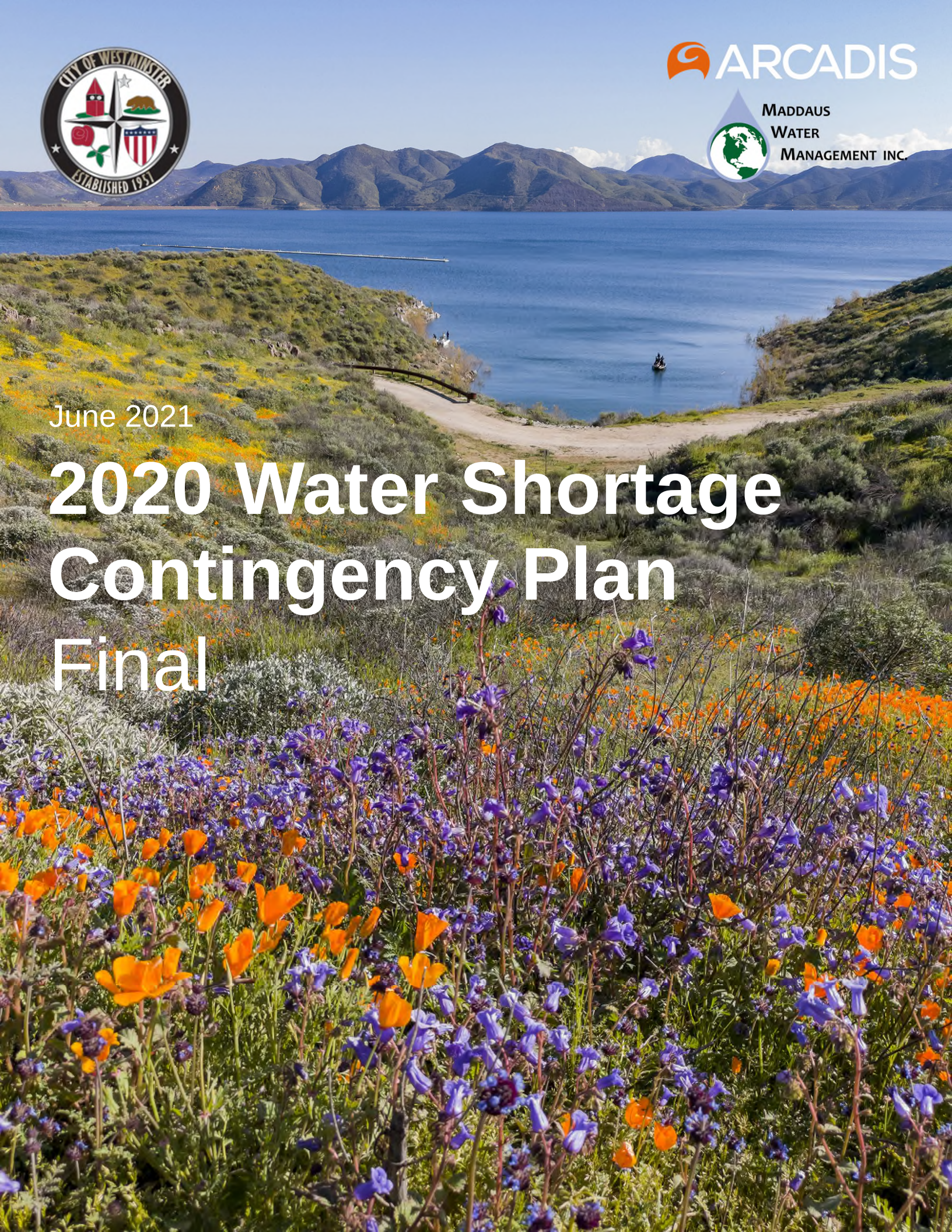

June 2021

2020 Water Shortage Contingency Plan

Final

2020 Water Shortage Contingency Plan

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Contents

Tables

Figures

Appendices

Acronyms and Abbreviations

%	Percent
AF	Acre-Feet
Annual Assessment	Annual Water Supply and Demand Assessment
BPP	Basin Production Percentage
City	City of Westminster
CRA	Colorado River Aqueduct
DDW	Division of Drinking Water
DRA	Drought Risk Assessment
DVL	Diamond Valley Lake
DWR	California Department of Water Resources
EAP	Emergency Operations Center Actions Plan
EOC	Emergency Operation Center
EOP	Emergency Operations Plan
ERP	Emergency Response Plan
FY	Fiscal Year
GSP	Groundwater Sustainability Plan
HMP	Hazard Mitigation Plan
IAWP	Interim Agricultural Water Program
IRP	Integrated Water Resource Plan
M&I	Municipal and Industrial
MCL	Maximum Contaminant Level
MET	Metropolitan Water District of Southern California
Metropolitan Act	Metropolitan Water District Act
MWDOC	Municipal Water District of Orange County
NIMS	National Incident Management System
OC	Orange County
OC Basin	Orange County Groundwater Basin
OCWD	Orange County Water District
PFAS	Per- and Polyfluoroalkyl Substances
PFOA	Perfluorooctanoic Acid
PFOS	Perfluorooctane Sulfonate
PPT	Parts Per Trillion
Producer	Groundwater Producer
RL	Response Level
SEMS	California Standardized Emergency Management System
Supplier	Urban Water Supplier
SWP	State Water Project
SWRCB	California State Water Resources Control Board
UWMP	Urban Water Management Plan

Water Code	California Water Code
WEROC	Water Emergency Response Organization of Orange County
WSAP	Water Supply Allocation Plan
WSCP	Water Shortage Contingency Plan
WSDM	Water Surplus and Drought Management Plan

1 INTRODUCTION AND WSCP OVERVIEW

The Water Shortage Contingency Plan (WSCP) is a strategic planning document designed to prepare for and respond to water shortages. This WSCP complies with California Water Code (Water Code) Section 10632, which requires that every urban water supplier (Supplier) shall prepare and adopt a WSCP as part of its Urban Water Management Plan (UWMP). This level of detailed planning and preparation is intended to help maintain reliable supplies and reduce the impacts of supply interruptions.

The WSCP is the City of Westminster (City)'s operating manual that is used to prevent catastrophic service disruptions through proactive, rather than reactive, management. A water shortage, when water supply available is insufficient to meet the normally expected customer water use at a given point in time, may occur due to a number of reasons, such as drought, climate change, and catastrophic events. This plan provides a structured guide for the City to deal with water shortages, incorporating prescriptive information and standardized action levels, along with implementation actions in the event of a catastrophic supply interruption. This way, if and when shortage conditions arise, the City's governing body, its staff, and the public can easily identify and efficiently implement pre-determined steps to manage a water shortage. A well-structured WSCP allows real-time water supply availability assessment and structured steps designed to respond to actual conditions, to allow for efficient management of any shortage with predictability and accountability.

The WSCP also describes the City's procedures for conducting an Annual Water Supply and Demand Assessment (Annual Assessment) that is required by Water Code Section 10632.1 and is to be submitted to the California Department of Water Resources (DWR) on or before July 1 of each year, or within 14 days of receiving final allocations from the State Water Project (SWP), whichever is later. The City's 2020 WSCP is included as an appendix to its 2020 (UWMP) which will be submitted to DWR by July 1, 2021. However, this WSCP is created separately from the City's 2020 UWMP and can be amended, as needed, without amending the UWMP. Furthermore, the Water Code does not prohibit a Supplier from taking actions not specified in its WSCP, if needed, without having to formally amend its UWMP or WSCP.

1.1 Water Shortage Contingency Plan Requirements and Organization

The WSCP provides the steps and water shortage response actions to be taken in times of water shortage conditions. The WSCP has prescriptive elements, such as an analysis of water supply reliability; the water shortage response actions for each of the six standard water shortage levels that correspond to water shortage percentages ranging from 10% to greater than 50%; an estimate of potential to close supply gap for each measure; protocols and procedures to communicate identified actions for any current or predicted water shortage conditions; procedures for an Annual Assessment; monitoring and reporting requirements to determine customer compliance; and reevaluation and improvement procedures for evaluating the WSCP.

This WSCP is organized into three main sections, with Section 3 aligned with Water Code Section 16032 requirements.

Section 1 Introduction and WSCP Overview gives an overview of the WSCP fundamentals.

Section 2 Background provides a background on the City's water service area.

Section 3 Water Shortage Contingency Preparedness and Response Planning

Section 3.1 Water Supply Reliability Analysis provides a summary of the water supply analysis and water reliability findings from the 2020 UWMP.

Section 3.2 Annual Water Supply and Demand Assessment Procedures provide a description of procedures to conduct and approve the Annual Assessment.

Section 3.3 Six Standard Water Shortage Stages explains the WSCP's six standard water shortage levels corresponding to progressive ranges of up to 10, 20, 30, 40, 50, and more than 50% shortages.

Section 3.4 Shortage Response Actions describes the WSCP's shortage response actions that align with the defined shortage levels.

Section 3.5 Communication Protocols addresses communication protocols and procedures to inform customers, the public, interested parties, and local, regional, and state governments, regarding any current or predicted shortages and any resulting shortage response actions.

Section 3.6 Compliance and Enforcement describes customer compliance, enforcement, appeal, and exemption procedures for triggered shortage response actions.

Section 3.7 Legal Authorities is a description of the legal authorities that enable the City to implement and enforce its shortage response actions.

Section 3.8 Financial Consequences of the WSCP provides a description of the financial consequences of and responses for drought conditions.

Section 3.9 Monitoring and Reporting describes monitoring and reporting requirements and procedures that ensure appropriate data is collected, tracked, and analyzed for purposes of monitoring customer compliance and to meet state reporting requirements**.**

Section 3.10 WSCP Refinement Procedures addresses reevaluation and improvement procedures for monitoring and evaluating the functionality of the WSCP.

Section 3.11 Special Water Feature Distinction is a required definition for inclusion in a WSCP per the Water Code.

Section 3.12 Plan Adoption, Submittal, and Implementation provides a record of the process the City followed to adopt and implement its WSCP.

1.2 Integration with Other Planning Efforts

As a retail water supplier in Orange County, the City considered other key entities in the development of this WSCP, including the Municipal Water District of Orange County ([MWDOC] (regional wholesale supplier)), the Metropolitan Water District of Southern California ([MET] (regional wholesaler for Southern California and the direct supplier of imported water to MWDOC)), and Orange County Water District ([OCWD] (Orange County Groundwater Basin manager and provider of recycled water in North Orange County)). As a MWDOC member agency, the City also developed this WSCP with input from several coordination efforts led by MWDOC.

Some of the key planning and reporting documents that were used to develop this WSCP are:

- **MWDOC's 2020 UWMP** provides the basis for the projections of the imported supply availability over the next 25 years for the City's service area.
- **MWDOC's 2020 WSCP** provides a water supply availability assessment and structured steps designed to respond to actual conditions that will help maintain reliable supplies and reduce the impacts of supply interruptions.
- **2021 Orange County Water Demand Forecast for MWDOC and OCWD Technical Memorandum (Demand Forecast TM)** provides the basis for water demand projections for MWDOC's member agencies as well as Anaheim, Fullerton, and Santa Ana.
- **MET's 2020 Integrated Water Resources Plan (IRP)** is a long-term planning document to ensure water supply availability in Southern California and provides a basis for water supply reliability in Orange County.
- **MET's 2020 UWMP** was developed as a part of the 2020 IRP planning process and was used by MWDOC as another basis for the projections of supply capability of the imported water received from MET.
- **MET's 2020 WSCP** provides a water supply assessment and guide for MET's intended actions during water shortage conditions.
- **OCWD's 2019-20 Engineer's Report** provides information on the groundwater conditions and basin utilization of the Orange County Groundwater Basin (OC Basin).
- **OCWD's 2017 Basin 8-1 Alternative** is an alternative to the Groundwater Sustainability Plan (GSP) for the OC Basin and provides significant information related to sustainable management of the basin in the past and hydrogeology of the basin, including groundwater quality and basin characteristics.
- **2020 Local Hazard Mitigation Plan (HMP)** provides the basis for the seismic risk analysis of the water system facilities.
- **Orange County Local Agency Formation Commission's 2020 Municipal Service Review for MWDOC Report** provides a comprehensive service review of the municipal services provided by MWDOC.
- **Water Master Plan and Sewer Master Plan** of the City provide information on water infrastructure planning projects and plans to address any required water system improvements.
- **Groundwater Management Plans** provide the groundwater sustainability goals for the basins in the MWDOC's service area and the programs, actions, and strategies activities that support those goals.

2 BACKGROUND INFORMATION

The City is a predominantly residential community located in Orange County. It was founded in 1870 as a temperance colony and was incorporated in 1957. The City is currently governed by a five-member elected City Council.

2.1 City Service Area

The City is located on 10.3 square miles of broad, flat coastal plain in western Orange County, five miles from the Pacific Ocean and 25 miles southeast of Los Angeles and is surrounded by the Cities of Seal Beach, Huntington Beach, Fountain Valley, and Garden Grove. The average elevation is 35 feet above mean sea level. The City is divided by Interstate 405 and bordered by State Route 22. The City operates ten active service wells, a 16-million-gallon reservoir facility and manages 258.5-mile water mains system with 20,755 service connections. The City's water service area is shown in Figure 2-1.

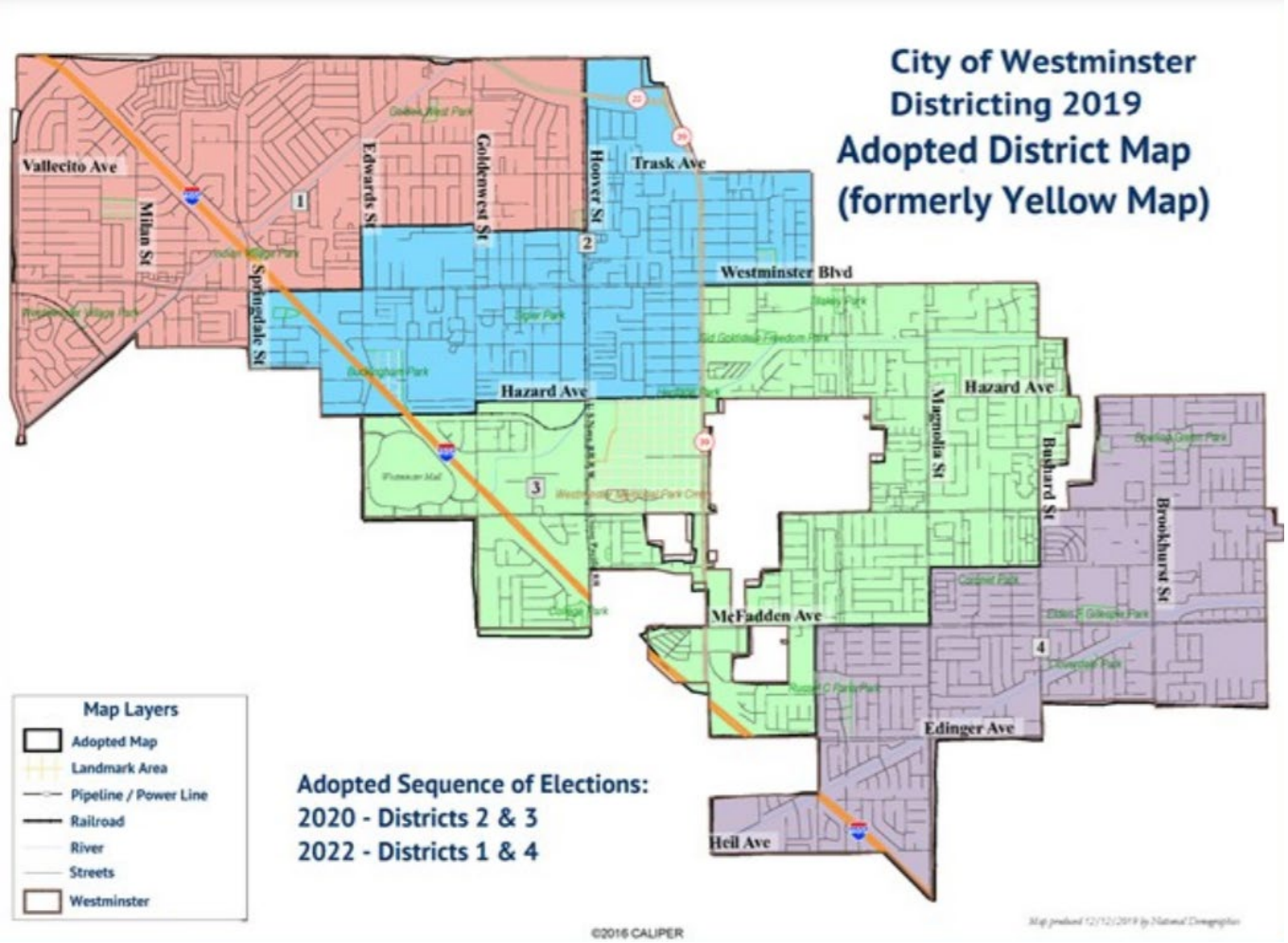

Figure 2-1: City Service Area

2.2 Relationship to Wholesalers

The Metropolitan Water District of Southern California: MET is the largest water wholesaler for domestic and municipal uses in California, serving approximately 19 million customers. MET wholesales imported water supplies to 26 member cities and water districts in six Southern California counties. Its service area covers the Southern California coastal plain, extending approximately 200 miles along the Pacific Ocean from the City of Oxnard in the north to the international boundary with Mexico in the south. This encompasses 5,200 square miles and includes portions of Los Angeles, Orange, Riverside, San Bernardino, San Diego, and Ventura counties. Approximately 85% of the population from the aforementioned counties reside within MET's boundaries.

MET is governed by a Board of Directors comprised of 38 appointed individuals with a minimum of one representative from each of MET's 26 member agencies. The allocation of directors and voting rights are determined by each agency's assessed valuation. Each member of the Board shall be entitled to cast one vote for each ten million dollars ($10,000,000) of assessed valuation of property taxable for district purposes, in accordance with Section 55 of the Metropolitan Water District Act (Metropolitan Act). Directors can be appointed through the chief executive officer of the member agency or by a majority vote of the governing board of the agency. Directors are not compensated by MET for their service.

MET is responsible for importing water into the region through its operation of the Colorado River Aqueduct (CRA) and its contract with the State of California for SWP supplies. Member agencies receive water from MET through various delivery points and pay for service through a rate structure made up of volumetric rates, capacity charges and readiness to serve charges. Member agencies provide estimates of imported water demand to MET annually in April regarding the amount of water they anticipate they will need to meet their demands for the next five years.

The Municipal Water District of Orange County: In Orange County, MWDOC and the cities of Anaheim, Fullerton, and Santa Ana are MET member agencies that purchase imported water directly from MET. Furthermore, MWDOC purchases both treated potable and untreated water from MET to supplement its retail agencies' local supplies.

The City is one of MWDOC's 28 member agencies receiving imported water from MWDOC. The City's location within MWDOC's service area is shown on Figure 2-2.

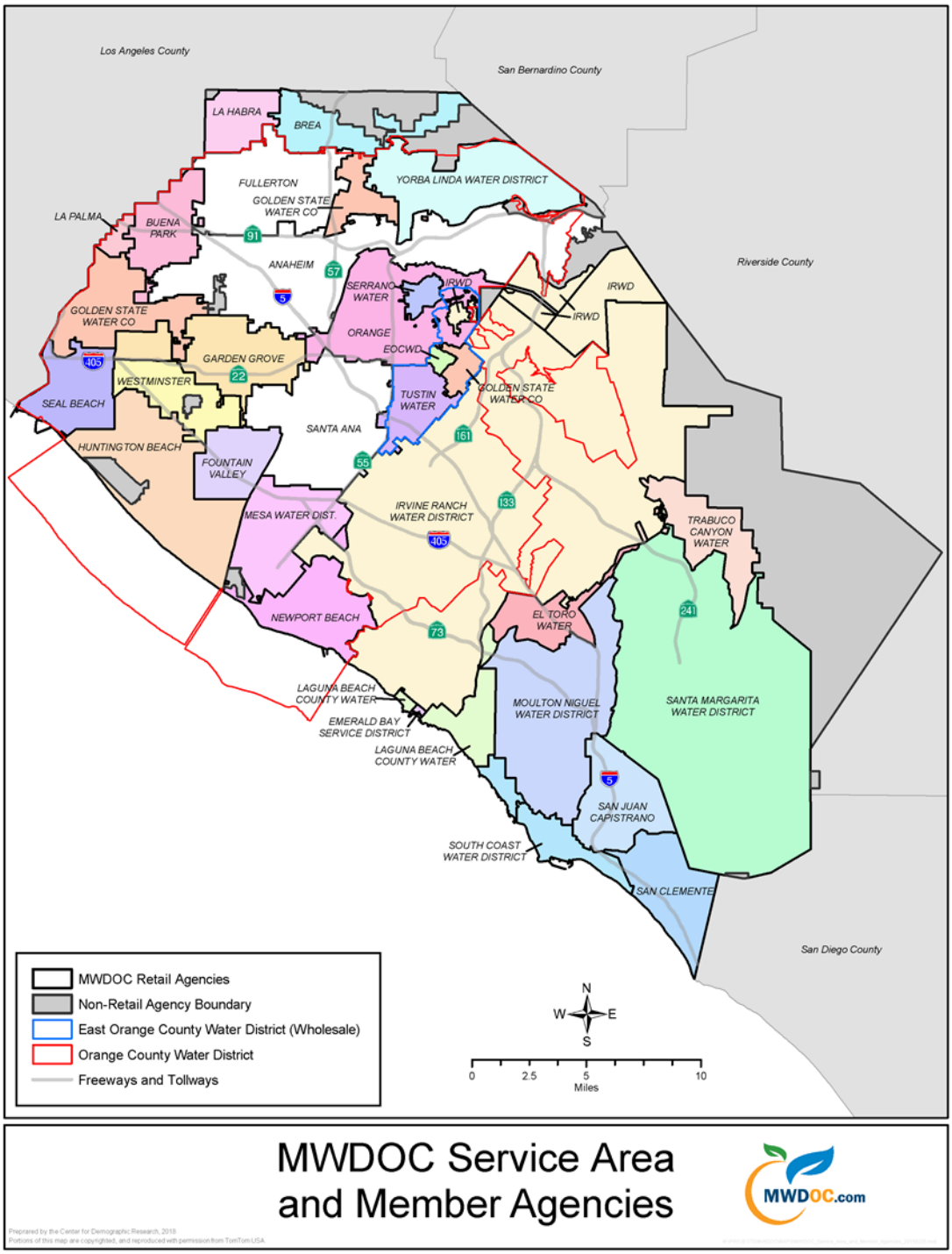

Figure 2-2: Regional Location of City and Other MWDOC Member Agencies

2.3 Relationship with Wholesaler Water Shortage Planning

The WSCP is designed to be consistent with MET's Water Shortage and Demand Management (WSDM) Plan, MWDOC's Water Supply Allocation Plan (WSAP), and other emergency planning efforts as described below. MWDOC's WSAP is integral to the WSCP's shortage response strategy in the event that MET or MWDOC determines that supply augmentation (including storage) and lesser demand reduction measures would not be sufficient to meet a projected shortage levels needed to meet demands.

2.3.1 MET Water Surplus and Drought Management Plan

MET evaluates the level of supplies available and existing levels of water in storage to determine the appropriate management stage annually. Each stage is associated with specific resource management actions to avoid extreme shortages to the extent possible and minimize adverse impacts to retail customers should an extreme shortage occur. The sequencing outlined in the WSDM Plan reflects anticipated responses towards MET's existing and expected resource mix.

Surplus stages occur when net annual deliveries can be made to water storage programs. Under the WSDM Plan, there are four surplus management stages that provides a framework for actions to take for surplus supplies. Deliveries in Diamond Valley Lake (DVL) and in SWP terminal reservoirs continue through each surplus stage provided there is available storage capacity. Withdrawals from DVL for regulatory purposes or to meet seasonal demands may occur in any stage.

The WSDM Plan distinguishes between shortages, severe shortages, and extreme shortages. The differences between each term are listed below.

- **Shortage**: MET can meet full-service demands and partially meet or fully meet interruptible demands using stored water or water transfers as necessary (Stages 1-3).
- **Severe Shortage**: MET can meet full-service demands only by making withdrawals from storage, calling on its water transfers, and possibly calling for extraordinary conservation and reducing deliveries under the Interim Agricultural Water Program (IAWP) (Stages 4-5).
- **Extreme Shortage**: MET must allocate available imported supplies to full-service customers (Stage 6).

There are six shortage management stages to guide resource management activities. These stages are defined by shortfalls in imported supply and water balances in MET's storage programs. When MET must make net withdrawals from storage to meet demands, it is considered to be in a shortage condition. Figure 2-3 gives a summary of actions under each surplus and shortage stages when an allocation plan is necessary to enforce mandatory cutbacks. The goal of the WSDM plan is to avoid Stage 6, an extreme shortage (MET, 1999).

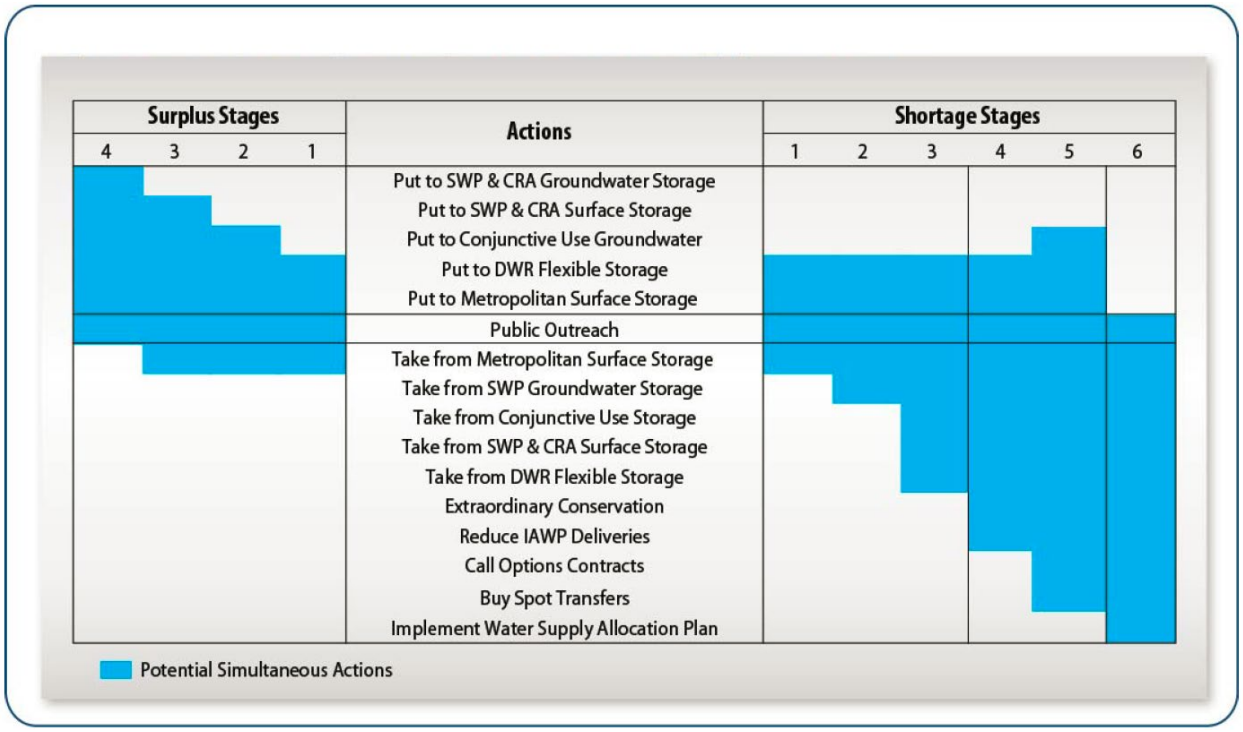

Figure 2-3: Resource Stages, Anticipated Actions, and Supply Declarations

Source: MET, 1999.

MET's Board of Directors adopted a Water Supply Condition Framework in June 2008 in order to communicate the urgency of the region's water supply situation and the need for further water conservation practices. The framework has four conditions, each calling increasing levels of conservation. Descriptions for each of the four conditions are listed below:

- Baseline Water Use Efficiency: Ongoing conservation, outreach, and recycling programs to achieve permanent reductions in water use and build storage reserves.
- Condition 1 Water Supply Watch: Local agency voluntary dry-year conservation measures and use of regional storage reserves.
- Condition 2 Water Supply Alert: Regional call for cities, counties, member agencies, and retail water agencies to implement extraordinary conservation through drought ordinances and other measures to mitigate use of storage reserves.
- Condition 3 Water Supply Allocation: Implement MET's WSAP.

As noted in Condition 3, should supplies become limited to the point where imported water demands cannot be met, MET will allocate water through the WSAP (MET, 2021a).

2.3.2 MET Water Supply Allocation Plan

MET's imported supplies have been impacted by a number of water supply challenges as noted earlier. In case of extreme water shortage within the MET service area is the implementation of its WSAP.

MET's Board of Directors originally adopted the WSAP in February 2008 to fairly distribute a limited amount of water supply and applies it through a detailed methodology to reflect a range of local conditions and needs of the region's retail water consumers (MET, 2021a).

The WSAP includes the specific formula for calculating member agency supply allocations and the key implementation elements needed for administering an allocation. MET's WSAP is the foundation for the urban water shortage contingency analysis required under Water Code Section 10632 and is part of MET's 2020 UWMP.

MET's WSAP was developed in consideration of the principles and guidelines in MET's 1999 WSDM Plan with the core objective of creating an equitable "needs-based allocation." The WSAP's formula seeks to balance the impacts of a shortage at the retail level while maintaining equity on the wholesale level for shortages of MET supplies of greater than 50% cutback. The formula takes into account a number of factors, such as the impact on retail customers, growth in population, changes in supply conditions, investments in local resources, demand hardening aspects of water conservation savings, recycled water, extraordinary storage and transfer actions, and groundwater imported water needs.

The formula is calculated in three steps: 1) based period calculations, 2) allocation year calculations, and 3) supply allocation calculations. The first two steps involve standard computations, while the third step contains specific methodology developed for the WSAP.

Step 1: Base Period Calculations – The first step in calculating a member agency's water supply allocation is to estimate their water supply and demand using a historical based period with established water supply and delivery data. The base period for each of the different categories of supply and demand is calculated using data from the two most recent non-shortage years.

Step 2: Allocation Year Calculations – The next step in calculating the member agency's water supply allocation is estimating water needs in the allocation year. This is done by adjusting the base period estimates of retail demand for population growth and changes in local supplies.

Step 3: Supply Allocation Calculations – The final step is calculating the water supply allocation for each member agency based on the allocation year water needs identified in Step 2.

In order to implement the WSAP, MET's Board of Directors makes a determination on the level of the regional shortage, based on specific criteria, typically in April. The criteria used by MET includes current levels of storage, estimated water supplies conditions, and projected imported water demands. The allocations, if deemed necessary, go into effect in July of the same year and remain in effect for a 12-month period. The schedule is made at the discretion of the Board of Directors (MET, 2021b).

As demonstrated by the findings in MET's 2020 UWMP both the Water Reliability Assessment and the Drought Risk Assessment (DRA) demonstrate that MET is able to mitigate the challenges posed by hydrologic variability, potential climate change, and regulatory risk on its imported supply sources through the significant storage capabilities it has developed over the last two decades, both dry-year and emergency storage (MET, 2021a).

Although MET's 2020 UWMP forecasts that MET will be able to meet projected imported demands throughout the projected period from 2025 to 2045, uncertainty in supply conditions can result in MET needing to implement its WSAP to preserve dry-year storage and curtail demands (MET, 2021b)

2.3.3 MWDOC Water Supply Allocation Plan

To prepare for the potential allocation of imported water supplies from MET, MWDOC worked collaboratively with its 28 retail agencies to develop its own WSAP that was adopted in January 2009 and amended in 2016. The MWDOC WSAP outlines how MWDOC will determine and implement each of its retail agency's allocation during a time of shortage.

The MWDOC WSAP uses a similar method and approach, when reasonable, as that of the MET's WSAP. However, MWDOC's plan remains flexible to use an alternative approach when MET's method produces a significant unintended result for the member agencies. The MWDOC WSAP model follows five basic steps to determine a retail agency's imported supply allocation.

Step 1: Determine Baseline Information – The first step in calculating a water supply allocation is to estimate water supply and demand using a historical based period with established water supply and delivery data. The base period for each of the different categories of demand and supply is calculated using data from the last two non-shortage years.

Step 2: Establish Allocation Year Information – In this step, the model adjusts for each retail agency's water need in the allocation year. This is done by adjusting the base period estimates for increased retail water demand based on population growth and changes in local supplies.

Step 3: Calculate Initial Minimum Allocation Based on MET's Declared Shortage Level – This step sets the initial water supply allocation for each retail agency. After a regional shortage level is established, MWDOC will calculate the initial allocation as a percentage of adjusted Base Period Imported water needs within the model for each retail agency.

Step 4: Apply Allocation Adjustments and Credits in the Areas of Retail Impacts and Conservation– In this step, the model assigns additional water to address disparate impacts at the retail level caused by an across-the-board cut of imported supplies. It also applies a conservation credit given to those agencies that have achieved additional water savings at the retail level as a result of successful implementation of water conservation devices, programs and rate structures.

Step 5: Sum Total Allocations and Determine Retail Reliability – This is the final step in calculating a retail agency's total allocation for imported supplies. The model sums an agency's total imported allocation with all of the adjustments and credits and then calculates each agency's retail reliability compared to its Allocation Year Retail Demand.

The MWDOC WSAP includes additional measures for plan implementation, including the following (MWDOC, 2016):

- **Appeal Process –** An appeals process to provide retail agencies the opportunity to request a change to their allocation based on new or corrected information. MWDOC anticipates that under most circumstances, a retail agency's appeal will be the basis for an appeal to MET by MWDOC.
- **Melded Allocation Surcharge Structure –** At the end of the allocation year, MWDOC would only charge an allocation surcharge to each retail agency that exceeded their allocation if MWDOC exceeds its total allocation and is required to pay a surcharge to MET. MET enforces allocations to retail agencies through an allocation surcharge to a retail agency that exceeds its total annual allocation at the end of the 12-month allocation period. MWDOC's surcharge would be assessed

according to the retail agency's prorated share (acre-feet over usage) of MWDOC amount with MET. Surcharge funds collected by MET will be invested in its Water Management Fund, which is used to in part to fund expenditures in dry-year conservation and local resource development.

- **Tracking and Reporting Water Usage –** MWDOC will provide each retail agency with water use monthly reports that will compare each retail agency's current cumulative retail usage to their allocation baseline. MWDOC will also provide quarterly reports on its cumulative retail usage versus its allocation baseline.
- **Timeline and Option to Revisit the Plan –** The allocation period will cover 12 consecutive months and the Regional Shortage Level will be set for the entire allocation period. MWDOC only anticipates calling for allocation when MET declares a shortage; and no later than 30 days from MET's declaration will MWDOC announce allocation to its retail agencies.

3 WATER SHORTAGE CONTINGENCY PREPAREDNESS AND RESPONSE PLANNING

The City's WSCP is a detailed guide of how the City intends to act in the case of an actual water shortage condition. The WSCP anticipates a water supply shortage and provides pre-planned guidance for managing and mitigating a shortage. Regardless of the reason for the shortage, the WSCP is based on adequate details of demand reduction and supply augmentation measures that are structured to match varying degrees of shortage will ensure the relevant stakeholders understand what to expect during a water shortage situation.

3.1 Water Supply Reliability Analysis

Per Water Code Section 10632 (a)(1), the WSCP shall provide an analysis of water supply reliability conducted pursuant to Water Code Section 10635, and the key issues that may create a shortage condition when looking at the City's water asset portfolio.

Understanding water supply reliability, factors that could contribute to water supply constraints, availability of alternative supplies, and what effect these have on meeting customer demands provides the City with a solid basis on which to develop appropriate and feasible response actions in the event of a water shortage. In the 2020 UWMP, the City conducted a Water Reliability Assessment to compare the total water supply sources available to the water supplier with long-term projected water use over the next 20 years, in five-year increments, for a normal water year, a single dry water year, and a drought lasting five consecutive water years (Westminster, 2021).

The City also conducted a DRA to evaluate a drought period that lasts five consecutive water years starting from the year following when the assessment is conducted. An analysis of both assessments determined that the City is capable of meeting all customers' demands from 2021 through 2045 for a normal year, a single dry year, and a drought lasting five consecutive years with significant imported water supplemental dedicated drought supplies from MWDOC/MET and ongoing conversation program efforts. The City also has added reliability through receiving the majority of its water supply from groundwater from the OC Basin and supplemental supplies from imported supplies from MET/MWDOC. As a result, there is no projected shortage condition due to drought that will trigger customer demand reduction actions until MWDOC notifies the City of insufficient imported supplies. More information is available in the City's 2020 UWMP Section 6 and 7 (Westminster, 2021).

3.2 Annual Water Supply and Demand Assessment Procedures

Per Water Code Section 10632.1, the City will conduct an Annual Assessment pursuant to subdivision (a) of Section 10632 and by July 1st of each year, beginning in 2022, submit an Annual Assessment with information for anticipated shortage, triggered shortage response actions, compliance and enforcement actions, and communication actions consistent with the Supplier's WSCP.

The City must include in its WSCP the procedures used for conducting an Annual Assessment. The Annual Assessment is a determination of the near-term outlook for supplies and demands and how a perceived shortage may relate to WSCP shortage stage response actions in the current calendar year. This determination is based on information available to the City at the time of the analysis. Starting in 2022, the Annual Assessment will be due by July 1 of every year.

This section documents the decision-making process required for formal approval of the City's Annual Assessment determination of water supply reliability each year and the key data inputs and the methodologies used to evaluate the water system reliability for the coming year, while considering that the year to follow would be considered dry.

3.2.1 Decision-Making Process

The following decision-making process describes the functional steps that the City will take to formally approve the Annual Assessment determination of water supply reliability each year.

3.2.1.1 City Steps to Approve the Annual Assessment Determination

The Annual Assessment will be predicated on the OCWD Basin Production Percentage (BPP) and on MWDOCs Annual Assessment outcomes.

The City is supplied groundwater from OCWD. The OC Basin is not adjudicated and as such, pumping from the OC Basin is managed through a process that uses financial incentives to encourage groundwater producers (Producers) to pump a sustainable amount of water. The framework for the financial incentives is based on establishing the BPP, the percentage of each Producer's total water supply that comes from groundwater pumped from the OC Basin. The BPP is set uniformly for all Producers by OCWD on an annual basis in by OCWD Board of Directors. Based on the projected water demand and water modeled water supply, over the long-term, OCWD anticipates sustainably supporting a BPP of 85%; however, volumes of groundwater and imported water may vary depending on OCWD's actual BPP projections. A supply reduction that may result from the annual BPP projection will be included in the Annual Assessment.

While the City's primary source of water is OCWD groundwater, any remaining source to meet retail demands comes from the purchase of imported water from MWDOC. MWDOC surveys its member agencies annually for anticipated water demands and supplies for the upcoming year. MWDOC utilizes this information to plan for the anticipated imported water supplies for the MWDOC service area. This information is then shared and coordinated with MET and is incorporated into their analysis of their service area's annual imported water needs. Based on the year's supply conditions and WSDM actions, MET will present a completed Annual Assessment for its member agencies' review from which they will then seek Board approval in April of each year. Additionally, MET expects that any triggers or specific shortage response actions that result from the Annual Assessment would be approved by their Board at that time. Based upon MET's Assessment and taking into consideration information provided to MWDOC through the annual survey, MWDOC will provide an anticipated estimate of imported supplies for the City to incorporate into the Annual Assessment.

The City Water Department will be responsible for approving the Annual Assessment in years when no shortage is identified. In years where a shortage is identified, the Annual Assessment will be presented to City Council and formally submit to DWR prior to the July 1 deadline.

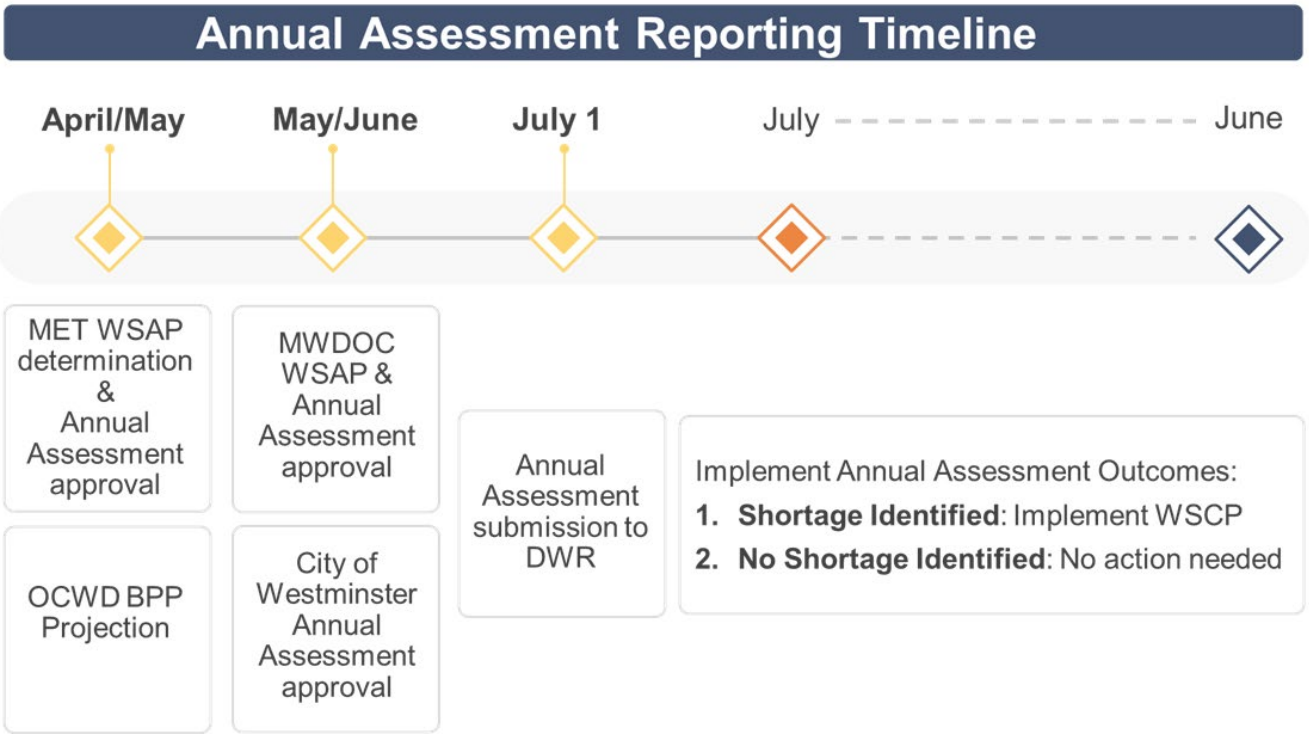

Figure 3-1: Annual Assessment Reporting Timeline

3.2.2 Data and Methodologies

The following paragraphs document the key data inputs and methodologies that are used to evaluate the water system reliability for the coming year, while considering that the year to follow would be considered dry.

3.2.2.1 Assessment Methodology

The City will evaluate water supply reliability for the current year and one dry year for the purpose of the Annual Assessment. The Annual Assessment determination will be based on considerations of unconstrained water demand, local water supplies, MWDOC imported water supplies, planned water use, and infrastructure considerations. The balance between projected in-service area supplies, coupled with MWDOC imported supplies, and anticipated unconstrained demand will be used to determine what, if any, shortage stage is expected under the WSCP framework as presented in Figure 3-2. The WSCP's standard shortage stages are defined in terms of shortage percentages. Shortage percentages will be calculated by dividing the difference between water supplies and unconstrained demand by total unconstrained demand. This calculation will be performed separately for anticipated current year conditions and for assumed dry year conditions.

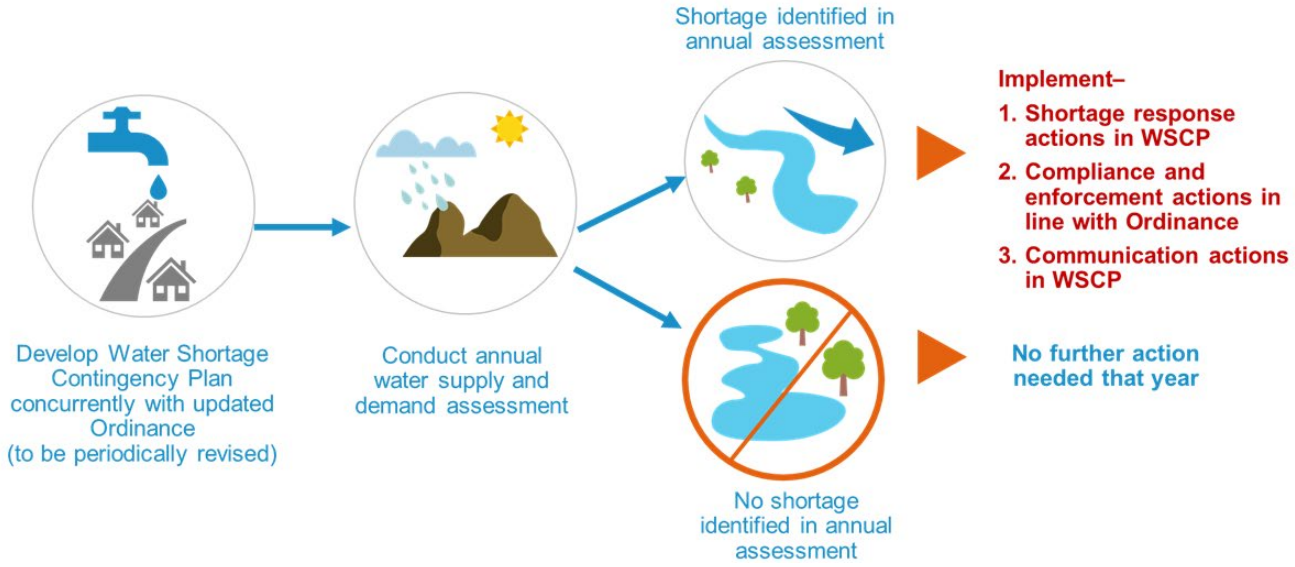

Figure 3-2: Water Shortage Contingency Plan Annual Assessment Framework

3.2.2.2 Locally Applicable Evaluation Criteria

Within Orange County, there are no significant local applicable criteria that directly affect reliability. Through the years, the water agencies in Orange County have made tremendous efforts to integrate their systems to provide flexibility to interchange with different sources of supplies. There are emergency agreements in place to ensure all parts of the County have an adequate supply of water. In the northern part of the County, agencies have the ability to meet a majority of their demands through groundwater with very little limitation, except for the OCWD BPP.

The City will also continue to monitor emerging supply and demand conditions related to supplemental imported water from MWDOC/MET and take appropriate actions consistent with the flexibility and adaptiveness inherent to the WSCP. The City's Annual Assessment was based on the City's service area, water sources, water supply reliability, and water use as described in Water Code Section 10631, including available data from state, regional, or local agency population, land use development, and climate change projections within the service area of the City. Some conditions that affect MWDOC's wholesale supply and demand, such as groundwater replenishment, surface water and local supply production, can differ significantly from earlier projections throughout the year.

If a major earthquake on the San Andreas Fault occurs, it has the potential to damage all three key regional water aqueducts and disrupt imported supplies for up to six months. The region would likely impose a water use reduction ranging from 10-25% until the system is repaired. However, MET has taken proactive steps to handle such disruption, such as constructing DVL, which mitigates potential impacts. DVL, along with other local reservoirs, can store a six to twelve-month supply of emergency water (MET, 2021b).

3.2.2.3 Water Supply

As detailed in the City's 2020 UWMP, the City meets all of its customers' demands with a combination of local groundwater from the OC Basin and imported water from MWDOC/MET. The City's main source of water supply is groundwater, with imported water making up the rest of the City's water supply portfolio. In fiscal year (FY) 2019-20, the City relied on 77% groundwater and 23% imported water. It is projected that by 2045, the City's

projected water supply portfolio will change to approximately 85% groundwater and 15% imported water, reflecting the increase in OCWD's BPP to 85% beginning in 2025 (Westminster, 2021).

3.2.2.4 Unconstrained Customer Demand

The WSCP and Annual Assessment define unconstrained demand as expected water use prior to any projected shortage response actions that may be taken under the WSCP. Unconstrained demand is distinguished from observed demand, which may be constrained by preceding, ongoing, or future actions, such as emergency supply allocations during a multi-year drought. WSCP shortage response actions to constrain demand are inherently extraordinary; routine activities such as ongoing conservation programs and regular operational adjustments are not considered as constraints on demands.

The City's DRA reveals that its supply capabilities are expected to balance anticipated total water use and supply, assuming a five-year consecutive drought from FY 2020-21 through FY 2024-25 (Westminster, 2021). Water demands in a five-year consecutive drought are calculated as a 6% increase in water demand above a normal year for each year of the drought (CDM Smith, 2021).

3.2.2.5 Planned Water Use for Current Year Considering Dry Subsequent Year

Water Code Section 10632(a)(2)(B)(ii) requires the Annual Assessment to determine "current year available supply, considering hydrological and regulatory conditions in the current year and one dry year."

The Annual Assessment will include two separate estimates of City's annual water supply and unconstrained demand using: 1) current year conditions, and 2) assumed dry year conditions. Accordingly, the Annual Assessment's shortage analysis will present separate sets of findings for the current year and dry year scenarios. The Water Code does not specify the characteristics of a dry year, allowing discretion to the Supplier. The City will use its discretion to refine and update its assumptions for a dry year scenarios in each Annual Assessment as information becomes available and in accordance with best management practices.

Supply and demand analyses for the single-dry year case was based on conditions affecting the SWP as this supply availability fluctuates the most among MET's, and therefore MWDOC and the City's, sources of supply. FY 2013-14 was the single driest year for SWP supplies with an allocation of 5% to Municipal and Industrial (M&I) uses. Unique to this year, the 5% SWP allocation was later reduced to 0%, before ending up at its final allocation of 5%, highlight the stressed water supplies for the year. Furthermore, on January 17, 2014 Governor Brown declared the drought State of Emergency citing 2014 as the driest year in California history. Additionally, within MWDOC's service area, precipitation for FY 2013-14 was the second lowest on record, with 4.37 inches of rain, significantly impacting water demands.

The water demand forecasting model developed for the Demand Forecast TM isolated the impacts that weather and future climate can have on water demand through the use of a statistical model. The impacts of hot/dry weather conditions are reflected as a percentage increase in water demands from the normal year condition (average of FY 2017-18 and FY 2018-19). For a single dry year condition (FY 2013-14), the model projects a 6% increase in demand for the OC Basin area where the City's service area is located (CDM Smith, 2021). Detailed information of the model is included in the City's 2020 UWMP.

The City has documented that it is 100% reliable for single dry year demands from 2025 through 2045 with a demand increase of 6% from normal demand with significant reserves held by MET, local groundwater supplies, and water use efficiency (Westminster, 2021).

3.2.2.6 Infrastructure Considerations

The Annual Assessment will include consideration of any infrastructure issues that may pertain to near-term water supply reliability, including repairs, construction, and environmental mitigation measures that may temporarily constrain capabilities, as well as any new projects that may add to system capacity. MWDOC closely coordinates with MET and its member agencies, including the City, on any planned infrastructure work that may impact water supply availability. Throughout each year, MET regularly carries out preventive and corrective maintenance of its facilities within the MWDOC service area that may require shutdowns to inspect and repair pipelines and facilities and support capital improvement projects. These shutdowns involve a high level of planning and coordination between MWDOC, MWDOC's member agencies, and MET to ensure that major portions of the distribution system are not out of service at the same time. Operational flexibility within MET's system and the cooperation of member agencies allow shutdowns to be successfully completed while continuing to meet all system demands.

Specifically for the City, infrastructure considerations include updates and replacement of undersized, ageing water mains and old malfunctioning valves to min water loss. In addition, a new well is being planned for the future.

3.2.2.7 Other Factors

For the Annual Assessment, any known issues related to water quality would be considered for their potential effects on water supply reliability.

Per- and polyfluoroalkyl substances (PFAS) are a group of thousands of manmade chemicals that includes perfluorooctanoic acid (PFOA) and perfluorooctane sulfonate (PFOS). PFAS compounds were once commonly used in many products including, among many others, stain- and water-repellent fabrics, nonstick products (e.g., Teflon), polishes, waxes, paints, cleaning products, and fire-fighting foams. Beginning in the summer of 2019, the California State Division of Drinking Water (DDW) began requiring testing for PFAS compounds in some groundwater production wells in the OCWD area.

Although PFAS have not been detected in the City's wells, PFAS are of particular concern for groundwater quality, and since the summer of 2019, DDW requires testing for PFAS compounds in some groundwater production wells in the OCWD area. In February 2020, the DDW lowered its Response Levels (RL) for PFOA and PFOS to 10 and 40 parts per trillion (ppt), respectively. The DDW recommends Producers not serve any water exceeding the RL – effectively making the RL an interim Maximum Contaminant Level (MCL) while DDW undertakes administrative action to set a MCL. In response to DDW's issuance of the revised RL, as of December 2020, approximately 45 wells in the OCWD service area have been temporarily turned off until treatment systems can be constructed. As additional wells are tested, OCWD expects this figure may increase to at least 70 to 80 wells. The state has begun the process of establishing MCLs for PFOA and PFOS and anticipates these MCLs to be in effect by the Fall of 2023. OCWD anticipates the MCLs will be set at or below the RLs.

In April 2020, OCWD as the groundwater basin manager, executed an agreement with the impacted Producers to fund and construct the necessary treatment systems for production wells impacted by PFAS compounds. The PFAS treatment projects includes the design, permitting, construction, and operation of PFAS removal systems for impacted Producer production wells. Each well treatment system will be evaluated for use with either granular activated carbon or ion exchange for the removal of PFAS compounds. These treatment systems utilize vessels in a lead-lag configuration to remove PFOA and PFOS to less than 2 ppt (the current non-detect limit). Use of these PFAS treatment systems are designed to ensure the groundwater supplied by Producer wells can be

served in compliance with current and future PFAS regulations. With financial assistance from OCWD, the Producers will operate and maintain the new treatment systems once they are constructed.

To minimize expenses and provide maximum protection to the public water supply, OCWD initiated design, permitting, and construction of the PFAS treatment projects on a schedule that allows rapid deployment of treatment systems. Construction contracts were awarded for treatment systems for production wells in the City of Fullerton and Serrano Water District in Year 2020. Additional construction contracts will likely be awarded in the first and second quarters of 2021. OCWD expects the treatment systems to be constructed for most of the initial 45 wells above the RL within the next 2 to 3 years.

As additional data are collected and new wells experience PFAS detections at or near the current RL, and/or above a future MCL, and are turned off, OCWD will continue to partner with the affected Producers and take action to design and construct necessary treatment systems to bring the impacted wells back online as quickly as possible.

Groundwater production in FY 2019-20 was expected to be approximately 325,000 acre-feet (AF) but declined to 286,550 AF primarily due to PFAS impacted wells being turned off around February 2020. OCWD expects groundwater production to be in the area of 245,000 AF in FY 2020-21 due to the currently idled wells and additional wells being impacted by PFAS and turned off. As PFAS treatment systems are constructed, OCWD expects total annual groundwater production to slowly increase back to normal levels (310,000 to 330,000 AF) (OCWD, 2020).

3.3 Six Standard Water Shortage Levels

Per Water Code Section 10632 (a)(3)(A), the City must include the six standard water shortage levels that represent shortages from the normal reliability as determined in the Annual Assessment. The Water Code provides an option for suppliers to align with the six standard water shortage levels; however, the City has selected to retain its existing water shortage levels as defined in City Code (Table 3-1). Table 3-2 shows the City's water shortage levels in relationship to the six standard water shortage levels prescribed by statute. This crosswalk is intended to clearly translate the City's water shortage levels to those mandated by statute.

Table 3-1: Water Shortage Contingency Plan Levels

Submittal Table 8-1 **Water Shortage Contingency Plan Levels**		
Shortage Level	**Percent Shortage Range**	**Shortage Response Actions**
1	Up to 20%	A Level 1 water supply shortage exists when the City Council determines, in its sole discretion, a water supply shortage or threatened shortage exists, and a consumer demand reduction of up to 20% is necessary to make more efficient use of water and respond to existing water conditions. Upon declaration of a Level 1 Water Supply Shortage condition, the City shall implement the mandatory Level 2 conservation measures identified in this WSCP.

Submittal Table 8-1 Water Shortage Contingency Plan Levels		
Shortage Level	**Percent Shortage Range**	**Shortage Response Actions**
2	Up to 40%	A Level 2 water supply shortage exists when the City Council determines, in its sole discretion, a water supply shortage or threatened shortage exists, and a consumer demand reduction of up to 40% is necessary to make more efficient use of water and respond to existing water conditions. Upon declaration of a Level 1 Water Supply Shortage condition, the City shall implement the mandatory Level 3 conservation measures identified in this WSCP.
3	> 40%	A Level 3 water supply shortage exists when the City Council determines, in its sole discretion, a water supply shortage or threatened shortage exists, and a consumer demand reduction of greater than 40% is necessary to make more efficient use of water and respond to existing water conditions. Upon declaration of a Level 1 Water Supply Shortage condition, the City shall implement the mandatory Level 2 conservation measures identified in this WSCP.
NOTES:		

Table 3-2: Relationship between Westminster Water Shortage Levels and State-mandated Shortage Levels

Relationship Between Westminster Water Shortage Levels and Mandated Shortage Levels (DWR Table 8-1)			
City of Westminster Water Shortage Levels		**Mandated Shortage Levels**	
Shortage Level	**Percent Shortage Range**	**Shortage Level**	**Percent Shortage Range**
Permanent Water Conservation Requirements	0%	**N/A**	0%
1	Up to 20%	**1** **2**	Up to 10% 10-20%

Relationship Between Westminster Water Shortage Levels and Mandated Shortage Levels (DWR Table 8-1)			
City of Westminster Water Shortage Levels		**Mandated Shortage Levels**	
Shortage Level	**Percent Shortage Range**	**Shortage Level**	**Percent Shortage Range**
2a	20-40%	**3**	20 – 30%
2b		**4**	30 – 40%
3	>40%	**5**	40 - 50%
		6	>50%

3.4 Shortage Response Actions

Water Code Section 10632 (a)(4) requires the WSCP to specify shortage response actions that align with the defined shortage levels. The City has defined specific shortage response actions that align with the defined shortage levels in DWR Tables 8-2 and 8-3 (Appendix A). These shortage response actions were developed with consideration to the system infrastructure and operations changes, supply augmentation responses, customer-class or water use-specific demand reduction initiatives, and increasingly stringent water use prohibitions.

3.4.1 Demand Reduction

The demand reduction measures that would be implemented to address shortage levels are described in DWR Table 8-2 (Appendix A). This table indicates which actions align with specific defined shortage levels and estimates the extent to which the actions will reduce the gap between supplies and demands to deliver the outcomes necessary to meet the requirements of a given shortage level. This table also identifies the enforcement action, if any, associated with each demand reduction measure.

3.4.2 Supply Augmentation

The supply augmentation actions are described in DWR Table 8-3 (Appendix A). These augmentations represent short-term management objectives triggered by MET's WSDM Plan and do not overlap with the long-term new water supply development or supply reliability enhancement projects. Supply Augmentation is made available to the City through MWDOC and MET. The City relies on MET's reliability portfolio of water supply programs including existing water transfers, storage and exchange agreements to supplement gaps in the City's supply/demand balance. MET has developed significant storage capacity (over 5 million AF) in reservoirs and groundwater banking programs both within and outside of the Southern California region. Additionally, MET can pursue additional water transfer and exchange programs with other water agencies to help mitigate supply/demand imbalances and provide additional dry-year supply sources.

MWDOC, and in turn its retail agencies, including the City, has access to supply augmentation actions through MET. MET may exercise these actions based on regional need, and in accordance with their WSCP, and may

include the use of supplies and storage programs within the Colorado River, SWP, and in-region storage. The City has the ability to augment its supply to reduce the shortage gap by up to 100% by purchasing additional imported water through MWDOC or pumping additional groundwater in the OC Basin; however, both are subject to rate penalties from MWDOC and OCWD, respectively.

3.4.3 Operational Changes

During shortage conditions, operations may be affected by supply augmentation or demand reduction responses. The City will consider their operational procedures when it completes its Annual Assessment or as needed to identify changes that can be implemented to address water shortage on a short-term basis. The City can alter maintenance cycles, such as system flushing, and defer planned construction activities and capital improvement projects to limit or defer planned system outages. The City may also lock and remove all irrigation meters and/or adjust control valves to lower the pressure in the system and restrict flows for operational control.

3.4.4 Additional Mandatory Restrictions

Water Code Section 10632(a)(4)(D) calls for "additional, mandatory prohibitions against specific water use practices that are in addition to state-mandated prohibitions and appropriate to the local conditions" to be included among the WSCP's shortage response actions. The City has identified additional mandatory restrictions in the Water Shortage Response Ordinance 2536 (Appendix B).

3.4.5 Emergency Response Plan (Hazard Mitigation Plan)

A catastrophic water shortage would be addressed according to the appropriate water shortage level and response actions. It is likely that a catastrophic shortage would immediately trigger Shortage Level 3 and response actions have been put in place to mitigate a catastrophic shortage. In addition, there are several Plans that address catastrophic failures and align with the WSCP, including MET's WSDM and WSAP, the City's HMP, and the Water Emergency Response Organization of Orange County (WEROC)'s Emergency Operations Plan (EOP).

3.4.5.1 MET's WSDM and WSAP

MET has comprehensive plans for stages of actions it would undertake to address a catastrophic interruption in water supplies through its WSDM and WSAP. MET also developed an Emergency Storage Requirement to mitigate against potential interruption in water supplies resulting from catastrophic occurrences within the Southern California region, including seismic events along the San Andreas Fault. In addition, MET is working with the state to implement a comprehensive improvement plan to address catastrophic occurrences outside of the Southern California region, such as a maximum probable seismic event in the Sacramento-San Joaquin River Delta that would cause levee failure and disruption of SWP deliveries.

3.4.5.2 Water Emergency Response Organization of Orange County Emergency Operations Plan

In 1983, the Orange County water community identified a need to develop a plan on how agencies would respond effectively to disasters impacting the regional water distribution system. The collective efforts of these agencies resulted in the formation of WEROC to coordinate emergency response on behalf of all Orange County water and

wastewater agencies, develop an emergency plan to respond to disasters, and conduct disaster training exercises for the Orange County water community. WEROC was established with the creation of an indemnification agreement between its member agencies to protect each other against civil liabilities and to facilitate the exchange of resources. WEROC is unique in its ability to provide a single point of contact for representation of all water and wastewater utilities in Orange County during a disaster. This representation is to the county, state, and federal disaster coordination agencies. Within the Orange County Operational Area, WEROC is the recognized contact for emergency response for the water community, including the City.

As a member of WEROC, the City will follow WEROC's EOP in the event of an emergency and coordinate with WEROC to assess damage, initiate repairs, and request and coordinate mutual aid resources in the event that the City is unable to provide the level of emergency response support required by the situation.

The EOP defines the actions to be taken by WEROC Emergency Operations Center (EOC) staff to reduce the loss of water and wastewater infrastructure; to respond effectively to a disaster; and to coordinate recovery operations in the aftermath of any emergency involving extensive damage to Orange County water and wastewater utilities. The EOP includes activation notification protocol that will be used to contact partner agencies to inform them of the situation, activation status of the EOC, known damage or impacts, or resource needs. The EOP is a standalone document that is reviewed annually and approved by the Board every three years.

WEROC is organized on the basis that each member agency is responsible for developing its own EOP in accordance with the California Standardized Emergency Management System (SEMS), National Incident Management System (NIMS), and Public Health Security and Bioterrorism Preparedness and Response Act of 2002 to meet specific emergency needs within its service area.

The WEROC EOC is responsible for assessing the overall condition and status of the Orange County regional water distribution and wastewater collection systems including MET facilities that serve Orange County. The EOC can be activated during an emergency situation that can result from both natural and man-made causes, and can be activated through automatic, manual, or standby for activation.

WEROC recognized four primary phases of emergency management, which include:

- **Preparedness:** Planning, training, and exercises that are conducted prior to an emergency to support and enhance response to an emergency or disaster.
- **Response:** Activities and programs designed to address the immediate and short-term effects of the onset of an emergency or disaster that helps to reduce effects to water infrastructure and speed recovery. This includes alert and notification, EOC activation, direction and control, and mutual aid.
- **Recovery:** This phase involved restoring systems to normal, in which short-term recovery actions are taken to assess the damage and return vital life-support systems to minimum operating standards, while long-term recovery actions have the potential to continue for many years.
- **Mitigation/Prevention:** These actions prevent the occurrence of an emergency or reduce the area's vulnerability in ways that minimize the adverse impacts of a disaster or emergency. MWDOC's HMP outlines threats and identifies mitigation projects.

The EOC Action Plans (EAP) provide frameworks for EOC staff to respond to different situations with the objectives and steps required to complete them, which will in turn serve the WEROC member agencies. In the event of an emergency which results in a catastrophic water shortage, the City will declare a water shortage condition of Level 2b or 3 for the impacted area depending on the severity of the event, and coordination with WEROC is anticipated to begin at Level 2b (standardized Level 4) or greater (WEROC, 2018).

3.4.5.3 City of Westminster Emergency Response Plan

The City will also refer to its current American Water Infrastructure Act Risk and Resilience Assessment and Emergency Response Plan in the event of a catastrophic supply interruption (Westminster, 2019).

3.4.6 Seismic Risk Assessment and Mitigation Plan

Per the Water Code Section 10632.5, Suppliers are required to assess seismic risk to water supplies as part of their WSCP. The plan also must include the mitigation plan for the seismic risk(s). Given the great distances that imported supplies travel to reach Orange County, the region is vulnerable to interruptions along hundreds of miles of aqueducts, pipelines and other facilities associated with delivering the supplies to the region. Additionally, the infrastructure in place to deliver supplies are susceptible to damage from earthquakes and other disasters.

In lieu of conducting a seismic risk assessment specific to the City's 2020 UWMP, the City has included the previously prepared regional HMP by MWDOC, as the regional imported water wholesaler, that is required under the federal Disaster Mitigation Act of 2000 (Public Law 106-390).

MWDOC's HMP identified that the overarching goals of the HMP were the same for all of its member agencies, which include:

- Goal 1: Minimize vulnerabilities of critical infrastructure to minimize damages and loss of life and injury to human life caused by hazards.
- Goal 2: Minimize security risks to water and wastewater infrastructure.
- Goal 3: Minimize interruption to water and wastewater utilities.
- Goal 4: Improve public outreach, awareness, education, and preparedness for hazards in order to increase community resilience.
- Goal 5: Eliminate or minimize wastewater spills and overflows.
- Goal 6: Protect water quality and supply, critical aquatic resources, and habitat to ensure a safe water supply.
- Goal 7: Strengthen Emergency Response Services to ensure preparedness, response, and recovery during any major or multi-hazard event.

MWDOC's HMP evaluates hazards applicable to all jurisdictions in its entire planning area, prioritized based on probability, location, maximum probable extent, and secondary impacts. The identification of hazards is highly dependent on the location of facilities within the City's jurisdiction and takes into consideration the history of the hazard and associated damage, information provided by agencies specializing in a specific hazard, and relies upon the City's expertise and knowledge.

Earthquake fault rupture and seismic hazards, including ground shaking and liquefaction, are among the highest ranked hazards to the region as a whole because of its long history of earthquakes, with some resulting in considerable damage. A significant earthquake along one of the major faults could cause substantial casualties, extensive damage to infrastructure, fires, damages and outages of water and wastewater facilities, and other threats to life and property.

Nearly all of Orange County is at risk of moderate to extreme ground shaking, with liquefaction possible throughout much of Orange County but the most extensive liquefaction zones occur in coastal areas. Based on the amount of seismic activity that occurs within the region, there is no doubt that communities within Orange County will continue to experience future earthquake events, and it is a reasonable assumption that a major event will occur within a 30-year timeframe.

The mitigation actions identify the hazard, proposed mitigation action, location/facility, local planning mechanism, risk, cost, timeframe, possible funding sources, status, and status rationale, as applicable. Mitigation actions for MWDOC's member agencies for seismic risks may include (MWDOC, 2019):

- Secure above ground assets in all buildings, booster stations, pressure reducing stations, emergency interties, water systems, and pipelines.
- Conduct assessment of infrastructure to ensure seismic retrofitting is in place.
- Replace aging infrastructure throughout the City.
- Install backup power for critical facilities to ensure operability during emergency events.
- Enhance emergency operability by implementing communication infrastructure improvements. The City will update the seismic risk assessment and mitigation plan when updating its urban water management plan.

3.4.7 Shortage Response Action Effectiveness

For each specific Shortage Response Action identified in the plan, the WSCP also estimates the extent to which that action will reduce the gap between supplies and demands identified in DWR Table 8-2 (Appendix A). To the extent feasible, the City has estimated percentage savings for the chosen suite of shortage response actions, which can be anticipated to deliver the expected outcomes necessary to meet the requirements of a given shortage level.

3.5 Communication Protocols

Timely and effective communication is a key element of the WSCP implementation. In the context of water shortage response, the purpose may be an emergency water shortage situation, such as may result from an earthquake, or a longer-term, non-emergency, shortage condition, such as may result from a drought. In an emergency, the City will activate the communication protocol detailed in the Emergency Response Plan. In a non-emergency water shortage situation, the City will implement the communication protocols described below.

Per the Water Code Section 10632 (a)(5), the City has established communication protocols and procedures to inform customers, the public, interested parties, and local, regional, and state governments regarding any current or predicted shortages as determined by the Annual Assessment described pursuant to Section 10632.1; any shortage response actions triggered or anticipated to be triggered by the Annual Assessment described pursuant to Section 10632.1; and any other relevant communications.

Non-emergency water shortage communication protocols are focused on communicating the water shortage contingency planning actions that can be derived from the results of the Annual Assessment, and it would likely trigger based upon the decision-making process in Section 3.2. Prior to water shortage level declaration, the City will pursue outreach to inform customers of water shortage levels and definitions, targeted water savings for each drought stage, guidelines that customers are to follow during each stage, and sources of current information on the City's supply and demand response status.

The type and degree of communication will vary with each shortage level in order to inform stakeholders of the current water shortage level status and associated shortage response actions, as defined in Section 3.4.1. Predefined communication objectives and tools will ensure the City's ability to message necessary events and information to ensure compliance with shortage response actions. These communication objectives and tools are summarized in Table 3-3.

The City's Public Relations department will lead public information and outreach efforts in close coordination with other MWDOC and MET. The City will share information and provide guidance to its customers as well as monitor the customer response and attitude toward both voluntary and mandatory customer response guidelines. The City's customer outreach is required to successfully achieve targeted water savings during each drought stage.

Table 3-3: Communication Procedures

Shortage level	Communication Objectives	Communication Tools
1	Compliance with response actions, 20% reduction in water use	Post resolution in newspaper, water billing communication, City events, townhall meetings, 1 full-time water waste patrol
2	Compliance with response actions, 40% reduction in water use	Post resolution in newspaper, water billing communication, City events, townhall meetings, 1 full-time water waste patrol
3	Compliance with response actions, >40% reduction in water use	Post resolution in newspaper, water billing communication, City events, townhall meetings, 1 full-time water waste patrol

3.6 Compliance and Enforcement

Per the Water Code Section 10632 (a)(6), the City has defined customer compliance, enforcement, appeal, and exemption procedures for triggered shortage response actions. Procedures to ensure customer compliance are described in Section 3.5 and customer enforcement, appeal, and exemption procedures are defined in the Water Shortage Response Ordinance 2536 (Appendix B).

3.7 Legal Authorities

Per Water Code Section 10632 (a)(7)(A), the City has provided a description of the legal authorities that empower the City to implement and enforce its shortage response in Water Shortage Response Ordinance 2536 (Appendix B).

Per Water Code Section 10632 (a)(7) (B), the City shall declare a water shortage emergency condition to prevail within the area served by such wholesaler whenever it finds and determines that the ordinary demands and requirements of water consumers cannot be satisfied without depleting the water supply of the distributor to the extent that there would be insufficient water for human consumption, sanitation, and fire protection.

Per Water Code Section 10632 (a)(7)(C), the City shall coordinate with any agency or county within which it provides water supply services for the possible proclamation of a local emergency under California Government Code, California Emergency Services Act (Article 2, Section 8558). Table 3-4 identifies the contacts for all cities or counties for which the Supplier provides service in the WSCP, along with developed coordination protocols, can facilitate compliance with this section of the Water Code in the event of a local emergency as defined in subpart (c) of Government Code Section 8558.

Table 3-4: Agency Contacts and Coordination Protocols

Contact	Agency	Coordination Protocols
Public Works Director	County of Orange	Call/email
City Manager	City of Westminster	Call/email/in person
City Council	City of Westminster	Memo/Meeting

3.8 Financial Consequences of WSCP

Per Water Code Section 10632(a)(8), Suppliers must include a description of the overall anticipated financial consequences to the Supplier of implementing the WSCP. This description must include potential reductions in revenue and increased expenses associated with implementation of the shortage response actions. This should be coupled with an identification of the anticipated mitigation actions needed to address these financial impacts.

During a catastrophic interruption of water supplies, prolonged drought, or water shortage of any kind, the City will experience a reduction in revenue due to reduced water sales. Throughout this period of time, expenditures may increase or decrease with varying circumstances. Expenditures may increase in the event of significant damage to the water system, resulting in emergency repairs. Expenditures may also decrease as less water is pumped through the system, resulting in lower power costs. Water shortage mitigation actions will also impact revenues and require additional costs for drought response activities such as increased staff costs for tracking, reporting, and communications.

The City receives water revenue from a service charge and a commodity charge based on consumption. The service charge recovers costs associated with providing water to the serviced property. The service charge does not vary with consumption and the commodity charge is based on water usage. Rates have been designed to recover the full cost of water service in the charges. Therefore, the total cost of purchasing water would decrease as the usage or sale of water decreases. In the event of a drought emergency, the City will impose excessive water use penalties on its customers, which may include additional costs associated with reduced water revenue, staff time taken for penalty enforcement, and advertising the excessive use penalties. The excessive water use penalties are further described in the City's Water Shortage Response Ordinance 2536 (Appendix B).

However, there are significant fixed costs associated with maintaining a minimal level of service. The City will monitor projected revenues and expenditures should an extreme shortage and a large reduction in water sales occur for an extended period of time. To overcome these potential revenue losses and/or expenditure impacts, the City may use reserves. If necessary, the City may reduce expenditures by delaying implementation of its Capital Improvement Program and equipment purchases to reallocate funds to cover the cost of operations and critical maintenance, adjust the work force, implement a drought surcharge, and/or make adjustments to its water rate structure.

Based on current water rates, a volumetric cutback of 50% and above of water sales may lead to a range of reduction in revenues. The impacts to revenues will depend on a proportionate reduction in variable costs related

to supply, pumping, and treatment for the specific shortage event. The City has set aside reserve funding as a Drought Reserve Fund to mitigate short-term water shortage situation.

3.9 Monitoring and Reporting

Per Water Code Section 10632(a)(9), the City is required to provide a description of the monitoring and reporting requirements and procedures that have been implemented to ensure appropriate data is collected, tracked, and analyzed for purposes of monitoring customer compliance and to meet state reporting requirements.

Monitoring and reporting key water use metrics is fundamental to water supply planning and management. Monitoring is also essential in times of water shortage to ensure that the response actions are achieving their intended water use reduction purposes, or if improvements or new actions need to be considered (see Section 3.10). Monitoring for customer compliance tracking is also useful in enforcement actions.

Under normal water supply conditions, potable water production figures are recorded daily. Weekly and monthly reports are prepared and monitored. This data will be used to measure the effectiveness of any water shortage contingency level that may be implemented. As levels of water shortage are declared by MET and MWDOC, the City of Westminster will follow implementation of those levels as appropriate based on the City's risk profile provided in UWMP Chapter 6 and continue to monitor water demand levels. When MET calls for extraordinary conservation, MET's Drought Program Officer will coordinate public information activities with MWDOC and monitor the effectiveness of ongoing conservation programs.

The City will participate in monthly member agency manager meetings with both MWDOC and OCWD to monitor and discuss monthly water allocation charts. This will enable the City to be aware of import and groundwater use on a timely basis as a result of specific actions taken responding to the City's WSCP.

3.10 WSCP Refinement Procedures

Per Water Code Section 10632 (a)(10), the City must provide reevaluation and improvement procedures for systematically monitoring and evaluating the functionality of the water shortage contingency plan in order to ensure shortage risk tolerance is adequate and appropriate water shortage mitigation strategies are implemented as needed.

The City's WSCP is prepared and implemented as an adaptive management plan. The City will use the monitoring and reporting process defined in Section 3.9 to refine the WSCP. In addition, if certain procedural refinements or new actions are identified by City staff, or suggested by customers or other interested parties, the City will evaluate their effectiveness, incorporate them into the WSCP, and implement them quickly at the appropriate water shortage level.

It is envisioned that the WSCP will be periodically re-evaluated to ensure that its shortage risk tolerance is adequate and the shortage response actions are effective and up to date based on lessons learned from implementing the WSCP. The WSCP will be revised and updated during the UWMP update cycle to incorporate updated and new information. For example, new supply augmentation actions will be added, and actions that are no longer applicable for reasons such as program expiration will be removed. However, if revisions to the WSCP are warranted before the UWMP is updated, the WSCP will be updated outside of the UWMP update cycle. In the course of preparing the Annual Assessment each year, City staff will routinely consider the functionality the overall WSCP and will prepare recommendations for City Council if changes are found to be needed.

3.11 Special Water Feature Distinction

Per Water Code Section 10632 (b), the City has defined water features in that are artificially supplied with water, including ponds, lakes, waterfalls, and fountains, separately from swimming pools and spas, as defined in subdivision (a) of Section 115921 of the Health and Safety Code, in the Water Shortage Response Ordinance 2536 Sec 13.14.050 (Appendix B).

3.12 Plan Adoption, Submittal, and Availability

Per Water Code Section 10632 (a)(c), the City provided notice of the availability of the draft 2020 UWMP and draft 2020 WSCP and notice of the public hearing to consider adoption of the WSCP. The public review drafts of the 2020 UWMP and the 2020 WSCP were posted prominently on the City's website in advance of the public hearing on June 9, 2021. Copies of the draft WSCP were also made available for public inspection at the City Clerk's and Utilities Department offices and public hearing notifications were published in local newspapers. A copy of the published Notice of Public Hearing is included in Appendix C.

The City held the public hearing for the draft 2020 UWMP and draft WSCP on June 9, 2021, at the City Council meeting. The City Council reviewed and approved the 2020 UWMP and the WSCP at its June 9, 2021 meeting after the public hearing. See Appendix D for the resolution approving the WSCP.

By July 1, 2021, the City's adopted 2020 UWMP and WSCP was filed with DWR, California State Library, and the County of Orange. The City will make the WSCP available for public review on its website no later than 30 days after filing with DWR.

Based on DWR's review of the WSCP, the City will make any amendments in its adopted WSCP, as required and directed by DWR.

If the City revises its WSCP after UWMP is approved by DWR, then an electronic copy of the revised WSCP will be submitted to DWR within 30 days of its adoption.

4 REFERENCES

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Appendix A

DWR Submittal Tables

Table 8-1: Water Shortage Contingency Plan Levels

Table 8-2: Demand Reduction Actions

Table 8-3: Supply Augmentation and Other Actions

Submittal Table 8-1 Water Shortage Contingency Plan Levels		
Shortage Level	**Percent Shortage Range**	**Shortage Response Actions** **(*Narrative description)***
1	Up to 20%	A Level 1 water supply shortage exists when the City Council determines, in its sole discretion, a water supply shortage or threatened shortage exists, and a consumer demand reduction of up to 20% is necessary to make more efficient use of water and respond to existing water conditions. Upon declaration of a Level 1 Water Supply Shortage condition, the City shall implement the mandatory Level 1 conservation measures identified in this WSCP.
2	Up to 40%	A Level 2 water supply shortage exists when the City Council determines, in its sole discretion, a water supply shortage or threatened shortage exists, and a consumer demand reduction of up to 40% is necessary to make more efficient use of water and respond to existing water conditions. Upon declaration of a Level 2 Water Supply Shortage condition, the City shall implement the mandatory Level 2 conservation measures identified in this WSCP.
3	> 40%	A Level 3 water supply shortage exists when the City Council determines, in its sole discretion, a water supply shortage or threatened shortage exists, and a consumer demand reduction of greater than 40% is necessary to make more efficient use of water and respond to existing water conditions. Upon declaration of a Level 3 Water Supply Shortage condition, the City shall implement the mandatory Level 3 conservation measures identified in this WSCP.
NOTES:		

Submittal Table 8-2: Demand Reduction Actions				
Shortage Level	Demand Reduction Actions ***Drop down list*** *These are the only categories that will be accepted by the WUEdata online submittal tool. Select those that*	How much is this going to reduce the shortage gap? *Include units used (volume type or percentage)*	Additional Explanation or Reference *(optional)*	Penalty, Charge, or Other Enforcement? ***For Retail***
Add additional rows as needed				
Permanent Year-Round	Landscape - Limit landscape irrigation to specific times	On-going Long Term-Conservation Savings Measure. Not applicable to Water Shortage Contingency Plan quantifiable savings.	Irrigation of lawn, landscape, or other vegetated area with potable water is prohibited during the hours between 9:00 a.m. and 5:00 p.m.	Yes
Permanent Year-Round	Landscape - Other landscape restriction or prohibition	On-going Long Term-Conservation Savings Measure. Not applicable to Water Shortage Contingency Plan quantifiable savings.	Watering or irrigating of lawn, landscape, or other vegetated area is limited to no more than fifteen (15) minutes per day per station. This does not apply to landscape irrigation systems that exclusively use very low-flow drip type irrigation systems when no emitter produces more than two gallons of water per hour, and weather-based controllers or stream rotor sprinklers that meet a 70% efficiency standard.	Yes
Permanent Year-Round	Landscape - Restrict or prohibit runoff from landscape irrigation	On-going Long Term-Conservation Savings Measure. Not applicable to Water Shortage Contingency Plan quantifiable savings.	Excessive water flow or runoff onto an adjoining sidewalk, driveway, street, alley, gutter, or ditch from watering or irrigation is prohibited.	Yes
Permanent Year-Round	Other - Prohibit use of potable water for washing hard surfaces	On-going Long Term-Conservation Savings Measure. Not applicable to Water Shortage Contingency Plan quantifiable savings.	Washing down hard or paved surfaces is prohibited except when necessary to alleviate safety or sanitary hazards. This exception can only be performed through the use of a hand-held bucket or similar container, a hand-held hose equipped with a positive self-closing water shut-off device, a low-volume, high-pressure cleaning machine equipped to recycle any water used, or a low-volume high-pressure water broom.	Yes
Permanent Year-Round	Other - Customers must repair leaks, breaks, and malfunctions in a timely manner	On-going Long Term-Conservation Savings Measure. Not applicable to Water Shortage Contingency Plan quantifiable savings.	All leaks, breaks, or other malfunctions in the water user's plumbing or distribution system must be repaired within seven (7) days of notification by the City unless other arrangements are made with the City.	Yes
Permanent Year-Round	Water Features - Restrict water use for decorative water features, such as fountains	On-going Long Term-Conservation Savings Measure. Not applicable to Water Shortage Contingency Plan quantifiable	Operation of water fountains or other decorative water features is prohibited except those that use recirculated water.	Yes
Permanent Year-Round	Other - Prohibit vehicle washing except at facilities using recycled or recirculating water	On-going Long Term-Conservation Savings Measure. Not applicable to Water Shortage Contingency Plan quantifiable	Washing or cleaning vehicles with water is prohibited except by use of a hand-held bucket or similar container or a hand-held	Yes

Submittal Table 8-2: Demand Reduction Actions				
Shortage Level	Demand Reduction Actions ***Drop down list*** *These are the only categories that will be accepted by the WUEdata online submittal tool. Select those that*	How much is this going to reduce the shortage gap? *Include units used (volume type or percentage)*	Additional Explanation or Reference *(optional)*	Penalty, Charge, or Other Enforcement? ***For Retail***
Permanent Year-Round	CII - Restaurants may only serve water upon request	On-going Long Term-Conservation Savings Measure. Not applicable to Water Shortage Contingency Plan quantifiable savings.	-	Yes
Permanent Year-Round	CII - Lodging establishment must offer opt out of linen service	On-going Long Term-Conservation Savings Measure. Not applicable to Water Shortage Contingency Plan quantifiable savings.	-	Yes
Permanent Year-Round	CII - Commercial kitchens required to use pre-rinse spray valves	On-going Long Term-Conservation Savings Measure. Not applicable to Water Shortage Contingency Plan quantifiable savings.	-	Yes
Permanent Year-Round	Other	On-going Long Term-Conservation Savings Measure. Not applicable to Water Shortage Contingency Plan quantifiable savings.	Installation of single pass cooling systems is prohibited in buildings requesting new water service.	Yes
Permanent Year-Round	Other	On-going Long Term-Conservation Savings Measure. Not applicable to Water Shortage Contingency Plan quantifiable savings.	Installation of non-recirculating water systems is prohibited in new commercial conveyor car wash and new commercial laundry systems.	Yes

Submittal Table 8-2: Demand Reduction Actions				
Shortage Level	Demand Reduction Actions ***Drop down list*** *These are the only categories that will be accepted by the WUEdata online submittal tool. Select those that*	How much is this going to reduce the shortage gap? *Include units used (volume type or percentage)*	Additional Explanation or Reference *(optional)*	Penalty, Charge, or Other Enforcement? ***For Retail***
Permanent Year-Round	Landscape - Limit landscape irrigation to specific days	On-going Long Term-Conservation Savings Measure. Not applicable to Water Shortage Contingency Plan quantifiable savings.	Watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to five (5) days per week on a schedule established and posted by the City. During the months of November through March, watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to no more than three (3) days per week on a schedule established and posted by the City. This provision does not apply to landscape irrigation zones that exclusively use very low flow drip type irrigation systems, when no emitter produces more than two (2) gallons of water per hour. This provision also does not apply to watering or irrigating by use of a hand-held bucket or similar container, a hand-held hose equipped with a positive self-closing water shut-off nozzle or device or for very short periods of time for the express purpose of adjusting or repairing an irrigation system.	Yes
Permanent Year-Round	Other	On-going Long Term-Conservation Savings Measure. Not applicable to Water Shortage Contingency Plan quantifiable savings.	All new commercial conveyor car wash systems must have installed operational re-circulating water systems or must have secured a waiver of this requirements from the City.	Yes
Permanent Year-Round	Landscape - Limit landscape irrigation to specific times	On-going Long Term-Conservation Savings Measure. Not applicable to Water Shortage Contingency Plan quantifiable savings.	No water 48 hrs after a measurable rain event	Yes

Submittal Table 8-2: Demand Reduction Actions				
Shortage Level	Demand Reduction Actions ***Drop down list*** *These are the only categories that will be accepted by the WUEdata online submittal tool. Select those that*	How much is this going to reduce the shortage gap? *Include units used (volume type or percentage)*	Additional Explanation or Reference *(optional)*	Penalty, Charge, or Other Enforcement? ***For Retail***
1	Landscape - Limit landscape irrigation to specific days	10%	Watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to four (4) days per week on a schedule established and posted by the City. During the months of November through March, watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to no more than two (2) days per week on a schedule established and posted by the City. This provision does not apply to landscape irrigation zones that exclusively use very low flow drip type irrigation systems, when no emitter produces more than two (2) gallons of water per hour. This provision also does not apply to watering or irrigating by use of a hand-held bucket or similar container, a hand-held hose equipped with a positive self-closing water shut-off nozzle or device or for very short periods of time for the express purpose of adjusting or repairing an irrigation system.	Yes
1	Other - Customers must repair leaks, breaks, and malfunctions in a timely manner	2%	Leaks, break, and other malfunctions must be repaired within four (4) days of notification by the City, unless other arrangements are made with the City.	Yes
1	Other	5%	Other Prohibited Uses: The City of Westminster may implement other prohibited water uses as determined by the City of Westminster, after notice to customers.	Yes
1	Expand Public Information Campaign	5%	Community Outreach and Messaging (Expand Public Information Campaign)	Yes

Submittal Table 8-2: Demand Reduction Actions				
Shortage Level	Demand Reduction Actions ***Drop down list*** *These are the only categories that will be accepted by the WUEdata online submittal tool. Select those that*	How much is this going to reduce the shortage gap? *Include units used (volume type or percentage)*	Additional Explanation or Reference *(optional)*	Penalty, Charge, or Other Enforcement? ***For Retail***
2a	Landscape - Limit landscape irrigation to specific days	10%	Watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to three (3) days per week on a schedule established and posted by the City. During the months of November through March, watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to no more than two (1) day per week on a schedule established and posted by the City. This provision does not apply to landscape irrigation zones that exclusively use very low flow drip type irrigation systems, when no emitter produces more than two (2) gallons of water per hour. This provision also does not apply to watering or irrigating by use of a hand-held bucket or similar container, a hand-held hose equipped with a positive self-closing water shut-off nozzle or device or for very short periods of time for the express purpose of adjusting or repairing an irrigation system.	Yes
2a	Other - Customers must repair leaks, breaks, and malfunctions in a timely manner	2%	All leaks, breaks, or other malfunctions in the water user's plumbing or distribution system must be repaired within seventytwo (72) hours of notification by the City unless other arrangements are made with the City.	Yes
2a	Other water feature or swimming pool restriction	2%	Filling or refilling ornamental lakes or ponds is prohibited, except to the extent needed to sustain aquatic life, provided that such animals are of significant value and have been actively managed within the water feature prior to declaration of a supply shortage level under this ordinance.	Yes
2a	Other water feature or swimming pool restriction	2%	Refilling of more than eighteen (18) inches and initial filling of residential swimming pools or outdoor spas with potable water is prohibited.	Yes
2a	Expand Public Information Campaign	5%	Community Outreach and Messaging (Expand Public Information Campaign)	Yes

Submittal Table 8-2: Demand Reduction Actions				
Shortage Level	Demand Reduction Actions ***Drop down list*** *These are the only categories that will be accepted by the WUEdata online submittal tool. Select those that*	How much is this going to reduce the shortage gap? *Include units used (volume type or percentage)*	Additional Explanation or Reference *(optional)*	Penalty, Charge, or Other Enforcement? ***For Retail***
2a	Other	5%	Other Prohibited Uses: The City of Westminster may implement other prohibited water uses as determined by the City of Westminster, after notice to customers.	Yes
2b	Landscape - Limit landscape irrigation to specific days	10%	Watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to two (2) days per week on a schedule established and posted by the City. During the months of November through March, watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to no more than two (1) day per week on a schedule established and posted by the City. This provision does not apply to landscape irrigation zones that exclusively use very low flow drip type irrigation systems, when no emitter produces more than two (2) gallons of water per hour. This provision also does not apply to watering or irrigating by use of a hand-held bucket or similar container, a hand-held hose equipped with a positive self-closing water shut-off nozzle or device or for very short periods of time for the express purpose of adjusting or repairing an irrigation system.	Yes
2b	Expand Public Information Campaign	5%	Community Outreach and Messaging (Expand Public Information Campaign)	Yes
2b	Pools - Allow filling of swimming pools only when an appropriate cover is in place.	1%	New pools and remodeled pools require a cover, with proof of purchase, to pass City inspection.	Yes
2b	Other	5%	Other Prohibited Uses: The City of Westminster may implement other prohibited water uses as determined by the City of Westminster, after notice to customers.	Yes

Submittal Table 8-2: Demand Reduction Actions				
Shortage Level	Demand Reduction Actions ***Drop down list*** *These are the only categories that will be accepted by the WUEdata online submittal tool. Select those that*	How much is this going to reduce the shortage gap? *Include units used (volume type or percentage)*	Additional Explanation or Reference *(optional)*	Penalty, Charge, or Other Enforcement? ***For Retail***
3	Landscape - Limit landscape irrigation to specific days	10%	Watering or irrigating of lawn, landscape, or other vegetated area with potable water is allowed one (1) day per week. This restriction does not apply to the maintenance of vegetation that are watered using a hand-held bucket or similar container or a hand-held hose equipped with a positive self-closing water shut-off nozzle or device, the maintenance of existing landscape necessary for fire protection and for soil erosion control, the maintenance of plant materials identified to be rare or essential to the well-being of protected species, the maintenance of landscape within active public parks provided that such irrigation does not exceed two (2) days per week, and actively irrigated environmental mitigation projects.	Yes
3	Other - Customers must repair leaks, breaks, and malfunctions in a timely manner	2%	All leaks, breaks, or other malfunctions in the water user's plumbing or distribution system must be repaired within two (2) days of notification by the City unless other arrangements are made with the City.	Yes
3	Other	2%	The City may limit or withhold the issuance of building permits which require new or expanded water service, except to protect the public health, safety and welfare, or in cases which meet the City's adopted conservation offset requirements.	Yes
3	Other	1%	The City Council, in its sole discretion, may discontinue service to consumers who willfully violate water conservation provisions.	Yes
3	Other	2%	The City may suspend consideration of annexations to its service area. This subsection does not apply to boundary corrections and annexations that will not result in any increased use of water.	Yes
3	Other water feature or swimming pool restriction	2%	Filling or refilling pools or outdoor spas with potable water is prohibited.	Yes

Submittal Table 8-2: Demand Reduction Actions				
Shortage Level	Demand Reduction Actions ***Drop down list*** *These are the only categories that will be accepted by the WUEdata online submittal tool. Select those that*	How much is this going to reduce the shortage gap? *Include units used (volume type or percentage)*	Additional Explanation or Reference *(optional)*	Penalty, Charge, or Other Enforcement? ***For Retail***
3	Landscape - Prohibit all landscape irrigation	10%	The City of Westminster may shut off all non-essential water services. All irrigation is prohibited.	Yes
3	Other	10%	Water use for public health and safety purposes only. Customer rationing may be implemented.	Yes
3	Other	5%	Other Prohibited Uses: The City of Westminster may implement other prohibited water uses as determined by the City of Westminster, after notice to customers.	Yes
NOTES:				

Submittal Table 8-3: Supply Augmentation and Other Actions			
Shortage Level	Supply Augmentation Methods and Other Actions by Water Supplier ***Drop down list*** *These are the only categories that will be accepted by the WUEdata online submittal tool*	How much is this going to reduce the shortage gap? *Include units used (volume type or percentage)*	Additional Explanation or Reference *(optional)*
1 through 6	Other Purchases	0 - 100%	Additional imported water purchases through MWDOC
1 through 6	Other Purchases	0 - 100%	Additional groundwater pumping in the OCWD
NOTES: Additional imported water purchases and groundwater pumping may be subject to rate penalties from MWDOC and OCWD, respectively.			

Appendix B

Water Shortage Response Ordinance 2356

ORDINANCE NO. 2536

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF WESTMINSTER TO AMEND CHAPTER 13.14 (EMERGENCY WATER MANAGEMENT PROGRAM) TO WATER CONSERVATION AND WATER SUPPLY SHORTAGE PROGRAM OF THE WESTMINSTER MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF WESTMINSTER DOES HEREBY ORDAIN AS FOLLOWS:

Chapter 13.14 WATER CONSERVATION AND WATER SUPPLY SHORTAGE PROGRAM

13.14.010 Application.

The provisions of this chapter apply to any person in the use of any potable water provided by the city of Westminster.

The provisions of this chapter do not apply to uses of water necessary to protect public health and safety or for essential government services, such as police, fire and other similar emergency services.

The provisions of this chapter do not apply to the use of recycled water, with the exception of Section 13.14.050(A).

The provisions of this chapter do not apply to the use of water by commercial nurseries and commercial growers to sustain plants, trees, shrubs, crops or other vegetation intended for commercial sale.

This chapter is intended solely to further the conservation of water. It is not intended to implement any provision of federal, state, or local statutes, ordinances, or regulations relating to protection of water quality or control of drainage or runoff. Refer to the local jurisdiction or Regional Water Quality Control Board for information on any stormwater ordinances and stormwater management plans. (Ord. 2449 § 2, 2009)

13.14.020 Authorization.

The City Manager, or his designated representative, is hereby authorized and directed to implement the provisions of this ordinance. (Ord. 2186 § 2, 1992; Ord. 2138 § 4, 1990)

13.14.030 Declaration of purpose and intent.

The purpose of this chapter is to establish a water conservation and supply shortage program that will reduce water consumption within the city through conservation, enable effective water supply planning, assure reasonable and beneficial use of water, prevent waste of water, and maximize the efficient use of water within the city to avoid and minimize the effect and hardship of water shortage to the greatest extent possible.

This chapter establishes permanent water conservation standards intended to alter behavior related to water use efficiency at all times, and further establishes three levels of water supply shortage response actions to be implemented during times of declared water shortage or declared water shortage emergency, with increasing restrictions on water use in response to worsening drought or emergency conditions and decreasing supplies. (Ord. 2449 § 3, 2009)

13.14.040 Definitions.

The following words and phrases whenever used in this chapter have the meaning defined in this section:

"Billing unit" means the unit of water used to apply water rates for purposes of calculating water charges for a person's water usage and equals seven hundred forty-eight gallons.

"Landscape irrigation system" means an irrigation system with pipes, hoses, spray heads, or sprinkling devices that are operated by hand or through an automated system.

"Large landscape areas" means a lawn, landscape, or other vegetated area, or combination thereof, equal to more than one acre of irrigable land.

"Person" means any natural person or persons, corporation, public or private entity, governmental agency or institution, including all agencies and departments of the city, or any other user of water provided by the city.

"Potable water" means water which is suitable for drinking.

"Recycled water" means the reclamation and reuse of non-potable water for beneficial use as defined in Title 22 of the California Code of Regulations.

"Single pass cooling systems" means equipment where water is circulated only once to cool equipment before being disposed. (Ord. 2449 § 4, 2009)

13.14.050 Permanent water conservation requirements—Prohibition against waste.

The following water conservation requirements are effective at all times and are permanent. Violations of this section will be considered waste and an unreasonable use of water.

A. Limits on Watering Days: Watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to five (5) days per week on a schedule established and posted by the City. From November 1 through March 31, watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to no more than three (3) days per week on a schedule established and posted by the City. This provision does not apply to landscape

irrigation zones that exclusively use City approved very low flow drip type irrigation systems, when no emitter produces more than two (2) gallons of water per hour. This provision also does not apply to watering or irrigating by use of a hand-held bucket or similar container, a hand-held hose equipped with a positive self-closing water shut-off nozzle or device, or for very short periods of time for the express purpose of adjusting or repairing an irrigation system.

B. Limits on Watering Hours. Watering or irrigating of lawn, landscape or other vegetated area with potable water is prohibited between the hours of nine a.m. and five p.m. year-round, local time, on any day, except by use of a hand-water shut-off nozzle or device, or for very short periods of time for the express purpose of adjusting or repairing an irrigation system.

C. Limit on Watering Duration. Watering or irrigating of lawn, landscape or other vegetated area with potable water using a landscape irrigation system or a watering device that is not continuously attended is limited to no more than fifteen minutes watering per day per station. This subsection does not apply to landscape irrigation systems that exclusively use City approved very low-flow drip type irrigation systems when no emitter produces more than two gallons of water per hour, and weather-based controllers or stream rotor sprinklers that meet a seventy percent efficiency standard.

D. No Excessive Water Flow or Runoff. Watering or irrigating of any lawn, landscape or other vegetated area in a manner that causes or allows excessive water flow or runoff onto an adjoining sidewalk, driveway, street, alley, gutter or ditch is prohibited.

E. No Washing Down Hard or Paved Surfaces. Washing down hard or paved surfaces, including, but not limited to, sidewalks, walkways, driveways, parking areas, tennis courts, patios or alleys, is prohibited except when necessary to alleviate safety or sanitary hazards, and then only by use of a hand-held bucket or similar container, a hand-held hose equipped with a positive self-closing water shut-off device, a low-volume, high-pressure cleaning machine equipped to recycle any water used, or a low-volume high-pressure water broom.

F. Obligation to Fix Leaks, Breaks or Malfunctions. Excessive use, loss or escape of water through breaks, leaks or other malfunctions in the water user's plumbing or distribution system for any period of time after such escape of water should have reasonably been discovered and corrected, and in no event, more than seven days of receiving notice from the city, is prohibited.

G. Must use positive self-closing shut-off nozzle: All hoses must be equipped with a positive elf-closing shut-off nozzle or device.

H. Recirculating Water Required for Water Fountains and Decorative Water Features. Operating a water fountain or other decorative water feature that does not use recirculated water is prohibited.

I. Limits on Washing Vehicles. Using water to wash or clean a vehicle, including, but not limited to, any automobile, truck, van, bus, motorcycle, boat or trailer, whether motorized or not, is prohibited, except by use of a hand-held bucket or similar container, or a hand-held hose equipped with a positive self-closing water shut-off nozzle or device. This subsection does not apply to any commercial car washing facility.

J. **No watering 48 hours after a measurable rain event:** Watering or irrigating of lawn, landscape or other vegetated area with potable water using a landscape irrigation system or a watering device that is not continuously attended is prohibited for 48 hours following a measurable rain event. A measurable rain event is 1/16th of an inch of rain or greater.

K. Drinking Water Served Upon Request Only. Eating or drinking establishments, including, but not limited to, a restaurant, hotel, café, cafeteria, bar, or other public place where food or drinks are sold, served, or offered for sale, are prohibited from providing drinking water to any person unless expressly requested.

L. Commercial Lodging Establishments Must Provide Guests Option to Decline Daily Linen Services. Hotels, motels and other commercial lodging establishments must provide customers the option of not having towels and linen laundered daily. Commercial lodging establishments must prominently display notice of this option in each bathroom using clear and easily understood language.

M. No Installation of Single Pass Cooling Systems. Installation of single pass cooling systems is prohibited in buildings requesting new water service.

N. No Installation of Non-Recirculating Water Systems in Commercial Car Wash and Laundry Systems. Installation of non-recirculating water systems is prohibited in new commercial conveyor car wash and new commercial laundry systems.

O. Restaurants Required to Use Water Conserving Dish Wash Spray Valves. Food preparation establishments, such as restaurants or cafes, are prohibited from using non-water conserving dish wash spray valves.

P. Commercial Car Wash Systems. Effective January 1, 2011, all new commercial conveyor car wash systems must have installed operational re-circulating water systems, or must have secured a waiver of this requirement from the city. (Ord. 2449 § 5, 2009)

13.14.060 Level 1 water supply shortage.

A Level 1 water supply shortage exists when the city council determines, in its sole discretion, that due to drought or other water supply conditions, a water supply shortage or threatened shortage exists, and a consumer demand reduction is necessary to make more efficient use of water and appropriately respond to existing water conditions. Upon the declaration by the city council of a Level 1 water supply shortage condition, the city will implement the mandatory Level 1 conservation measures identified in this section. (Ord. 2449 § 6, 2009)

13.14.070 Additional water conservation measures.

In addition to the prohibited uses of water identified in Section 13.14.050, the following water conservation requirements apply during a declared Level 1 water supply shortage:

A. Limits on Watering Days. Watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to four days per week on a schedule established and posted by the city. From November 1 through March 31, watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to no more than two days per week on a schedule established and posted by the city. This provision does not apply to landscape irrigation zones that exclusively use City approved very low flow drip type irrigation systems, when no emitter produces more than two gallons of water per hour. This provision also does not apply to watering or irrigating by use of a hand-held bucket or similar container, a hand-held hose equipped with a positive self-closing water shut-off nozzle or device, or for very short periods of time for the express purpose of adjusting or repairing an irrigation system.

B. Obligation to Fix Leaks, Breaks or Malfunctions. All leaks, breaks, or other malfunctions in the water user's plumbing or distribution system must be repaired within four days of notification by the city, unless other arrangements are made with the city. (Ord. 2449 § 7, 2009)

C. Approval Needed for Re-Sodding: Residents requiring additional watering days and times due to re-sodding or reseeding need an exemption from the City of Westminster. Exemptions may be approved on a case by case basis and require proof of purchase of materials.

13.14.080 Level 2a and 2b water supply shortage.

A Level 2 water supply shortage exists when the city council determines, in its sole discretion, that due to drought or other water supply conditions, a water supply shortage or threatened shortage exists and a consumer demand reduction is necessary to make more efficient use of water and appropriately respond to existing water conditions. A Level 2a water supply shortage will be the first attempt to dramatically decrease water usage.

If conservation targets are not achieved, the City Council has the authority to increase to a 2b which will further restrict outdoor watering and result in greater conservation. Upon the declaration by the city of a Level 2a or 2b water supply shortage condition, the City will implement the mandatory Level 2a or 2b conservation measures identified in this section. (Ord. 2449 § 8, 2009)

13.14.090 Additional conservation measures.

In addition to the prohibited uses of water identified in Sections 13.14.050 and 13.14.070, the following additional water conservation requirements apply during a declared Level 2 water supply shortage:

A. Watering Days.
   i. Level 2a - Watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to three days per week on a schedule established and posted by the city. From November 1 through March 31, watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to no more than one day per week on a schedule established and posted by the city. This provision does not apply to landscape irrigation zones that exclusively use City approved very low flow drip type irrigation systems when no emitter produces more than two gallons of water per hour. This provision also does not apply to watering or irrigating by use of a hand-held bucket or similar container, a hand-held hose equipped with a positive self-closing water shut-off nozzle or device, or for very short periods of time for the express purpose of adjusting or repairing an irrigation system.
   ii. **Level 2b** - Watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to two (2) days per week on a schedule established and posted by the City. From November 1 through March 31, watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to no more than one (1) day per week on a schedule established and posted by the City. This provision does not apply to landscape irrigation zones that exclusively use City approved very low flow drip type irrigation systems when no emitter produces more than two (2) gallons of water per hour. This provision also does not apply to watering or irrigating by use of a hand-held bucket or similar container, a hand-held hose equipped with a positive self-closing water shut-off nozzle or device, or for very short periods of time for the express purpose of adjusting or repairing an irrigation system.

B. Obligation to Fix Leaks, Breaks or Malfunctions. All leaks, breaks, or other malfunctions in the water user's plumbing or distribution system must be repaired within seventy-two hours of notification by the city, unless other arrangements are made with the city.

C. Limits on Filling Ornamental Lakes or Ponds. Filling or re-filling ornamental lakes or ponds is prohibited, except to the extent needed to sustain aquatic life, provided that such animals are of significant value and have been actively

managed within the water feature prior to declaration of a supply shortage level under this chapter.

D. Limits on Filling Residential Swimming Pools and Spas. Pools and spas may be re-filled no more than eighteen (18) inches per month. (Ord. 2449 § 9, 2009)

E. Obligation to purchase pool cover under Level 2b: New pools and remodeled pools require a pool cover, with proof of purchase, to pass final City inspection.

13.14.100 Level 3 water supply shortages—Emergency condition.

A Level 3 water supply shortage condition is also referred to as an "emergency" condition. A Level 3 condition exists when the city council declares a water shortage emergency and notifies its residents and businesses that a significant reduction in consumer demand is necessary to maintain sufficient water supplies for public health and safety. Upon the declaration of a Level 3 water supply shortage condition, the city will implement the mandatory Level 3 conservation measures identified in this section. (Ord. 2449 § 10, 2009)

13.14.110 Additional conservation measures.

In addition to the prohibited uses of water identified in Sections 13.14.050, 13.14.070, and 13.14.090, the following water conservation requirements apply during a declared Level 3 water supply shortage emergency:

A. Watering Days. Watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to one (1) day per week on a schedule established and posted by the City. From November 1 through March 31, no watering or irrigation is allowed with irrigation systems except for the following:

1. Maintenance of vegetation, including trees and shrubs, that are watered using a hand-held bucket or similar container, hand-held hose equipped with a positive self–closing water shut-off nozzle or device;
2. Maintenance of existing landscape necessary for fire protection;
3. Maintenance of existing landscape for soil erosion control;
4. Maintenance of plant materials identified to be rare or essential to the well-being of protected species;
5. Maintenance of landscape within active public parks and playing fields, day care centers, golf course greens, and school grounds, provided that such irrigation does not exceed two days per week according to the schedule established in Section 13.14.090(A), and time restrictions in Section 13.14.050(A) and (B);
6. Actively irrigated environmental mitigation projects.

B. Obligation to Fix Leaks, Breaks or Malfunctions. All leaks, breaks, or other malfunctions in the water user's plumbing or distribution system must be repaired within forty-eight hours of notification by the city, unless other arrangements are made with the city.

C. Limits on Building Permits. The city may limit or withhold the issuance of building permits which require new or expanded water service, except to protect the public health, safety and welfare, or in cases which meet the city's adopted conservation offset requirements.

D. Discontinue Service. The city council, in its sole discretion, may discontinue service to consumers who willfully violate provisions of this section.

E. No New Annexations. Upon the declaration of a Level 3 water supply shortage condition, the city may suspend consideration of annexations to its service area. This subsection does not apply to boundary corrections and annexations that will not result in any increased use of water. (Ord. 2449 § 11, 2009)

F. Limits on Filling Residential Swimming Pools & Spas: Filling or re-filling of existing pools or outdoor spas with potable water is prohibited. The building of new pools is prohibited and no permits will be issued for construction.

13.14.120 Procedures for determination/notification of water supply shortage.

Declaration and Notification of Water Supply Shortage. The existence of Level 1, Level 2a, Level 2b, or Level 3 water supply shortage conditions may be declared by resolution of the city council, adopted at a regular or special public meeting held in accordance with state law. The mandatory conservation requirements applicable to Level 1, Level 2a, Level 2b or Level 3 conditions will take effect on the tenth day after the date the shortage level is declared. Within five days following the declaration of the shortage level, the city shall publish a copy of the resolution in a newspaper used for publication of official notices. If the city activates a water allocation process, it must provide notice of the activation by including it in the regular billing statement or by any other mailing to the address to which the city customarily mails the billing statement for fees or charges for on-going water service. A water allocation will be effective on the fifth day following the date of mailing or at such later date as specified in the notice. (Ord. 2449 § 12, 2009)

13.14.130 Hardship waiver.

Undue and Disproportionate Hardship. If, due to unique circumstances, a specific requirement of this chapter would result in undue hardship to a person using water or to property upon which water is used, that is disproportionate to the impacts to water users generally or to similar property or classes of water users, then the person may apply for a waiver to the requirements as provided in this section.

Written Finding. The waiver may be granted or conditionally granted only upon a written finding of the existence of facts demonstrating an undue hardship to a person using water or to property upon which water is used, that is disproportionate to the impacts to water users generally or to similar property or classes of water use due to specific and unique circumstances of the user or the user's property.

A. Application. Application for a waiver must be on a form prescribed by the city and accompanied by a nonrefundable processing fee in an amount set by a city council resolution.

B. Supporting Documentation. The application must be accompanied by photographs, maps, drawings, and other information, including a written statement of the applicant.

C. Required Findings for Waiver. An application for a waiver will be denied unless the city finds, based on the information provided in the application, supporting documents, or such additional information as may be requested, and on water use information for the property as shown by the records of the city, all of the following:

1. That the waiver does not constitute a grant of special privilege inconsistent with the limitations upon other residents and businesses;

2. That because of special circumstances applicable to the property or its use, the strict application of this chapter would have a disproportionate impact on the property or use that exceeds the impacts to residents and businesses generally;

3. That the authorizing of such waiver will not be of substantial detriment to adjacent properties, and will not materially affect the ability of the city to effectuate the purpose of this chapter and will not be detrimental to the public interest; and

4. That the condition or situation of the subject property or the intended use of the property for which the waiver is sought is not common, recurrent or general in nature.

D. Approval Authority. The public works director, or designated representative, must act upon any completed application no later than ten days after submittal and may approve, conditionally approve, or deny the waiver. The applicant requesting the waiver must be promptly notified in writing of any action taken. Unless specified otherwise at the time a waiver is approved, the waiver will apply to the subject property during the period of the mandatory water supply shortage condition. The decision of the public works director, or designated representative, will be final, unless appealed. (Ord. 2449 § 13, 2009)

13.14.140 Penalties and violations.

Penalties. Penalties for failure to comply with any provisions of the chapter are as follows:

A. First Violation. The city will issue a notice by mail and/or in person and reference this chapter defining the violation and citing any corrections necessary.

B. Second Violation. A second violation within twelve months of the first violation will cause the city to issue a notice by mail and/or in person, defining the violation and citing any corrections necessary.

C. Third Violation. A third violation within twelve months of the first violation is punishable by a fine not to exceed fifty dollars.

D. Fourth Violation. A fourth violation within twelve months of the first violation is punishable by a fine not to exceed one hundred and fifty dollars.

E. Fifth and Subsequent Violations. A fifth and any subsequent violation within twelve months of the first violation is punishable by a fine not to exceed two hundred and fifty dollars.

Water Flow Restrictor. In addition to any fines, the city may install a water flow restrictor device of approximately one gallon per minute capacity for services up to one and one-half inch size and comparatively sized restrictors for larger services after written notice of intent to install a flow restrictor for a minimum of forty-eight hours.

F. Discontinuing Service. In addition to any fines and/or the installation of a water flow restrictor, the city may disconnect a customer's water service for willful violations of mandatory restrictions in this chapter. (Ord. 2449 § 14, 2009)

13.14.150 Cost of flow restrictor and disconnecting service.

A person or entity that violates this chapter is responsible for payment of the city's charges for installing and/or removing any flow restricting device and for disconnecting and/or reconnecting service per the city's schedule of charges then in effect. The charge for installing and/or removing any flow restricting device must be paid to the city before the device is removed. Nonpayment will be subject to the same remedies as nonpayment of basic water rates. (Ord. 2449 § 15, 2009)

13.14.160 Separate offenses.

Each day that a violation of this chapter occurs is a separate offense. (Ord. 2449 § 16, 2009)

13.14.170 Notice and hearing.

The city will issue a notice of violation by mail or personal delivery at least ten days before taking enforcement action. Such notice must describe the violation and the date by which corrective action must be taken. A customer may appeal the notice of violation by filing a written notice of appeal with the city no later than the close of business on the day before the date scheduled for enforcement action. Any notice of violation not timely appealed will be final. Upon receipt of a timely appeal, a hearing on the appeal will be scheduled, and the city will mail written notice of the hearing date to the customer at least ten days before the date of the hearing.

Pending receipt of a written appeal or pending a hearing pursuant to an appeal, the city may take appropriate steps to prevent the unauthorized use of water as appropriate to the nature and extent of the violations and the current declared water level condition. (Ord. 2449 § 17, 2009)

13.14.180 Misdemeanor.

Any violation of this chapter may be prosecuted as a misdemeanor punishable by imprisonment in the county jail for not more than thirty days, or by a fine not exceeding one thousand dollars, or by both. (Ord. 2449 § 18, 2009)

13.14.190 Severability.

If any section, subsection, sentence, clause, phrase, or portion in this chapter is for any reason held invalid or unconstitutional by the decision of any court of competent jurisdiction, the validity of the remaining portions of the chapter will not be affected. The mayor and city council hereby declare it would have passed this ordinance and each section, subsection, sentence, clause or phrase thereof, irrespective of the fact that one or more sections, subsections, sentences, clauses, or phrases or portions thereof is declared invalid or unconstitutional. (Ord. 2449 § 19, 2009)

13.14.200 Establish water appeals board.

The city council may establish an appeals board, to review appeals concerning relief of conditions or violations that a water customer cannot resolve with staff. The city council shall adopt such rules and regulations as they deem reasonable and necessary to the formation, procedure and operation of the appeals board. This board may automatically be disbanded if the council phases out the mandatory conservation phases.

A. Upon approval by the council, a water appeals board will be created which shall consist of five members to be appointed by the city council.

1. The board shall be made of one member representing homeowners selected from a list of homeowners prepared by city council members, one member representing condominium homeowner associations, one member representing mobile home park residents selected from a list to be solicited from mobile home park resident associations, one member representing apartment owners selected from recommendations from the Apartment Association of Orange County, and one member representing business selected from a list to be prepared by the Chamber of Commerce.

B. The first water appeals board to be appointed shall, at its first meeting, classify its members by lot so that three shall serve for a term of one year and two shall serve for a term of two years. At the expiration of the terms so provided for, successors shall be appointed as defined above, with the approval of the council for a term of two years. Annually, on or before the date established by the city council, the mayor shall designate the chairman of the appeals board.

C. Vacancies on the appeals board shall be filled by appointment by the city council, for the unexpired term. Each member shall serve until his successor is appointed and qualified. A majority vote of the council shall be required to appoint a member of the appeals board, but a four-fifths vote of the council shall be required to remove any member of the board from office prior to the expiration of the board member's term.

D. Members of the appeals board shall either be residents of this city, engaged in business within the city, or own property in the city. No person shall be appointed to the board who holds any elected public office or employment of the city.

E. The decision of the water appeals board will be final unless appealed in accordance with section 8.

F. Absence from Board Meetings. If a member of the board shall be absent from three consecutive regular meetings of such board or absent for more than fifty percent of the regular meetings in any one-year period, the office shall be deemed to be vacant and

the term of such member terminated; and the secretary of the board shall immediately inform the city council of such termination. (Ord. 2449 § 5, 2009; Ord. 2186 § 5, 1992)

13.14.210 Water appeals board—Powers and duties.

The powers and duties of the appeals board shall consist of:

A. To determine the order of business for the conduct of its meetings and to hold such meetings as may be required by the rules or on call of the chairman or a majority of the members of the board. A majority of the members of the board shall constitute a quorum for the transaction of business, three votes shall be required to rule on any appeal or pass any motion.

B. To hold hearings regarding rules to supplement this chapter and subsequent revisions and amendments thereto, and to recommend to the city manager, for submission to the council, such rules as are herein provided for.

C. As provided by this chapter and by the water ordinance rules, to receive and hear appeals submitted by any person relative to water usage or alleged violation(s) of the water ordinance, and to certify its findings and recommendations as provided in this chapter.

D. In any hearing or investigation conducted by the appeals board, it shall have the power to request and examine records of the city. (Ord. 2449 § 6, 2009; Ord. 2186 § 6, 1992)

13.14.220 Board officer—Director of public works—Powers and duties.

A. The director of public works shall be the board officer. With the concurrence of the board and approval of the city council, the director of public works may delegate any of the powers and duties conferred upon him as a board officer under this chapter to any other officer of employee of the city, with the concurrence of the city manager.

B. The board officer shall:

1. Attend all meetings of the appeals board and serve as its secretary.
2. Administer all the provisions of this chapter and of the water ordinance not specifically reserved to the council or the appeals board.
3. Prepare and recommend to the council revisions and amendments to the water ordinance, subject to the review and recommendations of the appeals board and the city manager. The city attorney shall approve the legality of such revisions and amendments prior to their submission to council. (Ord. 2449 § 7, 2009; Ord. 2186 § 7, 1992)

13.14.230 Water conservation rules—Application and amendments.

A. Water conservation rules to supplement this chapter shall be adopted by the city council by resolution. Such rules may be amended from time to time by resolution of the city council. Such rules shall be prepared by the board officer and reviewed by the appeals board prior to adoption by the council.

B. Rules may be formulated as may be necessary and proper to carry out the intent and purpose of the water management program.

In determining whether relief from the penalties contained herein shall be granted, the appeals board shall take into consideration all relevant factors, including but not limited to:

1. Prior water conservation efforts;
2. Whether any additional reduction in water consumption will result in unemployment;
3. The number of members above four in the household;
4. The size of the residential property;
5. The number of persons in a residence;
6. Increased number of employees in commercial, industrial, and governmental offices;
7. Increased production requiring increased process water;
8. Water uses during new construction, essential maintenance, or remodeling;
9. Adjustments to water use caused by emergency health or safety hazards;
10. First filling of a permit-constructed swimming pool;
11. Water use necessary for reason related to family illness or health;
12. Car wash facilities which recycle the water; and
13. Laundromats.

Relief from other factors not included in this listing will be added upon review of the water appeals board and approved by the city council.

No relief from the curtailment of provisions shall be granted unless the customer shows that he/she has achieved the maximum practical reduction in water consumption other than in the specific areas in which relief is being sought. The board may request, and customer shall provide, reasonable and necessary information for resolution of the customer's application for relief.

C. Base Adjustment. The board, in its discretion, may adjust the billing period consumption assigned to any customer if that customer establishes, to the satisfaction of the board, that the billing period consumption, as herein provided, would cause him/her great hardship. However, any member of the city council or the city manager shall have the right within twenty calendar days of such determination to appeal that decision to the entire city council, whose decision shall be final. (Ord. 2449 § 8, 2009; Ord. 2186 § 8, 1992; Ord. 2138 § 4, 1990)

13.14.240 Request for exemptions from regulations.

Any person may request to be exempted from some or all of the limitations set forth in this chapter. All requests for exemption shall set forth, in writing and detail the basis and justification for such request. Written requests for exemption shall be submitted to the director of public works or his designated representative who is given the powers, duties and procedures by which to grant exemptions. The director of public works shall have fifteen calendar days from the date such request is received to approve, approve subject to conditions, disapprove, or request additional information. When additional information is requested, the fifteen day period shall commence at the time the additional information is received.

The director of public works shall prepare a written decision which describes the scope of the exemption granted, any conditions which may be applied to such approval or the basis for denial shall be attached to the requesting person's application for exemption. The person submitting an approved or conditionally approved exemption shall sign such approval or conditional approval and shall attest that the request for exemption is true and accurate and the scope of the approval or conditional approval is understood.

Within ten calendar days from the date of the director of public works' written decision, the requesting person may file a written appeal to the city council-established water appeals board.

The appeals board shall have thirty calendar days from the date of such request is received to approve, approve subject to reasonable conditions, disapprove, or request additional information from the requesting party except as provided hereinafter. When additional information is requested, the thirty day period shall commence at the time the additional information is received.

The appeals board shall prepare a written decision which describes the scope of the exemption granted, any conditions which may be applied to such approval or basis for its denial, and shall attach to this the requesting person's application for such exemption. The person who submitted the request shall sign such approval and shall attest under penalty of perjury that the request for exemption is true and accurate and the scope of the approval is understood by such person.

The decision of the appeals board may be appealed in twenty calendar days to the city council, whose decision shall be final. (Ord. 2449 § 9, 2009; Ord. 2186 § 9, 1992; Ord. 2138 § 4, 1990)

The City Clerk shall certify to the passage and adoption of this ordinance and shall cause the same to be published in the manner required by law. This ordinance shall become effective thirty (30) days from and after its passage.

Approved for introduction at a regular meeting on the 25th day of January 2017 by the following vote:

AYES:	COUNCIL MEMBERS:	TA, DIEP, CONTRERAS, HO, RICE
NOES:	COUNCIL MEMBERS:	NONE
ABSENT:	COUNCIL MEMBERS:	NONE

PASSED, APPROVED AND ADOPTED this 8th day of February 2017 by the following vote:

AYES:	COUNCIL MEMBERS:	TA, DIEP, CONTRERAS, HO, RICE
NOES:	COUNCIL MEMBERS:	NONE
ABSENT:	COUNCIL MEMBERS:	NONE

TRI TA, MAYOR

ATTEST:

AMANDA JENSEN, CMC,
CITY CLERK

APPROVED AS TO FORM:

RICHARD D. JONES, CITY ATTORNEY

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss.
CITY OF WESTMINSTER)

I, AMANDA JENSEN, City Clerk of Westminster, do hereby certify that the foregoing ordinance was introduced on the 25th day of January 2017 and was regularly adopted as a meeting thereof on the 8th day of February 2017.

Amanda Jensen, CMC, City Clerk

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Appendix C

Notice of Public Hearing

City of
WESTMINSTER
WWW.WESTMINSTER-CA.GOV

8200 WESTMINSTER BOULEVARD, WESTMINSTER, CA 92683 • (714) 898-3311

February 25, 2021

Orange County Clerk Record
12 Civic Center Dr.
Room 101
Santa Ana, CA 92701

Subject: City of Westminster 2020 Urban Water Management Plan Update

The City of Westminster is in the process of preparing and updating its 2020 Urban Water Management Plan (UWMP) in compliance with the Urban Water Management Planning Act and the Water Conservation Act of 2009, commonly referred to as SBX7-7. An update of the City of Westminster's UWMP is required every five (5) years.

Water Code section 10621(b) requires an urban water supplier updating its UWMP to notify cities and counties within its service area of the update at least sixty (60) days prior to holding a public hearing. This letter serves as City of Westminster's notice that it is preparing and updating its 2020 UWMP, to be adopted and submitted to the California Department of Water Resources before the July 1, 2021 deadline. City of Westminster will be adopting its Water Shortage Contingency Plan as part of the 2020 UWMP.

City of Westminster is also considering an Addendum to the 2015 UWMP to demonstrate consistency with the Delta Plan Policy to Reduce Reliance on the Delta Through Improved Regional Water Self-Reliance (California Code Reg., tit. 23, § 5003). The 2015 UWMP Addendum and a copy of City of Westminster's draft 2020 UWMP will be available for review on the Water Supplier website (https://www.westminster-ca.gov/departments/public-works/water-division) in spring of 2021, and City of Westminster will subsequently hold noticed public hearings on the 2020 UWMP, Water Shortage Contingency Plan, and 2015 UWMP Addendum in advance of their proposed adoption.

City of Westminster invites you to submit comments and consult with City of Westminster regarding its 2020 UWMP update and 2015 UWMP Addendum. City of Westminster anticipates holding a public comment period in spring 2021, with a public hearing planned during that time.

If you have any input for the matters contained in this notice letter, require additional information, or would like to set up a meeting to discuss City of Westminster's 2020 UWMP update, please contact me at (714) 548-3693, or by email at smiller@Westminster-CA.gov.

Sincerely,

Scott Miller
Water Superintendent, City of Westminster
(714) 548-3693

Advertising Invoice

Westminster Herald/Journal

296 Third Ave
Chula Vista, CA 91910

Phone: 619-427-3000

099
WHJ-CITY OF WESTMINSTER (CL)
8200 WESTMINSTER BLVD.
WESTMINSTER, CA 92683

Acct. #: 00007319
Phone: #:
Post Date: 06/03/2021
Job #

Ad #	Text	Start	Stop	Ins.	Amount	Prepaid	Due
00106535	106535 PH2020UrbanWater-	05/27/2021	06/03/2021	2	580.00	0.00	580.00

Thank you for your business.

Please return a copy with payment

Total Due **580.00**

AFFP
106535 PH2020UrbanWater-Cordon

JUN08'21 PM 3:33 RCVD

Affidavit of Publication

STATE OF CALIFORNIA } SS
COUNTY OF ORANGE }

I am a citizen of the United States; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principle clerk of the printer of WESTMINSTER JOURNAL, a newspaper of general circulation, published ONCE WEEKLY in the city of WESTMINSTER, County of ORANGE, which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of ORANGE, State of California under the date of November 12, 1980, Case Number A-106329; that the notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

May 27, 2021, June 03, 2021

That said newspaper was regularly issued and circulated on those dates.
SIGNED:

Westminster Journal

Subscribed to and sworn by me this 3rd day of June 2021.

00007310 00106535

099
WHJ-CITY OF WESTMINSTER (CL)
8200 WESTMINSTER BLVD.
WESTMINSTER, CA 92683

CITY OF WESTMINSTER
PUBLIC HEARING NOTICE

NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF WESTMINSTER WILL HOLD A PUBLIC HEARING at its meeting of June 9, 2021, at 7 p.m., or as soon thereafter as the matter may be heard, in the Council Chambers at the Westminster Civic Center, 8200 Westminster Boulevard, Westminster, California, or via teleconference/web conference pursuant to State of California Executive Order N-29-20, on the following item:

2020 URBAN WATER MANAGEMENT PLAN &
WATER SHORTAGE CONTINGENCY PLAN

The public hearing is being held to consider the City's proposed 2020 Urban Water Management Plan ("UWMP"), 2020 Water Shortage Contingency Plan ("WSCP"), and Appendix J as an Addendum to its 2015 UWMP in advance of their proposed adoption; and in accordance with the Urban Water Management Planning Act (California Water Code Sections 10610 through 10656; herein referred to as the "Act"). The Act requires "every urban water supplier providing water for municipal purposes to more than 3,000 customers or supplying more than 3,000 acre-feet of water annually" to prepare, adopt, and file a UWMP with the California Department of Water Resources and review and update its UWMP every five years. The purpose of the public hearing will be to solicit public comment prior to adoption of the proposed updated UWMP and WSCP.

Copies of the proposed 2020 UWMP, 2020 WSCP, and Appendix J as an Addendum to its 2015 UWMP are available for public inspection at either the Water Division of the Department of Public Works of the City, which is located at 14381 Olive St., Westminster, CA 92683, or in the Office of the City Clerk, which is located at 8200 Westminster Blvd., Westminster, CA 92683 during normal business hours of 7 a.m. – 5 p.m. It will also be available on the City's website, https://www.westminster-ca.gov/departments/public-works/water-division.

At said City Council public hearing, all persons wishing to speak on this matter will be heard. The meeting is scheduled to occur via the Zoom virtual meeting application:

- Direct link: https://us02web.zoom.us/j/88430472582
- Or One tap mobile: US: +16699009128,,88430472582# or +12532158782,,88430472582#
- Or Telephone: Dial (for higher quality, dial a number based on your current location):
US: +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799 or +1 301 715 8592 or +1 312 626 6799 or +1 646 558 8656
- Webinar ID: 884 3047 2582

For more information, please contact Jake Ngo, Interim Public Works Director/City Engineer at (714) 548-3691 or JNgo@westminster-ca.gov.
Westminster Journal 5/27,6/3/21-106535

CITY OF WESTMINSTER

PURCHASE REQUISITION

VENDOR		FINANCE:	PURCHASE NO.
Westminster Journal		VENDOR PURCHASES BELOW $30,000? Y N	
ADDRESS			
296 Thrid Ave		APPROVED BY COUNCIL ON _____	
CITY, STATE, ZIP CODE			REQUISITION NO.
Chula Vista, CA 91910		BUDGET AVAILABLE? Y N	
TELEPHONE NO.	CONTACT	BIDS (amts greater than $5,000, less than $30,000):	
619-427-3000		1.	
VENDOR #	TAX ID #	2.	
9182		3.	
DATE	DELIVER TO	COMMENTS:	
6/9/2021	Yard		
DATE REQUIRED	TERMS		
ASAP	Net 30		

ITEM	QTY.	UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	EXTENDED PRICE
						-
1			Advertising for UWMP	55500-44010		580.00
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				Subtotal		580.00
				Freight		
				Tax		
				Tax		580.00

REQUISITIONER	AUTHORIZED APPROVAL
▶ DATE 6/9/2021	▶ DATE

Appendix D

Adopted Water Shortage Contingency Plan Resolution

RESOLUTION NO. 5044

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF WESTMINSTER ADOPTING A WATER SHORTAGE CONTINGENCY PLAN (WSCP)

WHEREAS, The California Urban Water Management Planning Act, (Wat. Code §10610, et seq. ("the Act"), mandates that every urban supplier of water providing water for municipal purposes to more than 3,000 customers or supplying more than 3,000 acre feet of water annually, prepare and adopt, in accordance with prescribed requirements, a Water Shortage Contingency Plan (WSCP) as part of its Urban Water Management Plan ("Plan"); and

WHEREAS, the Act specifies the requirements and procedures for adopting such WSCPs; and

WHEREAS, pursuant to recent amendments to the Act, urban water suppliers are required to adopt and electronically submit their WSCPs to the California Department of Water Resources (DWR) by July 1, 2021; and

WHEREAS, pursuant to the Act, "urban water supplier" means a supplier, either publicly or privately owned, providing water for municipal purposes either directly or indirectly to more than 3,000 customers or supplying more than 3,000 acre-feet of water annually. An urban water supplier includes a supplier or contractor for water, regardless of the basis of right, which distributes or sells for ultimate resale to customers; and

WHEREAS, Westminster Water Division meets the definition of an urban water supplier for purposes of the Act and is required to prepare and adopt and WSCP as part of its 2020 Plan; and

WHEREAS, Westminster Water Division has prepared a WSCP in accordance with the Act, and in accordance with applicable legal requirements, has undertaken certain coordination, notice, public involvement, public comment, and other procedures in relation to its WSCP; and

WHEREAS, in accordance with the Act, Westminster Water Division has prepared its WSCP with its own staff, with the assistance of consulting professionals, and in cooperation with other governmental agencies, and has utilized and relied upon industry standards and the expertise of industry professionals in preparing its WSCP, and has also utilized DWR's Urban Water Management Plan Guidebook 2020, including its related appendices, in preparing its WSCP; and

WHEREAS, in accordance with applicable law, including Water Code section 10642, and Government Code section 6066, a Notice of a Public Hearing regarding City's WSCP was published within the jurisdiction of Westminster Water Division on May 27, 2021 and June 3, 2021; and

WHEREAS, in accordance with applicable law, including but not limited to Water Code section 10642, a public hearing was held on June 9, 2021 at 7:00 p.m., or soon thereafter, via teleconference only via Zoom in order to provide members of the public and other interested entities with the opportunity to be heard in connection with proposed adoption of the WSCP and issues related thereto; and

WHEREAS, pursuant to said public hearing on Westminster Water Division's WSCP, the City, among other things, encouraged the active involvement of diverse social, cultural, and economic members of the community within the Westminster Water Division's service area with regard to the WSCP, and encouraged community input regarding the City's WSCP; and

WHEREAS, the City Council has reviewed and considered the purposes and requirements of the Act, the contents of the WSCP, and the documentation contained in the administrative record in support of the WSCP, and has determined that the factual analyses and conclusions set forth in the WSCP are legally sufficient; and

WHEREAS, the City Council desires to adopt the WSCP and to incorporate it as part of its 2020 Plan prior to July 1, 2021 in order to comply with the Act.

WHEREAS, Section 10652 of the California Water Code provides that the California Environmental Quality Act (Division 13 (commencing with Section 21000) of the Public Resources Code) (CEQA) does not apply to the preparation and adoption of a WSCP as part of Plan pursuant to California Water Code section 10632.

NOW THEREFORE BE IT RESOLVED, the City Council of the Westminster Water Division hereby resolves as follows:

SECTION 1. The Water Shortage Contingency Plan (WSCP) is hereby adopted as amended by changes incorporated by the City Council as a result of input received (if any) at the public hearing and ordered filed with the Secretary of the City Council and shall be incorporated into Water Division's 2020 Plan;

SECTION 2. The City is hereby authorized and directed to include a copy of this Resolution in Westminster Water Division's WSCP and/or in Westminster Water Division's 2020 Plan.

SECTION 3. The City is hereby authorized and directed, in accordance with Water Code sections 10621(d) and 10644(a)(1)-(2), to electronically submit a copy of the WSCP, as part of its 2020 Plan, to DWR no later than July 1, 2021.

SECTION 4. The City is hereby authorized and directed, in accordance with Water Code section 10644(a), to submit a copy of the WSCP, as part of its 2020 Plan, to the California State Library, and to any city or county within which the Westminster Water Division provides water supplies no later than thirty (30) days after this adoption date.

SECTION 5. The City is hereby authorized and directed, in accordance with Water Code section 10645, to make the WSCP available for public review at the City's offices

during normal business hours and on its website at https://www.westminster-ca.gov/departments/public-works/water-division no later than thirty (30) days after filing a copy of the WSCP, as part of its 2020 Plan, with DWR.

SECTION 6. The City is hereby authorized and directed to implement the WSCP in accordance with the Act and to provide recommendations to the City Council regarding the necessary budgets, procedures, rules, regulations, or further actions to carry out the effective and equitable implementation of the WSCP.

SECTION 7. The City Council finds and determines that this resolution is not subject to CEQA pursuant to Water Code Section 10652 because CEQA does not apply to the preparation and adoption of a WSCP or to the implementation of the actions taken pursuant to such plans. Because this resolution comprises the City Council's adoption of its WSCP and involves its implementation, no CEQA review is required.

SECTION 8. Pursuant to CEQA, the City Council directs staff to file a Notice of Exemption with the City Clerk's Office within five (5) working days of adoption of this resolution.

SECTION 9. The document and materials that constitute the record of proceedings on which this resolution and the above findings have been based are located at 8200 Westminster Blvd., Westminster, California. The custodian for these records is the City Clerk.

PASSED, APPROVED AND ADOPTED this 9th day of June 2021 by the following vote:

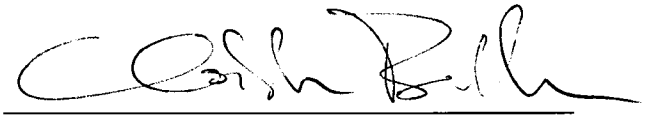
AYES:	COUNCIL MEMBERS:	TA, NGUYEN, DO, HO, MANZO
NOES:	COUNCIL MEMBERS:	NONE
ABSENT:	COUNCIL MEMBERS:	NONE

TRI TA, MAYOR

ATTEST:

CHRISTINE CORDON, CITY CLERK

APPROVED AS TO FORM:



CHRISTIAN L. BETTENHAUSEN,
CITY ATTORNEY

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss.
CITY OF WESTMINSTER)

I, CHRISTINE CORDON, hereby certify that I am the duly appointed City Clerk of the City of Westminster and that the foregoing resolution was duly adopted at a regular meeting of the City Council of the City of Westminster held on the 9th day of June 2021.

Christine Cordon, City Clerk

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