

# Drinking Water Emergency Preparedness Plan (EPP) Waiver Fact Sheet

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## ***BILLED CUSTOMERS***

***(Instructions for non-billed customers are on the reverse side of this fact sheet)***

In 2009, the 81st Legislative session passed Senate Bill (SB) 361 requiring affected utilities to develop an emergency preparedness plan (EPP) to ensure operations of their water systems at a minimum water pressure of 35 pounds per square inch (psi) during power outages lasting more than 24 hours as a result of a natural disaster. The Texas Commission on Environmental Quality (TCEQ) may grant a waiver to the requirement to submit an EPP if it determines that compliance with this requirement will cause a significant financial burden on customers of the affected utility. In order to demonstrate that the system meets the criteria to obtain a financial waiver, a system that has billed customers must 1) provide documents demonstrating how much customers are charged for water annually, and 2) submit all necessary price quotes needed to provide emergency operations.

### **Annual water charges to customers**

Please provide information demonstrating the average annual cost that each customer incurs to receive water to include:

1. The average monthly water usage per connection. This information may be provided in the form of a spreadsheet containing 12 months of continuous data with:
  - One column containing the total amount of water sold from the system each month (in gallons),
  - One column containing how many connections are billed for water each month.
2. The initial base water rate and the additional water rate after the base amounts are surpassed. For example, \$16 for the first 1,000 gallons of water and \$1.25 for every 100 gallons thereafter. This information can be provided in a statement from the system owner or in a copy of any document given to customers showing how the customers are charged for water.
3. Any other customer charges used to subsidize the water system. For example, taxes, surcharges, or other fees. This information can be provided in a statement from the system owner or in a copy of any document given to customers showing how the customers are charged for water.

### **Cost estimates or price quotes for providing emergency operations**

1. Please provide documentation estimating the total cost of implementing an EPP. Please note that the list below may not capture all costs. All costs associated with implementing an EPP must be documented through engineering quotes, manufacture quotes or published price information. Some examples of potential expenses may include:
  - a. Generator(s) to power the equipment;
  - b. Installation of the generator(s);
  - c. Concrete slab/pad for the generator(s) (may include: leveling material and structural housing for the generator);
  - d. Protective fence to surround the generator(s) to prevent intruders (may include: fencing, razor wire, alarm system, security company, security lights, etc.);
  - e. Secondary spill containment berm to capture accidental oil and fluid spillage from the generator(s);
  - f. Auxiliary fuel tank for the generator(s);
  - g. Site work, e.g. tree removal, installation of gas lines;
  - h. Electrical work, e.g. automatic transfer switch installation, electric service panel;
  - i. Construction or other types of permits;
  - j. Annual maintenance fee. Some water systems will need the installer/operator to service the generator annually or the warranty will be void;
  - k. Insurance fees; or
  - l. Design and construction of a well, water tank and pump station.
2. A description of how you plan to finance the costs associated with designing and implementing an EPP. For example, securing a 10-year loan, increasing rates over a 2 year period, etc.

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## ***CUSTOMERS WHO ARE NOT BILLED***

This side of the fact sheet is for systems that do not bill their customers for water. In order to demonstrate that the system meets the criteria to obtain a financial waiver, a system that does not bill its customers must 1) provide documents demonstrating the costs for running the water system annually and 2) submit all necessary price quotes needed to provide emergency operations.

### **Annual cost of running the water system annually**

Provide information demonstrating average annual cost that each customer incurs to receive water to include:

1. Documentation of the water facility operational costs. For example, operator salary, system maintenance costs, sampling costs, chemical costs, and electricity costs. These costs can be provided in a financial statement from the utility or as individual receipts or records. If the electricity used to power the water system is combined with a household or other facility's electricity bill, 10% of the bill can be used toward running your water system.
2. A list of how many units or connections are receiving water each month for one (1) year.
3. If your system is categorized as Section 8 housing, provide a letter or legal document indentifying the housing units as such.

### **Cost estimates or price quotes for providing emergency operations**

1. Please provide documentation estimating the total cost of implementing an EPP. Please note that the list below may not capture all costs. All costs associated with implementing an EPP must be documented through engineering quotes, manufacture quotes or published price information. Some examples of potential expenses may include:
  - a. Generator(s) to power the equipment;
  - b. Installation of the generator(s);
  - c. Concrete slab/pad for the generator(s) (may include: leveling material and structural housing for the generator);
  - d. Protective fence to surround the generator(s) to prevent intruders (may include: fencing, razor wire, alarm system, security company, security lights, etc.);
  - e. Secondary spill containment berm to capture accidental oil and fluid spillage from the generator(s);
  - f. Auxiliary fuel tank for the generator(s);
  - g. Site work, e.g. tree removal, installation of gas lines;
  - h. Electrical work, e.g. automatic transfer switch installation, electric service panel;
  - i. Construction or other types of permits;
  - j. Annual maintenance fee. Some water systems will need the installer/operator to service the generator annually or the warranty will be void;
  - k. Insurance fees; or
  - l. Design and construction of a well, water tank and pump station.
2. A description of how you plan to finance the costs associated with designing and implementing an EPP. For example, securing a 10-year loan, increasing rates over a 2 year period, etc.