



**FINAL**



City of Pittsburgh

SEPTEMBER 2021

# 2020 Water Shortage Contingency Plan



CITY OF PITTSBURG

# 2020 WATER SHORTAGE CONTINGENCY PLAN

Final

September 2021

**AKEL**  
ENGINEERING GROUP, INC.



November 15<sup>th</sup>, 2021

City of Pittsburg  
357 E 12<sup>th</sup> Street  
Pittsburg California, 94565

Attention: Jason Moser, Project Manager

Subject: **2020 Water Shortage Contingency Plan**

Dear Jason:

We are pleased to submit the City of Pittsburg 2020 Water Shortage Contingency Plan (2020 WSCP) which is intended to address the Urban Water Management Planning Act (UWMPA) of 1983 and amendments thereof.

The City's Water Shortage Contingency Plan (WSCP) was originally included in the 2015 UWMP, which received letters of review and completeness from the Department of Water Resources. As part of amendments to the UWMPA the WSCP is now required to be prepared and adopted separately from the UWMP. The 2020 WSCP builds upon previous water shortage contingency planning efforts completed by the City and reflects updates to the City's water shortage levels and water conservation measures for consistency with state-wide requirements provided by the Department of Water Resources.

We extend our thanks to you, Richard Abono, Public Works Director, Gina Haynes, Senior Civil Engineer, and other City staff whose courtesy and cooperation were valuable in reviewing and completing this study.

Sincerely,

AKEL ENGINEERING GROUP, INC.



Tony Akel, P.E.  
Principal

Enclosure: 2020 Water Shortage Contingency Plan



## Acknowledgements

### City Council

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**Holland Barrett White**, Vice Mayor

**Shanelle Scales-Preston**

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**Jelani Killings**

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**Richard Abono**, Public Works Director/City Engineer

**Jason Moser**, Water Plant Superintendent

**Gina Haynes**, Senior Civil Engineer

**City of Pittsburgh**  
**2020 Water Shortage Contingency Plan**

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## Section 1 INTRODUCTION

This report documents the City of Pittsburg’s Water Shortage Contingency Plan (WSCP). This 2020 Water Shortage Contingency Plan (WSCP) document builds upon previous water shortage contingency planning efforts completed by the City and documented in the 2010 and 2015 Urban Water Management Plans (UWMP). This WSCP reflects updates to the City’s water shortage levels and water conservation measures for consistency with state wide requirements provided by the Department of Water Resources. As part of the 2020 UWMP update the Department of Water Resources requires urban water suppliers to prepare a stand-alone 2020 WSCP, that is separate from the 2020 UWMP, and intended to manage a water shortage. As the City continues to monitor the effectiveness of the WSCP this document can be updated and adopted separately from the UWMP.

Though it is a stand-alone document, the 2020 WSCP is still considered one of the elements of the 2020 UWMP, as required by the State Law.

Based on DWR requirements, and consistent with previous planning efforts, this WSCP includes the following sections:

- Water Supply Reliability Analysis
- Annual Water Supply and Demand Assessment
- Shortage Response Actions
- Communication Protocols
- Compliance and Enforcement
- Legal Authorities
- Financial Consequences of WSCP Activation
- Monitoring and Reporting
- Special Water Feature Distinction
- Plan Adoption, Submittal, and Availability

## Section 2 WATER SUPPLY RELIABILITY ANALYSIS

### *Law*

10632 (a)(1) *The analysis of water supply reliability conducted pursuant to Section 10635.*

The City currently uses the following water supplies:

- **Groundwater:** Two groundwater wells extract water from the Pittsburg Plain groundwater basin, which is delivered to the City’s Water Treatment Plant (WTP) before entering the water distribution system.

- **Surface Water:** A majority of the City’s water supply is provided by the Contra Costa Water District (CCWD) in the form of surface water diversions from the Contra Costa Canal. These surface water supplies are delivered to the City’s WTP before entering the water distribution system.
- **Recycled Water:** Delta Diablo operates and maintains a recycled water delivery system within the City’s service area, which provides recycled water supplies to a number of users for irrigation purposes.

Consistent with previous planning efforts, the City’s Water Supply Reliability Analysis considers the available supply volume for each water source. The Water Supply Reliability Analysis also considers the effects on available supply during a single-dry and five-year dry period.

As part of the 2020 UWMP the City has also prepared a Drought Risk Assessment (DRA), which is a proactive planning review that readies the City for worst case water supply conditions should they occur in the immediate future. The DRA compares the City’s projected demands over the next five years to estimate available supplies should a five-year dry period occur. The results of the DRA prepared as part of the 2020 UWMP indicate that the City has sufficient supplies to meet projected demands over the next five years.

### **Section 3 ANNUAL WATER SUPPLY AND DEMAND ASSESSMENT PROCEDURES**

Updates to the California Water Code now require that urban water suppliers prepare a water supply and demand assessment on an annual basis (Annual Assessment). The findings of this Annual Assessment will be summarized in a report submitted to the Department of Water Resources by July 1<sup>st</sup> of each calendar year, with the first report required for submission on July 1<sup>st</sup>, 2022. The purpose of this annual assessment is to ensure water suppliers are proactively considering the available water supplies and service area demand requirements, as well as identifying the potential need for implementing the Water Shortage Contingency Plan.

It should be noted that DWR is in the process of preparing a stand-alone guidance document that will outline general procedures to aid urban water suppliers in preparing the Annual Assessment. The decision-making process and Annual Assessment completion steps are preliminary at this point in time and will be further refined as the guidance document by DWR is completed.



## Law

10632 (a)(2)	<p><i>The procedures used in conducting an annual water supply and demand assessment that include, at a minimum, both of the following:</i></p> <p><i>(A) The written decision-making process that an urban water supplier will use each year to determine its water supply reliability.</i></p> <p><i>(B) The key data inputs and assessment methodology used to evaluate the urban water supplier's water supply reliability for the current year and one dry year, including all of the following:</i></p> <p><i>(i) Current year unconstrained demand, considering weather, growth, and other influencing factors, such as policies to manage current supplies to meet demand objectives in future years, as applicable.</i></p> <p><i>(ii) Current year available supply, considering hydrological and regulatory conditions in the current year and one dry year. The annual supply and demand assessment may consider more than one dry year solely at the discretion of the urban water supplier.</i></p> <p><i>(iii) Existing infrastructure capabilities and plausible constraints.</i></p> <p><i>(iv) A defined set of locally applicable evaluation criteria that are consistently relied upon for each annual water supply and demand assessment.</i></p> <p><i>(v) A description and quantification of each source of water supply.</i></p>
10632.1	<p><i>An urban water supplier shall conduct an annual water supply and demand assessment pursuant to subdivision (a) of Section 10632 and, on or before July 1 of each year, submit an annual water shortage assessment report to the department with information for anticipated shortage, triggered shortage response actions, compliance and enforcement actions, and communication actions consistent with the supplier's water shortage contingency plan. An urban water supplier that relies on imported water from the State Water Project or the Bureau of Reclamation shall submit its annual water supply and demand assessment within 14 days of receiving its final allocations, or by July 1 of each year, whichever is later.</i></p>

### 3.1 Decision Making Process

This section describes the decision-making process to prepare and approve the Annual Assessment each year. It should be noted that the Annual Assessment and decision-making process will rely on the findings of the CCWD Annual Assessment, which will include documentation of available water supply information and any County-wide required water shortage actions to be implemented. The reporting timeline is shown on [Figure 3-1](#).

**Figure 3-1 Annual Assessment Reporting Timeline**

Current Year				Following Year						
Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
ONGOING MONITORING AND REVIEW										
INITIATE ANNUAL ASSESSMENT										
EVALUATE SUPPLIES										
CITY COUNCIL REVIEW OF ANNUAL ASSESSMENT										
FINALIZE ANNUAL ASSESSMENT										
SUBMIT ANNUAL ASSESSMENT										

**September to February – Ongoing Monitoring and Review**

For a majority of the year City staff will continue to monitor and report monthly water consumption and production. This information will be used when the Annual Assessment is initiated to prepare a year-to-year comparison of system-wide water demands for the purpose of projecting demands for the following year.

**March – Initiate WSCP Annual Assessment**

City staff will initiate the Annual Assessment process by gathering the collected demand and production data. Other relevant information includes but is not limited to the following:

- Land Use/Planning: Changes in land use or number of building permits will be used in estimating the next year’s demands.
- Hydrologic Year Review: The City’s wet year typically ends in April and rainfall information over the past year can be gathered and reviewed.
- Climate Forecast: Any available climate projection

The purpose of gathering this information will be to compare the various factors that affect water demand throughout the City’s service area. This comparison will guide the City’s projection for water demand in the upcoming year.

**April – Review Available Supply Information**

The City will coordinate with CCWD to determine available supply for the upcoming water year. This supply information from CCWD will serve as a primary basis of the supply and demand assessment, and whether or not demand reduction measures will be required in the upcoming year.

### **May – City Council Review of Annual Assessment**

The draft Annual Assessment will be presented to City Council for their information and discussion. If water shortage actions are recommended by the Annual Assessment, the City Council will be asked to begin the implementation of the recommended actions.

### **June – Finalize Annual Assessment**

The Annual Assessment is finalized based on any feedback received during the City Council review process.

### **July – Submit Annual Assessment**

The Annual Assessment will be submitted to DWR on or before July 1<sup>st</sup>.

## **3.2 Data and Methodologies**

This section describes the key data and methodologies used in the preparation of the Annual Assessment. This includes historical water supply information, historical and projected water demand, demand and projected water supply demand, the city uses to evaluate their water supply reliability for a normal and a dry subsequent year.

### **3.2.1 Evaluation Criteria**

The primary criteria used in preparing the City's Annual Assessment are the projected water demand and available supply. The available supply information will be based on a County-wide review of available water supplies prepared by CCWD. The demand projections will be prepared using a combination of factors including a comparison to historical demand, land use changes, building permits, and historical rainfall. The City will continue to review its Annual Assessment preparation process and additional criteria may be added if considered advisable.

### **3.2.2 Water Supply**

The City currently relies on raw surface water and groundwater as the sources of supply. The City is within the CCWD service area and receives surface water diversions from the Contra Costa Canal as provided by CCWD. The City also delivers extracted groundwater from two wells to the WTP. Surface water from CCWD and groundwater from the City's wells are blended at the City's water treatment plant, metered, and delivered to customers within the City.

As part of the DRA, monthly production records will be reviewed and used to characterize the City's current water production requirement. The current demands will be compared to previous years to estimate production requirements for the upcoming year.

### **3.2.3 Current Year Unconstrained Customer Demand**

Billed water consumption is reported on a monthly basis and will be used to characterize the current water consumption requirements for the City. The monthly records will be compared to corresponding months of the previous year to identify any significant changes in water use behavior throughout the City's service area. In addition to consumption records, known recent developments or current building permits will enable City staff to estimate changes to water demand in the upcoming year.

### **3.2.4 Current Year Available Supply**

The Annual Assessment estimates the current year available supply for current hydrological conditions as well as a possible subsequent dry year. The supply estimate will be based on the Drought Risk Assessment supply estimation methodology documented in the 2020 UWMP and will also incorporate information from the CCWD Annual Assessment.

### **3.2.5 Infrastructure Considerations**

The annual assessment will include a review of any ongoing capital projects that are expected to affect the demands and supply projections. Examples of such capital projects include water loss reductions, distribution expansion to serve growth, or new groundwater wells. The City is also in the process of updating their 2015 Water System Master Plan, which will identify any additional infrastructure considerations to be implemented within the City's service area.

## **Section 4 SIX STANDARD WATER SHORTAGE LEVELS**

### **Law**

*10632 (a)(1) Stages of action to be undertaken by the urban water supplier in response to water supply shortages, including up to a 50 percent reduction in water supply and an outline of specific water supply conditions which are applicable to each stage.*

*10632 (a)(3)*

*(A) Six standard water shortage levels corresponding to progressive ranges of up to 10, 20, 30, 40, and 50 percent shortages and greater than 50 percent shortage. Urban water suppliers shall define these shortage levels based on the suppliers' water supply conditions, including groundwater levels, changes in surface elevation or level of subsidence, or other changes in hydrological or other local conditions indicative of the water supply available for use. Shortage levels shall also apply to catastrophic interruption of water supplies, including but not limited to, a regional power outage, an earthquake, and other potential emergency events.*

*(B) An urban water supplier with an existing water shortage contingency plan that uses different water shortage levels may comply with the requirement in subparagraph (A) by developing and including a cross-reference relating its existing categories to the six standard water shortage levels.*

The City recently adopted the DWR-recommended six standard water shortage levels, as documented on [Table 4-1](#). Identifying the appropriate shortage level will be in accordance with the procedures outlined in [Section 3 – Annual Water Supply and Demand Assessment Procedures](#). As an example, if the Annual Assessment determines a shortage of 22%, the City would be considered in a Severe Drought condition. With recommendations from City staff, the City Council has the authority to declare the appropriate conservation level considered necessary to manage the system demands and mitigate the water shortage. The City Council can also downgrade, upgrade, or terminate a shortage response level based on City staff recommendations.

**Table 4-1 Water Shortage Levels**

Shortage Level	Shortage Level Condition	Percent Shortage Range
<b>0</b>	<b>Normal</b>	None
<b>Level 1</b>	<b>Alert</b>	Up to <b>10%</b>
<b>Level 2</b>	<b>Significant</b>	11 to <b>20%</b>
<b>Level 3</b>	<b>Severe</b>	21 to <b>30%</b>
<b>Level 4</b>	<b>Critical</b>	31 to <b>40%</b>
<b>Level 5</b>	<b>Crisis</b>	41 to <b>50%</b>
<b>Level 6</b>	<b>Emergency</b>	<b>&gt; 50%</b>

The City’s surface water supply relies on raw water import provided by CCWD. In periods of drought, when less imported water is available to CCWD delta area, CCWD will contact with water suppliers to reduce raw water import to maintain sustainable water supply within delta area. In order to reduce water consumption city-wide, the City has a water conservation ordinance that may be invoked to implement restrictions on water use.

Currently, the City’s conservation program describes water use restrictions as well as a multiple-stage water rationing plan that can be invoked to adjust water use with shortage conditions. Each water rationing stage includes a water demand reduction percentage, which is to be applied to normal water demands. The plan is dependent on the cause, severity, and anticipated duration of the water shortage, and a combination of voluntary and mandatory water conservation measures, which can be put in place to reduce City-wide water usage. The water shortage stages are summarized on the following page in [Table 4-2](#).

**Table 4-2 Water Shortage Contingency Plan Levels**

Shortage Level	Percent Supply Shortage/Reduction	Pittsburg Shortage Level	Water Supply Condition
Level 0	None	Normal	At Level 0, no Water Supply Shortage condition exists.
Level 1	Up to 10%	Alert	A Level 1 Water Supply Shortage condition exists when the City of Pittsburg notifies its water users that due to drought, the supply reductions targets are up to 10%.
Level 2	11 to 20%	Significant	A Level 2 Water Supply Shortage condition exists when the City of Pittsburg notifies its water users that due to drought, the supply reductions targets are 11 to 20%.
Level 3	21 to 30%	Severe	A Level 3 Water Supply Shortage condition exists when the City of Pittsburg notifies its water users that due to drought, the supply reductions targets are 21 to 30%.
Level 4	31 to 40%	Critical	A Level 4 Water Supply Shortage condition exists when the City of Pittsburg notifies its water users that due to drought, the supply reductions targets are 31 to 40%.
Level 5	41 to 50%	Crisis	A Level 5 Water Supply Shortage condition exists when the City of Pittsburg notifies its water users that due to drought, the supply reductions targets are 41 to 50%.
Level 6	> 50%	Emergency	A Level 6 Water Supply Shortage condition exists when the City of Pittsburg notifies its water users that due to drought, the supply reductions targets are greater than 50%.

## Section 5 SHORTAGE RESPONSE ACTIONS

### Law

10632 (a)(4) Shortage response actions that align with the defined shortage levels and include, at a minimum, all of the following:

- (F) Locally appropriate supply augmentation actions.
- (G) Locally appropriate demand reduction actions to adequately respond to shortages.
- (H) Locally appropriate operational changes
- (I) Additional, mandatory prohibitions against specific water use practices that are in addition to state-mandated prohibitions and appropriate to the local conditions.
- (J) For each action, an estimate of the extent to which the gap between supplies and demand will be reduced by implementation of the action.

Pursuant to the CWC 10632 (a) (4), this section documents the detailed shortage response actions which align with the shortage levels into different categories.

### 5.1 Demand Reduction

There are a number of demand reduction measures that the urban water suppliers can implement as response actions to corresponding water shortage levels. Some of these may include irrigating and outdoor water usage prohibitions, water rate structure changes, public educations or water supply service adjustments. Other demand reductions such as infrastructure improvements or installing water-efficient fixtures is considered as a long-term water demand reduction but is not listed in the water shortage contingency plan.

Consumption reduction actions are methods taken by a water supplier to reduce demand within the service area, whereas prohibitions are specific limitations on water use; the City's restrictions and prohibitions on water use are summarized on [Table 5-1](#).

### 5.2 Supply Augmentation

The City currently relies on a combination of groundwater and surface water to meet demand requirements within the service area and there are no known opportunities for water supply augmentation through actions such as exchanges, transfers, or purchase programs. Therefore, supply augmentation actions are excluded from the City's Water Shortage Contingency Plan at this time.

### 5.3 Operation Changes

During a water shortage, changes to water system operations may be considered. These operational changes may include improving water usage consumption and tracking, changes to fire hydrant testing frequencies, alteration in maintenance cycles, and expedited water leak repairs.

**Table 5-1 Demand Reduction Actions**

Shortage Level	Demand Reduction Actions	How much is this going to reduce the shortage gap?	Additional Explanation or Reference	Penalty, Charge, or Other Enforcement?
1	Landscape - Limit landscape irrigation to specific times	5%	Irrigation between 11 am and 6 pm is discouraged.	No
1	Landscape - Prohibit certain types of landscape irrigation	5%	Irrigating landscaped areas with water in excess of that minimal amount required to sustain plant life.	Yes
1	Landscape - Other landscape restriction or prohibition	5%	The application of potable water to outdoor landscapes during and up to within 48 hours after measurable rainfall.	Yes
1	Water Features - Restrict water use for decorative water features, such as fountains	5%	The use of water for decorative fountain/pools, except for recycled water approved for such use.	Yes



**Table 5-1 Demand Reduction Actions**

Shortage Level	Demand Reduction Actions	How much is this going to reduce the shortage gap?	Additional Explanation or Reference	Penalty, Charge, or Other Enforcement?
1	Other - Customers must repair leaks, breaks, and malfunctions in a timely manner	5%	Failing to repair a controllable leak of water.	Yes
1	Other - Require automatic shut off hoses	5%	Using a hose without an automatic shutoff nozzle.	Yes
1	Other - Prohibit use of potable water for washing hard surfaces	5%	Washing sidewalks, driveways, parking areas, tennis courts, patios, or other exterior paved areas except to alleviate a condition inimical to the public health or safety.	Yes
1	Other	5%	Permitting water to flow onto a sidewalk, driveway or street, or escape down a gutter, ditch or other service drain.	Yes
1	Expand Public Information Campaign	5%	Education program.	No

**Table 5-1 Demand Reduction Actions**

Shortage Level	Demand Reduction Actions	How much is this going to reduce the shortage gap?	Additional Explanation or Reference	Penalty, Charge, or Other Enforcement?
1	Offer Water Use Surveys	5%	City currently providing water use surveys to 112 irrigators, and CCWD is offering free surveys to residential customers.	No
1	Provide Rebates on Plumbing Fixtures and Devices	5%	CCWD provides rebates for efficient plumbing fixtures and devices in Pittsburg.	No
1	Provide Rebates for Landscape Irrigation Efficiency	5%	CCWD provides rebates for CIMIS controlled irrigation systems.	No
1	Provide Rebates for Turf Replacement	5%	CCWD provides rebates for lawn replacements in Pittsburg.	No
1	Other	5%	Demand reduction program.	No

**Table 5-1 Demand Reduction Actions**

Shortage Level	Demand Reduction Actions	How much is this going to reduce the shortage gap?	Additional Explanation or Reference	Penalty, Charge, or Other Enforcement?
1	Other	5%	Voluntary Rationing.	No
1	Decrease Line Flushing	5%		No
1	Reduce System Water Loss	5%		No
1	Increase Water Waste Patrols	5%		No
2	Landscape - Limit landscape irrigation to specific days	10%	Irrigation watering limited to three days per week, unless controlled by a CIMIS-connected water controller, and verified by City.	Yes
2	Landscape - Limit landscape irrigation to specific days	10%	Irrigation watering limited to two days per week, unless controlled by a CIMIS-connected water controller, and verified by City.	Yes
3	Other	15%	Mandatory rationing.	Yes
3	Other	15%	Percentage reduction by customer type, and/or high use penalties.	Yes

**Table 5-1 Demand Reduction Actions**

Shortage Level	Demand Reduction Actions	How much is this going to reduce the shortage gap?	Additional Explanation or Reference	Penalty, Charge, or Other Enforcement?
4	Moratorium or Net Zero Demand Increase on New Connections	20%		Yes
4	Implement or Modify Drought Rate Structure or Surcharge	20%	Water rate increases.	Yes
5	Other	20%	Restrict building permits.	Yes
6	Other	20%	Per capita allotment by customer type.	Yes
6	Other	20%	Nonessential use of water prohibited.	Yes

## 5.4 Additional Mandatory Restrictions

Additional mandatory restrictions have been reported in a previous section.

## 5.5 Emergency Response Plan

The City has an Emergency Operations Plan (EOP), most recently updated in 2018, that provides a framework for the City to address a catastrophic supply interruption due to various hazards, including seismic, geological, wildfire, and flooding hazards. The plan is intended to define the actions required of the City before, during, and after an emergency. It also guides the City's response to major emergencies and disasters.

## 5.6 Seismic Risk Assessment and Mitigation Plan

### Law

- |             |   |
|-------------|---|
| 10632.5 (a) | <i>In addition to the requirements of paragraph (3) of subdivision (a) of Section 10632, beginning January 1, 2020, the plan shall include a seismic risk assessment and mitigation plan to assess the vulnerability of each of the various facilities of a water system and mitigate those vulnerabilities.</i>  |
| (b)         | <i>An urban water supplier shall update the seismic risk assessment and mitigation plan when updating its urban water management plan as required by Section 10621.</i>   |
| (c)         | <i>An urban water supplier may comply with this section by submitting, pursuant to Section 10644, a copy of the most recent adopted local hazard mitigation plan or multi-hazard mitigation plan under the federal Disaster Mitigation Act of 2000 (Public Law 106-390) if the local hazard mitigation plan or multi-hazard mitigation plan addresses seismic risk.</i> |

In addition to the emergency response plan described in a previous section, the California Water Code now requires urban water suppliers to document a locally appropriate multi-hazard mitigation plan, as developed under the federal Disaster Mitigation Act of 2000, that includes documentation of seismic risk assessment. County of Contra Costa developed such a hazard mitigation plan in January 2018. The City's service area is included in the boundaries reviewed as part of this mitigation plan. The City also developed a Hazard Mitigation Plan in February 2017.

## 5.7 Shortage Response Action Effectiveness

In addition to documenting demand reduction actions, the 2020 UWMP also estimates the effectiveness of these actions on reduce system-wide demand. The City records water consumption and production on a monthly basis and this data can be used to estimate the effect of any demand reduction actions implemented. Most recently, during the 2012-2016 drought, the City entered Water Shortage Level 2 for several summer months of 2015 through 2016. This included the implementation of multiple demand reduction actions described in a previous section. Based on a comparison of historical monthly production data it is estimated that the system-wide water use was 10%-20% lower for the duration of the Level 2 Water Shortage as compared to

other years. Therefore, as documented on [Table 5-2](#), the Level 2 Water Shortage response actions have an estimated reduction effectiveness of 10%-15%. For conservative planning purposes the Level 3 and higher Water Shortage response actions were given estimated reduction effectiveness of 20%.

## **Section 6 COMMUNICATION PROTOCOLS**

### **Law**

10632 (a)(5) *Communication protocols and procedures to inform customers, the public, interested parties, and local, regional, and state governments, regarding, at a minimum, and of the following:*  
*(A) Any current or predicted shortages as determined by the annual water supply and demand assessment described pursuant to Section 10632.1.*  
*(B) Any shortage response actions triggered or anticipated to be triggered by the annual water supply and demand assessment described pursuant to Section 10632.1.*  
*(C) Any other relevant communications.*

When the City plans for short-term water use reduction as directed by the Water Shortage Contingency Plan or Annual Assessment, clear and effective communication will be critical to achieve the necessary demand reductions. Methods of public notification include newspaper publications, bill inserts, City website announcements, social media posts, and press releases or informational campaigns. These public notification methods would be implemented in the event of a Level 2 Water Shortage and would increase in frequency in the event of a Level 3 and higher Water Shortage.

## **Section 7 COMPLIANCE AND ENFORCEMENT**

### **Law**

10632 (a) (6) *For an urban retail water supplier, customer compliance, enforcement, appeal, and exemption procedures for triggered shortage response actions as determined pursuant to Section 10632.2.*

Customers who violate the provisions noted in the water code for water shortage conditions shall receive the following penalties:

- First violation within any 12 consecutive months will result in a fine of one hundred dollars.
- Second violation within any 12 consecutive months will result in a fine of two hundred dollars.
- Third violation within any 12 consecutive months will result in a fine of three hundred dollars.

## Section 8 LEGAL AUTHORITIES

### Law

- 10632 (a) (7) (A) A description of the legal authorities that empower the urban water supplier to implement and enforce its shortage response actions specified in paragraph (4) that may include, but are not limited to, statutory authorities, ordinances, resolutions, and contract provisions.
- (B) A statement that an urban water supplier shall declare a water shortage emergency in accordance with Chapter 3 (commencing with Section 350) of Division 1. [see below]
- (C) A statement that an urban water supplier shall coordinate with any city or county within which it provides water supply services for the possible proclamation of a local emergency, as defined in Section 8558 of the Government Code.

#### *Water Code Section Division 1, Section 350*

*Declaration of water shortage emergency condition. The governing body of a distributor of a public water supply, whether publicly or privately owned and including a mutual water company, shall declare a water shortage emergency condition to prevail within the area served by such distributor 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.*

This section describes the legal authorities that empower the City of Pittsburg to implement and enforce its water shortage response actions and relative penalties, water charge adjustments, and water service alteration or prohibition.

In 2015, the City passed Resolution 15-13030 “Water Conservation Program and 2010 Urban Water Management Plan” in response to ongoing drought conditions experienced in the State and a request from CCWD to reduce water use by 15%. This resolution defines ‘prohibited non-essential uses’ and outlines the four water shortage stages and their respective customer reduction goals. In addition, the City passed Resolution 15-13051 “Increase Water Rates and Establish Penalties for High Water Use” in response to the State’s emergency regulations requiring the City to reduce its total water use by 20% for the months of June 2015 through February 2016. This resolution defines tiered water rates for residential customers and a flat rate for all other customers, as well as the penalties for excessive use.

## Section 9 FINANCIAL CONSEQUENCES OF WSCP ACTIVATION

### Law

- |               |  |
|---------------|--|
| 10632 (a) (8) | <i>A description of the financial consequences of, and responses for, drought conditions, including, but not limited to, all of the following:</i> <ul style="list-style-type: none"><li>(A) <i>A description of potential revenue reductions and expense increases associated with activated shortage response actions described in paragraph (4).</i></li><li>(B) <i>A description of mitigation actions needed to address revenue reductions and expense increases associated with activated shortage response actions described in paragraph (4).</i></li><li>(C) <i>A description of the cost of compliance with Chapter 3.3 (commencing with Section 365) of Division 1. [retail urban suppliers only]</i></li></ul> |
|---------------|--|

The activation of the Water Shortage Contingency Plan and related Water Shortage Levels have financial consequences for the City. Reduced water consumption will contribute to reduced revenue, while proactive operational practices will contribute to higher operational and maintenance costs. The City Council has the authority to increase water rates to offset reduced revenues. These reserve funds or rate modifications have the ability to mitigate financial consequences of the Water Shortage Contingency Plan. Additionally, potential mitigation actions are documented in [Table 9.1](#) below. These are preliminary actions and would be evaluated in more detail should a water shortage occur.

## Section 10 MONITORING AND REPORTING

### Law

- |               |   |
|---------------|---|
| 10632 (a) (9) | <i>For an urban retail water supplier, 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.</i> |
|---------------|---|

All water service connections are metered and each water supply source includes a flow-monitoring device that tracks water production. Readings from these devices are used to measure and monitor City-wide water production and consumption on a monthly basis. Pursuant to implemented shortage response actions and water shortage levels, the City's Water Department will increase the frequency of reading meters in order to collect, track, and analyze the water use, effectiveness of shortage response actions.



**Table 9-1 Financial Consequences of WSCP**

Stage	Supply Reduction	Financial Consequences	Anticipated Mitigation Actions
0	None	None	Funding provided for supplemental water supply reserve.
1-2	0 – 20%	Potential increase in O&M expenses and mild reduction in revenue.	Reduce O&M costs and identify supplemental funding sources.
3-4	21 – 40%	Moderate increase to O&M expenses and decrease in revenue.	Defer capital expenditures and consider use of reserves.
5-6	>40%	Significant increases to O&M and decreases in revenue.	Implement long-term O&M budget reductions.

## Section 11 WSCP REFINEMENT PROCEDURES

### Law

*10632 (a) (10) 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*

While the WSCP is a standalone document adopted separately from the 2020 UWMP it should be considered a dynamic planning tool and be subject to ongoing refinement efforts as necessary. Following the declaration of a water shortage and implementation of the WSCP, the monitoring and reporting steps described in a previous section will provide valuable insight into the effectiveness of the WSCP. City staff will evaluate the effectiveness of communication protocols, demand reduction actions, operational changes, or financial consequence mitigation. If this review

reveals opportunities for procedural refinements or new WSCP actions, City staff may elect to incorporate these items into an amended version of the WSCP.

## **Section 12 SPECIAL WATER FEATURE DISTINCTION**

### **Law**

10632 (b) *For purposes of developing the water shortage contingency plan pursuant to subdivision (a), an urban water supplier shall analyze and define water features 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.*

The California Water code requires urban water suppliers to distinguish between water features that are artificially supplied with water as opposed to swimming pools and spas. The City's current demand reduction actions include this distinction, as documented in a previous section.

## **Section 13 PLAN ADOPTION, SUBMITTAL, AND AVAILABILITY**

### **Law**

10632 (c) *The urban water supplier shall make available the water shortage contingency plan prepared pursuant to this article to its customers and any city or county within which it provides water supplies no later than 30 days after adoption of the water shortage contingency plan.*

The WSCP adoption and submittal process, as well as the public availability, are the same as those for the City's UWMP. However, the WSCP may be periodically amended independently from the City's UWMP. Should an amendment to the WSCP be implemented, stakeholder and public notification methods consistent with the UWMP will be performed prior to adoption of the amended plan.

# APPENDIX A

## Water Shortage Contingency Plan Adoption Resolution

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Adopt Resolution Approving the 2020 )  
Urban Water Management Plan )

RESOLUTION NO. 21-13983

WHEREAS, the City of Pittsburg operates and maintains a potable water system for Pittsburg water customers; and

WHEREAS as a municipal water service provider to more that 3,000 customers, the City is required by the Water Code of the State of California (Water Code section 10610 et seq., known as the Urban Water Management Planning Act) to develop an Urban Water Management Plan every five (5) years; and

WHEREAS, the City of Pittsburg has prepared and circulated for public review the 2020 Urban Water Management Plan and 2020 Water Shortage Contingency Plan (the "Plan") and properly noticed the public regarding adoption of the Plan.

NOW, THEREFORE, the City Council DOES RESOLVE as follows:

- Section 1. The Plan for the City of Pittsburg was prepared following applicable standards developed by the California Department of Water Resources and represents the City's effort to meet applicable standards under the Water Planning Act.
- Section 2. The Plan was developed by Akel Engineering Group, Inc., and City staff in coordination with water supply information provided by Contra Costa Water District and information provided by other applicable sources.
- Section 3. The Plan is approved, and the Public Works Director/City Engineer is authorized and directed to submit the Plan to the California Department of Water Resources, the California State Library and Contra Costa County within 30 days of adoption.

PASSED AND ADOPTED by the City Council of the City of PITTSBURG at a regular meeting on the 20th day of September 2021, by the following vote:

AYES: Banales, Killings, Scales-Preston, White, Craft  
NOES: None  
ABSTAINED: None  
ABSENT: None

  
Merl Craft, Mayor

ATTEST:

  
Alice E. Evenson, City Clerk

**CITY OF PITTSBURG  
NOTICE OF PUBLIC HEARING**

**THE PITTSBURG CITY COUNCIL WILL HOLD AN  
ONLINE PUBLIC HEARING ON:**

**Date: August 16, 2021**

**Time: 7:00 P.M.**

**Place: City Council Chamber at City Hall, 65  
Civic Avenue, Pittsburg, CA**

If Executive Order N-29-20, issued by Governor Newsom on March 17, 2020 is still in effect, the public hearing will be held and accessible through Zoom Teleconference via Streaming Media on the City's website homepage: [www.ci.pittsburg.ca.us](http://www.ci.pittsburg.ca.us)

Concerning the following matter:

**PUBLIC HEARING ON URBAN WATER MANAGEMENT PLAN & WATER SHORTAGE CONTINGENCY PLAN FOR 2020**

The Pittsburg City Council will hold a Public Hearing to receive comments from the public on the final draft of the City of Pittsburg 2020 Urban Water Management Plan (UWMP) and 2020 Water Shortage Contingency Plan. The City is preparing its 2020 UWMP to continue to provide adequate water supplies to meet existing and future water demands within the City's water service area. The 2020 UWMP updates the information in the existing 2015 UWMP and provides an overview of the City's efficient water uses, water supplies, and demand management measures. Additionally, the 2020 WSCP builds upon previous planning efforts and outlines the City's plan to address potential future water shortages. At the conclusion of receipt of comments by the public, the Public Hearing will be closed.

Comments or objections to this can be made by writing or through e-mailed testimony during the meeting. Written comments may be mailed or delivered to Pittsburg Engineering Division, 65 Civic Avenue, Pittsburg, CA 94565. Comments during the meeting can be submitted via email to [meetingcomments@ci.pittsburg.ca.us](mailto:meetingcomments@ci.pittsburg.ca.us).

If you challenge the above matter in court, you may be limited to raising only those issues you or someone else raised at the Public Hearing described in this Notice, or in written correspondence delivered to the City Council at, or prior to, the Public Hearing.

Questions regarding the plan, or to request a copy of the draft 2020 UWMP, can be sent to [2020UWMP@ci.pittsburg.ca.us](mailto:2020UWMP@ci.pittsburg.ca.us). Also, the final draft plans are available for review at the City Clerks Office located at 65 Civic Avenue, Pittsburg, CA 94565, Monday through Friday between the hours of 8:00 a.m. and 5:00 p.m. or downloaded at: <https://www.pittsburgca.gov/services/public-works/water-department>.

**ADOPTION OF THE 2020 URBAN WATER MANAGEMENT PLAN and 2020 WATER SHORTAGE CONTINGENCY PLAN**

At the regularly scheduled meeting of the Pittsburg City Council on Sep 20, 2021, the City Council will also consider adoption of a resolution approving the City of Pittsburg 2020 UWMP and 2020 WSCP and directing staff to submit the plan to the State Department of Water Resources.

For further details on this matter, contact Richard Abono, Public Works Director City Engineer, 65 Civic Avenue, Pittsburg, CA (925) 252-4930.

Dated: July 28, 2021

Alice E. Evenson, City Clerk  
ECT# 6596352 Aug. 2, 2021

**CITY OF PITTSBURG  
NOTICE OF PUBLIC HEARING**

**THE PITTSBURG CITY COUNCIL WILL HOLD AN  
ONLINE PUBLIC HEARING ON:**

**Date: SEPTEMBER 20, 2021**

**Time: 7:00 P.M.**

**Place: City Council Chamber at City Hall, 65  
Civic Avenue, Pittsburg, CA**

If Executive Order N-29-20, issued by Governor Newsom on March 17, 2020 is still in effect, the public hearing will be held and accessible through Zoom Teleconference via Streaming Media on the City's website homepage: [www.ci.pittsburg.ca.us](http://www.ci.pittsburg.ca.us)

Concerning the following matter:

**PUBLIC HEARING ON URBAN WATER MANAGEMENT PLAN & WATER SHORTAGE CONTINGENCY PLAN FOR 2020**

The Pittsburg City Council will hold a Public Hearing to receive comments from the public on the final draft of the City of Pittsburg 2020 Urban Water Management Plan (UWMP) and 2020 Water Shortage Contingency Plan. The City is preparing its 2020 UWMP to continue to provide adequate water supplies to meet existing and future water demands within the City's water service area. The 2020 UWMP updates the information in the existing 2015 UWMP and provides an overview of the City's efficient water uses, water supplies, and demand management measures. Additionally, the 2020 WSCP builds upon previous planning efforts and outlines the City's plan to address potential future water shortages. At the conclusion of receipt of comments by the public, the Public Hearing will be closed.

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For further details on this matter, contact Richard Abono, Public Works Director City Engineer, 65 Civic Avenue, Pittsburg, CA (925) 252-4930.

Dated: August 25, 2021

Alice E. Evenson, City Clerk