



## Texas Commission on Environmental Quality

### Water Conservation Implementation Report Public Water Supplier

This five year report must be completed by entities that are required to submit a water conservation plan to the TCEQ in accordance with Title 30 Texas Administrative Code, Chapter 288. Please complete this report and submit it to the TCEQ. If you need assistance in completing this form, please contact the Resource Protection Team in the Water Availability Division at (512) 239-4691.

### CONTACT INFORMATION

Name of Entity: [Click here to enter text.](#)

Public Water Supply Identification Number (PWS ID): [Click here to enter text.](#)

CCN numbers: [Click here to enter text.](#)

Water Right Permit numbers: [Click here to enter text.](#)

Wastewater ID numbers: [Click here to enter text.](#)

Check all that apply:

- Retail Public Water Supplier
- Wholesale Public Water Supplier

Address: [Click here to enter text.](#) City: [Click here to enter text.](#) Zip Code: [Click here to enter text.](#)

Email: [Click here to enter text.](#) Telephone Number: [Click here to enter text.](#)

Regional Water Planning Group: [Click here to enter text.](#) [Map](#)

Groundwater Conservation District: [Click here to enter text.](#) [Map](#)

Form Completed By: [Click here to enter text.](#) Title: [Click here to enter text.](#)

Signature: \_\_\_\_\_ Date: [Click here to enter a date.](#)

Contact information for the person or department responsible for implementing the water conservation plan:

Name: [Click here to enter text.](#) Phone: [Click here to enter text.](#) Email: [Click here to enter text.](#)

Report Completed on Date: [Click here to enter a date.](#)

Reporting Period (**check only one**):

- Fiscal Period Begin: [Click here to enter a date.](#) Period End: [Click here to enter a date.](#)
- Calendar Period Begin: [Click here to enter a date.](#) Period End: [Click here to enter a date.](#)

Please check all of the following that apply to your entity:

- A surface water right holder of 1,000 acre-feet/year or more for non-irrigation uses
- A surface water right holder of 10,000 acre-feet/year or more for irrigation uses

**\*Important\***

*If your entity meets the following description, please skip page 3 and go directly to page 4.*

Your entity is a Wholesale Public Water Supplier that ONLY provides wholesale water services for public consumption. For example, you only provide wholesale water to other municipalities or water districts.

## Water Use Accounting

**Retail Water Sold:** *All retail water sold for public use and human consumption.*

**Helpful Hints:** There are two options available for you to provide the requested information. Both options ask the same information; however, the level of detail and break down of information differs between the two options. Please select just one option that works best for your entity and fill in the fields as completely as possible.

Fields that are gray are entered by the user.  
Select fields that are white and hit F9 to updated fields.

For the five-year reporting period, enter the gallons of **RETAIL water sold** in each major water use category. Use **only one** of the following options.

### Option 1

Water Use Category*	Gallons Sold
Single Family Residential	11,000,000
Multi-Family Residential	5,000,000
<b>TOTAL Residential Use<sup>1</sup></b>	<b>16,000,000</b>
Industrial	6,000,000
Commercial	1,000,000
Institutional	2,000,000
<b>TOTAL Retail Water Sold<sup>2</sup></b>	<b>9,000,000</b>

1. [SF Res +MF Res = Residential Use]
2. [Res +Ind +Com +Ins = Retail Water Sold]

### Option 2

Water Use Category *	Gallons Sold
<b>Residential</b> Select all of the sectors that your account for as "Residential". <input type="checkbox"/> Single Family <input type="checkbox"/> Multi-Family	10,000,000
<b>Commercial</b> Please select all of the sectors that your account for as "Commercial". <input type="checkbox"/> Commercial <input type="checkbox"/> Multi-Family <input type="checkbox"/> Industrial <input type="checkbox"/> Institutional	3,000,000
<b>Industrial</b> Please select all of the sectors that your account for as "Industrial". <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Institutional	5,000,000
<b>Other</b> Please select all of the sectors that your account for as "Other". <input type="checkbox"/> Commercial <input type="checkbox"/> Multi-Family <input type="checkbox"/> Industrial <input type="checkbox"/> Institutional	0
<b>TOTAL Retail Water Sold<sup>1</sup></b>	<b>18,000,000</b>

1. [Res +Com +Ind + Other = Retail Water Sold]

**Wholesale Water Exported:** *Wholesale water sold or transferred out of the distribution system.*

For the five-year reporting period, enter the gallons of **WHOLESALE water exported** to each major water use category.

<b>Water Use Category*</b>	<b>Gallons of Exported Wholesale Water</b>
Municipal Customers	7,000,000
Agricultural Customers	3,000,000
Industrial Customers	10,000,000
Commercial Customers	0
Institutional Customers	0
<b>TOTAL Wholesale Water Exported <sup>1</sup></b>	<b>20,000,000</b>

1. [Mun +Agr +Ind +Com +Ins = Wholesale Water Exported]

## System Data

Fields that are gray are entered by the user.  
Select fields that are white and hit F9 to  
update fields

	<b>Total Gallons During the Five-Year Reporting Period</b>
<b>Water Produced:</b> Volume produced from own sources	40,000,000
<b>Wholesale Water Imported :</b> Purchased wholesale water imported from other sources into the distribution system	20,000,000
<b>Wholesale Water Exported:</b> Wholesale water sold or transferred out of the distribution system (Insert Total Volume calculated on Page 4)	0
<b>TOTAL System Input :</b> Total water supplied to the infrastructure	60,000,000 [Produced + Imported – Exported = System Input]
<b>Retail Water Sold :</b> All retail water sold for public use and human consumption (Insert Total Volume from Option 1 or Option 2 calculated on Page 3)	9,000,000
<b>Other Consumption Authorized for Use but not Sold:</b> <ul style="list-style-type: none"> <li>- back flushing water</li> <li>- storage tank cleaning</li> <li>- fire department use</li> <li>- municipal government offices</li> <li>- line flushing</li> <li>- golf courses</li> <li>- parks</li> </ul>	10,000,000
<b>TOTAL Authorized Water Use:</b> All water that has been authorized for use or consumption.	19,000,000 [Retail Water Sold + Other Consumption = Total Authorized]
<b>Apparent Losses – Water that has been consumed but not properly measured</b> (Includes customer meter accuracy, systematic data discrepancy, un- authorized consumption such as theft)	3,000,000
<b>Real Losses – Physical losses from the distribution system prior to reaching the customer destination</b> (Includes physical losses from system or mains, reported breaks and leaks, storage overflow)	10,000,000
<b>Unidentified Water Losses</b>	28,000,000 [System Input- Total Authorized - Apparent Losses - Real Losses = Unidentified Water Losses]
<b>TOTAL Water Loss</b>	41,000,000 [Apparent + Real + Unidentified = Total Water Loss]

## Targets and Goals

In the table below, please provide the **specific and quantified five and ten-year targets for water savings** listed in your water conservation plan.

Fields that are gray are entered by the user.  
Select fields that are white and hit F9 to update fields

Date	Target for: Total GPCD	Target for: Water Loss (expressed in GPCD)	Target for: Water Loss Percentage (expressed in Percentage)
Five-year target date: dd/mm/yyyy	135	26	19%
Ten-year target date: dd/mm/yyyy	133	25	19%

Are targets in the water conservation plan being met? Yes  No

If these targets are not being met, provide an explanation as to why, including any progress on these targets: [Click here to enter text.](#)

## Gallons per Capita per Day (GPCD) and Water Loss

Compare your current gpcd and water loss to the above targets and goals set in your previous water conservation plan.

Total System Input in Gallons	Permanent Population <sup>1</sup>	Current GPCD
Insert value calculated in table on Page 5 [Water Produced + Wholesale Imported - Wholesale Exported]	1500	0 [ (System Input ÷ Permanent Population) / 5/ 365 ]

1. Permanent Population is the total permanent population of the service area. This includes single family, multi-family, and group quarter populations.

Residential Use in Gallons (Single Family + Multi-Family )	Residential Population <sup>1</sup>	Residential GPCD
10,000,000	1000	5 [ (Residential Use ÷ Residential Population) / 5/ 365 ]

1. Residential Population is the total residential population of the service area including single & multi-family population.

Total Water Loss	Total System Input in Gallons	Permanent Population	Water Loss calculated in	
			GPCD <sup>1</sup>	Percent <sup>2</sup>
Insert value calculated in table on Page 5 [Apparent + Real + Unidentified = Total Water Loss]	Insert value calculated in table on Page 5 [Water Produced + Wholesale Imported - Wholesale Exported]	1500	0	100%

1.  $[\text{Total Water Loss} \div \text{Permanent Population}] / 5 / 365 = \text{Water Loss GPCD}$
2.  $[\text{Total Water Loss} \div \text{Total System Input}] \times 100 = \text{Water Loss Percentage}$

## Water Conservation Programs and Activities

*As you complete this section, please review your water conservation plan to see if you are making progress towards meeting your stated goals.*

Fields that are gray are entered by the user. Select fields that are white and hit F9 to updated fields.

### 1. Water Conservation Plan

What year did your entity adopt, or revise, their most recent water conservation plan: [Click here](#) to enter text.

Does the plan incorporate [Best Management Practices](#)? Yes  No

### 2. Water Conservation Programs

For the reporting period, please select the types of activities and programs that have been actively administered, and estimate the expense and savings that incurred in implementing the conservation activities and programs for the past five years. Leave the field blank if unknown:

Program or Activity	Estimated Expenses	Estimated Gallons Saved
<b>Conservation Analysis &amp; Planning</b>		
<input type="checkbox"/> Conservation Coordinator		
<input type="checkbox"/> Water Survey for Single-Family and Multi-Family Customers		
<b>Financial</b>		
<input type="checkbox"/> Wholesale Agency Assistance Programs		
<input type="checkbox"/> Water Conservation Pricing/ Rate Structures		
<b>System Operations</b>		
<input type="checkbox"/> Water Loss Audits		
<input type="checkbox"/> Leak Detection		
<input type="checkbox"/> Universal Metering and Metering Repair		
<b>Landscaping</b>		
<input type="checkbox"/> Landscape Irrigation Conservation and		

Incentives		
<input type="checkbox"/> Athletic Fields Conservation		
<input type="checkbox"/> Golf Course Conservation		
<input type="checkbox"/> Park Conservation		
Education & Public Awareness		
<input type="checkbox"/> School Education		
<input type="checkbox"/> Public Information		
Rebate, Retrofit, and Incentive Programs		
<input type="checkbox"/> Conservation Programs for ICI Accounts		
<input type="checkbox"/> Residential Clothes Washer Incentive Program		
<input type="checkbox"/> Water Wise Landscape Design and Conversion Programs		
<input type="checkbox"/> Showerhead, Aerator, and Toilet Flapper Retrofit		
<input type="checkbox"/> Residential Toilet Replacement Programs		
<input type="checkbox"/> Rainwater Harvesting Incentive Program		
<input type="checkbox"/> ICI Incentive Programs		
Conservation Technology		
<input type="checkbox"/> Recycling and Reuse Programs (Water or Wastewater Effluent)		
<input type="checkbox"/> Rainwater Harvesting and Condensate Reuse Programs		
Regulatory and Enforcement		
<input type="checkbox"/> Prohibition on Wasting Water		
<b>TOTAL</b>	\$ 0.00	0

### 3. Reuse (Water or Wastewater Effluent)

For the reporting period, please provide the following data regarding the types of direct and indirect reuse activities that were administered for the past five years:

Reuse Activity	Estimated Volume (in gallons)
On-site irrigation	
Plant wash down	
Chlorination/de-chlorination	
Industrial	
Landscape irrigation (parks, golf courses)	
Agricultural	
Other, please describe:	
<b>Estimated Volume of Recycled or Reuse</b>	0

#### 4. Water Savings

For the five-year reporting period, estimate the total savings that resulted from your overall water conservation activities and programs?

<b>Estimated Gallons Saved</b> (Total from Conservation Programs Table)	<b>Estimated Gallons Recycled or Reused</b> (Total from Reuse Table)	<b>Total Volume of Water Saved <sup>1</sup></b>	<b>Dollar Value of Water Saved <sup>2</sup></b>
		0	

1. [Estimated Gallons Saved + Estimated Gallons Recycled or Reused = Total Volume Saved]

2. Estimate this value by taking into account water savings, the cost of treatment or purchase of your water, and any deferred capital costs due to conservation.

#### 5. Conservation Pricing / Conservation Rate Structures

During the five-year reporting period, have your rates or rate structure changed? Yes  No

Please indicate the type of rate pricing structures that you use:

<input type="checkbox"/> Uniform rates	<input type="checkbox"/> Water Budget Based rates	<input type="checkbox"/> Surcharge - seasonal
<input type="checkbox"/> Flat rates	<input type="checkbox"/> Excess Use Rates	<input type="checkbox"/> Surcharge - drought
<input type="checkbox"/> Inclining/ Inverted Block	<input type="checkbox"/> Drought Demand rates	<input type="checkbox"/> Surcharge - usage demand
<input type="checkbox"/> Declining Block rates	<input type="checkbox"/> Tailored rates	
<input type="checkbox"/> Seasonal rates		

#### 6. Public Awareness and Education Program

For the five-year reporting period, please check the appropriate boxes regarding any public awareness and educational activities that your entity has provided:

	<b>Implemented</b>	<b>Number/Unit</b>
<i>Example: Brochures Distributed</i>	<input type="checkbox"/>	<i>10,000/year</i>
<i>Example: Educational School Programs</i>	<input type="checkbox"/>	<i>50 students/month</i>
Brochures Distributed	<input type="checkbox"/>	
Messages Provided on Utility Bills	<input type="checkbox"/>	
Press Releases	<input type="checkbox"/>	
TV Public Service Announcements	<input type="checkbox"/>	
Radio Public Service Announcements	<input type="checkbox"/>	
Educational School Programs	<input type="checkbox"/>	
Displays, Exhibits, and Presentations	<input type="checkbox"/>	
Community Events	<input type="checkbox"/>	

Social Media campaigns	<input type="checkbox"/>	
Facility Tours	<input type="checkbox"/>	
Other :	<input type="checkbox"/>	

## 7. Leak Detection

During the five-year reporting period, how many leaks were repaired in the system or at service connections: [Click here to enter text.](#)

Please check the appropriate boxes regarding the main cause of water loss in your system during the reporting period:

- Leaks and breaks
- Un-metered utility or city uses
- Master meter problems
- Customer meter problems
- Record and data problems
- Other: [Click here to enter text.](#)
- Other: [Click here to enter text.](#)

## 8. Universal Metering and Meter Repair

For the five-year reporting period, please provide the following information regarding meter repair:

	Total Number	Total Tested	Total Repaired	Total
Production Meters				
Meters larger than 1 ½"				
Meters 1 ½ or smaller				

Does your system have automated meter reading? Yes  No

**9. Conservation Communication Effectiveness**

In your opinion, how would you rank the effectiveness of your conservation activities in reaching the following types of customers for the past five years?

	Do not have activities or programs that target this type customer.	Less Than Effective	Somewhat Effective	Highly Effective
Residential Customers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Industrial Customers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Institutional Customers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commercial Customers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Agricultural Customers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**10. Drought Contingency and Emergency Water Demand Management**

During the five-year reporting period, did you implement your Drought Contingency Plan?

Yes  No

If yes, indicate the number of days that your water use restrictions were in effect: [Click here to enter text.](#)

If yes, please check all the appropriate reasons for your drought contingency efforts going into effect.

<input type="checkbox"/> Water Supply Shortage	<input type="checkbox"/> Equipment Failure
<input type="checkbox"/> High Seasonal Demand	<input type="checkbox"/> Impaired Infrastructure
<input type="checkbox"/> Capacity Issues	<input type="checkbox"/> Other:

**If you have any questions on how to fill out this form or about the Water Conservation program, please contact us at 512/239-4691.**

Individuals are entitled to request and review their personal information that the agency gathers on its forms. They may also have any errors in their information corrected. To review such information, contact us at 512-239-3282.