system has a shortage of supply or damage to equipment. (NTMWD may implement measures for only that portion of the system impacted.)
 - A portion of the service area is experiencing an extreme weather event or power grid/supply disruptions.
- **Demand Criteria**

- Water demand has exceeded or is expected to exceed 90% of maximum sustainable production or delivery capacity for an extended period.
- **Supply Criteria**
 - The combined storage in Lavon and Bois d’Arc Lake, as published by the TWDB, is less than:
 - 70% of the combined conservation pool capacity during any of the months of April through October
 - 60% of the combined conservation pool capacity during any of the months of November through March
 - The Sabine River Authority (SRA) has indicated that its Upper Basin water supplies used by NTMWD (Lake Tawakoni and/or Lake Fork) are in a Stage 1 drought.
 - NTMWD is concerned that Lake Texoma, Jim Chapman Lake, the East Fork Water Reuse Project, Main Stem Pump Station, and/or some other NTMWD water source may be limited in availability within the next six months.

Stage 1 may terminate when one or more of the following criteria is met:

- **General Criteria**
 - The Executive Director, with the concurrence of the NTMWD Board of Directors, finds that conditions warrant the termination of Stage 1.
 - The circumstances that caused the initiation of Stage 1 no longer prevail.
- **Supply Criteria**
 - The combined storage in Lavon and Bois d’Arc Lakes, as published by the TWDB, is greater than:
 - 75% of the combined conservation pool capacity during any of the months of April through October
 - 65% of the combined conservation pool capacity during any of the months of November through March

B. GOAL FOR USE REDUCTION UNDER STAGE 1

The goal for water use reduction under Stage 1 is an annual reduction of 2% in the use that would have occurred in the absence of water management measures. Because discretionary water use is highly concentrated in the summer months, savings should be higher than 5% in summer to achieve an annual savings goal of 2%. **If circumstances warrant, the Executive Director can set a goal for greater or less water use reduction.**

C. WATER MANAGEMENT MEASURES AVAILABLE UNDER STAGE 1

The actions listed below are provided as potential measures to reduce water demand. NTMWD may choose to implement any or all of the available restrictions in Stage 1.

- **Requires notification to TCEQ by NTMWD.** Require Member Cities and Customers (including indirect Customers) to initiate Stage 1 restrictions in their respective, independently adopted water resource management plans.
- Continue actions described in the water conservation plan.
- Increase enforcement of landscape watering restrictions from the water conservation plan.
- Initiate engineering studies to evaluate alternative actions that can be implemented if conditions worsen.
- Accelerate public education efforts on ways to reduce water use.
- Halt non-essential NTMWD water use.
- Encourage the public to wait until the current drought or water emergency situation has passed before establishing new landscaping.
- Encourage all users to reduce the frequency of draining and refilling swimming pools.
- **Requires notification to TCEQ by Member Cities and Customers and/or NTMWD.** Initiate a rate surcharge for all water use over a certain level.
- **Requires notification to TCEQ by Member Cities and Customers.** Parks, golf courses, and athletic fields using potable water for landscape watering are required to meet the same reduction goals and measures outlined in this stage. As an exception, golf course greens and tee boxes may be hand watered as needed.

3.02 WATER RESOURCE MANAGEMENT – STAGE 2

A. INITIATION AND TERMINATION CRITERIA FOR STAGE 2

NTMWD has initiated Stage 2, which may be initiated due to one or more of the following criteria is met:

- **General Criteria**
 - The Executive Director, with the concurrence of the NTMWD Board of Directors, finds that conditions warrant the declaration of Stage 2.
 - One or more supply source(s) is interrupted, unavailable, or limited due to contamination, invasive species, equipment failure or other cause.
 - The water supply system is unable to deliver needed supplies due to the failure or damage of major water system components.
 - Part of the system has a shortage of supply or damage to equipment. (NTMWD may implement measures for only that portion of the system impacted.)
 - A portion of the service area is experiencing an extreme weather event or power grid/supply disruptions.
- **Demand Criteria**

- Water demand has exceeded or is expected to exceed 95% of maximum sustainable production or delivery capacity for an extended period.
- **Supply Criteria**
 - The combined storage in Lavon and Bois d’Arc Lake, as published by the TWDB, is less than
 - 55% of the combined conservation pool capacity during any of the months of April through October
 - 45% of the combined conservation pool capacity during any of the months of November through March
 - SRA has indicated that its Upper Basin water supplies used by NTMWD (Lake Tawakoni and/or Lake Fork) are in a Stage 2 drought.
 - NTMWD is concerned that Lake Texoma, Jim Chapman Lake, the East Fork Water Reuse Project, the Main Stem Pump Station, and/or some other NTMWD water source may be limited in availability within the next three months.

Stage 2 may terminate when one or more of the following criteria is met:

- **General Criteria**
 - The Executive Director, with the concurrence of the NTMWD Board of Directors, finds that conditions warrant the termination of Stage 2.
 - The circumstances that caused the initiation of Stage 2 no longer prevail.
- **Supply Criteria**
 - The combined storage in Lavon and Bois d’Arc Lake, as published by the TWDB, is greater than
 - 70% of the combined conservation pool capacity during any of the months of April through October
 - 60% of the combined conservation pool capacity during any of the months of November through March

B. GOAL FOR USE REDUCTION UNDER STAGE 2

The goal for water use reduction under Stage 2 is an annual reduction of 5% in the use that would have occurred in the absence of water resource management measures. Because discretionary water use is highly concentrated in the summer months, savings should be higher than 5% in summer to achieve an annual savings goal of 5%. **If circumstances warrant, the Executive Director can set a goal for greater or less water use reduction.**

C. WATER MANAGEMENT MEASURES AVAILABLE UNDER STAGE 2

The actions listed below are provided as potential measures to reduce water demand. NTMWD may choose to implement any or all of the available restrictions in Stage 2.

- Continue or initiate any actions available under the water conservation plan and Stage 1.
- Implement viable alternative water supply strategies.
- **Requires notification to TCEQ by NTMWD.** Require Member Cities and Customers (including indirect Customers) to initiate Stage 2 restrictions in their respective, independently adopted water resource management plans.
- **Requires notification to TCEQ by NTMWD and/or Member Cities and Customers.** Limit landscape watering with sprinklers or irrigation systems at each service address to once per week on designated days between April 1 and October 31. Limit landscape watering with sprinklers or irrigation systems at each service address to once every other week on designated days between November 1 and March 31. Exceptions are as follows:
 - New construction may be watered as necessary for 30 days from the installation of new landscape features.
 - Foundation watering (within 2 feet), watering of new plantings (first year) of shrubs, and watering of trees (within a 10-foot radius of its trunk) for up to two hours on any day by a hand-held hose, a soaker hose, or a dedicated zone using a drip irrigation system, provided no runoff occurs.
 - Athletic fields may be watered twice per week.
 - Locations using alternative sources of water supply only for irrigation may irrigate without day-of-the-week restrictions provided proper signage is employed to notify the public of the alternative water source(s) being used. However, irrigation using alternative sources of supply is subject to all other restrictions applicable to this stage. If the alternative supply source is a well, proper proof of well registration with your local water supplier (e.g., city, water supply corporation) is required. Other sources of water supply may not include imported treated water.
 - An exemption is for drip irrigation systems from the designated outdoor water use day limited to no more than one day per week. Drip irrigation systems are, however, subject to all other restrictions applicable under this stage.
- **Requires notification to TCEQ by Member Cities and Customers.** Prohibit overseeding, sodding, sprigging, broadcasting or plugging with or watering, except for golf courses and athletic fields.
- **Requires notification to TCEQ by NTMWD.** Institute a mandated reduction in water deliveries to all Member Cities and Customers. Such a reduction will be distributed as required by Texas Water Code Section 11.039 (**Appendix E**).
- **Requires notification to TCEQ by Member Cities and Customers and/or NTMWD.** Initiate a rate surcharge for all water use over a certain level.
- **Requires notification to TCEQ by Member Cities and Customers.** Parks and golf courses using potable water for landscape watering are required to meet the same reduction goals and measures outlined in this stage. As an exception, golf course greens and tee boxes may be hand watered as needed.

3.03 WATER RESOURCE MANAGEMENT – STAGE 3

A. INITIATION AND TERMINATION CRITERIA FOR STAGE 3

NTMWD has initiated Stage 3, which may be initiated due to one or more of the following criteria is met:

- **General Criteria**
 - The Executive Director, with the concurrence of the NTMWD Board of Directors, finds that conditions warrant the declaration of Stage 3.
 - One or more supply source(s) is interrupted, unavailable, or limited due to contamination, invasive species, equipment failure, or other cause.
 - The water supply system is unable to deliver needed supplies due to the failure or damage of major water system components.
 - Part of the system has a shortage of supply or damage to equipment. (NTMWD may implement measures for only that portion of the system impacted.)
 - A portion of the service area is experiencing an extreme weather event or power grid/supply disruptions.
- **Demand Criteria**
 - Water demand has exceeded or is expected to exceed maximum sustainable production or delivery capacity for an extended period.
- **Supply Criteria**
 - The combined storage in Lavon and Bois d’Arc Lake, as published by the TWDB, is less than
 - 30% of the combined conservation pool capacity during any of the months of April through October
 - 20% of the combined conservation pool capacity during any of the months of November through March
- SRA has indicated that its Upper Basin water supplies used by NTMWD (Lake Tawakoni and/or Lake Fork) are in a drought and have significantly reduced supplies available to NTMWD.
- The supply from Lake Texoma, Jim Chapman Lake, the East Fork Water Reuse Project, the Main Stem Pump Station, and/or some other NTMWD water source has become limited in availability.

Stage 3 may terminate when one or more of the following criteria is met:

- **General Criteria**
 - The Executive Director, with the concurrence of the NTMWD Board of Directors, finds that conditions warrant the termination of Stage 3.
 - Other circumstances that caused the initiation of Stage 3 no longer prevail.
- **Supply Criteria**

- The combined storage in Lavon and Bois d'Arc Lake, as published by the TWDB, is greater than:
 - 55% of the combined conservation pool capacity during any of the months of April through October
 - 45% of the combined conservation pool capacity during any of the months of November through March

B. GOAL FOR USE REDUCTION UNDER STAGE 3

The goal for water use reduction under Stage 3 is an annual reduction of 30% in the use that would have occurred in the absence of water resource management measures, or the goal for water use reduction is whatever reduction is necessary. Because discretionary water use is highly concentrated in the summer months, savings should be higher than 30% in summer to achieve an annual savings goal of 30%. **If circumstances warrant, the Executive Director can set a goal for greater or less water use reduction.**

C. WATER MANAGEMENT MEASURES AVAILABLE UNDER STAGE 3

The actions listed below are provided as potential measures to reduce water demand. NTMWD may choose to implement any or all of the available restrictions in Stage 3.

- Continue or initiate any actions available under the water conservation plan and Stages 1 and 2.
- Implement viable alternative water supply strategies.
- **Requires notification to TCEQ by NTMWD.** Require Member Cities and Customers (including indirect Customers) to initiate Stage 3 restrictions in their respective, independently adopted water resource management plans.
- **Requires notification to TCEQ by Member Cities and Customers.** Initiate mandatory water use restrictions as follows:
 - Hosing and washing of paved areas, buildings, structures, windows or other surfaces is prohibited except by variance and performed by a professional service using high efficiency equipment.
 - Prohibit operation of ornamental fountains or ponds that use potable water except where supporting aquatic life.
- **Requires notification to TCEQ by Member Cities and Customers.** Prohibit new sod, overseeding, sodding, sprigging, broadcasting or plugging with or watering.
- **Requires notification to TCEQ by Member Cities and Customers.** Prohibit the use of potable water for the irrigation of new landscape.
- **Requires notification to TCEQ by NTMWD and/or Member Cities and Customers.** Prohibit all commercial and residential landscape watering, except foundations (within 2 feet) and trees (within a 10-foot radius of its trunk) may be watered for two hours one day per week with a hand-held hose, a soaker hose, or a dedicated zone using a drip irrigation system provided no runoff occurs. Drip irrigation systems are not exempt from this requirement.

- **Requires notification to TCEQ by Member Cities and Customers.** Prohibit washing of vehicles except at a commercial vehicle wash facility.
- **Requires notification to TCEQ by Member Cities and Customers.** Landscape watering of parks, golf courses, and athletic fields with potable water is prohibited. As an exception, golf course greens and tee boxes may be hand watered as needed. Variances may be granted by the water provider under special circumstances.
- **Requires notification to TCEQ by Member Cities and Customers.** Prohibit the filling, draining, and/or refilling of existing swimming pools, wading pools, Jacuzzi and hot tubs except to maintain structural integrity, proper operation and maintenance or to alleviate a public safety risk. Existing pools may add water to replace losses from normal use and evaporation. Permitting of new swimming pools, wading pools, Jacuzzi and hot tubs is prohibited.
- **Requires notification to TCEQ by Member Cities and Customers.** Prohibit the operation of interactive water features such as water sprays, dancing water jets, waterfalls, dumping buckets, shooting water cannons, inflatable pools, temporary splash toys or pools, slip-n-slides, or splash pads that are maintained for recreation.
- **Requires notification to TCEQ by Member Cities and Customers.** Require all commercial water users to reduce water use by a set percentage.
- **Requires notification to TCEQ by NTMWD.** Institute a mandated reduction in deliveries to all Member Cities and Customers. Such a reduction will be distributed as required by Texas Water Code Section 11.039.
- **Requires notification to TCEQ by NTMWD and/or Member Cities and Customers.** Initiate a rate surcharge over normal rates for all water use or for water use over a certain level

Appendix A

List of References

The following appendix contains a list of references used throughout the plans.

APPENDIX A

LIST OF REFERENCES

1. Texas Commission on Environmental Quality Water Conservation Implementation Report.
<https://www.tceq.texas.gov/assets/public/permitting/forms/20645.pdf>
2. Title 30 of the Texas Administrative Code, Part 1, Chapter 288, Subchapter A, Rules 288.1 and 288.5, and Subchapter B, Rule 288.22, downloaded from
[http://texreg.sos.state.tx.us/public/readtac\\$ext.ViewTAC?tac_view=4&ti=30&pt=1&ch=288](http://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac_view=4&ti=30&pt=1&ch=288),
November 2019.
3. Water Conservation Implementation Task Force: “Texas Water Development Board Report 362, Water Conservation Best Management Practices Guide,” prepared for the Texas Water Development Board, Austin, November 2004.
4. Freese and Nichols, Inc.: Model Water Conservation Plan for NTMWD Members Cities and Customers, prepared for the North Texas Municipal Water District, Fort Worth, March 2014.
5. Texas Water Development Board, Texas Commission on Environmental Quality, Water Conservation Advisory Council: Guidance and Methodology for Reporting on Water Conservation and Water Use, December 2012
6. Freese and Nichols Inc., Alan Plummer and Associates, CP & Y Inc. and Cooksey Communications.
“2016 Region C Regional Water Plan”

Appendix B

Texas Administrative Code Title 30

Chapter 288

The following appendix contains the Texas Administrative Code that regulates both water conservation and drought contingency plans. Prior to the code, a summary is given that outlines where each requirement is fulfilled within the plans.

APPENDIX B

TEXAS ADMINISTRATIVE CODE TITLE 30 CHAPTER 288

The TCEQ rules governing development of water conservation plans are contained in Title 30, Chapter 288, Subchapter A of the Texas Administrative Code, which is included in this Appendix for reference.

The water conservation plan elements required by the TCEQ water conservation rules that are covered in this water conservation plan are listed below.

Minimum Conservation Plan Requirements for Public Water Suppliers

- 288.2(a)(1)(A) – Utility Profile – Section 2
- 288.2(a)(1)(B) – Record Management System – Section 4
- 288.2(a)(1)(C) – Specific, Quantified Goals – Section 3
- 288.2(a)(1)(D) – Accurate Metering – Section 4
- 288.2(a)(1)(E) – Universal Metering – Section 4
- 288.2(a)(1)(F) – Determination and Control of Water Loss – Section 4
- 288.2(a)(1)(G) – Public Education and Information Program – Section 8
- 288.2(a)(1)(H) – Non-Promotional Water Rate Structure – Section 8
- 288.2(a)(1)(I) – Reservoir System Operation Plan – Section 6
- 288.2(a)(1)(J) – Means of Implementation and Enforcement – Section 7
- 288.2(a)(1)(K) – Coordination with Regional Water Planning Group – Section 7
- 288.2(c) – Review and Update of Plan – Section 7

Additional Requirements for Public Water Suppliers (Population over 5,000)

- 288.2(a)(2)(A) – Leak Detection, Repair, and Water Loss Accounting – Section 4
- 288.2(a)(2)(B) – Requirement for Water Conservation Plans by Wholesale Customers – Section 5

Minimum Conservation Plan Requirements for Wholesale Water Suppliers

- 288.5(1)(A) – Description of Service Area – Section 2
- 288.5(1)(B) – Specific, Quantified Goals – Section 3
- 288.5(1)(C) – Measure and Account for Water Diverted – Section 4
- 288.5(1)(D) – Monitoring and Record Management Program – Section 4
- 288.5(1)(E) – Program of Metering and Leak Detection and Repair – Section 4

- *288.5(1)(F) – Requirement for Water Conservation Plans by Wholesale Customers – Section 5*
- *288.5(1)(G) – Reservoir System Operation Plan – Section 6*
- *288.5(1)(H) – Means of Implementation and Enforcement – Section 7*
- *288.5(1)(I) – Documentation of Coordination with Regional Water Planning Group – Section 7*
- *288.5(3) – Review and Update of Plan – Section 7*

<u>TITLE 30</u>	ENVIRONMENTAL QUALITY
<u>PART 1</u>	TEXAS COMMISSION ON ENVIRONMENTAL QUALITY
<u>CHAPTER 288</u>	WATER CONSERVATION PLANS, DROUGHT CONTINGENCY PLANS, GUIDELINES AND REQUIREMENTS
<u>SUBCHAPTER A</u>	WATER CONSERVATION PLANS
RULE §288.1	Definitions

The following words and terms, when used in this chapter, shall have the following meanings, unless the context clearly indicates otherwise.

(1) Agricultural or Agriculture--Any of the following activities:

(A) cultivating the soil to produce crops for human food, animal feed, or planting seed or for the production of fibers;

(B) the practice of floriculture, viticulture, silviculture, and horticulture, including the cultivation of plants in containers or non-soil media by a nursery grower;

(C) raising, feeding, or keeping animals for breeding purposes or for the production of food or fiber, leather, pelts, or other tangible products having a commercial value;

(D) raising or keeping equine animals;

(E) wildlife management; and

(F) planting cover crops, including cover crops cultivated for transplantation, or leaving land idle for the purpose of participating in any governmental program or normal crop or livestock rotation procedure.

(2) Agricultural use--Any use or activity involving agriculture, including irrigation.

(3) Best management practices--Voluntary efficiency measures that save a quantifiable amount of water, either directly or indirectly, and that can be implemented within a specific time frame.

(4) 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 water supply is made available for future or alternative uses.

(5) Commercial use--The use of water by a place of business, such as a hotel, restaurant, or office building. This does not include multi-family residences or agricultural, industrial, or institutional users.

(6) Drought contingency plan--A strategy or combination of strategies for temporary supply and demand management responses to temporary and potentially recurring water supply shortages and

other water supply emergencies. A drought contingency plan may be a separate document identified as such or may be contained within another water management document(s).

(7) Industrial use--The use of water in processes designed to convert materials of a lower order of value into forms having greater usability and commercial value, and the development of power by means other than hydroelectric, but does not include agricultural use.

(8) Institutional use--The use of water by an establishment dedicated to public service, such as a school, university, church, hospital, nursing home, prison or government facility. All facilities dedicated to public service are considered institutional regardless of ownership.

(9) Irrigation--The agricultural use of water for the irrigation of crops, trees, and pastureland, including, but not limited to, golf courses and parks which do not receive water from a public water supplier.

(10) Irrigation water use efficiency--The percentage of that amount of irrigation water which is beneficially used by agriculture crops or other vegetation relative to the amount of water diverted from the source(s) of supply. Beneficial uses of water for irrigation purposes include, but are not limited to, evapotranspiration needs for vegetative maintenance and growth, salinity management, and leaching requirements associated with irrigation.

(11) Mining use--The use of water for mining processes including hydraulic use, drilling, washing sand and gravel, and oil field re-pressuring.

(12) Municipal use--The use of potable water provided by a public water supplier as well as the use of sewage effluent for residential, commercial, industrial, agricultural, institutional, and wholesale uses.

(13) Nursery grower--A person engaged in the practice of floriculture, viticulture, silviculture, and horticulture, including the cultivation of plants in containers or nonsoil media, who grows more than 50% of the products that the person either sells or leases, regardless of the variety sold, leased, or grown. For the purpose of this definition, grow means the actual cultivation or propagation of the product beyond the mere holding or maintaining of the item prior to sale or lease, and typically includes activities associated with the production or multiplying of stock such as the development of new plants from cuttings, grafts, plugs, or seedlings.

(14) Pollution--The alteration of the physical, thermal, chemical, or biological quality of, or the contamination of, any water in the state that renders the water harmful, detrimental, or injurious to humans, animal life, vegetation, or property, or to the public health, safety, or welfare, or impairs the usefulness or the public enjoyment of the water for any lawful or reasonable purpose.

(15) Public water supplier--An individual or entity that supplies water to the public for human consumption.

(16) Regional water planning group--A group established by the Texas Water Development Board to prepare a regional water plan under Texas Water Code, §16.053.

(17) Residential gallons per capita per day--The total gallons sold for residential use by a public water supplier divided by the residential population served and then divided by the number of days in the year.

(18) Residential use--The use of water that is billed to single and multi-family residences, which applies to indoor and outdoor uses.

(19) Retail public water supplier--An individual or entity that for compensation supplies water to the public for human consumption. The term does not include an individual or entity that supplies water to itself or its employees or tenants when that water is not resold to or used by others.

(20) Reuse--The authorized use for one or more beneficial purposes of use of water that remains unconsumed after the water is used for the original purpose of use and before that water is either disposed of or discharged or otherwise allowed to flow into a watercourse, lake, or other body of state-owned water.

(21) Total use--The volume of raw or potable water provided by a public water supplier to billed customer sectors or nonrevenue uses and the volume lost during conveyance, treatment, or transmission of that water.

(22) Total gallons per capita per day (GPCD)--The total amount of water diverted and/or pumped for potable use divided by the total permanent population divided by the days of the year. Diversion volumes of reuse as defined in this chapter shall be credited against total diversion volumes for the purposes of calculating GPCD for targets and goals.

(23) Water conservation coordinator--The person designated by a retail public water supplier that is responsible for implementing a water conservation plan.

(24) Water conservation plan--A strategy or combination of strategies for reducing the volume of water withdrawn from a water supply source, for reducing the loss or waste of water, for maintaining or improving the efficiency in the use of water, for increasing the recycling and reuse of water, and for preventing the pollution of water. A water conservation plan may be a separate document identified as such or may be contained within another water management document(s).

(25) Wholesale public water supplier--An individual or entity that for compensation supplies water to another for resale to the public for human consumption. The term does not include an individual or entity that supplies water to itself or its employees or tenants as an incident of that employee service or tenancy when that water is not resold to or used by others, or an individual or entity that conveys water to another individual or entity, but does not own the right to the water which is conveyed, whether or not for a delivery fee.

(26) Wholesale use--Water sold from one entity or public water supplier to other retail water purveyors for resale to individual customers.

Source Note: The provisions of this §288.1 adopted to be effective May 3, 1993, 18 TexReg 2558; amended to be effective February 21, 1999, 24 TexReg 949; amended to be effective April 27, 2000, 25 TexReg 3544; amended to be effective August 15, 2002, 27 TexReg 7146; amended to be effective October 7, 2004, 29 TexReg 9384; amended to be effective January 10, 2008, 33 TexReg 193; amended to be effective December 6, 2012, 37 TexReg 9515; amended to be effective August 16, 2018, 43 TexReg 5218

<u>TITLE 30</u>	ENVIRONMENTAL QUALITY
<u>PART 1</u>	TEXAS COMMISSION ON ENVIRONMENTAL QUALITY
<u>CHAPTER 288</u>	WATER CONSERVATION PLANS, DROUGHT CONTINGENCY PLANS, GUIDELINES AND REQUIREMENTS
<u>SUBCHAPTER A</u>	WATER CONSERVATION PLANS
RULE §288.2	Water Conservation Plans for Municipal Uses by Public Water Suppliers

(a) A water conservation plan for municipal water use by public water suppliers must provide information in response to the following. If the plan does not provide information for each requirement, the public water supplier shall include in the plan an explanation of why the requirement is not applicable.

(1) Minimum requirements. All water conservation plans for municipal uses by public water suppliers must include the following elements:

(A) a utility profile in accordance with the Texas Water Use Methodology, including, but not limited to, information regarding population and customer data, water use data (including total gallons per capita per day (GPCD) and residential GPCD), water supply system data, and wastewater system data;

(B) a record management system which allows for the classification of water sales and uses into the most detailed level of water use data currently available to it, including, if possible, the sectors listed in clauses (i) - (vi) of this subparagraph. Any new billing system purchased by a public water supplier must be capable of reporting detailed water use data as described in clauses (i) - (vi) of this subparagraph:

- (i) residential;
 - (I) single family;
 - (II) multi-family;
- (ii) commercial;
- (iii) institutional;
- (iv) industrial;
- (v) agricultural; and,
- (vi) wholesale.

(C) specific, quantified five-year and ten-year targets for water savings to include goals for water loss programs and goals for municipal use in total GPCD and residential GPCD. The goals established by a public water supplier under this subparagraph are not enforceable;

(D) metering device(s), within an accuracy of plus or minus 5.0% in order to measure and account for the amount of water diverted from the source of supply;

(E) a program for universal metering of both customer and public uses of water, for meter testing and repair, and for periodic meter replacement;

(F) measures to determine and control water loss (for example, periodic visual inspections along distribution lines; annual or monthly audit of the water system to determine illegal connections; abandoned services; etc.);

(G) a program of continuing public education and information regarding water conservation;

(H) a water rate structure which is not "promotional," i.e., a rate structure which is cost-based and which does not encourage the excessive use of water;

(I) a reservoir systems operations plan, if applicable, providing for the coordinated operation of reservoirs owned by the applicant within a common watershed or river basin in order to optimize available water supplies; and

(J) a means of implementation and enforcement which shall be evidenced by:

(i) a copy of the ordinance, resolution, or tariff indicating official adoption of the water conservation plan by the water supplier; and

(ii) a description of the authority by which the water supplier will implement and enforce the conservation plan; and

(K) documentation of coordination with the regional water planning groups for the service area of the public water supplier in order to ensure consistency with the appropriate approved regional water plans.

(2) Additional content requirements. Water conservation plans for municipal uses by public drinking water suppliers serving a current population of 5,000 or more and/or a projected population of 5,000 or more within the next ten years subsequent to the effective date of the plan must include the following elements:

(A) a program of leak detection, repair, and water loss accounting for the water transmission, delivery, and distribution system;

(B) a requirement in every wholesale water supply contract entered into or renewed after official adoption of the plan (by either ordinance, resolution, or tariff), and including any contract extension, that each successive wholesale customer develop and implement a water conservation plan or water conservation measures using the applicable elements in this chapter. If the customer intends to resell

the water, the contract between the initial supplier and customer must provide that the contract for the resale of the water must have water conservation requirements so that each successive customer in the resale of the water will be required to implement water conservation measures in accordance with the provisions of this chapter.

(3) Additional conservation strategies. Any combination of the following strategies shall be selected by the water supplier, in addition to the minimum requirements in paragraphs (1) and (2) of this subsection, if they are necessary to achieve the stated water conservation goals of the plan. The commission may require that any of the following strategies be implemented by the water supplier if the commission determines that the strategy is necessary to achieve the goals of the water conservation plan:

(A) conservation-oriented water rates and water rate structures such as uniform or increasing block rate schedules, and/or seasonal rates, but not flat rate or decreasing block rates;

(B) adoption of ordinances, plumbing codes, and/or rules requiring water-conserving plumbing fixtures to be installed in new structures and existing structures undergoing substantial modification or addition;

(C) a program for the replacement or retrofit of water-conserving plumbing fixtures in existing structures;

(D) reuse and/or recycling of wastewater and/or graywater;

(E) a program for pressure control and/or reduction in the distribution system and/or for customer connections;

(F) a program and/or ordinance(s) for landscape water management;

(G) a method for monitoring the effectiveness and efficiency of the water conservation plan; and

(H) any other water conservation practice, method, or technique which the water supplier shows to be appropriate for achieving the stated goal or goals of the water conservation plan.

(b) A water conservation plan prepared in accordance with 31 TAC §363.15 (relating to Required Water Conservation Plan) of the Texas Water Development Board and substantially meeting the requirements of this section and other applicable commission rules may be submitted to meet application requirements in accordance with a memorandum of understanding between the commission and the Texas Water Development Board.

(c) A public water supplier for municipal use shall review and update its water conservation plan, as appropriate, based on an assessment of previous five-year and ten-year targets and any other new or

updated information. The public water supplier for municipal use shall review and update the next revision of its water conservation plan every five years to coincide with the regional water planning group.

Source Note: The provisions of this §288.2 adopted to be effective May 3, 1993, 18 TexReg 2558; amended to be effective February 21, 1999, 24 TexReg 949; amended to be effective April 27, 2000, 25 TexReg 3544; amended to be effective October 7, 2004, 29 TexReg 9384; amended to be effective December 6, 2012, 37 TexReg 9515

TITLE 30**ENVIRONMENTAL QUALITY****PART 1****TEXAS COMMISSION ON ENVIRONMENTAL QUALITY****CHAPTER 288****WATER CONSERVATION PLANS, DROUGHT CONTINGENCY PLANS,
GUIDELINES AND REQUIREMENTS****SUBCHAPTER A****WATER CONSERVATION PLANS****RULE §288.5****Water Conservation Plans for Wholesale Water Suppliers**

A water conservation plan for a wholesale water supplier must provide information in response to each of the following paragraphs. If the plan does not provide information for each requirement, the wholesale water supplier shall include in the plan an explanation of why the requirement is not applicable.

(1) Minimum requirements. All water conservation plans for wholesale water suppliers must include the following elements:

(A) a description of the wholesaler's service area, including population and customer data, water use data, water supply system data, and wastewater data;

(B) specific, quantified five-year and ten-year targets for water savings including, where appropriate, target goals for municipal use in gallons per capita per day for the wholesaler's service area, maximum acceptable water loss, and the basis for the development of these goals. The goals established by wholesale water suppliers under this subparagraph are not enforceable;

(C) a description as to which practice(s) and/or device(s) will be utilized to measure and account for the amount of water diverted from the source(s) of supply;

(D) a monitoring and record management program for determining water deliveries, sales, and losses;

(E) a program of metering and leak detection and repair for the wholesaler's water storage, delivery, and distribution system;

(F) a requirement in every water supply contract entered into or renewed after official adoption of the water conservation plan, and including any contract extension, that each successive wholesale customer develop and implement a water conservation plan or water conservation measures using the applicable elements of this chapter. If the customer intends to resell the water, then the contract between the initial supplier and customer must provide that the contract for the resale of the water must have water conservation requirements so that each successive customer in the resale of the water will be required to implement water conservation measures in accordance with applicable provisions of this chapter;

(G) a reservoir systems operations plan, if applicable, providing for the coordinated operation of reservoirs owned by the applicant within a common watershed or river basin. The reservoir systems operations plans shall include optimization of water supplies as one of the significant goals of the plan;

(H) a means for implementation and enforcement, which shall be evidenced by a copy of the ordinance, rule, resolution, or tariff, indicating official adoption of the water conservation plan by the water supplier; and a description of the authority by which the water supplier will implement and enforce the conservation plan; and

(I) documentation of coordination with the regional water planning groups for the service area of the wholesale water supplier in order to ensure consistency with the appropriate approved regional water plans.

(2) Additional conservation strategies. Any combination of the following strategies shall be selected by the water wholesaler, in addition to the minimum requirements of paragraph (1) of this section, if they are necessary in order to achieve the stated water conservation goals of the plan. The commission may require by commission order that any of the following strategies be implemented by the water supplier if the commission determines that the strategies are necessary in order for the conservation plan to be achieved:

(A) conservation-oriented water rates and water rate structures such as uniform or increasing block rate schedules, and/or seasonal rates, but not flat rate or decreasing block rates;

(B) a program to assist agricultural customers in the development of conservation pollution prevention and abatement plans;

(C) a program for reuse and/or recycling of wastewater and/or graywater; and

(D) any other water conservation practice, method, or technique which the wholesaler shows to be appropriate for achieving the stated goal or goals of the water conservation plan.

(3) Review and update requirements. The wholesale water supplier shall review and update its water conservation plan, as appropriate, based on an assessment of previous five-year and ten-year targets and any other new or updated information. A wholesale water supplier shall review and update the next revision of its water conservation plan every five years to coincide with the regional water planning group.

Source Note: The provisions of this §288.5 adopted to be effective May 3, 1993, 18 TexReg 2558; amended to be effective February 21, 1999, 24 TexReg 949; amended to be effective April 27, 2000, 25 TexReg 3544; amended to be effective October 7, 2004, 29 TexReg 9384; amended to be effective December 6, 2012, 37 TexReg 9515

APPENDIX B

TEXAS ADMINISTRATIVE CODE TITLE 30 CHAPTER 288

The TCEQ rules governing development of water conservation plans are contained in Title 30, Chapter 288, Subchapter A of the Texas Administrative Code, which is included in this Appendix for reference.

The water conservation plan elements required by the TCEQ water conservation rules that are covered in this drought contingency plan are listed below.

Minimum Drought Contingency Plan Requirements for Public Water Suppliers

- **288.20(a)(1)(A)** – Provisions to Inform Public and Provide Opportunity for Public Input - Section 2
- **288.20(a)(1)(B)** – Program for Continuing Public Education and Information – Section 2
- **288.20(a)(1)(C)** – Coordination with Regional Water Planning Groups – Section 2
- **288.20(a)(1)(D)** – Description of Information to Be Monitored and Criteria for the Initiation and Termination of Water Resource Management Stages – Sections 2
- **288.20(a)(1)(E)** – Stages for Implementation of Measures in Response to Situations – Section 3
- **288.20(a)(1)(F)** – Specific, Quantified Targets for Water Use Reductions During Water Shortages – Section 3
- **288.20(a)(1)(G)** – Specific Water Supply or Water Demand Measures to Be Implemented at Each Stage of the Plan – Section 3
- **288.20(a)(1)(H)** – Procedures for Initiation and Termination of Drought Contingency and Water Emergency Response Stages – Section 2
- **288.20(a)(1)(I)** – Description of Procedures to Be Followed for Granting Variances to the Plan – Section 2
- **288.20(a)(1)(J)** – Procedures for Enforcement of Mandatory Water Use Restrictions – Section 2
- **288.20(b)** – TCEQ Notification of Implementation of Mandatory Provisions – Sections 2 and 3
- **288.20(c)** – Review of Drought Contingency and Water Emergency Response Plan Every Five (5) Years – Section 2

Minimum Drought Contingency Plan Requirements for Wholesale Water Suppliers

- **288.22(a)(1)** – Provisions to Inform the Public and Provide Opportunity for Public Input – Section 2
 - **288.22(a)(2)** – Coordination with the Regional Water Planning Groups – Section 2
 - **288.22(a)(3)** – Criteria for Initiation and Termination of Drought Stages – Section 3
 - **288.22(a)(4)** – Drought and Emergency Response Stages – Section 3
 - **288.22(a)(5)** – Procedures for Initiation and Termination of Drought Stages – Section 2
-

- **288.22(a)(6)** – *Specific, Quantified Targets for Water Use Reductions During Water Shortages – Section 3*
- **288.22(a)(7)** – *Specific Water Supply or Water Demand Management Measures to be Implemented during Each Drought Stage – Section 3*
- **288.22(a)(8)** – *Provision in Wholesale Contracts to Require Water Distribution According to Texas Water Code Section §11.039 – Sections 2 and 3*
- **288.22(a)(9)** – *Procedures for Granting Variances to the Plan - Section 2*
- **288.22(a)(10)** - *Procedures for Enforcement of Mandatory Restrictions – Section 2*
- **288.22(b)** – *TCEQ Notification of Implementation of Mandatory Measures – Sections 2 and 3*
- **288.22(c)** – *Review and Update of the Plan – Section 2*

<u>TITLE 30</u>	ENVIRONMENTAL QUALITY
<u>PART 1</u>	TEXAS COMMISSION ON ENVIRONMENTAL QUALITY
<u>CHAPTER 288</u>	WATER CONSERVATION PLANS, DROUGHT CONTINGENCY PLANS, GUIDELINES AND REQUIREMENTS
<u>SUBCHAPTER B</u>	DROUGHT CONTINGENCY PLANS
RULE §288.20	Drought Contingency Plans for Municipal Uses by Public Water Suppliers

(a) A drought contingency plan for a retail public water supplier, where applicable, must include the following minimum elements.

(1) Minimum requirements. Drought contingency plans must include the following minimum elements.

(A) Preparation of the plan shall include provisions to actively inform the public and affirmatively provide opportunity for public input. Such acts may include, but are not limited to, having a public meeting at a time and location convenient to the public and providing written notice to the public concerning the proposed plan and meeting.

(B) Provisions shall be made for a program of continuing public education and information regarding the drought contingency plan.

(C) The drought contingency plan must document coordination with the regional water planning groups for the service area of the retail public water supplier to ensure consistency with the appropriate approved regional water plans.

(D) The drought contingency plan must include a description of the information to be monitored by the water supplier, and specific criteria for the initiation and termination of drought response stages, accompanied by an explanation of the rationale or basis for such triggering criteria.

(E) The drought contingency plan must include drought or emergency response stages providing for the implementation of measures in response to at least the following situations:

- (i) reduction in available water supply up to a repeat of the drought of record;
- (ii) water production or distribution system limitations;
- (iii) supply source contamination; or
- (iv) system outage due to the failure or damage of major water system components (e.g., pumps).

(F) The drought contingency plan must include specific, quantified targets for water use reductions to be achieved during periods of water shortage and drought. The entity preparing the plan shall establish the targets. The goals established by the entity under this subparagraph are not enforceable.

(G) The drought contingency plan must include the specific water supply or water demand management measures to be implemented during each stage of the plan including, but not limited to, the following:

(i) curtailment of non-essential water uses; and

(ii) utilization of alternative water sources and/or alternative delivery mechanisms with the prior approval of the executive director as appropriate (e.g., interconnection with another water system, temporary use of a non-municipal water supply, use of reclaimed water for non-potable purposes, etc.).

(H) The drought contingency plan must include the procedures to be followed for the initiation or termination of each drought response stage, including procedures for notification of the public.

(I) The drought contingency plan must include procedures for granting variances to the plan.

(J) The drought contingency plan must include procedures for the enforcement of mandatory water use restrictions, including specification of penalties (e.g., fines, water rate surcharges, discontinuation of service) for violations of such restrictions.

(2) Privately-owned water utilities. Privately-owned water utilities shall prepare a drought contingency plan in accordance with this section and incorporate such plan into their tariff.

(3) Wholesale water customers. Any water supplier that receives all or a portion of its water supply from another water supplier shall consult with that supplier and shall include in the drought contingency plan appropriate provisions for responding to reductions in that water supply.

(b) A wholesale or retail water supplier shall notify the executive director within five business days of the implementation of any mandatory provisions of the drought contingency plan.

(c) The retail public water supplier shall review and update, as appropriate, the drought contingency plan, at least every five years, based on new or updated information, such as the adoption or revision of the regional water plan.

Source Note: The provisions of this §288.20 adopted to be effective February 21, 1999, 24 TexReg 949; amended to be effective April 27, 2000, 25 TexReg 3544; amended to be effective October 7, 2004, 29 TexReg 9384

<u>TITLE 30</u>	ENVIRONMENTAL QUALITY
<u>PART 1</u>	TEXAS COMMISSION ON ENVIRONMENTAL QUALITY
<u>CHAPTER 288</u>	WATER CONSERVATION PLANS, DROUGHT CONTINGENCY PLANS, GUIDELINES AND REQUIREMENTS
<u>SUBCHAPTER B</u>	DROUGHT CONTINGENCY PLANS
RULE §288.22	Drought Contingency Plans for Wholesale Water Suppliers

(a) A drought contingency plan for a wholesale water supplier must include the following minimum elements.

(1) Preparation of the plan shall include provisions to actively inform the public and to affirmatively provide opportunity for user input in the preparation of the plan and for informing wholesale customers about the plan. Such acts may include, but are not limited to, having a public meeting at a time and location convenient to the public and providing written notice to the public concerning the proposed plan and meeting.

(2) The drought contingency plan must document coordination with the regional water planning groups for the service area of the wholesale public water supplier to ensure consistency with the appropriate approved regional water plans.

(3) The drought contingency plan must include a description of the information to be monitored by the water supplier and specific criteria for the initiation and termination of drought response stages, accompanied by an explanation of the rationale or basis for such triggering criteria.

(4) The drought contingency plan must include a minimum of three drought or emergency response stages providing for the implementation of measures in response to water supply conditions during a repeat of the drought-of-record.

(5) The drought contingency plan must include the procedures to be followed for the initiation or termination of drought response stages, including procedures for notification of wholesale customers regarding the initiation or termination of drought response stages.

(6) The drought contingency plan must include specific, quantified targets for water use reductions to be achieved during periods of water shortage and drought. The entity preparing the plan shall establish the targets. The goals established by the entity under this paragraph are not enforceable.

(7) The drought contingency plan must include the specific water supply or water demand management measures to be implemented during each stage of the plan including, but not limited to, the following:

(A) pro rata curtailment of water deliveries to or diversions by wholesale water customers as provided in Texas Water Code, §11.039; and

(B) utilization of alternative water sources with the prior approval of the executive director as appropriate (e.g., interconnection with another water system, temporary use of a non-municipal water supply, use of reclaimed water for non-potable purposes, etc.).

(8) The drought contingency plan must 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.

(9) The drought contingency plan must include procedures for granting variances to the plan.

(10) The drought contingency plan must include procedures for the enforcement of any mandatory water use restrictions including specification of penalties (e.g., liquidated damages, water rate surcharges, discontinuation of service) for violations of such restrictions.

(b) The wholesale public water supplier shall notify the executive director within five business days of the implementation of any mandatory provisions of the drought contingency plan.

(c) The wholesale public water supplier shall review and update, as appropriate, the drought contingency plan, at least every five years, based on new or updated information, such as adoption or revision of the regional water plan.

Source Note: The provisions of this §288.22 adopted to be effective February 21, 1999, 24 TexReg 949; amended to be effective April 27, 2000, 25 TexReg 3544; amended to be effective October 7, 2004, 29 TexReg 9384

Appendix C

TCEQ Water Utility Profile

The following appendix contains the form TCEQ-10218 and/or TCEQ-20162.

Appendix D

NTMWD Member City and Customer Annual Water Conservation Report

The following appendix contains a blank copy of the NTMWD Member City and Customer Annual Water Conservation Report. This is updated and reviewed by NTMWD on an annual basis.

Appendix E

TCEQ Water Conservation Implementation Report

Appendix F

Letters to Regional Water Planning Group and NTMWD

[Enter Date]

Region C Water Planning Group
c/o Trinity River Authority
P.O. Box 60
Arlington, TX 76004

Dear Chair:

Enclosed please find a copy of the Water Conservation and Water Resource and Emergency Management Plan for [Entity Name]. I am submitting a copy of this plan to the Region C Water Planning Group in accordance with the Texas Water Development Board and Texas Commission on Environmental Quality rules. The plans were adopted on [Enter date of adoption].

Sincerely,

[Entity Contact Name]

[Entity Name]

[Enter Date]

Region D Water Planning Group
c/o Riverbend Water Resources District
228 Texas Avenue Suite A
New Boston, TX 75570

Dear Chair:

Enclosed please find a copy of the Water Conservation and Water Resource and Emergency Management Plan for City of Kaufman. I am submitting a copy of this plan to the Region C Water Planning Group in accordance with the Texas Water Development Board and Texas Commission on Environmental Quality rules. The plans were adopted on [Enter date of adoption].

Sincerely,

[Entity Contact Name]

[Entity Name]

Appendix G

Adoption of Plans

Municipal Ordinance
Adopting Water Conservation Plan

Ordinance No. [Enter Ordinance Number]

AN ORDINANCE ADOPTING A WATER CONSERVATION PLAN FOR THE CITY OF CITY OF KAUFMAN TO PROMOTE RESPONSIBLE USE OF WATER AND TO PROVIDE FOR PENALTIES AND/OR THE DISCONNECTION OF WATER SERVICE FOR NONCOMPLIANCE WITH THE PROVISIONS OF THE WATER CONSERVATION PLAN.

WHEREAS, the City of City of Kaufman, Texas (the “City”), recognizes that the amount of water available to its water customers is limited; and

WHEREAS, the City recognizes that due to natural limitations, drought conditions, system failures and other acts of God which may occur, the City cannot guarantee an uninterrupted water supply for all purposes at all times; and

WHEREAS, the Water Code and the regulations of the Texas Commission on Environmental Quality (the “Commission”) require that the City adopt a Water Conservation Plan; and

WHEREAS, the City has determined an urgent need in the best interest of the public to adopt a Water Conservation Plan; and

WHEREAS, pursuant to Chapter 54 of the Local Government Code, the City is authorized to adopt such Ordinances necessary to preserve and conserve its water resources; and

WHEREAS, the City Council of the City of City of Kaufman desires to adopt the North Texas Municipal Water District (the “NTMWD”) Model Water Conservation Plan as official City policy for the conservation of water.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CITY OF KAUFMAN THAT:

Section 1. The City Council hereby approves and adopts the NTMWD Model Water Conservation Plan (the “Plan”), attached hereto as Addendum A, as if recited verbatim herein. The City commits to implement the requirements and procedures set forth in the adopted Plan.

Section 2. Any customer, defined pursuant to 30 Tex. Admin. Code Chapter 291, failing to comply with the provisions of the Plan shall be subject to a fine of up to two thousand dollars (\$2,000.00) and/or discontinuance of water service by the City. Proof of a culpable mental state is not required for a conviction of an offense under this section. Each day a customer fails to comply with the Plan is a separate violation. The City's authority to seek injunctive or other civil relief available under the law is not limited by this section.

Section 3. The City Council does hereby find and declare that sufficient written notice of the date, hour, place and subject of the meeting adopting this Ordinance was posted at a designated place convenient to the public for the time required by law preceding the meeting, that such place of posting was readily accessible at all times to the general public, and that all of the foregoing was done as required by law at all times during which this Ordinance and the subject matter thereof has been discussed, considered and formally acted upon. The City Council further ratifies, approves and confirms such written notice and the posting thereof.

Section 4. Should any paragraph, sentence, clause, phrase or word of this Ordinance be declared unconstitutional or invalid for any reason, the remainder of this Ordinance shall not be affected.

Section 5. The City Manager or his designee is hereby directed to file a copy of the Plan and this Ordinance with the Commission in accordance with Title 30, Chapter 288 of the Texas Administrative Code.

Section 6. The City Secretary is hereby authorized and directed to cause publication of the descriptive caption of this ordinance as an alternative method of publication provided by law.

Section 7. Ordinance No. [Enter Ordinance Number], adopted on [Date of Ordinance], is hereby repealed.

Passed by the City Council on this [Day] day of [Month], [Year].

Mayor

Attest:

City Secretary

Municipal Utility District Order
Adopting Water Conservation Plan

Order No. [NUMBER]

AN ORDER ADOPTING A WATER CONSERVATION PLAN FOR THE [Entity Name] MUNICIPAL UTILITY DISTRICT TO PROMOTE THE RESPONSIBLE USE OF WATER AND TO PROVIDE FOR PENALTIES AND/OR THE DISCONNECTION OF WATER SERVICE FOR NONCOMPLIANCE WITH THE PROVISIONS OF THE WATER CONSERVATION PLAN.

WHEREAS, the [Entity Name] Municipal Utility District (the “District”), recognizes that the amount of water available to its water customers is limited; and

WHEREAS, the District recognizes that due to natural limitations, drought conditions, system failures and other acts of God which may occur, the District cannot guarantee an uninterrupted water supply for all purposes at all times; and

WHEREAS, the Water Code and the regulations of the Texas Commission on Environmental Quality (the “Commission”) require that the District adopt a Water Conservation Plan; and

WHEREAS, the District has determined an urgent need in the best interest of the public to adopt a Water Conservation Plan; and

WHEREAS, pursuant to Chapter 49 of the Water Code, the District is authorized to adopt such policies necessary to accomplish the purposes for which it was created, including but not limited to the preservation and conservation of water resources; and

WHEREAS, the Board of Directors of the District desires to adopt the North Texas Municipal Water District (the “NTMWD”) Model Water Conservation Plan as official District policy for the conservation of water.

NOW THEREFORE, BE IT ORDERED BY THE BOARD OF DIRECTORS OF THE [Entity Name] MUNICIPAL UTILITY DISTRICT THAT:

Section 1. The Board of Directors hereby approves and adopts the NTMWD Model Water Conservation Plan (the “Plan”), attached hereto as Addendum A, as if recited verbatim herein. The District commits to implement the requirements and procedures set forth in the adopted Plan.

Section 2. Any customer, defined pursuant to 30 Tex. Admin. Code Chapter 291, failing to comply with the provisions of the Plan shall be subject to a monetary fine as allowed by law, and/or discontinuance of water service by the District. Proof of a culpable mental state is not required for a conviction of an offense under this section. Each day a customer fails to comply with the Plan is a separate violation. The District's authority to seek injunctive or other civil relief available under the law is not limited by this section.

Section 3. The Board of Directors does hereby find and declare that sufficient written notice of the date, hour, place and subject of the meeting adopting this Order was posted at a designated place convenient to the public for the time required by law preceding the meeting, that such place of posting was readily accessible at all times to the general public, and that all of the foregoing was done as required by law at all times during which this Order and the subject matter thereof has been discussed, considered and formally acted upon. The Board of Directors further ratifies, approves and confirms such written notice and the posting thereof.

Section 4. The General Manager or his designee is hereby directed to file a copy of the Plan and this Ordinance with the Commission in accordance with Title 30, Chapter 288 of the Texas Administrative Code.

Section 5. Should any paragraph, sentence, clause, phrase or word of this Order be declared unconstitutional or invalid for any reason, the remainder of this Order shall not be affected.

Section 6. {If Applicable} Order No. [Number], adopted on [Date], is hereby repealed.

Approved and adopted by the Board of Directors on this [Day] day of [Day], [Day].

President, Board of Directors

Attest:

Secretary

Special Utility District Order
Adopting Water Conservation Plan

Order No. [NUMBER]

AN ORDER ADOPTING A WATER CONSERVATION PLAN FOR THE [Entity Name] SPECIAL UTILITY DISTRICT TO PROMOTE THE RESPONSIBLE USE OF WATER AND TO PROVIDE FOR PENALTIES AND/OR THE DISCONNECTION OF WATER SERVICE FOR NONCOMPLIANCE WITH THE PROVISIONS OF THE WATER CONSERVATION PLAN.

WHEREAS, the [Entity Name] Special Utility District (the “District”), recognizes that the amount of water available to its water customers is limited; and

WHEREAS, the District recognizes that due to natural limitations, drought conditions, system failures and other acts of God which may occur, the District cannot guarantee an uninterrupted water supply for all purposes at all times; and

WHEREAS, the Water Code and the regulations of the Texas Commission on Environmental Quality (the “Commission”) require that the District adopt a Water Conservation Plan; and

WHEREAS, the District has determined an urgent need in the best interest of the public to adopt a Water Conservation Plan; and

WHEREAS, pursuant to Chapter 65 of the Water Code, the District is authorized to adopt such policies necessary to accomplish the purposes for which it was created, including but not limited to the preservation and conservation of water resources; and

WHEREAS, the Board of Directors of the District desires to adopt the North Texas Municipal Water District (the “NTMWD”) Model Water Conservation Plan as official District policy for the conservation of water.

NOW THEREFORE, BE IT ORDERED BY THE BOARD OF DIRECTORS OF THE [Entity Name] SPECIAL UTILITY DISTRICT THAT:

Section 1. The Board of Directors hereby approves and adopts the NTMWD Model Water Conservation Plan (the “Plan”), attached hereto as Addendum A, as if recited verbatim herein. The District commits to implement the requirements and procedures set forth in the adopted Plan.

Section 2. Any customer, defined pursuant to 30 Tex. Admin. Code Chapter 291, failing to comply with the provisions of the Plan shall be subject to a monetary fine as allowed by law, and/or discontinuance of water service by the District. Proof of a culpable mental state is not required for a conviction of an offense under this section. Each day a customer fails to comply with the Plan is a separate violation. The District's authority to seek injunctive or other civil relief available under the law is not limited by this section.

Section 3. The Board of Directors does hereby find and declare that sufficient written notice of the date, hour, place and subject of the meeting adopting this Order was posted at a designated place convenient to the public for the time required by law preceding the meeting, that such place of posting was readily accessible at all times to the general public, and that all of the foregoing was done as required by law at all times during which this Order and the subject matter thereof has been discussed, considered and formally acted upon. The Board of Directors further ratifies, approves and confirms such written notice and the posting thereof.

Section 4. The General Manager or his designee is hereby directed to file a copy of the Plan and this Ordinance with the Commission in accordance with Title 30, Chapter 288 of the Texas Administrative Code.

Section 5. Should any paragraph, sentence, clause, phrase or word of this Order be declared unconstitutional or invalid for any reason, the remainder of this Order shall not be affected.

Section 6. {If Applicable} Order No. [NUMBER], adopted on [Date], is hereby repealed.

Approved and adopted by the Board of Directors on this [Day] day of [Day], [Day].

President, Board of Directors

Attest:

Secretary

**Water Supply Corporation Resolution
Adopting Water Conservation Plan**

Resolution No. [NUMBER]

A RESOLUTION ADOPTING A WATER CONSERVATION PLAN FOR THE [Entity Name] WATER SUPPLY CORPORATION TO PROMOTE THE RESPONSIBLE USE OF WATER AND TO PROVIDE FOR PENALTIES AND/OR THE DISCONNECTION OF WATER SERVICE FOR NONCOMPLIANCE WITH THE PROVISIONS OF THE WATER CONSERVATION PLAN.

WHEREAS, the [Entity Name] Water Supply Corporation (the “WSC”), recognizes that the amount of water available to its water customers is limited; and

WHEREAS, the WSC recognizes that due to natural limitations, drought conditions, system failures and other acts of God which may occur, the WSC cannot guarantee an uninterrupted water supply for all purposes at all times; and

WHEREAS, the Water Code and the regulations of the Texas Commission on Environmental Quality (the “Commission”) require that the WSC adopt a Water Conservation Plan; and

WHEREAS, the WSC has determined an urgent need in the best interest of the public to adopt a Water Conservation Plan; and

WHEREAS, pursuant to Chapter 67 of the Water Code, the WSC is authorized to adopt such policies necessary to preserve and conserve its water resources; and

WHEREAS, the Board of Directors of the WSC desires to adopt the North Texas Municipal Water District (the “NTMWD”) Model Water Conservation Plan as official WSC policy for the conservation of water.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE [Entity Name] WATER SUPPLY CORPORATION THAT:

Section 1. The Board of Directors hereby approves and adopts the NTMWD Model Water Conservation Plan (the “Plan”), attached hereto as Addendum A, as if recited verbatim herein. The WSC commits to implement the requirements and procedures set forth in the adopted Plan.

Section 2. Any customer, defined pursuant to 30 Tex. Admin. Code Chapter 291, failing to comply with the provisions of the Plan shall be subject to a monetary fine as allowed by law, and/or discontinuance of water service by the WSC. Proof of a culpable mental state is not required for a conviction of an offense under this section. Each day a customer fails to comply with the Plan is a separate violation. The WSC’s authority to seek injunctive or other civil relief available under the law is not limited by this section.

Section 3. The Board of Directors does hereby find and declare that sufficient written notice of the date, hour, place and subject of the meeting adopting this Resolution was posted at a designated place convenient to the public for the time required by law preceding the meeting, that such place of posting

was readily accessible at all times to the general public, and that all of the foregoing was done as required by law at all times during which this Resolution and the subject matter thereof has been discussed, considered and formally acted upon. The Board of Directors further ratifies, approves and confirms such written notice and the posting thereof.

Section 4. The General Manager or his designee is hereby directed to file a copy of the Plan and this Ordinance with the Commission in accordance with Title 30, Chapter 288 of the Texas Administrative Code. Further, the Board of Directors hereby authorizes the General Manager or his designee to file an amendment to the WSC's tariff to incorporate the Plan therein.

Section 5. Should any paragraph, sentence, clause, phrase or word of this Resolution be declared unconstitutional or invalid for any reason, the remainder of this Resolution shall not be affected.

Section 6. {If Applicable} Resolution No. [NUMBER], adopted on [Date], is hereby repealed.

Approved and adopted by the Board of Directors on this [Day] day of [Day], [Day].

President, Board of Directors

Attest:

Secretary

Appendix H

Illegal Water Connections and Theft of Water

APPENDIX H
ILLEGAL WATER CONNECTIONS AND THEFT OF WATER
MUNICIPAL ORDINANCE
PERTAINING TO ILLEGAL WATER CONNECTIONS AND THEFT OF WATER

Ordinance No. _____

**AN ORDINANCE PERTAINING TO ILLEGAL WATER CONNECTIONS AND/OR THE THEFT OF WATER
RELATED TO THE WATER SUPPLY FOR THE CITY OF _____.**

WHEREAS, the City of _____, Texas (the "City") recognizes that the amount of water available to its water customers is limited; and

WHEREAS, pursuant to Chapter 54 of the Local Government Code, the City is authorized to adopt such policies necessary to preserve and conserve available water supplies; and

WHEREAS, the City seeks to adopt an ordinance pertaining to illegal water connections and theft of water.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF _____ THAT:

Section 1. The City Council hereby approves and adopts this Ordinance as described herein.

Section 2. A person commits an offense of theft of water by any of the following actions:

- (a) A person may not knowingly tamper, connect to, or alter any component of the City's water system including valves, meters, meter boxes, lids, hydrants, lines, pump stations, ground storage tanks, and elevated storage tanks. This shall include direct or indirect efforts to initiate or restore water service without the approval of the City.
- (b) If, without the written consent of the City Manager or the City Manager's designee, the person knowingly causes, suffers or allows the initiation or restoration of water service to the property after termination of service(s). For purposes of this section, it shall be assumed that the owner, occupant, or person in control of the property caused, suffered, or allowed the unlawful initiation or restoration of service(s).
- (c) A person may not knowingly make or cause a false report to be made to the City of a reading of a water meter installed for metered billing.
- (d) A person commits a separate offense each day that the person performs an act prohibited by this section or fails to perform an act required by this section.

Section 3. An offense under this Ordinance is a Class C misdemeanor punishable by a fine of up to two thousand dollars (\$2,000.00) and/or discontinuance of water service by the City.

Section 4. The City Council does hereby find and declare that sufficient written notice of the date, hour, place and subject of the meeting considering this Ordinance was posted at a designated place convenient to the public for the time required by law preceding the meeting, that such place of posting was readily accessible at all times to the general public, and that all of the foregoing was done as required by law at all times during which this Ordinance, and the subject matter thereof, has been discussed, considered and formally acted upon. The City Council further ratifies, approves and confirms such written notice and the posting thereof.

Section 5. Should any paragraph, sentence, clause, phrase or word of this Ordinance be declared unconstitutional or invalid for any reason, the remainder of this Ordinance shall not be affected.

Section 6. The City Secretary is hereby authorized and directed to cause publication of the descriptive caption of this ordinance as an alternative method of publication provided by law.

Section 7. {If Applicable} Ordinance No. _____, adopted on _____, is hereby repealed.

Passed by the City Council on this ____ day of _____, ____.

Mayor

Attest:

City Secretary

Appendix I

Landscape Ordinance

This is an example of a basic landscape ordinance which can be adopted or modified for adoption by municipalities or other jurisdictions. Landscape ordinances with a wide variety of formats and levels of complexity have been adopted by the governments of NTMWD Member Cities and Customers to date.

1. PURPOSE

Landscaping is accepted as adding value to property and is in the interest of the general welfare of the City. The provision of landscaped areas also serves to increase the amount of a property that is devoted to pervious surface area which, in turn, helps to reduce the amount of impervious surface area, storm water runoff, and consequent nonpoint pollution in local waterways. Therefore, landscaping is hereafter required of new development, including single and two family uses. Single and two family use requirements are less in scope than those for other uses such as multi family, commercial, institutional, and industrial development. Landscape requirements for these uses are set forth herein.

2. SCOPE AND ENFORCEMENT

The standards and criteria contained within this Section are deemed to be minimum standards and shall apply to all new or altered construction occurring within the City exceeding thirty percent (30%) of the original floor and/or site area. Additionally, any use requiring a Conditional Use Provision (CUP) zoning designation must comply with these landscape standards unless special landscaping standards are otherwise provided for in the ordinance establishing the CUP district. The provisions of this Section shall be administered and enforced by the City Manager or his/her designee. If at any time after the issuance of a certificate of occupancy, the approved landscaping is found to be not in conformance with the standards and criteria of this Section, the City Manager (or his/her designee) shall issue notice to the owner, citing the violation and describing what action is required to comply with this Section. The owner, tenant or agent shall have thirty (30) calendar days from date of said notice to establish/restore the landscaping, as required. If the landscaping is not established/restored within the allotted time, then such person shall be in violation of this Ordinance.

3. PERMITS

No permits shall be issued for building, paving, grading or construction until a detailed landscape plan is submitted and approved by the City Manager or his/her designee, along with the site plan and engineering/construction plans. A landscape plan shall be required as part of the site plan submission, as required in Section ___. The landscape plan may be shown on the site plan (provided the site plan remains clear and legible) or may be drawn on a separate sheet. Prior to the issuance of a certificate of occupancy for any building or structure, all screening and landscaping shall be in place in accordance with the landscape plan. In any case in which a certificate of occupancy is sought at a season of the year in which the City Manager, or his/her designee, determines that it would be impractical to plant trees, shrubs or groundcover, or to successfully establish turf areas, a temporary certificate of occupancy may be issued provided a letter of agreement from the property owner is submitted that states when the installation shall occur. All landscaping required by the landscaping plan shall be installed within six (6) months of the date of the issuance of the certificate of occupancy.

4. LANDSCAPE PLAN

Prior to the issuance of a building, paving, grading or construction permit for any use other than single family detached or two family dwellings, a landscape plan shall be submitted to the City Manager, or his/her designee. The City Manager, or his/her designee, shall review such plans and shall approve same if the plans are in accordance with the criteria of these regulations. If the plans are not in conformance, they shall be disapproved and shall be accompanied by a written statement setting forth the changes

necessary for compliance. The landscape plan shall be prepared and by a person knowledgeable in plant material usage and landscape design (e.g., landscape architect, landscape contractor, landscape designer, etc.). For all uses other than single and two family uses, the landscape plan shall be sealed by a registered landscape architect and shall contain the following minimum information:

- A. Minimum scale of one inch (1") equals fifty feet (50'); show scale in both written and graphic form.
- B. Trunk location and caliper size, dripline location, and species of all trees to be preserved. Tree stamps or standard symbols shall not be used unless they indicate true size and location of trees and driplines.
- C. Location of all plant and landscaping material to be used, including plants, paving, benches, screens, fountains, statues, earthen berms, ponds (to include depth of water), topography of site, or other landscape features.
- D. Species and common names of all plant materials to be used.
- E. Size of all plant material to be used (container size, planted height, etc.)
- F. Spacing of plant material where appropriate.
- G. Layout and description of irrigation, sprinkler, or water systems including location of water sources.
- H. Name and address of the person(s) responsible for the preparation of the landscape plan.
- I. North arrow/symbol, and a small map indicating location of the property.
- J. Date of the landscape plan.

5. GENERAL STANDARDS

The following criteria and standards shall apply to landscape materials and installation:

- A. All required landscaped open areas shall be completely covered with living plant material or landscape mulch materials such as shredded hardwood mulch or decomposed granite.
- B. Plant materials shall conform to the standards of the approved plant list for the City and the current edition of the "American Standard for Nursery Stock" (as amended), published by the American Association of Nurserymen. Approved plant lists should Grass seed, sod and other material shall be clean and free of weeds and noxious pests and insects.
- C. Large trees shall have an average spread of crown of greater than fifteen feet (15') at maturity. Trees having a lesser average mature crown of fifteen feet (15') may be substituted by grouping the same so as to create the equivalent of fifteen feet (15') of crown spread. Large trees shall be a minimum of three inches (3") in caliper measured six inches (6") above the ground and ten feet (10') in height at time of planting. Small trees shall be a minimum of two inches (2") in caliper measured six inches (6") above the ground and eight feet (8') In height at time of planting.

- D. Shrubs not of a dwarf variety shall be a minimum of two feet (2') in height when measured immediately after planting. Hedges, where installed for screening purposes, shall be planted and maintained so as to form a continuous, unbroken, solid visual screen which will be six feet (6') high within three (3) years after time of planting (except for parking lot/headlight screens, which shall form a continuous, solid visual screen three feet high within two years after planting).
- E. Vines not intended as ground cover shall be a minimum of two feet (2') in height immediately after planting and may be used in conjunction with fences, screens, or walls to meet landscape screening requirements as set forth.
- F. Grass areas shall be sodded, plugged, sprigged, hydro mulched and/or seeded, except that solid sod shall be used in swales, earthen berms or other areas subject to erosion.
- G. Ground covers used in lieu of grass in whole and in part shall be planted in such a manner as to present a finished appearance and complete coverage within one (1) year of planting.
- H. All automatic, underground irrigation system shall have operational freeze and rain sensors to prevent watering at inappropriate times. Landscaped areas having less than four (4) feet in width shall be irrigated by underground tubing or other capillary system but not by aboveground spray. Irrigation equipment (except for controllers and weather stations) shall not be visible from public streets or walkways.
- I. Earthen berms shall have side slopes not to exceed 33.3 percent (three feet (3') of horizontal distance for each one foot (1') of vertical height). All berms shall contain necessary drainage provisions as may be required by the City's Engineer.

6. MINIMUM LANDSCAPING REQUIREMENTS FOR ALL USES OTHER THAN SINGLE- AND TWO-FAMILY RESIDENTIAL DEVELOPMENTS

- A. For all uses other than single and two-family uses, at least twenty percent (20%) of the street yard shall be permanently landscaped area. The street yard shall be defined as the area between the building front and the front property line. For gasoline service stations, the requirement is a minimum of fifteen percent (15%) landscaped area for the entire site, including a six hundred (600) square foot landscaped area at the street intersection corner (if any), which can be counted toward the fifteen percent (15%) requirement.
- B. A minimum fifteen foot (15') landscape buffer adjacent to the right-of-way of any major thoroughfare is required. Corner lots fronting two (2) major thoroughfares shall provide the appropriate required landscape buffer on both street frontages. All other street frontages shall observe a minimum ten foot (10') landscape buffer. One (1) large shade tree shall be required per forty (40) linear feet (or portion thereof) of street frontage. Trees may be grouped or clustered to facilitate site design and to provide an aesthetically pleasing, natural looking planting arrangement. The landscaped buffer area may be included in the required street yard landscape area percentage.
- C. Landscape areas within parking lots should generally be at least one parking space in size, with no landscape area less than fifty (50) square feet in area. Landscape areas shall be no less than five feet (5') wide and shall equal a total of at least sixteen (16) square feet per parking space.

There shall be a landscaped area with at least one (1) large tree within sixty feet (60') of every parking space. There shall be a minimum of one (1) large tree planted in the parking area for every ten (10) parking spaces for parking lots having more than twenty (20) spaces. Within parking lots, landscape areas should be located to define parking areas and to assist in clarifying appropriate circulation patterns. A landscape island shall be located at the terminus of all parking rows, and shall contain at least one tree. All landscape areas shall be protected by a monolithic concrete curb or wheel stops, and shall remain free of trash, litter, and car bumper overhangs. The area of parking lot landscaping islands shall be in addition to the required street yard landscape area percentage.

- D. All existing trees which are to be preserved shall be provided with undisturbed, permeable surface area under and extending outward to the existing dripline of the tree. All new trees shall be provided with a permeable surface under the dripline a minimum of five feet (5') by five feet (5').
- E. A minimum of fifty percent (50%) of the total trees required for the property shall be large shade trees as specified on the City's approved plant list. Large trees shall not be used under existing or proposed overhead utility lines.
- F. Necessary driveways from the public right-of-way shall be permitted through all required landscaping in accordance with City regulations.

7. MINIMUM LANDSCAPING REQUIREMENTS FOR SINGLE-FAMILY AND TWO-FAMILY DEVELOPMENTS

- A. For all single family and two family developments, each residential lot shall be planted with at least one (1) large tree having a minimum caliper of three inches (3") in the front yard; and one (1) large tree having a minimum caliper of three inches (3") in the back yard; and one (1) small tree having a minimum caliper of two inches (2") in the front yard; and two (2) small trees having a minimum caliper of two inches (2") in the back yard. Trees shall be from the city's approved plant list.
- B. Only small trees from the city's approved plant list shall be allowed to be planted between the street curb and the right-of-way, unless otherwise specifically approved as part of a Planned Development (PD).

8. SIGHT DISTANCE AND VISIBILITY

Rigid compliance with these landscaping requirements shall not be such as to cause visibility obstructions and/or blind corners at intersections. Whenever an intersection of two (2) or more public right-of-way occurs, a triangular visibility area, as described below, shall be created. Landscape planting within the triangular visibility area shall be designed to provide unobstructed cross visibility at a level between thirty inches (30") and seven feet (7') measured above top of curb. Trees may be permitted in this area provided they are trimmed in such that lateral limbs or foliage extend into the cross visibility area. The triangular areas are:

- A. The areas of property on both sides of the intersection of an alley access way and public right-of-way shall have a triangular visibility area with two (2) sides of each triangle being a minimum

of ten feet (10') in length from the point of intersection and the third side being a line connecting the ends of the other two (2) sides.

- B. The areas of property located at a corner formed by the intersection of two (2) or more public right-of-ways (or a private driveway onto a public road) shall have a triangular visibility area with two (2) sides of each triangle being a minimum of twenty five feet (25') in length along the right-of-way lines (or along the driveway curb line and the road right-of-way line) from the point of the intersection and the third side being a line connecting the ends of the other two (2) sides. In the event other visibility obstructions are apparent in the proposed landscape plan, as determined by the City Manager or his/her designee, the requirements set forth herein may be reduced to the extent to remove the conflict.

SAMPLE RECOMMENDED PLANT LIST

These native/adapted plants exhibit a combination of outstanding characteristics in low water use, low maintenance, disease and insect resistance, and appearance.

Large Trees

Bur Oak
Cedar Elm
Chinquapin Oak
Lacebark Elm
Live Oak
Shumard Oak
Texas Ash

Medium Trees

Lacey Oak
Little Gem Magnolia
Shantung Maple
Texas Pistache

Narrow-Leaf Trees

Arizona Cypress
Bald Cypress
Deodar Cedar
Eastern Red Cedar
Spartan Juniper

Small Trees

Crepe Myrtle
Desert Willow
Possumhaw Holly
Redbud
Savannah Holly

Texas Mountain Laurel
Texas Persimmon
Tree Yaupon Holly
Vitex/Chaste Tree

Tall Shrubs

Nellie R. Stevens Holly
Oleander
Wax Myrtle
Yew

Medium/Small Shrubs

Agave
Boxleaf Euonymus
Compact Eleagnus
Compact Texas Sage
Dwarf Burford Holly
Dwarf Yaupon Holly
Dwarf Oleander
Indian Hawthorne
Knock-Out Red/Pink Rose
Lorapetalum
Red Yucca
Sandankwa Viburnum
Softleaf Yucca
Spineless Prickly Pear
Upright Rosemary

Perennials

Autumn Pink/Maroon Sage
Black-Eyed Susan
Blue Plumbago
Gayfeather
Indian Blanket
Purple Coneflower
Russian Sage
Skeletonleaf Goldeneye
Texas Lantana

Ornamental Grasses

Big Muhly
Dwarf Fountain Grass
Mexican Feathergrass

Groundcover/Vines

Carolina Jessamine
Crossvine
Liriope/Giant Liriope
Trailing Rosemary

Turf

Bermuda Grass
Buffalo Grass
Zoysia



Meeting
Date: 5/20/2024

Date: 05/08/2024

Item #: 11.

Dept.: Development
Services

PZ Item

SUBJECT:

Consider and take appropriate action on the **Final Plat of Kaufman County Justice Center Addition, Block A, Lot 1**, being a revision of Lot 1 of Kaufman County Law Enforcement Center Addition, being a tract of land containing 52.454 acres (Property ID 202753), situated in the D. Falcon Survey, Abstract No. 151, City of Kaufman, Kaufman County, Texas. The property is zoned Highway Commercial ("HC"), Planned Development – 17R – Multi-Family Residential-2 ("PD-17R-MF-2"), and Planned Development 15 – Light Industrial ("PD-15-LI") and is generally located at 1902 E. U.S. 175, with right-of-way extending up to SH 34. The final plat is for 1 non-residential lot and right-of-way. (Case No. FP-04-24)

BACKGROUND:

See the attached May 7, 2024 Planning and Zoning Commission report and attachments.

Author:

Reviewed:

Andrew Bogda, Director of Development Services Mike Holder, City Manager

Cost:

Funds Available:

Source:

Recommendation: On May 7, 2024, the Planning and Zoning Commission recommended approval, by a vote of 5-0, of the Final Plat of Lot 1 of Block A of the Kaufman County Justice Center Addition with the following conditions:

1. The recording information for the deed for the portion of property to be acquired by Kaufman County from the Kaufman Economic Development Corporation is added to the plat prior to plat recordation.
2. The addresses (as assigned by Kaufman County 911 Addressing and approved by the City) are added to the plat prior to plat recordation.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☒	☒	☒	☐



Planning and Zoning Commission Report

Meeting Date: May 7, 2024

SUBJECT: Consider and make a recommendation to City Council on the **Final Plat of Kaufman County Justice Center Addition, Block A, Lot 1**, being a revision of Lot 1 of Kaufman County Law Enforcement Center Addition, being a tract of land containing 52.454 acres (Property IDs 202753), situated in the D. Falcon Survey, Abstract No. 151, City of Kaufman, Kaufman County, Texas. The property is zoned Highway Commercial ("HC"), Planned Development – 17R – Multi-Family Residential-2 ("PD-17R-MF-2"), and Planned Development 15 – Light Industrial ("PD-15-LI") and is generally located at 1902 E. U.S. 175, with right-of-way extending up to SH 34. The final plat is for 1 non-residential lot and right-of-way. (Case No. FP-04-24)

SUMMARY:

The applicant is requesting a final plat of Lot 1, Block A, of Kaufman County Justice Center Addition, being a revision of Lot 1 of Kaufman County Law Enforcement Center Addition. The Justice Center property was originally platted in 2002 and the purpose of this final plat is to provide additional right-of-way for the "Connector Roads" project, which will provide access roads around the southeast and west sides of the Justice Center to provide additional points of access on SH 34 and US 175 to relieve peak-hour congestion at the single existing full access point on US 175, improve public safety, facilitate improved overall access and circulation, and provide access to surrounding properties to support future development.

The additional right-of-way is located on a mixture of County and City property, as well as land that had previously been owned by the Kaufman EDC. The roadway on the southeast side of the Justice Center will be called Wayne Gent Drive (named after the longtime Kaufman resident and decorated U.S. Marine who served as County Judge) and the roadway on the west side of the Justice Center will be called Prairie Branch Road (named after the creek in which it runs alongside of). The roads are already under construction and this plat is necessary to legally dedicate the roadways as public right-of-way. Wayne Gent Drive is classified as a Collector Road with an 80' right-of-way and the entire 80' will be dedicated by this plat; however, only a 24'-wide two-lane section (half the roadway width) will be built at this time. Prairie Branch Road is classified as a Minor Arterial with a 100' right-of-way and a 4-lane divided roadway; only 50' will be dedicated with this plat, with only a 24'-wide two-lane section (half the roadway) to be built at this time. The remaining right-of-way will be dedicated (and the other half constructed) as the properties to the west are platted and developed.

A 20' utility easement along U.S. 175 and a 15' drainage easement along the west side of Lot 1R will remain. In addition, a 15' utility easement along Wayne Gent Drive will be dedicated by this plat, while the existing fire lanes and access drives on Lot 1R will also be dedicated as

easements with this plat. In addition, the location of the floodplain along the west side of Lot 1R is shown. Prairie Branch Road will include a box-culvert crossing of the namesake creek.

Lot 1R meets the minimum area and setback requirements for the zoning district. Water and wastewater services to the property are provided by the City of Kaufman.

THOROUGHFARE PLAN:

The Thoroughfare Plan designates US 175 as a Freeway and SH 34 as a “Major Regional Arterial” (Type AA; 6 lanes), with a right-of-way width of 120 feet. The necessary right-of-way for US 175 and SH 34 already exists. Prairie Branch Road is designated as a “Minor Arterial” (Type B; 4 lanes, divided), with a right-of-way width of 100 feet. Half the right-of-way (50 feet) for Prairie Branch Road will be dedicated with this plat, with the other half to be dedicated when properties to the west are platted. Wayne Gent Drive is designated as a “Collector” (Type C; 4 lanes), with a right-of-way width of 80 feet. The full right-of-way needed for Wayne Gent Drive will be dedicated with this plat.

RECOMMENDATION:

Staff recommends approval of the Final Plat of Lot 1 of Block A of the Kaufman County Justice Center Addition with the following condition:

1. The recording information for the deed for the portion of property to be acquired by Kaufman County from the Kaufman Economic Development Corporation is added to the plat prior to plat recordation.
2. The addresses (as assigned by Kaufman County 911 Addressing and approved by the City) are added to the plat prior to plat recordation.

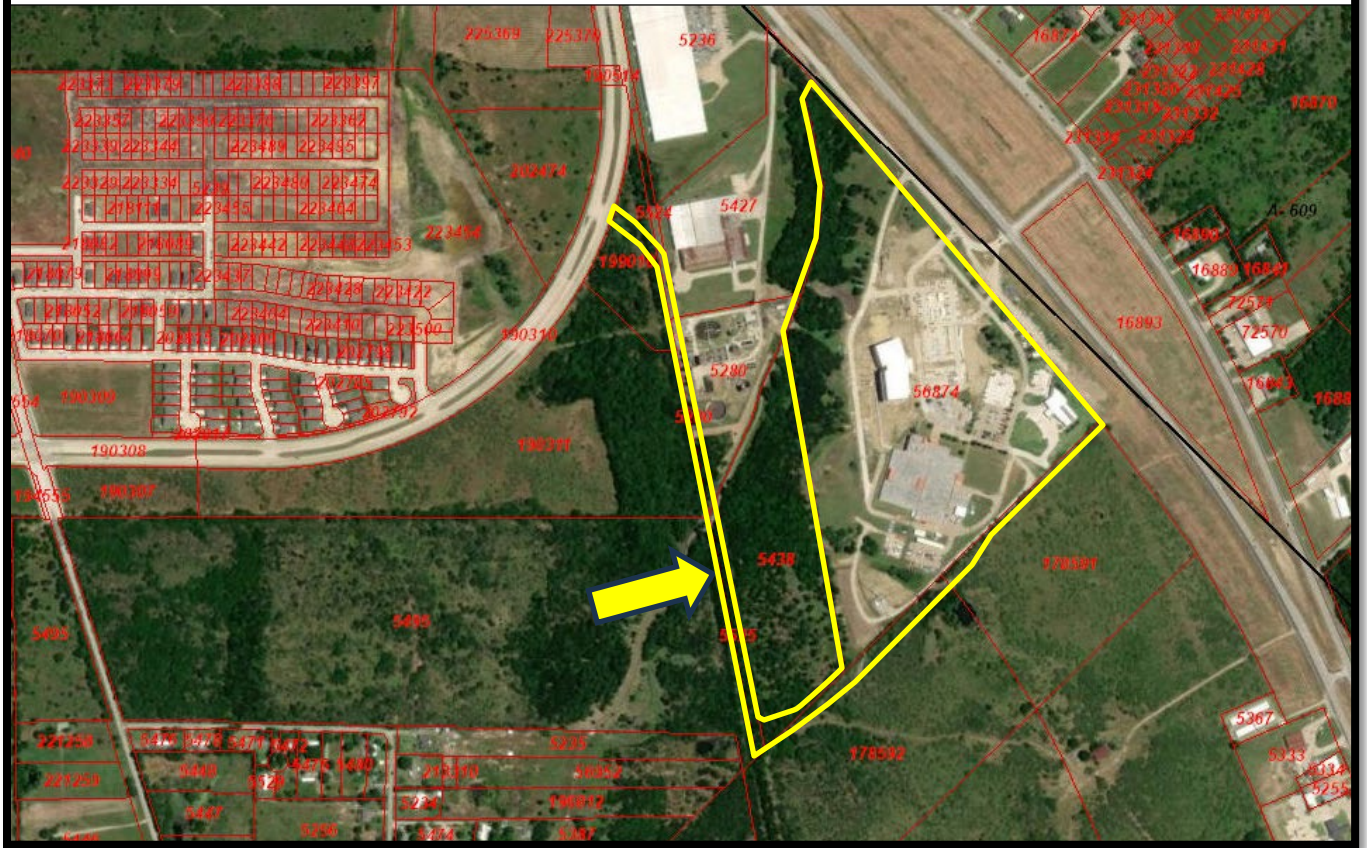
ATTACHMENTS:

- Location Map
- Previously Approved Final Plat of Kaufman County Law Enforcement Center Addition
- Final Plat of Kaufman County Justice Center Addition, Block A, Lot 1

Andrew Bogda, AICP
Director of Development Services
972-932-2216 ext. 117
abogda@kaufmantx.org

Location Map

Kaufman County Justice Center - Connector Roads



Vol. 3527 p. 618



FINAL PLAT
KAUFMAN COUNTY JUSTICE CENTER ADDITION
LOT 1R, BLOCK A AND RIGHT-OF-WAY DEDICATION





Meeting
Date: 5/20/2024

Date: 05/08/2024

Item #: 12.

Dept.: Development
Services

PZ Item

SUBJECT:

Consider and take appropriate action on the **Preliminary Plat of Lexington Addition, Phase 2**, being a tract of land containing 2.430 acres, situated in the A.L. Carter Survey, Abstract No. 98, City of Kaufman, Kaufman County, Texas, said property being generally located on the east side of S. Wilson St. and at the east end of E. 3rd St. (Property IDs 36568 & 60582). The property is zoned Townhouse Residential ("TH"). The final plat is for 11 residential lots (to accommodate 22 duplex units) and right-of-way. (Case No. PP-01-24)

BACKGROUND:

See the attached May 7, 2024 Planning and Zoning Commission report and attachments.

Author:

Andrew Bogda, Director of Development Services

Reviewed:

Mike Holder, City Manager

Cost:

Funds Available:

Source:

Recommendation: On May 7, 2024, the Planning and Zoning Commission recommended approval, by a vote of 5-0, of the Preliminary Plat of Lexington Addition, Phase 2.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☒	☐	☒	☐



Planning and Zoning Commission Report

Meeting Date: May 7, 2024

SUBJECT: Consider and make a recommendation to City Council on the **Preliminary Plat of Lexington Addition, Phase 2**, being a tract of land containing 2.430 acres, situated in the A.L. Carter Survey, Abstract No. 98, City of Kaufman, Kaufman County, Texas, said property being generally located on the east side of S. Wilson St. and at the east end of E. 3rd St. (Property IDs 36568 & 60582). The property is zoned Townhouse Residential ("TH"). The final plat is for 11 residential lots (to accommodate 22 duplex units) and right-of-way. (Case No. PP-01-24)

SUMMARY:

The applicant is requesting a preliminary plat of Lexington Addition, Phase 2, which will create 11 residential lots to accommodate 22 duplex units on 2.43 acres. The property is located on the east side of S. Wilson St. at the eastern end of E. 3rd St. Two of the lots will front on Wilson St., while the balance of the lots will be served by an extension of E. 3rd St. which will terminate at a cul-de-sac.

The lots range in size from 6,893 sq. ft. to 12,621 sq. ft., with an average lot size of 8,256 sq. ft. The gross density is 9.05 units per acre. Lot 2 of Block A will require exceptions to the requirements for minimum lot area (7,000 sq. ft. required; 6,893 sq. ft. provided) and minimum side yard for corner lots adjacent to a street (15 ft. required; 10' provided); these exceptions will be sought at the time of final plat.

In addition to the full 50' right-of-way for the extension of E. 3rd St., this plat will also include utility easements along the frontage of each lot. In order to accommodate drainage, a variable-width drainage easement will be provided along the back of the lots on the north side of E. 3rd St., a 15' drainage easement will be dedicated along the east side of the property, and drainage and utility easements will be provided along the sides and rear of some of the lots along 3rd St. The development will tie into existing sanitary sewer and storm sewer infrastructure to the north, south, and east, and water lines located in the existing street network.

Excluding the exceptions being sought for Lot 2 of Block A, the lots will meet the minimum area and setback requirements for the zoning district. Water and wastewater services to the property will be provided by the City of Kaufman.

THOROUGHFARE PLAN:

E. 3rd St. and Wilson St. are local streets, each with a right-of-way width of 50', and are not included on the Thoroughfare Plan.

RECOMMENDATION:

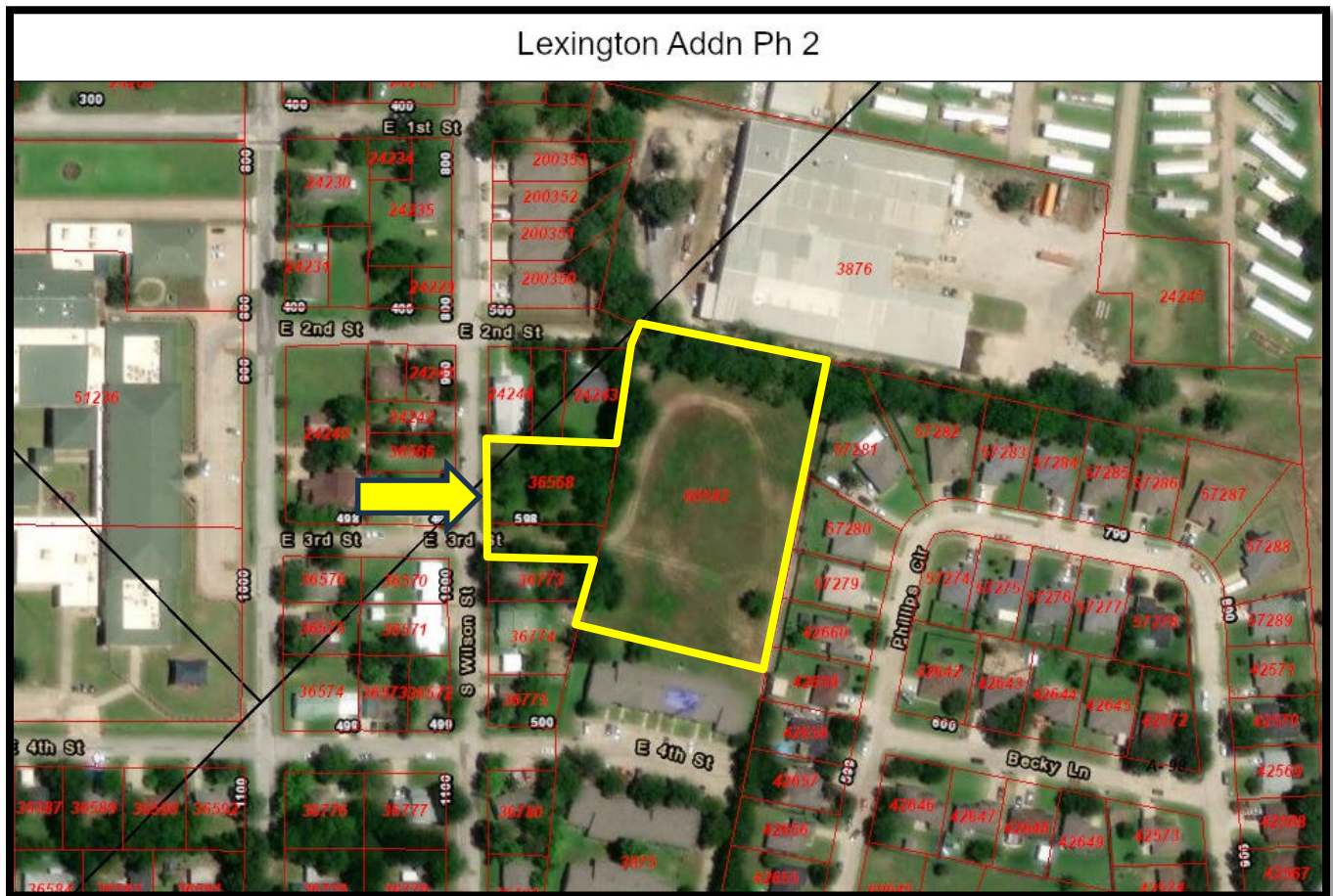
Staff recommends approval of the Preliminary Plat of Lexington Addition, Phase 2.

ATTACHMENTS:

- Location Map
- Preliminary Plat of Lexington Addition, Phase 2

Andrew Bogda, AICP
Director of Development Services
972-932-2216 ext. 117
abogda@kaufmantx.org

Location Map



Preliminary Plat of Lexington Addition, Phase 2

[illegible]



Meeting
Date: 5/20/2024

Date: 05/07/2024

Item #: 13.

Dept.: Administration

Ordinance

SUBJECT:

Consider and take appropriate action regarding Ordinance O-06-24, an ordinance of the City Council of the City of Kaufman, amending Ordinance No. O-17-23, adopting the 2023-2024 Fiscal Year Budget to balance Revenue Surplus, Expense Surplus, and Shortfall; and providing an effective date.

BACKGROUND:

Author:

Reviewed:

Mike Holder, City Manager

Cost:

Funds Available:

Source:

Recommendation:

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☐

CITY OF KAUFMAN, TEXAS
ORDINANCE NO. O-06-24

AN ORDINANCE OF THE CITY OF KAUFMAN, TEXAS AMENDING ORDINANCE NO. O-17-23, ADOPTING THE 2023-2024 FISCAL YEAR BUDGET, TO BALANCE REVENUE SURPLUS, EXPENSE SURPLUS, AND SHORTFALL; PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING FOR AMENDMENT TO THE 2023-2024 FISCAL YEAR BUDGET IN ACCORDANCE WITH EXHIBIT “A” HERETO; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Section 7.09 of the Home Rule City Charter of the City of Kaufman, Texas authorizes the City Council to amend or change the budget for any additional expense; and

WHEREAS, Section 7.07 of the Home Rule City Charter of the City of Kaufman, Texas authorizes the City Council to transfer unused appropriations to any item for the same general purpose; and

WHEREAS, the City Council adopted Ordinance No. O-17-23 adopting the 2023-2024 Fiscal Year Budget of the City of Kaufman, Texas (the “2023-2024 Budget”) and the City has been making expenditures and operating under the 2023-2024 Budget as required by law; and

WHEREAS, City Staff has submitted various amendments to the 2023-2024 Budget set forth in **Exhibit “A”**, “FY 2024 Budget Amendments”, a copy of which is attached hereto and incorporated herein; and

WHEREAS, the City Council has reviewed the proposed FY 2024 Budget Amendments and has determined that the proposed amendments are necessary and appropriate in order to accurately reflect revenue surplus, expense surplus, shortfalls and expenditures and should therefore be adopted;

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

SECTION 1. That all of the above premises are found to be true and correct and are incorporated into the body of this Ordinance as if copied in their entirety.

SECTION 2. That the 2023-2024 Budget adopted by Ordinance No. O-17-23 is hereby amended as set forth more specifically in **Exhibit “A”** hereto, and all line items, expenditures and revenues not expressly amended as set forth in Exhibit “A” shall remain in full force and effect without amendment.

SECTION 3. That this Ordinance shall become effective on and after its passage and adoption in accordance with state law and Charter.

PASSED AND ADOPTED this 20th day of May, 2024.

JEFF JORDAN
MAYOR

ATTEST:

JESSIE HANKS
CITY SECRETARY

APPROVED AS TO FORM:

PATRICIA A. ADAMS
CITY ATTORNEY

**Exhibit “A”
FY 2024 Mid-Year
Budget Amendments**

		Current Yr.			Budget vs.	Percent of	Proposed	Proposed
Account	Description	Budget	Encumbrances	YTD Actual	Actual (Differences)	Budget	Amended Budget	Amendment
01-4301-000-00000	Fines	- 100,000.00		- 73,052.80	-26,947.20	73.05%	\$ (120,000.00)	\$ (20,000.00)
01-4502-000-00000	Convenience Sta Charges	- 15,000.00		- 9,200.00	-5,800.00	61.33%	\$ (16,600.00)	\$ (1,600.00)
01-4106-000-00000	Mixed Beverage Tax	- 23,500.00		- 16,184.52	-7,315.48	68.87%	\$ (29,000.00)	\$ (5,500.00)
01-4604-000-00000	Interest Income	- 6,500.00		- 12,792.75	6,292.75	196.81%	\$ (26,000.00)	\$ (19,500.00)
01-4606-000-00000	Miscellaneous Revenue	- 8,000.00		- 96,183.21	88,183.21	1202.29%	\$ (10,000.00)	\$ (2,000.00)
01-5305-110-00000	Licenses, Dues & Subscriptions	8,000.00		8,832.76	-832.76	110.41%	\$ 8,835.00	\$ 835.00
01-5614-110-KLLMP	Developer Agreement	155,000.00		159,763.20	-4,763.20	103.07%	\$ 159,765.00	\$ 4,765.00
01-5561-110-000000	City Manager Contingency	75,000.00					\$ 95,830.00	\$ 20,830.00
01-5305-120-00000	Licenses, Dues & Subscriptions	1,500.00		2,491.94	-991.94	166.13%	\$ 2,500.00	\$ 1,000.00
01-5360-120-00000	Professional Svcs-Legal	50,000.00		0	50,000.00	0.00%	\$ 100,000.00	\$ 50,000.00
01-5203-130-00000	Operating Supplies	1,600.00		1,958.23	-358.23	122.39%	\$ 2,000.00	\$ 400.00
01-5313-140-00000	Rent/Lease	1,500.00		2,061.23	-561.23	137.42%	\$ 2,700.00	\$ 1,200.00
01-5370-163-00000	Investigation Expenses	11,010.00		15,289.23	-4,279.23	138.87%	\$ 20,000.00	\$ 8,990.00
01-5102-163-00000	Maintenance-Automotive	7,430.00		13,828.48	-6,398.48	186.12%	\$ 12,430.00	\$ 5,000.00
01-5307-170-00000	Natural Gas	2,000.00		3,535.76	-1,535.76	176.79%	\$ 3,000.00	\$ 1,000.00
01-5593-170-00000	Capital Lease Principle	77,880.00	6911.4	72,472.14	5,407.86	93.06%	\$ 79,385.00	\$ 1,505.00
01-5594-170-00000	Capital Lease Interest	11,500.00	877.38	8,951.44	2,548.56	77.84%	\$ 9,830.00	\$ (1,670.00)
01-5202-182-00000	Janitorial Supplies	1,300.00		1,279.30	20.70	98.41%	\$ 2,050.00	\$ 750.00
01-5420-185-00000	Capital Equipment	12,620.00		11,000.00	1,620.00	87.16%	\$ 11,000.00	\$ (1,620.00)
01-5220-189-00000	Minor Tools & Equipment	0	4,699.00	4,699.00			\$ 4,700.00	\$ 4,700.00
01-5331-189-00000	Credit Card Merchant Fees	0		159.71			\$ 500.00	\$ 500.00
01-5323-192-00000	Meals & Lodging	925.00		1,136.20	-211.20	122.83%	\$ 1,135.00	\$ 210.00
01-5330-192-00000	Travel	1,035.00		1,189.28	-154.28	114.91%	\$ 1,190.00	\$ 155.00
01-5360-192-00000	Professional Svcs-Legal	50,000.00		0	50,000.00	0.00%	\$ -	\$ (50,000.00)
01-5322-194-00000	Tuition & Education	600.00		1,120.00	-520.00	186.67%	\$ 1,120.00	\$ 520.00
01-5323-194-00000	Meals & Lodging	0		80.00	-80.00		\$ 80.00	\$ 80.00
01-5330-194-00000	Travel	150.00		0	150.00	0.00%	\$ -	\$ (150.00)
20-4604-000-00000	Interest Income	- 10,000.00		- 7,439.05	-2,560.95	74.39%	\$ (19,450.00)	\$ (9,450.00)

20-5304-110-00000	Printing & Reproduction	4,750.00	5,490.68	5,516.20	-766.20	116.13%	\$ 5,500.00	\$ 750.00
20-5420-171-00000	Capital Equipment	11,245.00		10,556.62	688.38	93.88%	\$ 10,560.00	\$ (685.00)
20-5355-201-00000	Maintenance-Equipment	9,585.00		10,402.59	-817.59	108.53%	\$ 10,405.00	\$ 820.00
20-5355-212-00000	Maintenance-Equipment	6,800.00		8,041.03	-1,241.03	118.25%	\$ 8,065.00	\$ 1,265.00
20-5362-220-00000	Professional Svcs-Administrative	5,200.00		6,100.81	-900.81	117.32%	\$ 12,500.00	\$ 7,300.00

KEDC May 2024 Budget Amendment Summary

- Interest Revenue: Increase \$6,000
- Professional Services-Admin. (5362): Decrease \$7,000
- Non-Capital Minor Tools/Software (5220): Decrease \$3,600
- Maintenance (5352): Decrease \$2,000
- Matching Grants (5500): Increase \$15,600
- Advertising (5303): Increase \$1,500
- Professional Services-Technical (5363): \$1,500



Meeting
Date: 5/20/2024

Date: 03/05/2024

Item #: 14.

Dept.: Administration

Action Item

SUBJECT:

Consider and take appropriate action on the renewal of the Potable Water Supply Contract with Becker Jiba Water Supply Corporation.

BACKGROUND:

The current contract for water sales to the Becker-Jiba Water Supply Corporation (BJWSC) is up for renewal. The current contract was a 20-year contract that began in 2004. The renewal contract would allow for a not exceed amount of treated water of 109,900,800 gallons per year. BJSUD shall pay the City the NTMWD Wholesale Water Rate plus \$0.75 per 1,000 gallons. This amount is set by a settlement agreement between the City of Kaufman and the BJWSC. The term of this contract will be 10 years, due to the significant changes expected over the next decade. The renewal also includes a provision to amend the contract if needed due to significant project requirements.

Author:

Mike Holder, City Manager

Reviewed:

Mike Holder, City Manager

Cost:

Funds Available:

Source:

Recommendation: Staff recommends approval of the renewal of the Potable Water Supply Contract with Becker Jiba Water Supply Corporation.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☐

WATER SALE AND PURCHASE CONTRACT

This Water Sale and Purchase Contract ("Contract") is entered into as of the 7th day of April, 2024 (the "Effective Date"), between the City of Kaufman, Texas (the "City"), and Becker-Jiba Special Utility District ("BJSUD"). Individually, City and BJSUD may be referred to as a "Party" or collectively the "Parties".

WITNESSETH:

WHEREAS, BJSUD is a political subdivision of the State of Texas created under authority of Section 59, Article XVI, Texas Constitution, and operating pursuant to Chapters 49 and 65 of the Texas Water Code; and

WHEREAS, BJSUD has been issued Certificate of Convenience and Necessity No. 10820 for the purpose of constructing and operating a retail public water utility system serving water users within a defined service area in Kaufman County, and to accomplish this purpose BJSUD requires a supply of treated water; and

WHEREAS, the City owns and operates a water supply distribution system with a capacity currently capable of supplying to BJSUD a minimum of 109,900,800 gallons of treated water per year; and

WHEREAS, the City currently supplies treated water to BJSUD under a Water Sale and Purchase Contract with a twenty-year term dated April 7, 2004 (the "2004 Contract"); and

WHEREAS, this Contract is an interlocal agreement made pursuant to chapter 791 of the Texas Government Code, which authorizes contracts between municipalities and other political subdivisions of the State of Texas for the performance of governmental functions and services, and by entering into this Agreement, City and BJSUD affirm that the services provided hereunder are governmental functions, the compensation provided herein fairly compensates the City for services and functions performed, and all payments hereunder shall be made from current funds legally available to each Party; and

WHEREAS, following expiration of the 2004 Contract, the City desires to continue supplying treated water to BJSUD, and BJSUD desires to continue purchasing treated water from the City, in accordance with the terms of this Contract, which includes an increase in the amount of water delivered.

NOW, THEREFORE, in consideration of the foregoing recitals, each of which are incorporated into the terms of this Contract, and the mutual promises and agreements contained herein and other good and valuable consideration, the adequacy of which is hereby acknowledged, confirmed, and confessed, the City and BJSUD agree as follows:

A. The City Agrees:

1. Quality and Quantity. To furnish to BJSUD, during the term of this Contract and at the Points of Delivery hereinafter specified, potable treated water meeting applicable purity standards of the state and federal agencies having jurisdiction over same, including but not limited to the Texas Commission on Environmental Quality ("TCEQ") in accordance with the terms of this Contract. The quantity of treated water to

be supplied by the City to BJSUD shall be at least 250,000 gallons per day, but not to exceed 500,000 gallons of water per day, and also not to exceed 109,900,800 gallons per year, such supply also being subject to the terms of the NTMWD Contract (defined below) and Section C(2) of this Contract. The maximum rate at which water may be delivered on an hourly basis is 20,988 gallons per hour (the foregoing collectively referred to hereinafter as "Water").

2. Point of Delivery and Pressure. That Water will be furnished at a reasonably constant pressure calculated as the minimum pressure requirements of the Texas Water Code at the locations and configurations set forth in the attached Exhibit "A", and generally described as follows:

(a) a four-inch (4") water main at a point located on the east side of County Road 151;

(b) a six-inch (6") water supply at a point located on the west side of U.S. Highway 175; and

(c) a four-inch (4") water main at a point located on the east side of U.S. Highway 175 (collectively, the "Points of Delivery").

If BJSUD requires greater pressure than is normally available on BJSUD's side of the Points of Delivery, the cost and means of providing such greater pressure shall be borne by BJSUD. Emergency failures of pressure or supply due to main supply line breaks, power failure, flood, fire and use of Water to fight fires, earthquake or other catastrophe shall excuse the City from this provision for such reasonable period of time as may be necessary to restore service. The City shall not be responsible for maintaining standards of quality, quantity, and pressure for the Water distributed throughout BJSUD's distribution system to BJSUD's customers downstream on the BJSUD side of the Points of Delivery.

3. Metering Equipment. To continue operating the metering equipment installed at BJSUD's expense at the Points of Delivery. The Parties agree that the existing metering equipment at the Points of Delivery are appropriately sized to properly measure the quantity of water delivered to BJSUD. The Parties also agree that the City has all rights-of-way and necessary easements over lands belonging to and under the jurisdiction of BJSUD to operate, maintain and repair the aforesaid metering equipment and to provide free ingress and egress for such purposes. The cost of any upgrade in meter size, as determined necessary by City in its reasonable discretion, that is required to serve BJSUD will be borne by BJSUD. The City agrees to calibrate such meters whenever requested by BJSUD but not more frequently than once every twelve (12) months. A meter registering not more than two percent (2%) above or below the test result shall be deemed to be accurate. The previous readings of any meter disclosed by test to be inaccurate shall be corrected for the two months previous to the month during which such test was performed in accordance with the percentage of inaccuracy found by such tests. If any meter fails to register for any period, the amount of Water furnished during such period shall be deemed to be the amount of Water delivered in the corresponding period immediately prior to the failure, unless City and BJSUD agree in writing upon a different amount. The meters shall be read monthly. An appropriate official of BJSUD shall at all reasonable times have access to the meters for the purpose of verifying readings.

4. Billing Procedure. Not later than the 30th day of each month, to deliver to BJSUD an itemized statement of the amount of Water furnished to BJSUD during the preceding month.

B. BJSUD agrees:

1. Rates and Payment Date. To pay the City, not later than the 10th day of each month, for Water delivered during the previous month in accordance with the following schedule of rates:

(a) Base Rate Defined. Water delivered by the City to BJSUD shall be priced on a “take or pay” basis since the City acquires Water on a “take or pay” basis from North Texas Municipal Water District (“NTMWD”) as defined and used in the February 7, 1994 Contract for Wholesale Treated Water Purchase by and between the City and the NTMWD (“NTMWD Contract”). The wholesale water rates charged by NTMWD to the City shall be the “NTMWD Wholesale Water Rate.”

(b) Base Rate. For Water metered at the Points of Delivery, BJSUD shall pay to the City the NTMWD Wholesale Water Rate plus \$0.75 per 1,000 gallons. The NTMWD Wholesale Water Rate plus \$0.75 charged by the City for Water metered at the Points of Delivery and purchased by BJSUD shall be the “Base Rate.” The Base Rate will be adjusted annually, if necessary, when the NTMWD Wholesale Water Rate is adjusted. The Base Rate for 2024 will be \$3.74 per thousand gallons.

(c) Minimum Amount Defined. The minimum amount of Water purchased annually by BJSUD shall be equal to 72,626,620 gallons or the total amount of water metered at the Points of Delivery in any previous calendar year during the term of this Contract, whichever is greater (the “Minimum Amount”). If necessary, the Minimum Amount will be recalculated at the end of every calendar year in order to apply to the ensuing calendar year.

(d) Take-or-Pay Rate. If the total amount of water metered and purchased at the Base Rate in any calendar year is less than the Minimum Amount for that year then, BJSUD shall pay the Take-or-Pay Rate equal to the NTMWD Wholesale Water Rate plus \$0.10 per 1,000 gallons. The Take-or-Pay Rate will be applied to the amount of Water not taken that is the amount represented by the difference between the Minimum Amount and the amount metered during the relevant calendar year. This payment shall be calculated in January of each calendar year for the preceding year and shall be payable in February by BJSUD, due at the time of regular billing. For Water sold under this Contract prior to the first full calendar year, the Minimum Amount shall be prorated for such fractional portion of the calendar year.

(e) Calculation of a Supplemental Charge. In the event, if ever, that more than 250,000 gallons of water are metered at the Points of Delivery on one or more days during a calendar month for three (3) consecutive months, then the City may utilize a cost-of service methodology agreed upon in writing by City and BJSUD to determine a supplemental charge for Water acquired by BJSUD in excess of 250,000 gallons of Water per day in order to compensate the City for the additional demands caused by this excess volume. The City and BJSUD shall set forth the

terms for administering this supplemental charge in writing as an addendum to this contract.

2. That in the event BJSUD shall fail to make any payments described in Section B(1) above, within the time specified, interest on such amount shall accrue at the rate of five percent (5%) per annum from the date such payment becomes due until paid in full with interest, as specified. In the event such payment is not made within sixty (60) days from the date such payment becomes due, the City may, at its option, discontinue delivery of water to BJSUD until the amount due to the City is paid in full, with interest.

C. It is further mutually agreed between the City and BJSUD as follows:

1. Term of Contract. The term of this Contract shall be 10 years from the Effective Date. This Contract may be renewed, extended, or amended for such term or terms as may be agreed upon in writing by the Parties. Pursuant to subsection C(4), if new development(s), substantial City, BJSUD, or NTMWD system changes, substantial NTMWD Contract changes, or other significant changes, including without limitation changes that impact the City's ability to provide the Water, occur that necessitate amendments to this Contract. The 2004 Contract is terminated and replaced by this Contract on the Effective Date.

2. Failure to Deliver. That the City will, at all times, operate and maintain its system in an efficient manner and will take such action as may be necessary to furnish BJSUD with the quantities and quality of Water required by BJSUD pursuant to the terms of this Contract. Temporary or partial failures to deliver Water shall be remedied with all possible dispatch. In the event of an extended shortage of Water, or if the supply of Water available to the City is otherwise diminished over an extended period of time, the supply of Water to BJSUD's customers shall be reduced or diminished in the same ratio or proportion as the supply to the City's customers is reduced or diminished. Reasonable written notice of routine maintenance that may cause temporary or partial interruptions of service shall be provided by the City to BJSUD, but not less than twenty-four (24) hours in advance. The City is not required to give any advance notice of emergency repairs but will notify BJSUD as soon as practicable after the repairs are initiated.

3. Water Conservation. BJSUD shall develop and implement a water conservation plan using the applicable elements of Title 30, Texas Administrative Code, Chapter 288. BJSUD's water conservation plan shall be subject to update as required by either City of NTMWD.

4. Modification of Contract. That the provisions of this Contract may be amended, modified or altered by mutual written agreement of the Parties.

5. Regulatory Agencies. That this Contract is subject to such rules, regulations, or laws as may be applicable to similar agreements in this state and the Parties agree to collaborate in obtaining such permits, certificates, or the like, as may be required to comply therewith, including, but not limited to, providing a certified copy of this Contract to the Water Utilities Division of the TCEQ within 30 days after the date of execution.

6. Successor to BJSUD. That BJSUD shall not assign this Contract in whole or in part without the prior express written consent of the City. Provided, however, the foregoing shall not be construed to prohibit BJSUD from pledging its assets as security for any loan or to prohibit BJSUD from assigning this Contract to any successor retail public utility in conjunction with the transfer of BJSUD's CCN provided that BJSUD gives City written notice of such authorized pledge or assignment within ten (10) business days after such pledge or assignment occurs.

7. Notice. Either Party may designate a different address by giving the other Party ten (10) days' written notice.

Any notice or monthly statement required to be given to BJSUD under the provisions of this Contract shall be given to BJSUD by hand delivery, with receipt, or by e-mail to:

Becker-Jiba SUD
Attn: Office
Manager
15269 FM- 2860
Kaufman, Texas 75142
office@beckerjibawater.com

Any notice required to be given to the City under the provisions of this Contract shall be given to the City by hand delivery, with receipt, or by e-mail to:

City of Kaufman
Attn: City Manager
209 S Washington Street
Kaufman, Texas 75142
mholder@kaufmantx.org

8. Force Majeure. The parties agree that neither of them shall be in default of this Contract for any failure to perform or for any delay in performance caused by an Act of God, terrorist activities, pandemic, civil or military authority, war, fire, labor strikes, or other causes beyond its reasonable control.

9. No Waiver of Immunity. The City and the BJSUD agree that neither Party waives any sovereign or governmental immunity available to either Party under Texas law and that neither waive any available defenses under Texas law or any other applicable law or regulation. Nothing in this Contract shall be construed to create or grant any rights, contractual or otherwise, in or to any third persons or entities. This Contract is not intended to extend the liability of the parties beyond that provided by law. Neither Party waives any immunity or defense that would otherwise be available to it against claims by third parties.

10. Non-Waiver. Any failure by a Party to insist upon strict performance by the other Party of any material provision of this Contract shall not be deemed a waiver thereof, and the Party shall have the right at any time thereafter to insist upon strict performance

of any and all provisions of this Contract. No provision of this Contract may be waived except by written agreement, signed by the Party waiving such provision. Any waiver shall be limited to the specific purposes for which it is given. No waiver by any Party of any term or condition of this Contract shall be deemed or construed to be a waiver of any other term or condition or subsequent waiver of the same term or condition.

11. Entire Agreement; Severability. This Contract constitutes the entire agreement between the Parties and supersedes all prior agreements, whether oral or written, covering the subject matter of this Contract. If any provision of this Agreement is determined by a Court of competent jurisdiction to be unenforceable for any reason, then (a) such unenforceable provision shall be deleted from this Agreement; (b) the unenforceable provision shall, to the extent possible, be rewritten to be enforceable and to give effect to the intent of the Parties; and (c) the remainder of this Agreement shall remain in full force and effect and shall be interpreted to give effect to the intent of the parties.

12. Authority to Execute. The undersigned officers and/or agents of the Parties hereto are the properly authorized officials and have the necessary authority to execute this Contract on behalf of the Parties hereto and each Party hereby certifies to the other that any necessary orders or resolutions extending said authority have been duly passed and are now in full force and effect.

IN WITNESS WHEREOF, the Parties have executed this Contract as indicated below.

[SIGNATURE PAGES TO FOLLOW]

CITY OF KAUFMAN, TEXAS,
Texas municipal corporation

By: _____,
2024 Jeff Jordan, Mayor

Date: _____

ATTEST:

[SEAL]

Jessie Hanks, City Secretary

THE STATE OF TEXAS §
 §
COUNTY OF KAUFMAN §

Before me, the undersigned authority, on this day personally appeared Jeff Jordan, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same as the act of the City of Kaufman, Texas, a Texas municipal corporation, as its Mayor, for the purposes and consideration therein expressed.

Given under my hand and seal of office on this the ____ day of _____, 2024.

Notary Public, State of Texas

Becker-Jiba Special Utility District,
a political subdivision of the State of Texas

By: _____,
2024 Robert Dodson, President

Date: _____

ATTEST:

[SEAL]

Sharon Harris, Secretary

THE STATE OF TEXAS §
 §
COUNTY OF KAUFMAN §

Before me, the undersigned authority, on this day personally appeared Debra Caldwell, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same as the act of Becker-Jiba Special Utility District, a political subdivision of the State of Texas, as its President, for the purposes and consideration therein expressed.

Given under my hand and seal of office on this the ____ day of _____, 2024.

Notary Public, State of Texas

DISCUSSION ITEMS REPORT (DIR)

Project Title	Department	Agenda Date	Entered Date	Status/Notes	Strategy Map
Thoroughfare Plan Update	Development Serv	TBD	10/23/2018	In Progress	2,5
Bldg Standards Commission Ordinance	Development Serv	9/1/2019	10/23/2018	BSC to review	4
South Pointe	Development Serv		2/3/2021	Ground breaking occurred 10/22	2,3,4
Subdivision Ordinance Update	Development Serv	1/27/2020	10/23/2018	Joint Work Session 12/11/23	5
Fire Department Facility Improvements	Admin/Public Safety			Drainage improvements completed/Doors Painted	1,2,5
City Lakes Emer Action Plan	Public Works	TBD	8/7/2019		5
Film Friendly Designation	Admin/KEDC	TBD	9/1/2023	Working w/ Chamber of Commerce	2,3
Washington Street Utility Relocation	Admin/PW	TBD	10/1/2019	SUE forwarded to TxDOT	2,5
TPW Grant for City Lake Park	Parks & Rec	TBD	12/10/2019	TPWD Grant Awarded	4,5
Comprehensive Plan	Admin		8/26/2020	Need to update plan/Exploring Grant Opportunities	2,3,4,5
Street Maintenance Program	Public Works		1/29/2021	Budget Approved, Phase 1 & 2 complete. Start Phase 3.	2,4,5
Storm Drainage Projects	Public Works		1/29/2021	Phase 2 Under Construction	2,4,5
North & South Water Tower Rehab	Public Works		1/29/2021	South Tower Rehab Completed	4,5
Crestview/Royal Reconstruction	Public Works		9/1/2023	Bid in April 24	5
Connector Road	Admin		4/29/2021	County has project under design	2,3,5
Phillip's Drainage	Public Works		9/1/2023	Bid April 24	5
Northeast Utility Project	Admin/PW		9/17/2021	Developer's agreements approved	1,2,3,4,5
City Lakes Park/Lower Lake Improvements	Admin/PW		9/23/2021	Working on Cost Estimate and Scope	4
E. 1st North	Public Works		9/1/2023	Discussing Scope of Project	5
Kings Fort Park	PW/Admin		7/27/2022	TPWD Grant Awarded	3,4,5
Hike & Bike Trail	Admin		7/27/2022	Master Concept Plan & First Segment complete	3,4,5
Arts Council	Admin	TBD	3/15/2023	Public Private Partnership	3,4
City Hall Front Plaza	Admin	TBD	5/15/2023	CM Contingency	4,5
HWY 34 Property	Admin		1/30/2024	Need Demo Quote	4
Becker-Jiba Water Contract	Admin		1/30/2024	Apr-24	3,5
TxDOT Property	Admin/EDC		1/30/2024	Closing scheduled for April 2024	2,5

DISCUSSION ITEMS REPORT (DIR)

COMPLETED

Project Title	Project Lead	Agenda Date	Entered Date	Status/Notes	
PID Creation Resolution	Dev Svc/Admin	11/13/2018	10/24/2018	Complete	
TIRZ Creation Ordinance Amendment	Dev Svc/Admin	11/13/2018	10/24/2018	Complete	
TIRZ Project Reprioritization Resolution	Dev Svc/Admin	11/13/2018	10/24/2018	Complete	
Home Improvement Incentive Program	Development Serv	11/13/2018	10/23/2018	Complete	
Budget Book Submission to GFOA	Finance		10/23/2018	Complete	
Interlocal Agreement w/County for PID	Finance		10/30/2018	PID Assessment for Georgetown in 2020	
WWTP Priority Project List	Public Works	11/13/2018	10/23/2018	Mark Hill - Consultant	
2600 Commerce Way Permit Ready	Development Serv	NA	11/6/2018	Complete Permit Issued 11/26/2018	
600 N Nash KC Street Barn Permit Issued	Development Serv	NA	11/6/2018	Complete Finaled 01/04/2019	
Rev Ch 22 & 46 7500SF F Sprinkler Req	Development Serv	11/28/2019 02/25/201	1/21/2019	Complete 02/25/2019	
Realtor PID Training	Admin	NA		Complete 4/23/2019	
Fee Schedule Update	Development Serv		6/4/2019	Approved by Council	
Bureau Veritas Contract Update	Development Serv		6/4/2019	Approved by Council	
Park Master Plan Update	Parks & Rec	8/5/2019	10/23/2018	Approved by Council	
34/243 Signal Installation	Public Works		10/23/2018	Complete	
HR Coordinator	Admin		12/17/2018	Admin/HR Assistant Full-Time Sept. 30	
Agenda Software Installation/Training	Admin		10/23/2018	Complete	
5 Year CIP	Admin	11/25/2019	11/25/2019	Work Session 12/16/19	
Water & Street Impact Fee Update	Development Serv		6/10/2019	Council approved 12/16/19	
Intern Program	HR	TBD	12/10/2019	Policy to Council 3/30/20	3,5
WWTP Finance Application	Finance	11/13/2018	10/23/2018	GTUA Approval	5
PD/FD Safety Equipment Grant	Public Safety	TBD	3/3/2020	Application Submitted	1
Street Maintenance Priorities	PW/Admin		2/27/2019	List Presented to Council/Incorporated into 5 Year CIP	5
Traffic Signal 1388@34 ByPass	Admin		1/28/2020	Final Construction Underway	1
Solid Waste RFP	Admin	TBD	5/18/2020	Contract Finalized and Approved	4,5
PD Body Camera Grant	PD	4/27/2020	5/19/2020	Grant not awarded	1,5
Civic Center	Admin	7/22/2019		Accepted 01/25/21	2,3
Phase II - Street Bond	Public Works	10/28/2019	10/23/2018	Accepted 01/25/21	5
TxDOT Turnback	Admin	12/17/2018	11/6/2018	Accepted 01/25/21	2,3,5
City Lakes Park Fence	Public Works		1/26/2021	Complete	
Building Official	Development Serv		12/10/2020	Hired	
54-Acre Development	Development Serv	5/18/2020	10/23/2018	PD to Council 05/18/2020	2,3,4
Building Code Update	Development Serv	10/28/2019	6/4/2019	Approved O-28-19	5
Park Dedication Ordinance	Development Serv	1/25/2021	10/23/2018	PH continued to 2/22/2021	4,5
Police Department Server	PD		1/29/2021	Ordered thru TSM	1,5
Tree Mitigation Ordinance	Development Serv		2/24/2021	Approved	4,5
Kaufman Lake	Admin/PW		1/8/2019	Sold April 2021	2,4,5
Downtown Parking	Admin		1/16/2019	2 Hour Parking Signs going up	2
Fire Engine Replacement	FD	1/25/2021	1/25/2021	Lease Approved	1,5
Greenlight City/EDC Marketing	Admin/EDC		6/16/2020	Greenlight Retainer	1,2
Kaufman Square Speakers	Admin/PW	TBD	10/22/2019	Installation Complete	2,3
Fire Department 5 Year Plan	FD		8/26/2020	Presented at Council Retreat 4/2021	2,5
TIRZ #2	Admin		8/6/2020	PPFP Approved 082420	2,3,4
Tabor Parkway Expansion	PW/Admin			Complete	2,3,5
IT Services RFP	Admin		1/6/2022	Contract award 2/28/22	1,5
Marlow Development	Development Serv	4/22/2019	10/23/2018	Construction Underway	2
Recodification of City Ordinances	Admin	11/13/2018	10/23/2018	Franklin Review	5
Kaufman Estates	PW/Admin	10/28/2019		No Action	5
Sports Complex Parking Lot Paving	PW/Admin	4/25/2022	4/26/2022	Completed	4
Digital Gateway Signage	Admin	TBD	8/17/2020	Could not get an approved site	2,3
Former Senior Center Demo	Development Serv		11/8/2021	Property sold and closed 12/29/22	4
Sports Complex Football Fields/Lighting/S	PW/Admin		9/23/2022	Complete	3,4
High Speed Internet	Admin			Suddenlink live/CIP installing	2,3,5
COVID - 19	Admin/Public Safety	TBD	3/11/2020	Action Plan in Place	4,5
Splash Pad	Parks & Rec	TBD	10/23/2018	Completed	2,3,4
Body Cameras	PD		2/2/2021	Completed	1,3,5
Shannon Park Updates	Admin/PW	4/26/2021	4/26/2021	Completed	3,4,5
AMI	Admin/PW		4/29/2021	Installation complete	4,5
Website Update	Admin		1/26/2021	Planning Phase- kick off meeting on 1/30/2023	2,3
City Hall Front Plaza	Admin	TBD	5/15/2023	CM Contingency	4,5



DATE: May 3, 2024

TO: Kaufman County

FROM: Teresa Elliott; Project Manager

RE: April 2024 Ridership Report

Demand Reponse	September	October	November	December	January	February	March	April	May	June	July	August	YTD
Total Trips	3,005	3,226	2,993	2,489	2,448	2,647	2,458	2,638					21,904
Days of Service	20	22	20	19	20	20	20	22					163
Avg. Daily Trips	150	147	150	131	122	132	123	120					134
Elderly & Disabled Trips	2,541	2,731	2,495	2,078	2,013	2,160	2,010	2,207					18,235
E&D Percentage	85%	85%	83%	83%	82%	82%	82%	84%					83%

Trips By City	September	October	November	December	January	February	March	April	May	June	July	August	YTD
Crandall	33	45	38	43	39	48	58	60					364
Forney	767	880	886	685	664	798	711	767					6,158
Kaufman	465	407	355	287	304	391	406	451					3,066
Kemp	12	8	7	17	20	22	14	6					106
Mabank	22	21	13	16	16	19	18	19					144
Scurry	35	35	35	22	7	9	10	19					172
Terrell	1671	1830	1659	1419	1398	1360	1241	1316					11894

STARNow	September	October	November	December	January	February	March	April	May	June	July	August	YTD
Total Trips	634	641	575	658	749	828	854	955					5,894
Days of Service	20	22	20	19	20	20	20	22					163
Avg. Daily Trips	32	29	29	35	37	41	43	43					36
Median Wait Time (mins)	52.42	29.00	23.70	24.59	22.35	18.47	28.31	24.08					27.87

Total Requested Boardings ① 1226 Completed Boardings ① 955 Avg. Boardings Per Service Hr. ① 1.22 Boarding Cancellations ① 267 Boarding Cancellations (No-Show) ① 29 Cancellation Percentage ① 21.85 % Cancellation Percentage (No Show) ① 2.37 % Total Requests ① 1116

Completed Requests ① 867 No Drivers Available Requests ① 3 Request Cancellations ① 246 Request Cancellations (No Show) ① 25 Avg. # of Requests per Rider ① 7.52 Avg. Travel Duration ① 13.07 min Avg. Travel Distance ① 4.11 mi Mean Wait Time ① 51.86 min Median Wait Time ① 24.08 min

Bookings from Admin Panel ① 58.32 % Bookings from Rider Mobile App ① 41.68 % Bookings from Rider Web ① 0 % Flag Down Bookings ① 0 % Bookings from IVR ① 0 % Avg. # Riders per Request ① 1.1

STARNow Trips By City	September	October	November	December	January	February	March	April	May	June	July	August	YTD
Terrell	634	641	575	562	571	611	592	606					4,792

City of Kaufman Compliance

April 2024



3110 Great Southwest PRKWY
Grand Prairie, TX 75052
Phone: 972-339-4200



Contents

City of Kaufman Monthly Response Summary	3
City of KaufmanTransport Summary	3
City of Kaufman Non-Transport Summary	4
City of Kaufman Average Responses (911 Only)	4
City of Kaufman Fractile Time	4

City of Kaufman Monthly Response Summary

Table 1

	<i>Responses</i>	<i>Transports</i>	<i>Exceptions</i>	<i>Compliance</i>	<i>Transports</i>
<i>Priority 1 < 8:59</i>	77	59	6	92%	76%
<i>Priority 2 < 11:59</i>	192	104	12	94%	54%
<i>Priority 3 < 15:59</i>	68	50	5	93%	73%
<i>Emergent Trans</i>	0	0	-	-	-
<i>Non-Emergent Trans</i>	0	0	-	-	-
<i>Helicopter</i>	5	1	-	-	-
	342	214		93%	63%

City of Kaufman Transport Summary

Transport summary is a report showing the most common locations patients were transported. Often the transport location is determined by services available at a hospital or patient preference.

<i>Destination</i>	<i># of Transports</i>	<i>% of Transports</i>
<i>Baylor Scott & White - Dallas (DBMC)</i>	10	4.78%
<i>Baylor Scott & White - Lake Pointe Forney (FLPM)</i>	4	1.88%
<i>Baylor Scott & White - Lake Pointe Rowlett (ROWL)</i>	13	6.16%
<i>Baylor Scott & White - Sunnyvale (SUNV)</i>	29	13.71%
<i>Childrens Medical Ctr (DCMC)</i>	7	3.32%
<i>Dallas Regional Medical Center (MDR1)</i>	27	12.80%
<i>KTRL Terrell Airport LZ</i>	1	0.47%
<i>Methodist Dallas Medical Center (DMMC)</i>	1	0.48%
<i>Texas Health Dallas (DPMC)</i>	4	1.88%
<i>Texas Health Kaufman (KAUF)</i>	49	23.20%
<i>Texas Health Rockwall (RKPH)</i>	65	30.86%
<i>William P. Clements University Hospital (DWPC)</i>	1	0.46%

City of Kaufman Non-Transport Summary

Non-Transport summary is a report showing reasons patients were not transported.

<i>Reasons not Transported</i>	<i># Not Transported</i>	<i>% Not Transported</i>
<i>AMA Refused Treatment or Transport</i>	10	8.38%
<i>Canceled After Arrival</i>	28	23.10%
<i>Cancelled by FD</i>	36	29.77%
<i>Cancelled by LE</i>	12	9.91%
<i>Dead at Scene</i>	5	4.15%
<i>Patient Gone on Arrival</i>	2	1.64%
<i>Patient Refusal</i>	7	5.74%
<i>Treated, Refused Transport (AMA)</i>	21	17.31%
<i>Grand Total</i>	121	100.00%

City of Kaufman Average Responses (911 Only)

Average Response Time (H:MM:SS)

0:08:04

City of Kaufman Fractile Time

Seconds	# of Responses	Running Total	% of Responses	Running Total of %
0-59	59	59	17.72%	17.72%
60-119	8	67	2.40%	20.12%
120-179	19	86	5.73%	25.85%
180-239	29	115	8.70%	34.55%
240-299	32	147	9.62%	44.17%
300-359	32	179	9.62%	53.79%
360-419	24	203	7.20%	60.99%
420-479	30	233	8.99%	69.98%
480-539	26	259	7.82%	77.80%
540-599	15	274	4.50%	82.29%
600-659	10	284	2.99%	85.28%
660-719	9	293	2.71%	88.00%

720-779	10	303	3.01%	91.00%
780-839	8	311	2.39%	93.39%
840-899	4	315	1.19%	94.58%
900-959	3	318	0.90%	95.48%
960-1019	1	319	0.30%	95.78%
1020-1079	3	322	0.90%	96.68%
1080-1139	3	325	0.90%	97.58%
1140-1199	1	326	0.30%	97.88%
1200-1259	2	328	0.61%	98.49%
1260-1319	1	329	0.30%	98.79%
1500-1559	2	331	0.60%	99.39%
1860-1919	1	332	0.31%	99.69%
2520-2579	1	333	0.31%	100.00%

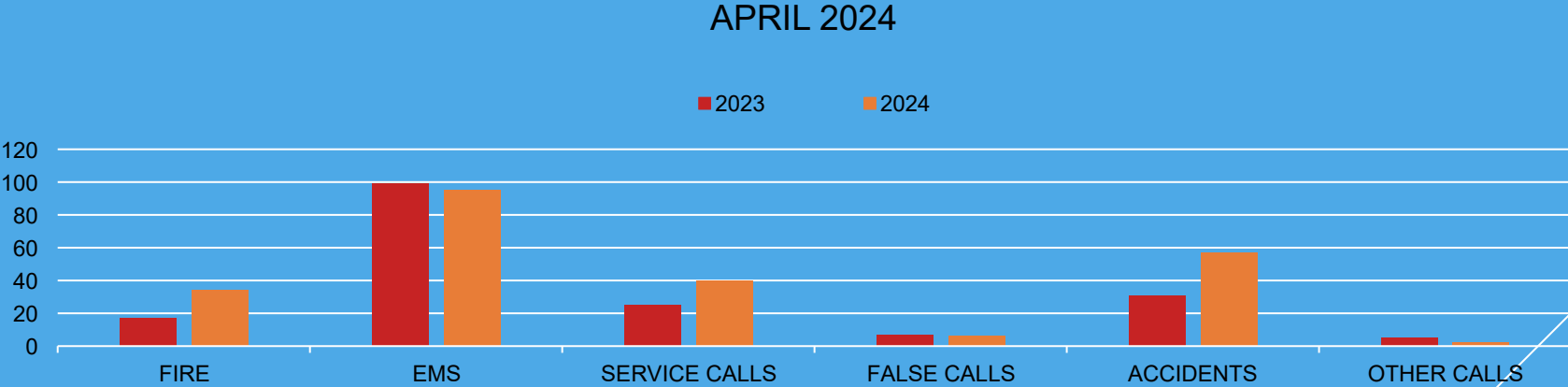


KAUFMAN FIRE DEPARTMENT MONTHLY DASHBOARD REPORT APRIL 2024

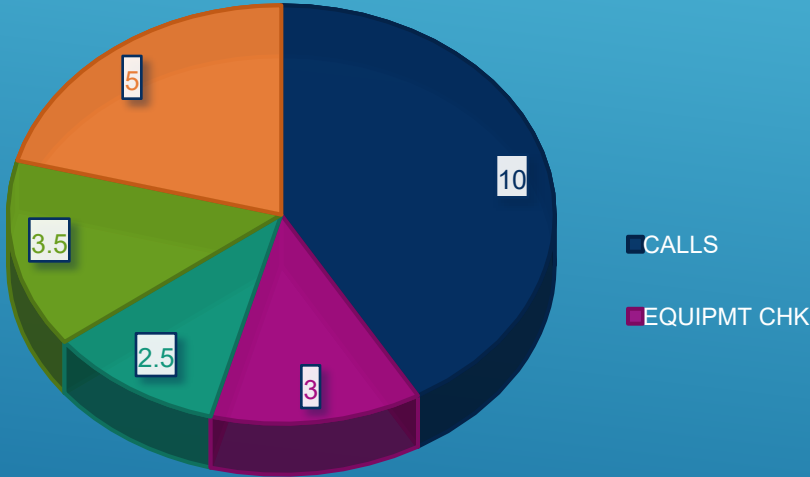
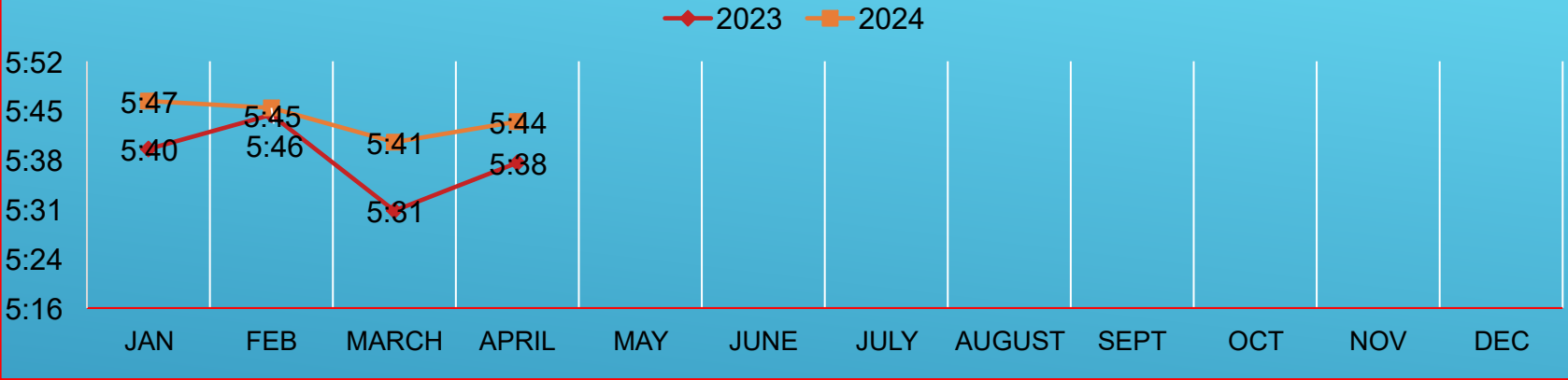




	2023 APRIL	2024 APRIL	MONTHLY INCREASE / DECREASE %	FISCAL YTD OCT. 22 TO APRIL 23	FISCAL YTD OCT. 23 TO APRIL 24	FISCAL YTD INCREASE DECREASE %
FIRE CALLS	17	34	100%	99	143	44%
RESCUE & EMERGENCY MEDICAL SERVICES	99	95	-4%	731	702	-4%
HAZARDOUS CONDITIONS	13	19	56%	109	112	3%
SERVICE /INSP/ GOOD INTENT CALLS	25	40	60%	116	203	43%
FALSE ALARMS & FALSE CALLS	7	6	-14%	65	53	-23%
ACCIDENTS	31	37	19%	229	208	-10%
OTHER INCIDENTS	5	2	-60%	40	38	-5%
TOTAL CALLS	197	233	3%	1389	1459	5%



MONTHLY RESPONSE TIMES



SHIFT HOURLY UTILIZATION 43 %

NFPA NATIONAL STANDARDS 25% TO 30% MAXIMUM

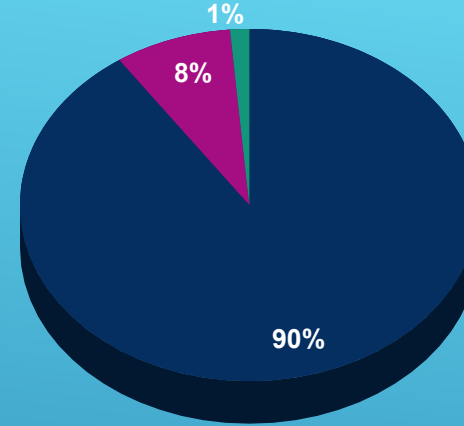
APRIL PREVENTION REVIEW

4 DEVELOPMENT PLANS REVIEWED

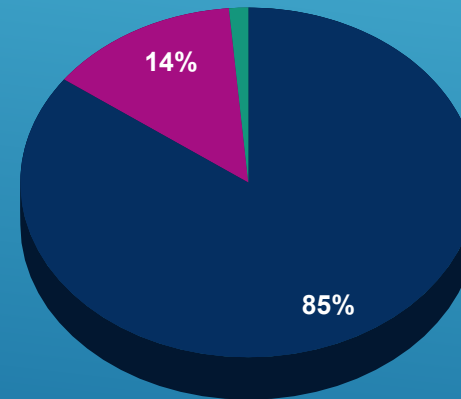
CONDUCTED 40 FIRE SAFETY
INSPECTIONS

CONDUCTED FIRE PREVENTION
PRESENTATIONS FOR 250 KIDS AND
CITIZENS

YEARLY 2023



APRIL 2024



■ PUBLIC EDUCATION
■ INSPECTIONS
■ PLAN REVIEW



0 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100

PERSONNEL CONTINUING EDUCATION

FIRE

FIRE EXTINGUISHER USE AND TYPES OF EXTINGUISHERS

EMS

TRAFFIC INCIDENTS AND TYPES OF INJURIES OCCURRING AND
TREATMENT

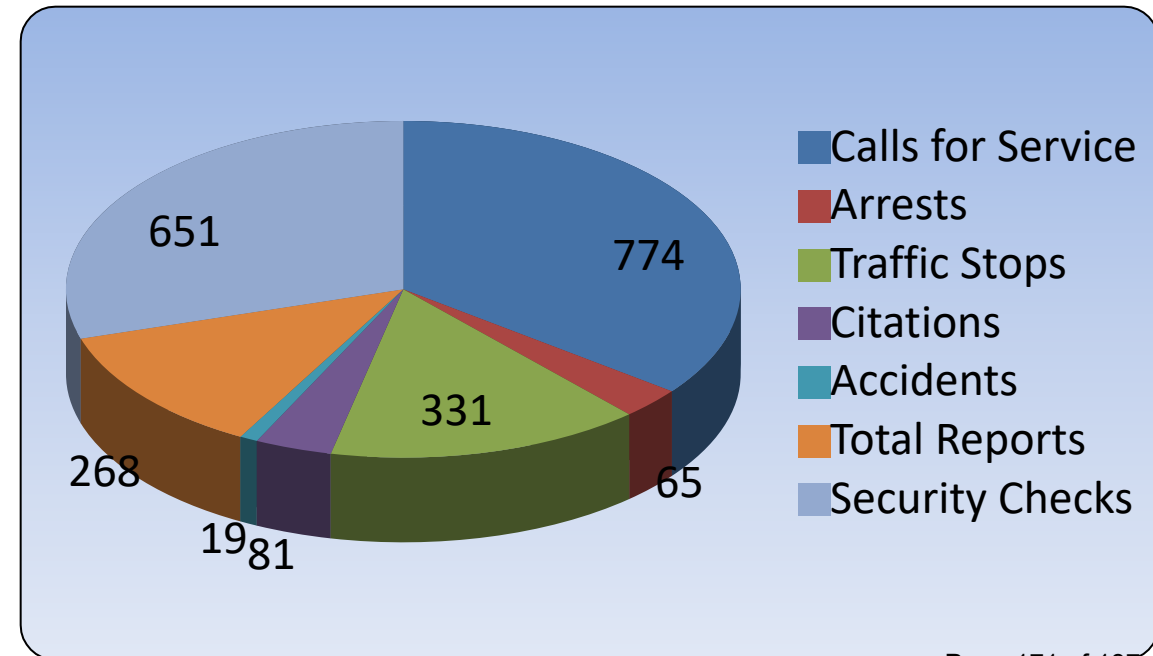
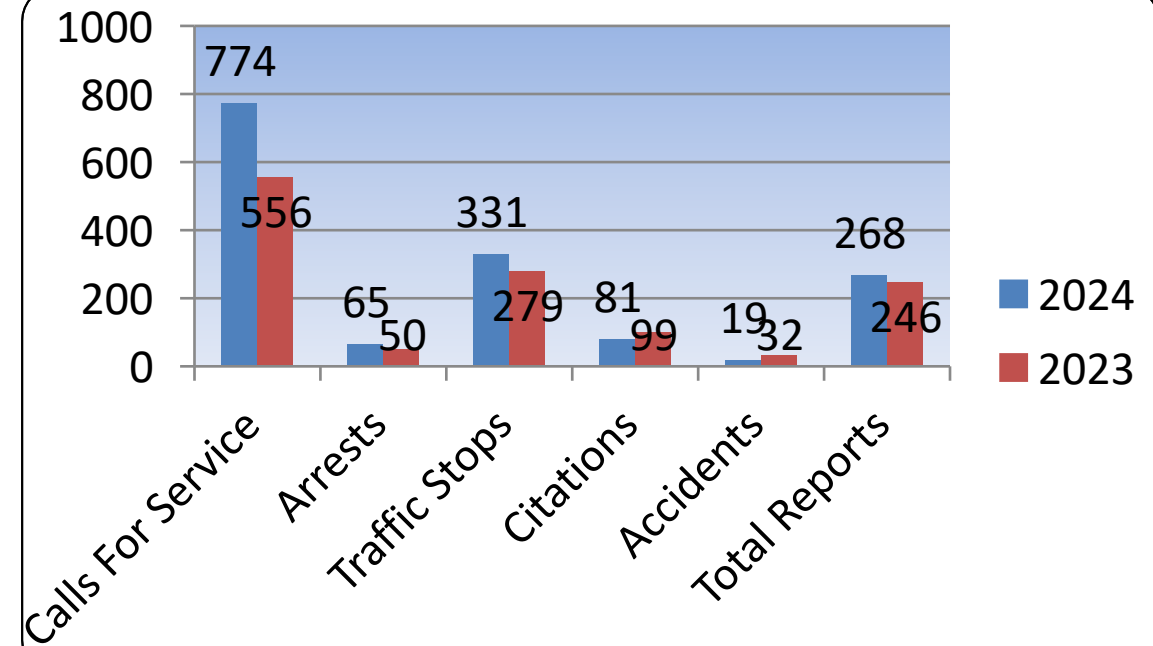


KAUFMAN POLICE DEPARTMENT

PATROL ACTIVITY APRIL 2024

April 2024, Kaufman Police Department's Patrol Division Activity:

- **774** Calls For Service, Including Accidents
- **19** Traffic Accidents
- Completed **651** Homes, Parks, & Business Checks
- Completed **331** Traffic Stops
- Completed **51** Offense Reports
- Completed **215** Incident Reports
- Completed **268** Reports
- Made **65** Arrests
- Average monthly response time to calls is **4:39** minutes.



Community Engagement April 2024



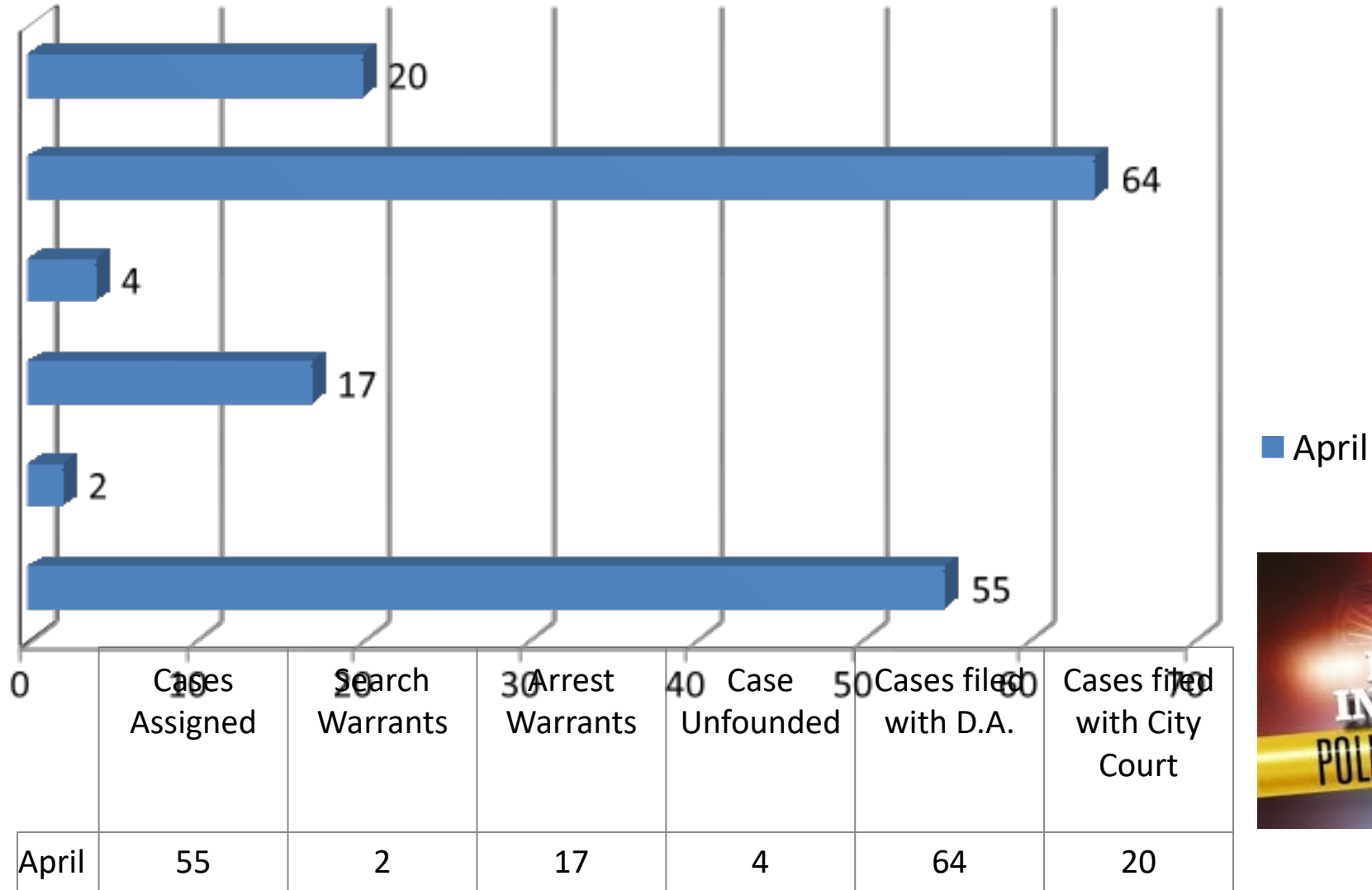
Social Media Posts 37, Facebook Followers 13K.

Events attended by Kaufman Police Department employees:

- Chief Edwards attended the Lions Club meetings.
- Officers and Code Compliance attended and participated in the Donkey Basketball tournament hosted by Kaufman ISD Education Foundation.
- Captain Leftwich, Officer Wall, and Officer Munden attended the BEE Happy Golf Tournament.
- Officers attended the Sol-Fest event at the Sports Complex.
- Chief Edwards attended the Semi-annual HB3 mandatory School Safety meeting.
- Chief Edwards attended the Quarterly Kaufman County Sheriff and Chiefs of Police Intelligence Meeting.
- Chief Edwards attended the Kaufman County Mental Health and The Bridge Quarterly Meeting.
- Chief Edwards attended the CACKC Board Meeting.

Training:

- Captain Leftwich and Sergeant Turner attended Kaufman College.
- Captain Leftwich taught ALERRT (active shooter training).

Kaufman Criminal Investigations Division
April 2024



Year to Date Comparison Report

Printed On: 05/03/2024

Page 1 of 3

Beginning Date: 01/01/2024

Ending Date: 04/30/2024

Offenses Known to Police

Agency: KAUFMAN PD

Classification of Offenses	Offenses Reported	Offenses Cleared	Projected Rate/1000	Last YTD Reported	Percent Change
Animal Cruelty, Total	0	0	0.00	0	-
Arson, Total	0	0	0.00	0	-
Assault Offenses, Total	29	24	3.25	12	141.67%
Aggravated Assault	7	6	0.78	3	133.33%
Intimidation	0	0	0.00	0	-
Simple Assault	22	18	2.46	9	144.44%
Bribery, Total	0	0	0.00	0	-
Burglary/Breaking and Entering, Total	8	2	0.90	7	14.29%
Counterfeiting/Forgery, Total	2	1	0.22	3	-33.33%
Destruction/Damage/Vandalism of Property, Total	12	3	1.34	16	-25.00%
Drug/Narcotic Offenses, Total	113	105	12.65	98	15.31%
Drug Equipment Violations	28	25	3.13	29	-3.45%
Drug/Narcotic Violations	85	80	9.51	69	23.19%
Embezzlement, Total	0	0	0.00	7	-100.00%
Extortion/Blackmail, Total	0	0	0.00	0	-
Fraud Offenses, Total	6	5	0.67	4	50.00%
False Pretense/Swindle/Confidence Game	2	2	0.22	0	-
Credit Card/Automatic Teller Machine Fraud	1	0	0.11	1	0.00%
Welfare Fraud	0	0	0.00	0	-
Wire Fraud	0	0	0.00	0	-
Hacking/Computer Invasion	0	0	0.00	0	-
Identity Theft	0	0	0.00	0	-
Impersonation	3	3	0.34	3	0.00%
Gambling Offenses, Total	0	0	0.00	0	-
Betting/Wagering	0	0	0.00	0	-
Operating/Promoting/Assisting Gambling	0	0	0.00	0	-
Sports Tampering	0	0	0.00	0	-



Year to Date Comparison Report

Printed On: 05/03/2024

Page 2 of 3

Beginning Date: 01/01/2024

Ending Date: 04/30/2024

Offenses Known to Police

Agency: KAUFMAN PD

Classification of Offenses	Offenses Reported	Offenses Cleared	Projected Rate/1000	Last YTD Reported	Percent Change
Gambling Equipment Violations	0	0	0.00	0	-
Homicide Offenses, Total	1	0	0.11	0	-
Murder and Nonnegligent Manslaughter	1	0	0.11	0	-
Negligent Manslaughter	0	0	0.00	0	-
Human Trafficking, Total	0	0	0.00	0	-
Human Trafficking, Commercial Sex Acts	0	0	0.00	0	-
Human Trafficking, Involuntary Servitude	0	0	0.00	0	-
Kidnapping/Abduction, Total	0	0	0.00	0	-
Larceny/Theft Offenses, Total	55	27	6.16	41	34.15%
Motor Vehicle Theft, Total	5	0	0.56	10	-50.00%
Pornography/Obscene Material, Total	0	0	0.00	1	-100.00%
Prostitution Offenses, Total	0	0	0.00	0	-
Assisting or Promoting Prostitution	0	0	0.00	0	-
Prostitution	0	0	0.00	0	-
Purchasing Prostitution	0	0	0.00	0	-
Robbery, Total	0	0	0.00	0	-
Sex Offenses, Total	2	1	0.22	3	-33.33%
Fondling	0	0	0.00	3	-100.00%
Rape	2	1	0.22	0	-
Sexual Assault with an Object	0	0	0.00	0	-
Sodomy	0	0	0.00	0	-
Sex Offenses, Non-Forcible, Total	0	0	0.00	0	-
Statutory Rape	0	0	0.00	0	-
Incest	0	0	0.00	0	-
Stolen Property Offenses, Total	2	2	0.22	1	100.00%
Weapons Law Violations, Total	11	11	1.23	6	83.33%
Group A Offense, Total	246	181	27.53	209	17.70%



Year to Date Comparison Report

Beginning Date: 01/01/2024

Ending Date: 04/30/2024

Printed On: 05/03/2024

Page 3 of 3

Offenses Known to Police

Agency: KAUFMAN PD

Classification of Offenses	Offenses Reported	Offenses Cleared	Projected Rate/1000	Last YTD Reported	Percent Change
Crimes Against Person, Total	32	25	3.58	15	113.33%
Crimes Against Property, Total	90	40	10.07	89	1.12%
Crimes Against Society, Total	124	116	13.88	105	18.10%
Officers Killed or Assaulted YTD	0			0	-

April 2024, Kaufman Code Compliance Located or Responded To-

- Total Violations – 106
- Cases Opened/First Notice Sent – 70
- Second Notice of Violation Sent – 3
- Cases Sent To Court – 1
- Cases Closed – 80
- Current Active Cases - 46



KAUFMAN POLICE DEPARTMENT ANIMAL SERVICES REPORT APRIL 2024

April 2024, Kaufman Animal Services Responded To-

- Calls For Service - 65
- Follow-up Calls - 3
- Warnings Issued – 15
- Citations Issued – 6
- Traps Set – 1

Animals Captured

On Calls – 18

On View – 0

Animals Turned Over

To Owner – 3

To Humane Society – 8

Dead Animals Recovered: - 4

Non-Domestic Animals Captured – 0





Development Services
April Monthly Report
Permits Issued: 4/01/2024-4/30/2024

Permit Title	Project Address	Credential Contacts	Permit Issued Date	Project SQ. FT.	Valuation
65 Oak Creek projectElectrical Permit (Web Based)	65 Oak Creek Dr.	Samuel Thornton Double R Electric ACQ (Electrical Contractor)	04/04/2024	0	139496
Commercial Building Shell	65 Oak Creek Dr.	Brad Bowden Persistent Property Management LLC (General Contractor), Samuel Thornton Double R Electric ACQ (Electrical Contractor)	04/04/2024	24000	1000000
Commercial New Building Permit	3900 Five Points Dr.	Billy Perry Power Plumbing, Inc. (Plumbing Contractor), James Crusier Cope Equities (Applicant), James Crusier Cope Equities (General Contractor), William C	04/04/2024	4111	430213
Commercial New Building Permit	3900 Five Points Dr.	James Crusier Cope Equities (Applicant), James Crusier Cope Equities (General Contractor), William C	04/04/2024	6204	649243
Demolition (R)	405 E Oak St.	Saulo Govea Effective Home Construction, LLC (General Contractor)	04/22/2024	0	3000
Driveway, Parking Lot or Sidewalk Permit	1401 E Grove St.	Jesus Jaimes Texas Construction and Renovation (General Contractor)	04/17/2024	0	2500
Electrical Permit	1761 Buckingham Ln.	David Erb Erb'S Electric (Electrical Contractor)	04/24/2024	0	500
Electrical Permit	2225 S Washington St.	Stephen McFall Steve's Electric LLC (Electrical Contractor)	04/23/2024	0	10000
Electrical Permit (Web Based)	1710 S Jackson	Jose Vigil Three Way Electric (Electrical Contractor)	04/11/2024	0	3500
Electrical Permit (Web Based)	607 N Clay St.	Marco Chavez TriSMART Solar (Electrical Contractor)	04/05/2024	0	64422.06
Electrical Permit - Wesley Way service repair	306 W 2Nd	Randall Gardner (Electrical Contractor)	04/29/2024	0	1200
Fence Permit	1520 Running Brooks Ct.	Mark Spradlin T-Bar Fence and Tennis Courts (Fence Contractor)	04/17/2024	0	2553
Fence Permit	3766 Brookgreen Lane	Bryan Mendez BLM Fence LLC (General Contractor)	04/23/2024	0	700
Fence Permit	1522 Running Brooks Ct.	Mark Spradlin T-Bar Fence and Tennis Courts (Fence Contractor)	04/17/2024	0	6274.54
Fence Permit	1836 Pecan Valley Dr.	Mark Spradlin T-Bar Fence and Tennis Courts (Fence Contractor)	04/23/2024	0	4855
Fence Permit	1601 Phillips Cir.	MARIELA MIRELES El Marron Fencing LLC (General Contractor)	04/11/2024	0	8122
Fence Permit	3616 Jordan Way	Bryan Mendez BLM Fence LLC (General Contractor)	04/29/2024	0	700
Fire Alarm, Fire Lane, Fire Sprinkler, Fire Suppression (Vent-a-Hood)	65 Oak Creek Dr.	Hugh Johnson Automatic Sprinkler of Texas (Fire Alarm Systems)	04/11/2024	0	1500
Multi-Family New Permit	3900 Five Points Dr.	Billy Perry Power Plumbing, Inc. (Plumbing Contractor), James Crusier Cope Equities (Applicant), James Crusier Cope Equities (General Contractor)	04/04/2024	38460	4024805
Multi-Family New Permit	3900 Five Points Dr.	Billy Perry Power Plumbing, Inc. (Plumbing Contractor), James Crusier Cope Equities (Applicant), James Crusier Cope Equities (General Contractor)	04/04/2024	35220	3685742.29
Multi-Family New Permit	3900 Five Points Dr.	Billy Perry Power Plumbing, Inc. (Plumbing Contractor), James Crusier Cope Equities (Applicant), James Crusier Cope Equities (General Contractor)	04/04/2024	30654	3207914
Multi-Family New Permit	3900 Five Points Dr.	Billy Perry Power Plumbing, Inc. (Plumbing Contractor), James Crusier Cope Equities (Applicant), James Crusier Cope Equities (General Contractor)	04/04/2024	38460	4024805
Multi-Family New Permit	3900 Five Points Dr.	Billy Perry Power Plumbing, Inc. (Plumbing Contractor), James Crusier Cope Equities (Applicant), James Crusier Cope Equities (General Contractor)	04/04/2024	30599	3202159
Plumbing Permit	3001 S Houston St.		04/02/2024	0	5000
Plumbing Permit	400 S Jefferson	Lawrence Snell B&L Plumbing (Plumbing Contractor)	04/23/2024	0	5000
Plumbing Permit	900 S Jackson St.	Daniel Morgan Plumb Unique, Inc. (Plumbing Contractor)	04/17/2024	0	400
Plumbing Permit	1540 Nottingham Dr.	Joshua Flynn Flo Plumbing Contractors LLC. (Plumbing Contractor)	04/10/2024	0	2200
Plumbing Permit	1505 Highglen Trl.	Justin Tyra Liberty drains (Plumbing Contractor)	04/02/2024	0	1600
Plumbing Permit	305 N Wilson St.	Tracy Storey Celina Plumbing Co., LLC (Plumbing Contractor)	04/02/2024	0	5000
Residential Accessory Buildings/Carport Permit	1505 S Jefferson St.		04/25/2024	980	2500
Residential Accessory Buildings/Carport Permit	140 Circle Dr.	Stacy Tucker Lifeorce/Texwin/Winslows (General Contractor)	04/16/2024	192	5100
Residential Addition, Remodel or Repair	307 N Wilson St.	Jesse Castilla Castle Electric (Electrical Contractor), Jose Segovia Jose Plumbing (Plumbing Contractor)	04/19/2024	0	0
Residential Addition, Remodel or Repair	1208 Overlook Dr.	Tim Gilchrist Dallas PWD (Pella) (General Contractor)	04/25/2024	0	0
Residential Addition, Remodel or Repair	305 N Wilson St.	Earl Ellis Ellis Property Group LLC (Applicant), Earl Ellis Ellis Property Group LLC (General Contractor)	04/02/2024	0	0
Residential Addition, Remodel or Repair	106 W Allen St.	Tara Olivarez Window World (General Contractor)	04/17/2024	0	0
Residential New Permit	3642 Jordan Way	James Stinebaugh Premier Plumbers of Texas (Plumbing Contractor), Jory McDaniel Texas Ace Heating & Air Conditioning (HVAC Contractor)	04/16/2024	1982	331000
Residential New Permit	3636 Jordan Way	James Stinebaugh Premier Plumbers of Texas (Plumbing Contractor), Jory McDaniel Texas Ace Heating & Air Conditioning (HVAC Contractor)	04/16/2024	2386	350000
Residential New Permit	3638 Jordan Way	James Stinebaugh Premier Plumbers of Texas (Plumbing Contractor), Jory McDaniel Texas Ace Heating & Air Conditioning (HVAC Contractor)	04/16/2024	2173	347000
Residential New Permit	3640 Jordan Way	James Stinebaugh Premier Plumbers of Texas (Plumbing Contractor), Jory McDaniel Texas Ace Heating & Air Conditioning (HVAC Contractor)	04/16/2024	3227	408000
Residential New Permit	202 E. 1st North	Adan Martinez ACM Plumbing (Plumbing Contractor), Jose Reyes Express Aire Solutions (Mechanical Contractor)	04/19/2024	2506	285000
Roof (Repair or Replace)	1403 S Dallas St.	Acencion Torres Torres Construction (General Contractor)	04/11/2024	0	2000
Roof (Repair or Replace)	503 W Grove St.	Nash Hulme (General Contractor)	04/05/2024	0	4500
Roof (Repair or Replace)	1802 Feagin St.	Manuel Martinez (General Contractor)	04/26/2024	0	4000
Roof (Repair or Replace)	706 S Washington St.	Steve Carter Carter Builders (General Contractor)	04/30/2024	0	7900
Roof (Repair or Replace)	710 Cates Dr.	Steven Crawford Crawford Roofing (Roof Contractor)	04/30/2024	0	7750
Solar Panel Permit	1302 Melody Cir.	Steven Thompson Fastrac Energy Services (Electrical Contractor)	04/02/2024	0	65000
Solar Panel Permit	1700 Rand Rd.	Marco Chavez TriSMART Solar (Electrical Contractor), Marco Chavez TriSMART Solar (General Contractor)	04/02/2024	0	73143

May 2024						
◀ April						June ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6 Chamber Golf Tournament	7 Planning & Zoning Meeting	8	9	10	11
12	13	14 KEDC	15	16 Parks & Rec Meeting	17	18
19	20 Regular City Council Meeting	21	22	23	24 Shannon Park Splash Pad opening	25
26	27 City Hall Closed- Memorial Day	28	29	30	31	

◀ May June 2024 July ▶						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4 Planning & Zoning Meeting	5	6	7	8
9	10	11 KEDC	12	13	14	15
16	17	18	19	20 Parks & Rec Meeting	21	22
23	24 Regular City Council Meeting	25	26	27	28	29 Red White & BOOM Event
30						

July 2024						
◀ June						August ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2 Planning & Zoning Meeting	3	4 City Hall Closed- Independ. Day	5	6
7	8	9 KEDC	10	11	12	13
14	15	16	17	18 Parks & Rec Meeting	19	20
21	22 Regular City Council Meeting	23	24	25	26	27
28	29	30	31			

August 2024						
◀ July						September ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5 Budget Workshop & Special City Council Meeting	6 Planning & Zoning Meeting	7	8	9	10
11	12	13 KEDC	14	15 Parks & Rec Meeting	16	17
18	19	20	21	22	23	24
25	26 Regular City Council Meeting	27	28	29	30	31

September 2024						
◀ August					October ▶	
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 City Hall Closed- Labor Day	3 Planning & Zoning Meeting	4	5	6	7
8	9	10 KEDC	11	12	13	14
15	16	17	18	19 Parks & Rec Meeting	20	21
22	23 Regular City Council Meeting	24	25	26	27	28
29	30					

October 2024						
◀ September						November ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 Planning & Zoning Meeting	2	3	4	5
6	7	8 KEDC	9	10	11	12
13	14 City Hall Closed- Columbus Day	15	16	17 Parks & Rec Meeting	18	19
20	21	22	23	24	25	26
27	28 Regular City Council Meeting	29	30	31		

November 2024						
◀ October					December ▶	
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5 Planning & Zoning Meeting	6	7	8	9
10	11 City Hall Closed- Veteran's Day	12 KEDC	13	14	15	16
17	18	19	20	21 Parks & Rec Meeting	22	23
24	25 Regular City Council Meeting	26	27	28 City Hall Closed- Thanksgiving Day	29 City Hall Closed- Thanksgiving Day	30

December 2024						
◀ November					January ▶	
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3 Planning & Zoning Meeting	4	5	6	7
8	9	10 KEDC	11	12	13	14
15	16 Regular City Council Meeting	17	18	19 Parks & Rec Meeting	20	21
22	23	24 City Hall Closed- Christmas	25 City Hall Closed- Christmas	26	27	28
29	30	31				