

**RESOLUTION NO. 283**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF PELICAN BAY, TEXAS AUTHORIZING THE MAYOR TO SUBMIT THE CITY OF PELICAN BAY EMERGENCY PREPAREDNESS PLAN TO TEXAS COMMISSION ON ENVIRONMENTAL QUALITY FOR PLAN APPROVAL AND SUBSEQUENT IMPLEMENTATION.**

**WHEREAS**, Senate Bill 3 states that an affected utility, as defined by Texas Water Code 13.1394, shall provide a minimum of 20 psi for the system during an extended power outage (greater than 24 hours); and

**WHEREAS**, no later than March 1, 2022, each affected utility shall submit an Emergency Preparedness Plan. No later than July 1, 2022, or upon final approval by the commission each affected utility shall implement the Emergency Preparedness Plan; and

**WHEREAS**, one 90-day extension will be allowed for “good cause”. The rule does not state a required completion date.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PELICAN BAY, TEXAS THAT:**

**Section 1:** The recitals to this Resolution are found to be true and correct and are incorporated herein for all purposes.

**Section 2:** The acceptance of the attached Emergency Preparedness Plan is hereby approved.

**Section 4:** The Public Works Director is authorized to file the Emergency Preparedness Plan with Texas Commission on Environmental Quality for the City of Pelican Bay.

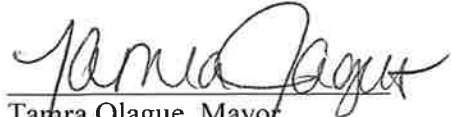
**Section 5:** It is hereby officially found and determined that the meeting at which this resolution was passed was open to the public and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act.

**Section 6:** This resolution shall take effect immediately upon its passage and approval as prescribed by law.

PASSED and APPROVED this 29 day of August 2022.

CITY OF PELICAN BAY

BY:

  
Tamra Olague, Mayor

ATTEST:

  
Teri Anthony, City Secretary



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# Emergency Preparedness Plan Template

For All Affected Utilities Except Fort Bend and Harris Counties

## Assistance

If you need assistance with the EPP template please fill out the **EPP Help Form** at [www.tceq.texas.gov/goto/epp-help](http://www.tceq.texas.gov/goto/epp-help) and TCEQ will contact you via email or phone to work with you.

## General Information

Water System Name:	City of Pelican Bay
PWS ID No. (if applicable):	2200164
District No. (if applicable):	
County:	Tarrant County
CCN No. (if applicable):	
Owner:	City of Pelican Bay
Prepared by:	Justin Ivy, Saul Mendoza
Preparer's Phone No.:	214-361-7900
Preparer's Email:	jivy@bhcllp.com, smendoza@bhcllp.com
Preparer's Mailing Address:	11910 Greenville Avenue #600
Preparer Title:	P.E., E.I.T.
Preparer's Organization:	Birkhoff, Hendricks & Carter
Expected Completion Date	August 24, 2022

## Option(s) Chosen:

- Refer to Section III-ALTERNATE POWER OPTIONS OVERVIEW.  
Circle **all** Option(s) that will provide emergency operations during extended power outages lasting more than 24 hours for this affected utility.

1 2A 2B 3A 3B 4 5 6 7 8A 8B 9 10A 10B 11 12 13 14

- Short Explanation of Proposed Emergency Preparedness Plan (i.e. *Using portable generator to power 2 out of 3 wells*): **Installing a 60kW generator at Jason Ct Pump Station to power wells and pumps**
- Will this plan provide for 20 pounds per square inch (psi) of pressure to all your direct customers during a power outage lasting more than 24 hours caused by a natural disaster?

I certify, under penalty of law, that all the information provided herein is true and accurate to the best of my knowledge.

Signature:  Title *Director of Public Works* Date *08/29/22*

## UPDATES TO EMERGENCY PREPAREDNESS PLAN (EPP)

The EPP is updated as changes occur such as dictated by personnel, phone numbers, water plant additions, modifications, and serving additional water systems.

Record updates below:

Last Updated By	Title	Purpose (page #s)	On (Date)
N/A	N/A	N/A	N/A

**SECTION I – INTRODUCTION**

**1. APPLICABILITY**

This emergency preparedness plan template was developed for the operators and administrators of affected utilities to comply with the requirements for “affected utilities” in Texas Water Code, Section 13.1394 as required by Senate Bill 3 (SB 3) and to demonstrate the affected utility’s ability to provide emergency operations during extended power outages lasting **more than 24 hours**.

An **affected utility** is a retail public utility, exempt utility, or provider or conveyer of potable or raw water service that furnishes water service to more than one customer, provides overnight accommodations, and **is not** an affected utility under Texas Water Code, Section 13.1395. An **extended power outage** means a power outage lasting more than 24 hours.

**If you believe that you are NOT an affected utility please email [PDWEPP@tceq.texas.gov](mailto:PDWEPP@tceq.texas.gov) to ensure that the requirements do not apply to the water system.**

**A. Describe Your Water System. Check all that apply.**

Residential     Commercial     Industrial     Wholesale     Institution

**B. Is This EPP For An  Existing or  Proposed Water System?**

**2. CONTACT INFORMATION**

During any type of emergency, the following person(s) will be responsible for the water system (contact will be attempted in the order indicated):

Name	Title in the Organization	E-mail	Office Phone Number	Cell Phone Number	Home Phone Number	Other Phone Number
Mike Lowery	Director of Public Works	publicworks@cityofpelicanbay.com	817-307-4118			

**3. Location of Maps**

The maps are not required to be submitted to TCEQ for review of the EPP but should be available in case of an emergency to enable staff to locate valves, lines, and meters.

Where are your distribution system(s) map(s) located? On the wall in the city hall.

**4. Diagram of Water System**

Submit a diagram of your drinking water system that shows all equipment (source(s), tank(s), pumps), treatment chemicals, and any open or closed interconnects with other water systems.

Attached

**Section II – DESCRIPTION OF THE WATER SYSTEM**

IMPORTANT: Include only the equipment located at your water system, not the equipment located at another water system unless two or more systems rely on each other for emergency purposes and it is documented in a contract or written agreement.

**1. SOURCE INFORMATION**

**A. Does Your Water System Have A Ground Water Well(s)?** YES  NO  (If NO, go to 1.B)

TCEQ Source ID	Owner's Designation	Well Location	Used During an Emergency?	Pump Capacity
G2200164A	Well 1	1525 Long	Yes	38 gpm
G2200164B	Well 2	1150 Pelican Dr	No	26 gpm
G2200164C	Well 3	1150 Pelican Dr	No	15 gpm
G2200164D	Well 4	1150 Pelican Dr	No	15 gpm
G2200164E	Well 5	1713 Pelican Oval	No	26 gpm
G2200164F	Well 6	92 Acres	No	15 gpm
G2200164G	Well 7	1713 Pelican Oval	No	32 gpm
G2200164H	Well 8	1713 Pelican Oval	No	18 gpm
G2200164I	Well 9	1713 Pelican Oval	No	18 gpm
G2200164J	Well 10	92 Acres	No	15 gpm
G2200164K	Well 11	1653 Jason Ct	Yes	15 gpm
G2200164N	Well 14	92 Acres	No	38 gpm
G2200164O	Well 15	Compound Station	No	30 gpm
G2200164P	Well 16	Jr. Pump Station	No	24 gpm
G2200164Q	Well 17	Liberty School Rd	Yes	27 gpm
G2200164R	Well 18	Liberty School Rd	Yes	32 gpm
G2200164S	Well 19	Liberty School Rd	Yes	37 gpm

**B. Does Your Water System Treat Surface Water or Ground Water Under the Influence of Surface Water Sources(s)?** YES  NO  (If NO, go to 1.C)

TCEQ Source ID	Owner's Designation	Intake Location	Used During an Emergency?	Number of Pumps	Total Pump Capacity at Intake
TX2200002		1653 Jason Ct., 75K G.S.	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	3	gpm

**C. Does Your Water System Purchase (or Receive) Water?** YES  NO  (If NO, go to 2.A)

- i. Is this affected utility a direct pressure system? (Does the provider's water flow directly into your distribution system, not into a tank? Direct pressure systems generally have no tanks or pumps.)  
YES  NO
- ii. Does this affected utility re-pressurize the water received from the provider? (Does the water from the provider flow into a tank which is then pumped out into the distribution system by your own pumps?)  
YES  NO

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Provider Name	PWS ID	Pressure Plane (if more than 1 plane)	Will You Rely on This Provider for Water During an Emergency?	Will You Rely on This Provider for Pressure at Your Customer's Connections During an Emergency?	Capacity	Normally Open or Closed Interconnect?
City of Azle	TX2200002		YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	149,600 gpd	Closed

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**2. TREATMENT INFORMATION**

**A. Does Your Water System Disinfect the Water?** YES  NO  (If NO, go to 2.B)

Disinfectant	Location (Plant Name)	Disinfectant Used During an Emergency?	Type of Disinfectant (Liquid/Gas)	Volume Stored (gals or lbs.)	Days of Storage (Emergency Demand)	Electricity Required to Feed Disinfectant?
Sodium Hypochl.	1713 Pelican	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	Liquid	350 gal	60	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

**B. Does Your Water System Provide Treatment Other Than Disinfection?** YES  NO  (If NO, go to 2.C)

Chemical	Location (Plant Name)	Chemical Used During an Emergency?	Type of Chemical (Liquid/Gas)	Volume Stored (gals or lbs.)	Days of Storage (Emergency Demand)	Electricity Required to Feed Chemical
		YES <input type="checkbox"/> NO <input type="checkbox"/>				YES <input type="checkbox"/> NO <input type="checkbox"/>
		YES <input type="checkbox"/> NO <input type="checkbox"/>				YES <input type="checkbox"/> NO <input type="checkbox"/>

**C. Does Your Water System Have Any Service or Transfer Pump(s)?** These are the pumps located within the treatment processes of your treatment Plant(s). (Do not include well or intake pumps)

YES  NO  (If NO, go to 3.A)

Pump	Location (Plant Name)	Pump Used During an Emergency?	Equipment Directly Before Pump	Equipment Directly After Pump	Pump Capacity
10 GPD L.M.I.	1653 Jason Ct.	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	Well #1	75K GST	10 GPD
3 GPD L.M.I	1150 Pelican	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	Wells	42K GST	3 GPD
3 GPD L.M.I	1713 Pelican	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	Wells	42K GST	3 GPD
3 GPD L.M.I	92 Acres	NO	Wells	42K GST	3 GPD

**3. DISTRIBUTION SYSTEM INFORMATION**

**A. Does Your Water System Have Distribution Pumps?** YES  NO  (If NO, go to 3.B)

Pump	Location (include pressure plane)	Pump Used During an Emergency?	Equipment Directly Before Pump	Equipment Directly After Pump	Pump Capacity
2-25 H.P.	1653 Jason Ct	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	75K GST	Check valve	1,000 gpm
7.5 H.P.	1653 Jason Ct	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	42K GST	Check valve	200 gpm
6-10 H.P.	1713 Pelican	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	42K GST	Check valve	1320 gpm

**B. Does Your Water System Have Any Finished Water Storage/Pressurization Tanks?**

YES  NO  (If NO, go to 4.A)

Tank Type (Elevated, Hydropneumatic, Ground or Standpipe)	Location (include pressure plane)	Tank Used During an Emergency?	Equipment Directly Before Tank	Equipment Directly After Tank	Tank Capacity
		YES <input type="checkbox"/> NO <input type="checkbox"/>			gal
		YES <input type="checkbox"/> NO <input type="checkbox"/>			gal
		YES <input type="checkbox"/> NO <input type="checkbox"/>			gal

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4. PRESSURE PLANES

Does Your Water System Have More Than One Pressure Plane? YES  NO  (If NO, go to 5)

Pressure Plane	TCEQ Source ID(s) or Provider PWS ID(s)	Plant Name(s) <i>(If Applicable)</i>	Pump Name(s) <i>(If Applicable)</i>

5. SYSTEM DEMAND

Emergency Operation means the demand in MGD from highest usage within last 3 years, exclude fire events and large water main breaks.

Demand Information	Normal Operation	Emergency Operation
Average Daily Demand:	0.151 MGD	0 MGD
Maximum Daily Demand:	0.288 MGD	0 MGD
System Capacity:	0.403 MGD	0.20 MGD

6. SYSTEM SIZE

A. Does Your Water System Sell/Provide Water to Other Water Systems?

YES  NO  (If NO, go to 6.B)

Receiver/Buyer Name	PWS ID <i>(if applicable)</i>	Normally Open or Normally Closed Interconnect?	Will You Provide 20 psi Throughout the Receiver's Distribution System During an Emergency?	Number of Connections in the Receiver's Water System	Population of the Receiver's Water System
			YES <input type="checkbox"/> NO <input type="checkbox"/>		

B. Number of Connections and Population in Each Pressure Plane in Your Water System?

(If applicable, include any connections from other water systems you may serve in the table in 6.A)

Pressure Plane <i>(if applicable)</i>	Number of Connections	Population
One pressure plane	797	1620

7. POWER PROVIDER(S)

Electric Utility or Retail Electrical Provider(s)	Tri Co. Electric
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8. ELECTRICAL SCHEMATIC

Provide an electrical schematic or diagram of your water system's emergency power facilities and the equipment (treatment(s), supply, pressure maintenance, etc.) that is powered.

9. OTHER PERTINENT SYSTEM INFORMATION

Other information about the system that could be useful during an emergency:

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**Section III– Alternate Power Options Overview**

The following is a list that will assist in determining which option (or options) should be selected to demonstrate the ability to provide emergency operations during extended power outages lasting more than 24 hours. Provide the required information on the following applicable pages. You must select at least one option and **options (7-13) may require more than one option.**

**OPTION 1: PERMANENTLY INSTALLED AUTOMATIC STARTING AUXILIARY GENERATOR(S)**

COMPLETE OPTION 1 – Sections A through C

**OPTION 2A: YOUR SYSTEM WILL RELY ON YOUR PROVIDER DURING AN EXTENDED POWER OUTAGE**

The type of systems that will utilize this option are a distribution only system which receives water under direct pressure relying on their provider for water at 20 psi throughout their distribution system. A water system receives water to a tank and re-pressurizes the water to maintain 20 psi in their distribution system may also choose this option. Choose if you will rely on a water provider *during an extended power outage.*

COMPLETE OPTION 2A – Sections A and B

**OPTION 2B: MEMBER OF TXWARN**

A “**distribution only**” system may only use this option if it needs certified staff for operational purposes or needs equipment to repair their distribution system. A **distribution only system** will need to choose Option 2A for the purpose of maintaining 20 psi in its distribution system during an extended power outage.

COMPLETE OPTION 2B – Sections A through B

**OPTION 3A: NEGOTIATION OF LEASING AND CONTRACTING AGREEMENTS**

Your facility has obtained a leasing or contract agreement for emergency power equipment and fuel. The agreement(s) must provide for coordination with the Texas Division of Emergency Management.

COMPLETE OPTION 3A – Sections A through D

**OPTION 3B: MUTUAL AID AGREEMENT(S) WITH OTHER WATER PROVIDERS**

Your facility is a member of another mutual aid provider, you have identified, and will make available one or more resources with another mutual aid provider. Your facility has obtained mutual aid agreement(s) for emergency power equipment and fuel with other water providers including retail, exempt, potable, or raw water providers. The agreement(s) must provide for coordination with the Texas Division of Emergency Management.

COMPLETE OPTION 3B – Sections A through B

**OPTION 4: USE OF PORTABLE GENERATOR(S) CAPABLE OF SERVING MULTIPLE FACILITIES EQUIPPED WITH QUICK-CONNECT SYSTEMS**

A portable generator capable of being moved to serve multiple facilities where both the portable generator and facilities are equipped with compatible quick-connect systems.

COMPLETE OPTION 4 – Sections A through D

**OPTION 5: USE OF ON-SITE ELECTRICAL GENERATION OR DISTRIBUTED GENERATION FACILITIES**

On-site electrical generation or distributed generation facilities. On-site electrical generation means that each facility generates, or can generate, its own power rather than being powered by a commercial electric power grid. Distributed Generation Facilities are small-scale power producing facilities located near the electrical load, which may feed into a common grid. An example is electricity generated by solar power.

COMPLETE OPTION 5 – Sections A through D

**OPTION 6: HARDENING THE ELECTRIC TRANSMISSION AND DISTRIBUTION SYSTEM SERVING THE WATER SYSTEM**

One alternative is to relocate electric transmission lines for the system from overhead to underground and protect them from strong winds. Another alternative is to replace overhead transmission lines, poles and rated appurtenances with ones that can withstand historical hurricane-force wind velocities, and trim or remove any trees or branches next to and above the overhead transmission lines.

COMPLETE OPTION 6 – Sections A and B

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**OPTION 7: USE AND MAINTENANCE OF DIRECT ENGINE OR RIGHT-ANGLE DRIVES**

Direct engine or right-angle drive. This option is only available to existing facilities, **may** require more than one option, and must still provide 20 psi throughout the distribution system.

COMPLETE OPTION 7 – Sections A through C

**OPTION 8A: DESIGNATION OF THE WATER SYSTEM AS A CRITICAL LOAD FACILITY**

Your water system is registered with your electric provider as a critical load facility, this **will** require more than one option, and must provide 20 psi throughout the distribution system (see page 19 for additional information on the requirement for a second option). Will require documentation from your electric provider indicating your facility is protected from power loss lasting more than 24 hours.

COMPLETE OPTION 8 – Sections A and B

**OPTION 8B: RECOGNITION OF THE WATER SYSTEM AS HAVING REDUNDANT, ISOLATED, OR DEDICATED ELECTRICAL FEEDS**

Your water system has redundant, isolated, or dedicated electrical feeds to water plant(s) and equipment, this **will** require more than one option, and must provide 20 psi throughout the distribution system (see page 21 for additional information on the requirement for a second option). Will require documentation from your electric provider indicating your facility is protected from power loss lasting more than 24 hours.

COMPLETE OPTION 8B – Sections A and C

**OPTION 9: PROVIDE WATER STORAGE CAPABILITIES**

Your water system has sufficient ground, elevated, or standpipe storage to provide your entire distribution system with water at 20 psi during an extended power outage lasting more than 24 hours. This option **may** need to be combined with another option.

COMPLETE OPTION 9 – Sections A and E

**OPTION 10A: WATER IS DELIVERED TO YOUR DISTRIBUTION SYSTEM FROM OUTSIDE YOUR SERVICE AREA USING AN EMERGENCY INTERCONNECT**

Water is delivered from outside your service area in such a manner that you can provide water at 20 psi to your distribution system during an extended power outage lasting more than 24 hours. This option **may** need to be combined with another option.

COMPLETE OPTION 10 – Sections A and F

**OPTION 10B: WATER IS DELIVERED TO YOUR DISTRIBUTION SYSTEM FROM OUTSIDE YOUR SERVICE AREA USING A WATER HAULER**

Water is delivered from outside your service area in such a manner that you can provide water at 20 psi to your distribution system during an extended power outage lasting more than 24 hours. This option **may** need to be combined with another option.

COMPLETE OPTION 10 – Sections A and H

**OPTION 11: WATER SYSTEM HAS THE ABILITY TO PROVIDE WATER THROUGH ARTESIAN FLOWS**

An affected utility can provide water using an approved artesian source to their distribution system at 20 psi during an extended power outage lasting more than 24 hours. This option **will** need to be combined with another option (see page 28 for additional information on the requirement for a second option).

COMPLETE OPTION 11 – Sections A and E

**OPTION 12: REDUNDANT INTERCONNECTIVITY BETWEEN PRESSURE ZONES**

An affected utility opens valves in one or more pressure zones within their water system to provide water at 20 psi in all pressure zones throughout its entire distribution system during an extended power outage lasting more than 24 hours. This option **may** need to be combined with another option.

COMPLETE OPTION 12 – Sections A and D

**OPTION 13: USE EMERGENCY WATER DEMAND RULES TO MAINTAIN EMERGENCY OPERATIONS**

An affected utility will provide a minimum of 0.35 gallons per minute (gpm) per connection to the distribution system while maintaining distribution pressures of at least 20 psi in the event of the loss of normal power supply. This option **will** need

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to be combined with other option(s) to ensure 20 psi during a water outage lasting more than 24 hours (see page 30 for additional information on the requirement for a second option).

COMPLETE OPTION 13 – Sections A and D

**OPTION 14: ANY OTHER ALTERNATIVE DETERMINED BY THE COMMISSION TO BE ACCEPTABLE**

An affected utility can propose other alternatives of meeting the requirements of TWC 13.1394 if the alternative(s) ensure water will be provided at 20 psi throughout the distribution system during a water outage lasting more than 24 hours.

COMPLETE OPTION 14 – Sections A and B

**Section IV– Alternate Power Options Details**

**OPTION 1: PERMANENTLY INSTALLED AUXILIARY GENERATOR(S)**

**A. Generator Specifications.**

Please list all the generators, all equipment to be powered, and the power needs for each piece of equipment.

Generator Brand & Model	Max Power (KW)**	Phase	Fuel Type	Automatic Switch Gear?	Facility Staffed 24 hours a day, 7 days a week?	List all Facilities and Treatment Units That Will Be Powered During an Emergency	Power Requirements for Each Facility and Treatment Unit Powered**
Caterpillar, Kohler, Generac, or equal	60	1 <input checked="" type="checkbox"/>	Diesel	YES <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	Well pump 1	18.6 kW
		2 <input type="checkbox"/>		NO <input type="checkbox"/>	NO <input checked="" type="checkbox"/>	Well pump 11	18.6 kW
		3 <input type="checkbox"/>				Well pump 17	18.6 kW
						Well pump 18	18.6 kW
						Well pump 19	18.6 kW
						10 G/D injection pump	4 kW
		1 <input type="checkbox"/>		YES <input type="checkbox"/>	YES <input type="checkbox"/>		
		2 <input type="checkbox"/>		NO <input type="checkbox"/>	NO <input type="checkbox"/>		
		3 <input type="checkbox"/>					
		1 <input type="checkbox"/>		YES <input type="checkbox"/>	YES <input type="checkbox"/>		
		2 <input type="checkbox"/>		NO <input type="checkbox"/>	NO <input type="checkbox"/>		
		3 <input type="checkbox"/>					

**B. Fuel Location**

i. Physical Location of Fuel Supply (GPS or "911" address): **1653 Jason Ct.**

**C. Fuel Re-supply. Must have sufficient fuel to provide emergency power for a minimum of 48 hours or more if needed.**

- i. How much fuel is stored on site? **205 gallons**
- ii. How much fuel does the generator use per hour? (Attachment C may assist in determining that amount) **4.2 gallons/hour**
- iii. Does the water system have access to diesel additive to prevent fuel from freezing? **Yes**

**Section V – Emergency Communications**

Emergency Communications are an essential part of an emergency response event. Knowing who to notify before an emergency event occurs is the best way to ensure that you, your system, and your customers receive needed emergency assistance. Many numbers have been provided to assist you with completing this portion of the plan. Please feel free to make copies of the pages in Section IV to post at your facility and/or to train your employees. **If you are a member of another mutual aid organization other than TXWARN please include them on this list.**

**A. Emergency Contacts**

Organization	Phone Numbers (include area code)		E-Mail or Website
	Day	Evening	
Fire Department	911	911	
Police Department	911	911	
Emergency Medical Service	911	911	
TCEQ Water Homeland Security	888/777-3186	888/777-3186	
Texas PUC	512/936-7405		<a href="http://www.puc.texas.gov/industry/water/utilities/fmt.aspx">http://www.puc.texas.gov/industry/water/utilities/fmt.aspx</a> Email: <a href="mailto:water@puc.texas.gov">water@puc.texas.gov</a>
National Response Center	800/424-8802	800/424-8802	<a href="http://nrc.uscg.mil/Default.aspx">http://nrc.uscg.mil/Default.aspx</a>
State Spill Hotline	800/832-8224	800/832-8224	<a href="https://www.tceq.texas.gov/response/spills">https://www.tceq.texas.gov/response/spills</a>
Poison Control	800/222-1222	800/222-1222	<a href="http://poisoncontrol.org/home/">http://poisoncontrol.org/home/</a>
CHLOREP (Chlorine Emergency Plan)	800/424-9300	800/424-9300	<a href="https://www.chlorineinstitute.org/emergency-preparedness/chlorep/">https://www.chlorineinstitute.org/emergency-preparedness/chlorep/</a>
TCEQ Regional Office	24-hour cell phone 512/965-2717		Website: <a href="https://www.tceq.texas.gov/agency/directory/region/reglist.html">https://www.tceq.texas.gov/agency/directory/region/reglist.html</a>
<a href="#">County judge</a>	817-884-1441		Email:  Website: <a href="https://www.tarrantcounty.com/en/county-judge.html?linklocation=supermenu&amp;linkname=Glen%20Whitley">https://www.tarrantcounty.com/en/county-judge.html?linklocation=supermenu&amp;linkname=Glen%20Whitley</a>
County Office of Emergency Management	817-884-1804 817-884-2906		Email: <a href="mailto:dmmccurdy@tarrantcounty.com">dmmccurdy@tarrantcounty.com</a>  Website: <a href="https://access.tarrantcounty.com/en/administration/staff/county-emergencymanagement-coordinator.html?linklocation=supermenu&amp;linkname=Emergency%20Manager">https://access.tarrantcounty.com/en/administration/staff/county-emergencymanagement-coordinator.html?linklocation=supermenu&amp;linkname=Emergency%20Manager</a>
County Sheriff's Office	911	911	Email:  Website: <a href="https://access.tarrantcounty.com/em/sheriff.html">https://access.tarrantcounty.com/em/sheriff.html</a>
County Public Health & Environmental Services	817-321-4700		Email:  Website: <a href="https://www.tarrantcounty.com/en/public-health.html?linklocation=supermenu&amp;linkname=Public%20Health">https://www.tarrantcounty.com/en/public-health.html?linklocation=supermenu&amp;linkname=Public%20Health</a>
City Mayor's Office	817-444-1234	817-333-9087	Email: <a href="mailto:mayor@cityofpelicanbay.com">mayor@cityofpelicanbay.com</a>  Website: <a href="http://www.cityofpelicanbay.com">www.cityofpelicanbay.com</a>

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Organization	Phone Numbers (include area code)		E-Mail or Website
Local Public Health & Environmental Services	n/a	n/a	Email: Website:
Local Office of Emergency Management	n/a	n/a	Email: Website:
TX Division of Emergency Management (TDEM)	Provides list of State and District Coordinators which assist local officials with state assistance requests. Requests must start at local level first.		<a href="https://tdem.texas.gov/field-response/">https://tdem.texas.gov/field-response/</a>
TXWARN	866/9-TXWARN (866/989-9276)		Email: <a href="mailto:info@txwarn.org">info@txwarn.org</a> <a href="https://www.txwarn.org">https://www.txwarn.org</a>
Other Mutual Aid Provider			Email: Website:

**B. Local Contact Notification List**

Identify those entities that should be notified in the event of an extended power outage requiring emergency operations. These are people who you provide water to that you may need to contact during an emergency.

Organization	Contact Name	Title	Phone Numbers (include area code)			E-Mail
			Day	Evening	Cellular/Pager	
Other Local Government Officials						
Hospitals served by the Affected Utility						
Nursing Homes served by the Affected Utility						
Pharmacies						
Priority Water Users (Those that are critically dependent upon water including schools, dialysis centers, institutions, individuals with special needs, businesses, and other interconnected water systems, etc.)						
Others						

**C. Chemical Supplier Information**

Identify your Chemical Suppliers. You may need to contact them for more chemicals during an emergency

Chemical	Supplier	Contact Name	Phone Number Day	Phone Number Evening	Cell Phone	E-Mail
817-641-4712 Sodium Hypochlorite 10% (Dixichlor)	DPC Industries, Inc.	Doug Dean	817-641-4712			

**D. Certified Laboratory Information**

Identify your laboratory and a backup laboratory. You may need a backup laboratory if your lab is nonfunctional.

Organization	Contact Name	Title	Phone Numbers (include area code)			E-Mail
			Day	Evening	Cellular/Pager	
Tarrant County Public Health Lab			817-321-4752	817-321-4752		
Lower Colorado River Authority Laboratory			512-730-6436	512-730-6436		

**E. Fuel Supplier Contact Information (if applicable)**

Identify your Fuel Suppliers. You may need to contact them for fuel during an emergency

Fuel Type	Supplier	Contact Name	Phone Number Day	Phone Number Evening	Cell Phone	E-Mail

**F. Utilities Contact Information**

Identify your Utilities Contacts. You may need to contact them during an emergency and use **N/A** if a listed organization does not apply to your water system.

Organization	N/A	Contact Name	Title	Phone Numbers (include area code)			E-Mail
				Day	Evening	Cellular/Pager	
Electric Utility Company		Tri-County Electric Co-op		817-444-3201	817-444-3201		
Gas Utility Company	X						
Sewer Utility Company	X						
Telephone Utility Company		Frontier Communications		877-901-3910			
Wholesale Water Provider	X	City of Azle		817-444-2541			

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Wholesale Water Provider						
Other						

**G. Bulk Water Suppliers**

Identify any bulk or bottled water suppliers that you might utilize in an emergency.

Organization	Contact Name	Title	Phone Numbers (include area code)			E-Mail
			Day	Evening	Cellular/Pager	
Bulk Water Haulers						
Bottle Water Sources						

**H. Media Notification List**

Identify the media organizations that you might need to contact to provide information to your customers. Also identify who is your media spokesperson. If you have a different method to communicate to your customers, please list under **Other**.

Organization	Contact Name	Title	Day	Evening	Cellular/Pager	E-Mail
Designated Water System Spokesperson						
Newspaper - Local	Azle News		817-270-3340	817-270-3340		
Newspaper – Regional State						
Radio						
Television						
Other						



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**ATTACHMENT A – SUBMITTING COMPLETED EPP**

Upon completing your EPP please email or mail (**not both**) the completed form and additional documentation needed to the Texas Commission on Environmental Quality for review and approval to:

**Choose One**

[PDWEPP@tceq.texas.gov](mailto:PDWEPP@tceq.texas.gov)

**OR**

Water Supply Division, Drinking Water Special Functions Section, MC-155  
P.O. Box 13087  
Austin, TX 78711-3087

**Assistance**

If you need assistance with the EPP template please fill out the **EPP Help Form** at [www.tceq.texas.gov/goto/epp-help](http://www.tceq.texas.gov/goto/epp-help) and TCEQ will contact you via email or phone to work with you.

**Approved Plan Distribution**

Complete this section after the approval letter is received from TCEQ. Please maintain appropriate documentation of compliance with plan distribution requirements. In addition, a copy of the approved plan must be maintained by the "affected utility", so that it can be easily accessed in the event of an emergency. All employees must receive annual training on implementation of the plan.

Copies of the approved Emergency Preparedness Plan and the TCEQ Approval Letter must be distributed to the following entities:

Distributed To	Method of Distribution	Date
County Judge		
County Office of Emergency Management		
Public Utility Commission Filing	Use the <b>weblinks</b> provided:  For Confidential filing procedures for the PUC use Docket No. 52272 1. <a href="http://puc.texas.gov/industry/filings/Confidential.aspx">http://puc.texas.gov/industry/filings/Confidential.aspx</a>  For PUC Procedural Rules for Filing of Pleadings, Documents, and Other Materials 2. <a href="http://puc.texas.gov/agency/rulesnlaws/procrules/pr-e/22.71/22.71.pdf">http://puc.texas.gov/agency/rulesnlaws/procrules/pr-e/22.71/22.71.pdf</a>  <b>Address:</b> Public Utility Commission of Texas Central Records 1701 N Congress PO Box 13326 Austin, Texas 78711-3326  For additional questions contact the PUC Central Records office at (512)-936-7180.	

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Texas Division of Emergency Management (TDEM)	Submit to TDEM via email at: <a href="mailto:TechHaz@tdem.texas.gov">TechHaz@tdem.texas.gov</a> <b>Address:</b> Texas Division of Emergency Management 1033 La Posada, Ste 300 Austin, Texas 78752 For additional questions contact the TDEM (512)-424-2208	
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**ATTACHMENT B – Acute Public Health Threat - Public Notification**

The affected utility must notify the public when a condition exists which according to TCEQ constitutes an acute public health threat in accordance with 30 TAC §290.46(q). Templates and specific instructions are available on the TCEQ Website at <https://www.tceq.texas.gov/drinkingwater/boilwater.html>.

**ATTACHMENT C – Generator Information**

If you plan on utilizing options 1, 2, 4, 5, or 6, you will need to estimate the gallons per hour of fuel that will be used by the generator. This is essential in determining the volume of fuel required to maintain emergency operations. Below is a chart from the FEMA Resource Typing Manual which may be of assistance in determining fuel needs and generator types.

RESOURCE: GENERATORS						
<b>Category:</b>	Public Works & Engineering (SEF 3)			<b>Kind:</b>	Equipment	
<b>Minimum Capabilities:</b>		Type I	Type II	Type III	Type IV	Type V
<b>Component</b>	<b>Metric</b>					
Equipment	KW	<b>XQ2000</b> 2000 kW Generator, Sound attenuated; Trailer mounted (semi tractor); Up to 3015 Amps@ 480 Volts, 3 Phase, 60 Hz; Dry weight 89,000 lbs; Fuel tank capacity 1250 Gallons; Dimensions 40' Long x 8' Wide x 13' 5" Tall; Potential application example—Single or multiple units for: Power plants, heavy industrial facility, high-rise buildings; Setup time (cables from generator to main power feed estimated at 5+ hours)	<b>XQ1500</b> 1500 kW Generator, Sound attenuated; Trailer mounted (semi tractor); Up to 2260 Amps@ 480 Volts, 3 Phase, 60 Hz; Dry weight 59,000 lbs; Fuel tank capacity 1250 Gallons; Dimensions 40' Long x 8' Wide x 13' 5" Tall; Potential application example—Single or multiple units for: Universities, hospitals, medium to large manufacturing facility; Setup time (cables from generator to main power feed estimated at 5+ hours)	<b>XQ600</b> 600 kW Generator, Sound attenuated; Trailer mounted (semi tractor); Up to 2080 Amps@ 208 Volts, 3 Phase, 60 Hz / up to 902 Amps@ 480 Volts 3 Phase, 60 Hz; Dry weight 37,000 lbs; Fuel tank capacity 660 Gallons; Dimensions 40' Long x 8' Wide x 13' 5" Tall; Potential application examples: Retail stores, HVAC system power, multi-story/buildings, light manufacturing, apartment buildings; Setup time (cables from generator to main power feed estimated at 3+ hours)	<b>XQ400</b> 400 kW Generator, Sound attenuated; Trailer mounted (pull behind); Multi-voltage distribution panel; Up to 1390 Amps @ 208 Volts, 3 Phase, 60 Hz/up to 602 Amps@ 480 Volts 3 Phase, 60 Hz; Dry weight 16,800 lbs; Fuel tank capacity 470 Gallons; Dimensions 23' Long x 8' 5" Wide x 11' Tall; Potential application example: Large office building, public schools, libraries, and communication equipment. Setup time (cables from generator to main power feed estimated at 2+ hours)	<b>XQ125</b> 125 kW Generator, Sound attenuated; Trailer mounted (pull behind); Multi-voltage distribution panel; Up to 433 Amps@ 208 Volts, 3 Phase, 60 Hz / up to 188 Amps @ 480 Volts 3 Phase, 60 Hz; Dry weight 10,610 lbs; Fuel tank capacity 223 Gallons; Dimensions 18' 5" Long x 6' 5" Wide x 9' Tall; Potential application example: Small office building, emergency mobile trailers & operations, restaurants. Setup time (cables from generator to main power feed estimated at 1 hour)
<b>Comments:</b>	2500-gallon external fuel tanks available. Fuel consumption is estimated at 7% of the kW usage (example: fuel consumption on a 100 kW Generator operating at full load is approximately 7 gallons per hour). Technicians are available for hookup and monitoring of equipment. 4/0 Quick connect (Cam-Lock) cable is available for tie-in to power feed, rated at 400 Amps each cable. Fuel supply, and/or fuel vendors available. Power distribution equipment available. Transformers & Load Banks are available.					
		XQ2000	XQ1500	XQ600-400	XQ125	
						
						

## ATTACHMENT D – RECOVERY CHECKLIST

Returning to normal operations is vital to rapid restoration of clean, safe water to the community and is essential to the assessment and recovery process. The following is a checklist of actions to be taken during the recovery period. Also included is a preliminary damage assessment that can be used to assist in the recovery process.

### Assessment and Recovery Period Checklist

- Perform in-depth damage assessment of system to determine long-term effects of damaged areas (use assessment form below).
- Notify TCEQ of system operational status and situation.
- Will there be a need to use mutual aid agreements and/or implement standby contracts or other emergency agreements for equipment and operations?
- Prepare written documentation of emergency work performed for possible compensation by emergency agencies. Make sure that crews make a record of work effort, written logs (see Work Order Log) and take pictures. This will all be helpful in recovery of funds.
- Notify appropriate insurance carriers. Provide written and photo documentation of damage.
- Assist in the survey of emergency repairs and scheduling of permanent repairs.
- Servicing of emergency equipment, when able (oil changes, lubrication, etc.).
- Make sure the public is kept informed throughout the extent of the emergency.

### Preliminary Damage Assessment

Following the Damage Assessment, you should notify TCEQ of your operational status.

#### A. General Overview:

- Determine need to repair, replace, or abandon facilities
- Estimate cost to repair damage
- Evacuate buildings in danger of collapse

#### B. Treatment Plants:

- Check if power is available and condition of mechanical and electrical equipment
- Check for chemical spills or releases

#### C. Confirm that field crew does the following:

- Check for structural damage
- Closes and tags damaged facilities and equipment

#### D. Tanks:

- Check for evidence of failure of subbase

#### E. Reservoirs:

Check for:

- Leaks and Seepage
- Cracks
- Broken inlet/outlet pipes, underdrains
- Landslides or Embankment slump
- Buckling

#### F. Distribution System:

Check for:

- Leaks
- Breaks
- Pressure loss in lines
- Cross-connections
- Check mechanical couplings
- Lower water levels to reduce possibility of structural damage

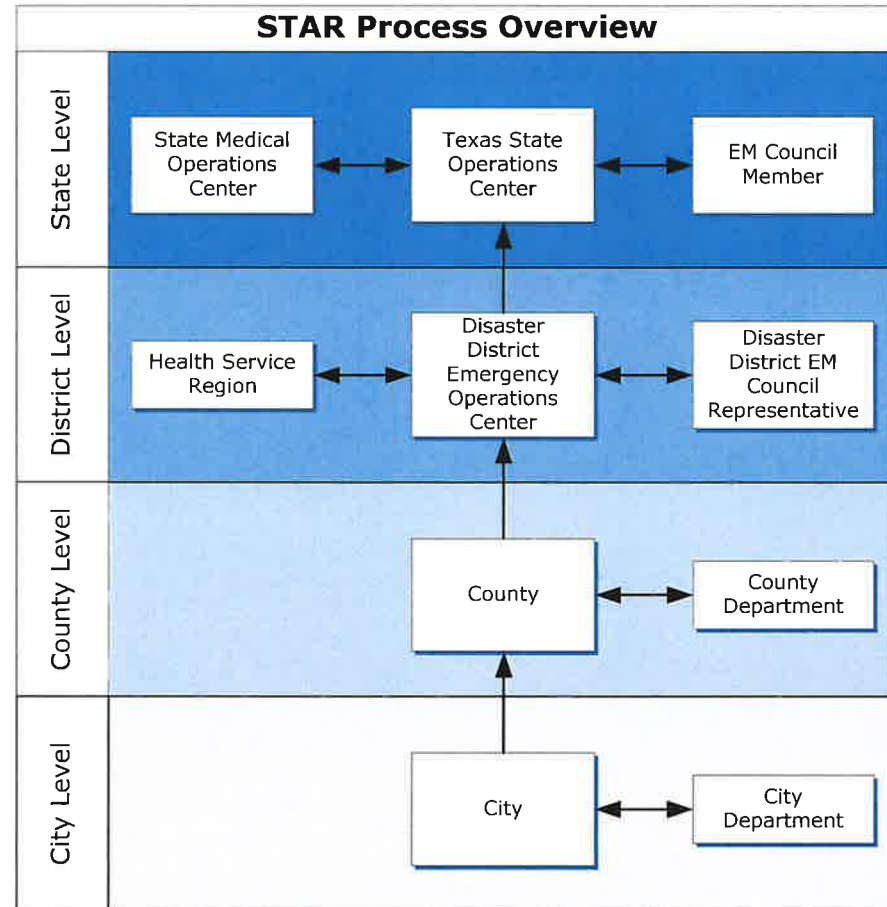
#### G. Wells:

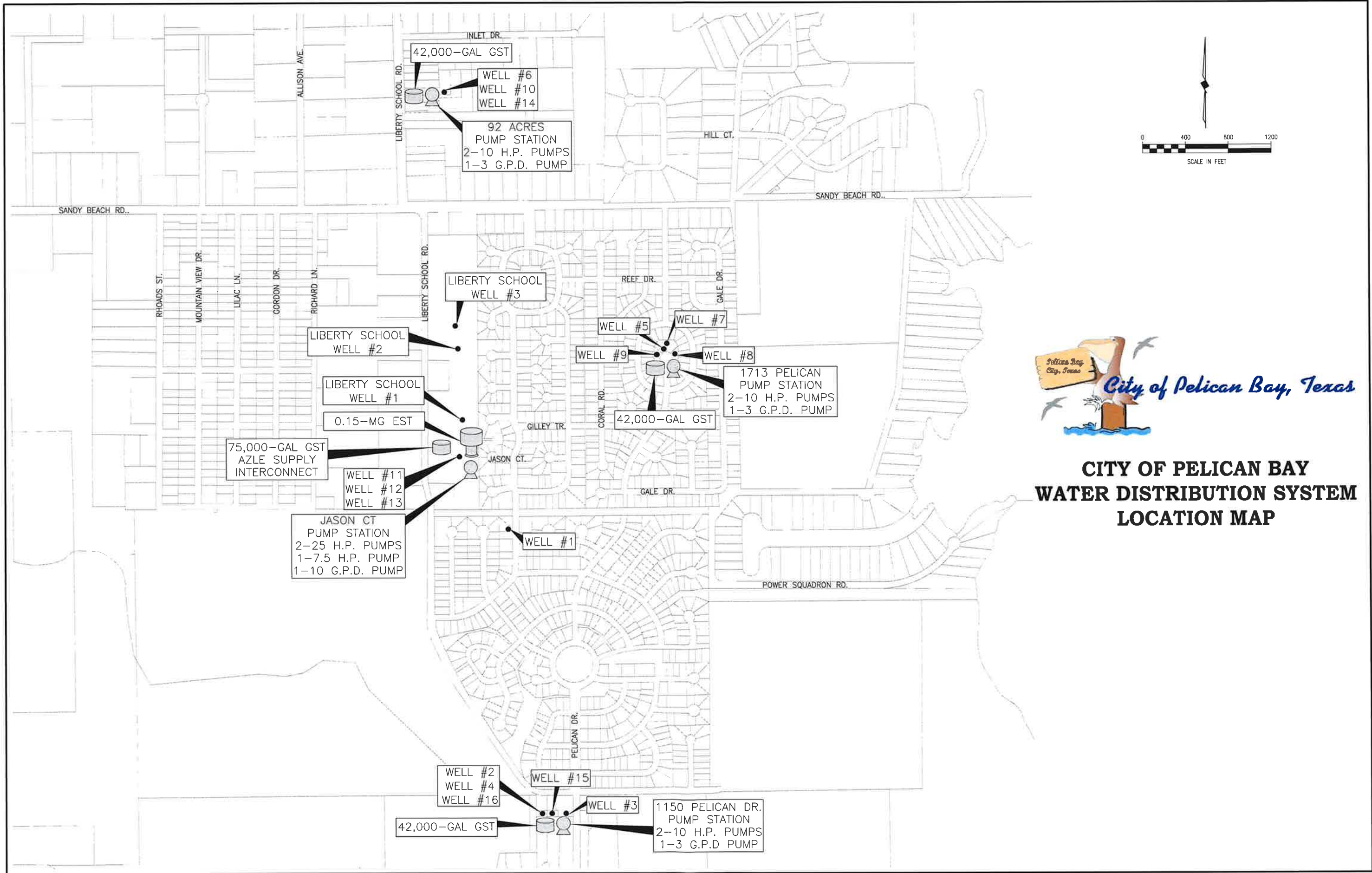
- Check for physical damage to facilities
- Test for contamination
- Name, address, phone # for private lab
- Check for pump or motor failure
- Check power source

**ATTACHMENT E – State Assistance Request:**

If an affected utility is interested only in mutual aid assistance, register with TXWARN at <https://www.txwarn.org/>; this is a free service.

When requesting state assistance, the request(s) must start at the local level with the County Judge or the County Emergency Manager. The request must go to the [Texas Division of Emergency Management](#) using the steps outlined in the STAR Process.





**CITY OF PELICAN BAY  
WATER DISTRIBUTION SYSTEM  
LOCATION MAP**