

SAVE WATER. SAVE CALIFORNIA.

**Water Supply Contingency Plan
for
The City of Grass Valley**

125 E Main St, Grass Valley, 95945

Public Water System CA #2910001

Effective: June 27, 2023

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Section I: Declaration of Policy, Purpose, and Intent

In order to conserve the available water supply and protect the integrity of public water system (PWS) supply facilities, with particular regard for domestic water use, sanitation, and fire protection, to protect and preserve public health, welfare, and safety and minimize the adverse impacts of water supply shortage or other water supply emergency conditions, the City of Grass Valley hereby adopts the following regulations and restrictions on the delivery and consumption of water through this Water Shortage Contingency Plan (Plan).

Water uses regulated or prohibited under this Plan are considered to be non-essential and continuation of such uses during times of water shortage or other emergency water supply condition are deemed to constitute a waste of water subjecting the offender(s) to penalties as defined in Section XI of the Plan.

Section II: Public Involvement

Opportunity for the public to provide input into the preparation of the Plan was provided by the City of Grass Valley by means of a properly noticed Board meeting on June 27, 2023. Final adoption of the Plan occurred at a properly noticed Board meeting on June 27, 2023.

Section III: Public Education

The City of Grass Valley will make information about the Plan available on its website, including information about the conditions under which each stage of the Plan is to be initiated or terminated and the drought response measures to be implemented in each stage, including but not limited to the value of water, sources of water being used, methods and opportunities for conservation. Detailed information on public education is provided in Section X of the Plan.

Section IV: Coordination with Regional Water Planning Groups

The City of Grass Valley receives raw water and potable water from Nevada Irrigation District (NID). The City of Grass Valley coordinates with NID to plan for water supply and demand concerns.

Section V: Authorization

The Utilities Director, or designee, is hereby authorized and directed to implement the applicable provisions of this Plan upon determination that such implementation is necessary to protect public health, safety, and welfare. The Utilities Director, or designee, shall have the authority to initiate or terminate drought or other water supply emergency response measures as described in this Plan. The contact information for Utilities Director is: (530)274-4371 and via email at treverv@cityofgrassvalley.com.

Section VI: Application

The provisions of this Plan shall apply to all persons, customers, and properties utilizing water provided by the City of Grass Valley. The terms “person” and “customer” as used in the Plan may include individuals, corporations, partnerships, associations, and all other legal entities.

Section VII: Definitions

For the purposes of this Plan, the following definitions shall apply:

Aesthetic water use: water use for ornamental or decorative purposes such as fountains, reflecting pools, and water gardens.

Commercial and Institutional water use: water use which is integral to the operations of commercial and non-profit establishments and governmental entities such as schools, hospitals, clinics, retail establishments, hotels and motels, restaurants, and office buildings.

Conservation: those practices, techniques, and technologies that reduce the consumption of water, reduce the loss or waste of water, improve the efficiency in the use of water or increase the recycling and reuse of water so that a supply is conserved and made available for future or alternative uses.

Customer: any person, company, or organization using water supplied by City of Grass Valley.

Domestic water use: water use for personal needs or for household or sanitary purposes such as drinking, bathing, heating, cooking, sanitation, or for cleaning a residence, business, industry, or institution.

Even number address: street addresses, box numbers, or rural postal route numbers ending in 0, 2, 4, 6, or 8 and locations without addresses.

Industrial water use: the use of water in processes designed to convert materials of lower value into forms having greater usability and value.

Landscape irrigation use: water used for the irrigation and maintenance of landscaped areas, whether publicly or privately owned, including residential and commercial lawns, gardens, golf courses, parks, rights-of-way and medians.

Non-essential water use: water uses that are not essential nor required for the protection of public, health, safety, and welfare, including:

- (a) irrigation of landscape areas, including parks, athletic fields, and golf courses, except otherwise provided under this Plan;
- (b) use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle;

- (c) use of water to wash down any sidewalks, walkways, driveways, parking lots, tennis courts, or other hard-surfaced areas;
- (d) use of water to wash down buildings or structures for purposes other than immediate fire protection;
- (e) flushing gutters or permitting water to run or accumulate in any gutter or street;
- (f) use of water to fill, refill, or add to any indoor or outdoor swimming pools or Jacuzzi-type pools;
- (g) use of water in a fountain or pond for aesthetic or scenic purposes except where necessary to support aquatic life;
- (h) failure to repair a controllable leak(s) within a reasonable period after having been given notice directing the repair of such leak(s); and
- (i) use of water from hydrants for construction purposes or any other purposes other than firefighting or hauling water for a domestic water use.

Odd numbered address: street addresses, box numbers, or rural postal route numbers ending in 1, 3, 5, 7, or 9.

Section VIII: Summary of Drought Response Stages and Response Actions

The Utilities Director, or designee, shall monitor water supply and/or demand conditions and shall determine when conditions warrant initiation or termination of each stage of the Plan, that is, when the specified “triggers” are reached.

The triggering and termination criteria described in subsequent sections of this document are based on:

- Projected drought conditions on Department of Water Resources (DWR) California Water Watch Tool (<https://cww.water.ca.gov>)
- County, State or Federal Drought Emergency Orders
- Emergencies such as fire, earthquake, etc. resulting in potential water outages

The response actions described in subsequent sections of this document are based on the following general precepts:

- Source capacity augmentation is proposed with the City of Grass Valley intertie and decreasing water loss through enhanced operational and maintenance changes. In more critical cases, source capacity may be increased by drilling of a shared well with the City of Grass Valley and/or a provision of hauled or bottled water in cases of natural disasters.
- Conservation techniques employed include progressively implementing more strict water use policies, primarily focused on outdoor irrigation and increasingly restrictive water use in business functions. In natural disaster type scenarios, water supplies are limited based on a per capita per day scenario.
- Notification of the public is performed in a variety of ways to ensure drought messaging is received by the residents. Depending on the severity of the drought stage, this may include messages on City of Grass Valley’s website and social media to house-to-house outreach services performed with community service groups. Whenever possible, messages will be provided in English and Spanish. Messaging will also be highly coordinated with the City of Grass Valley since water sharing may occur through the intertie at higher response stages.
- City of Grass Valley will coordinate with a variety of agencies, including, County Environmental Health, State Water Board’s Division of Drinking Water, and NID. In the event of severe water shortages, City of Grass Valley will also coordinate with County Public Health to support County registered vulnerable persons, County Offices of Emergency Services (OES), CalWARN, community partners and critical users.

Section IX: Drought Response Triggers

The drought response triggers and terminations discussed below provides details on when varying levels of drought responses, further discussed in Section X, will be implemented and then subsequently terminated. The City of Grass Valley may choose to make modifications to the triggers and terminations depending on real-time scenarios.

Stage 1 Triggers -- Water Shortage WATCH Conditions

Requirements for initiation

Customers shall be required to comply with the restrictions on certain non-essential water uses provided in Section X of this Plan when there is a projected lack of normal regional rain patterns, the DWR Water Watch drought map¹ shows moderate drought conditions in our zip code, City of Grass Valley initiates voluntary conservation measures, or NID proposes area-wide voluntary conservation measures.

Requirements for termination

Stage 1 of the Plan may be rescinded when all conditions cease to exist.

Stage 2 Triggers -- Water Shortage WARNING Conditions

Requirements for initiation

Customers shall be required to comply with the restrictions on certain non-essential water uses provided in Section X of this Plan when the City of Grass Valley initiates Stage 2 drought response measures, NID recommends Stage 2 drought response measures, or the DWR Water Watch drought map shows severe drought conditions in our zip code.

Requirements for termination

Stage 2 of the Plan may be rescinded when all conditions cease to exist. Upon termination of Stage 2, Stage 1 becomes operative unless otherwise specified.

Stage 3 Triggers – ACUTE Water Shortage Conditions

Requirements for initiation

Customers shall be required to comply with the restrictions on certain non-essential water uses provided in Section X of this Plan when the City of Grass Valley initiates Stage 3 drought response measures, NID recommends Stage 3 drought response measures, or DWR's California Water Watch drought maps

¹ <https://cwww.water.ca.gov/>

shows extreme drought conditions in our zip code.

Requirements for termination

Stage 3 of the Plan may be rescinded when all conditions cease to exist. Upon termination of Stage 3, Stage 2 becomes operative unless otherwise specified.

Stage 4 Triggers -- CRITICAL Water Shortage Conditions

Requirements for initiation

Customers shall be required to comply with the restrictions on certain non-essential water uses provided in Section X of this Plan when the City of Grass Valley initiates Stage 4 drought response measures, NID recommends Stage 4 drought response measures, or a County, State or Federal Drought Emergency is declared.

Requirements for termination

Stage 4 of the Plan may be rescinded when all conditions cease to exist. Upon termination of Stage 4, Stage 3 becomes operative unless otherwise specified.

Stage 5 Triggers -- EMERGENCY Water Shortage Conditions

Requirements for initiation

Customers shall be required to comply with the restrictions on certain non-essential water uses provided in Section X of this Plan when the City of Grass Valley initiates Stage 5 drought response measures, or NID recommends Stage 5 drought response measures.

Requirements for termination

Stage 5 of the Plan may be rescinded when all conditions cease to exist. Upon termination of Stage 5, Stage 4 becomes operative unless otherwise specified.

Stage 6 Triggers -- CATASTROPHIC Water Shortage Conditions

Requirements for initiation

Customers shall be required to comply with the restrictions on certain non-essential water uses provided in Section X of this Plan when the City of Grass Valley initiates Stage 6 drought response measures, or NID recommends Stage 6 drought response measures. Triggers may also include earthquakes resulting in significant infrastructure damage, emergency conservation needed for fire protection, or other actual or threatened catastrophic water infrastructure failure as determined by the Utilities Director, or designee.

Requirements for termination

Stage 6 of the Plan may be rescinded when all the conditions have ceased to exist and coordination with the health and safety authorities have indicated that the water source and distribution system is safe. Upon termination of Stage 6, Stage 5 becomes operative unless otherwise specified.

Section X: Drought Response Stages and Actions

The Utilities Director, or designee, shall monitor water supply and/or demand conditions on a monthly basis and, in accordance with the triggering criteria set forth in Section IX of this Plan, shall determine if a water shortage condition exists and the severity of any such water shortage conditions (e.g., *1-Watch, 2-Warning, 3-Acute, 4-Critical, 5-Emergency, 6-Catastrophic Water Loss*), and shall implement the following notification procedures accordingly:

Notification

Description of Customer Notification Methods:

The Utilities Director, or designee, shall notify the public by means of one of the following Methods:

- Method 1: Notice on City of Grass Valley website and social media outlets
- Method 2: Notice in The Union newspaper
- Method 3: Notice to local Spanish and English-speaking radio stations
- Method 4: Email to customer listing
- Method 5: Direct Mail to each customer, in bill or flyer format
- Method 6: Personal phone calls to hospital, elder care facility and school district
- Method 7: Door to door outreach in low-income, elderly communities, County registered vulnerable residents, residences with high usage, and/or parts of the distribution system impacted by emergency
- Method 8: County Emergency Messaging text alert

City of Grass Valley has a 3% Spanish speaking population, therefore Methods 1, 3, 4, 5 and 7 shall be provided in both English and Spanish.

Public Safety Contacts:

The Utilities Director, or designee, shall notify directly the following individuals and entities of restrictions and water shortages, as defined in the subsections below, as appropriate for each response stage.

Organization or Department	Name & Position	Telephone	Email
Fire Department	Mark Buttron Fire Chief	(530) 274-4380	markb@cityofgrassvalley.com
City of Grass Valley	Tim Kiser, City Manager	(530) 274-4312	timk@cityofgrassvalley.com
County Office of Emergency Services	Operator	(800)852-7550	contact.center@dfeh.ca.gov
County Env. Health Agency	Nevada County EH	(530)265-1222	env.health@nevadacountyca.gov
County Public Health	Nevada County PH	(530)265-1450	publichealth@nevadacountyca.gov
CalWARN Contact	Lisa Deklinski, Region IV Contact	(916)808-1309	R4.REOC4@gmail.com
State Water Board District Engineer	Kooshlar Vaghefi, District Engineer	(916) 327-9848	Kooshlar.Vaghefi@Waterboards.ca.gov
Critical Water User: SNMHospital	Josh Shearer, Emergency Management	(530)274-6881	
Critical Water User: Schools	Andrew Withers, Superintendent	(530) 273-4483 Ext. 2007	awithers@gvsd.us
NID	Chip Close, Operations Director	(530) 271-6884	opsdepartment@nidwater.com

Support Services Contacts:

The following is a listing of support services that may be appropriate for a water shortage emergency.

Organization or Department²	Company & Name	Phone	Email
Water Hauler	H2O to Go	530-432-8440	pinktruck@grassvalleywater.com
Bottled Water Vendor	Brookcrest	916-441-7261	sales@brookcrestwater.com
Storage Tank Vendor	Rain for Rent	800-742-7246	
Community Service Partners: Red Cross	Red Cross Northern California Chapter	530-673-1460	

Drought Responses Actions:

Stage 1 Response -- Water Shortage WATCH Conditions

Actions include normal rules and regulations plus those listed below

Target: Achieve a voluntary 10% percent reduction in total monthly water usage.

Best Management Practices for Supply Management:

- (a) Request customers to limit outdoor irrigation to every other day.
- (b) Request fire department limit practices drills and hydrant flow testing
- (c) Test intertie with NID to ensure that it is operational.
- (d) Leak repair receives higher priority.

Stage 2 Response -- Water Shortage WARNING Conditions

Target: Achieve a 20% percent reduction in total monthly water usage.

Best Management Practices include Stage 1 plus those listed below:

- (a) Outdoor irrigation is limited to every other day and a maximum of three days per week.
- (b) Odd address numbers can irrigate outdoors on Tuesday, Thursday, and Saturday.
- (c) Even address numbers can irrigate outdoors on Wednesday, Friday, and Sunday.
- (d) Customers shall adjust irrigation controllers to reduce usage for each zone by 20 percent.
- (e) Corresponding to Fall Daylight Saving Time, customers shall strive to limit outdoor irrigation to only once per week.
- (f) Communicate 20 percent mandatory reduction requirement to customers.
- (g) Decrease flushing from regular flushing routine to only as needed for public health and safety.

Enforcement Measures:

- A written warning will be issued for a first violation.
- An imposed fine of up to \$500 each day for subsequent violations.
- Similar penalties, fines, and charges may be implemented by the City as needed to enforce the restrictions on specific prohibited water uses.

Stage 3 Response -- ACUTE Water Shortage Conditions

Target: Achieve a 30% percent reduction in total weekly water usage.

Best Management Practices include Stages 1 & 2 plus those listed below:

- (a) Outdoor irrigation is limited to two days per week.
- (b) Odd address numbers can irrigate outdoors on Thursday and Sunday.
- (c) Even address numbers can irrigate outdoors on Wednesday and Saturday.

- (d) Customers shall adjust irrigation controllers to reduce usage for each zone by 30 percent.
- (e) Irrigation of ornamental turf in public street medians with treated water is prohibited.
- (f) Communicate 30 percent mandatory reduction requirement to customers.

Stage 4 Response -- CRITICAL Water Shortage Conditions

Target: Achieve a 40% percent reduction in total daily water usage.

Best Management Practices include Stages 1 - 3 plus those listed below:

- (a) Outdoor irrigation is limited to one day per week.
- (b) Customers shall adjust irrigation controllers to reduce usage for each zone by 40 percent.
- (c) Communicate 40 percent mandatory reduction requirement to customers.

Stage 5 Response – EMERGENCY Water Shortage Conditions

Target: Achieve a 50% percent reduction in total daily water usage.

Best Management Practices include Stages 1 - 4 plus those listed below:

- (a) Outdoor irrigation is prohibited.
- (b) Communicate 50 percent mandatory reduction requirement to customers.

Stage 6 Response -- CATASTROPHIC Water Shortage Conditions

Target: Achieve >50% percent reduction in total daily water usage or implement allocation plan requirements depending on situation.

Best Management Practices include Stages 1 - 5 plus those listed below:

- (a) Health and safety use of water only.

CATASTROPHIC Water Allocation Plan

In the event that water shortage conditions threaten public health, safety, and welfare, the Utilities Director, or designee, is hereby authorized to allocate water according to the following water allocation plan:

Single-Family Residential Customers

The allocation to residential water customers residing in a single-family dwelling shall be as follows:

Persons per Household	Gallons per Month
1 or 2	<3,000
3 or 4	<6,000
5 or 6	<9,000
7 or greater	Requires written verification of any household usage greater than 9,000 gallons per month. Allowable usage will be calculated using 47 gallons per person per day.

“Household” means the residential premises served by the customer’s meter. The above is based on 47³ gallons per person per day with all outdoor uses prohibited except by public safety officers (e.g. fire personnel, etc.)

Additional decreases to the table may be required for short-term emergency response to earthquakes, fires, etc. Any short-term decrease (defined as less than 72 hours) will be determined by the Utilities Director along with provision for alternative water supplies for any period of water outage greater than 10 hours. Any conservation decreases to below 47 gallons per person per day, for greater than 72 hours, requires a properly noticed Council meeting (regular or special) for public input and Council adoption.

Master-Metered Multi-Family Residential Customers

The allocation to residential water customers billed from a master meter which jointly measures water to multiple permanent residential dwelling units (e.g., *apartments, mobile homes, etc.*) shall be allocated the same as single-family residential customers.

Commercial Customers

A monthly water allocation shall be established by the Utilities Director, or designee, for each commercial water customer who uses water for processing

³ Based on Water Code Section 10609.4 for standard indoor residential water use starting in 2025. This attempts to ensure efficient indoor water recognizing the severity of the drought while maintaining standard sanitation practices, if possible.

purposes. The allocation to commercial water customers shall be as follows: 40% of monthly water usage and no irrigation. All restaurants shall only provide water upon request, hotels must only wash linens upon exit of customers, and all commercial establishments must post drought conservation messaging.

Industrial Customers

City of Grass Valley does not have industrial customers.

Public Notification Regarding Access to Alternative Water Supplies:

Methods: 1, 2, 3, 4, 5 (flyer/door hanger), 6, 7 and 8 will be utilized to inform residents of the location of alternative water and sanitation access and availability of additional services for the elderly/disabled or those without transportation. American Red Cross and Rotary Club volunteers will also be utilized to provide flyers to homes.

All handout materials will be provided in both English and Spanish. Templates have been pre-prepared and can be immediately printed if needed.

CATASTROPHIC Notification of Emergency Service Providers

If adequate water supply will potentially become unavailable for fire response, medical services, public services, etc., then the following emergency providers will be notified as soon as possible to ensure that adequate planning, response and assistance may be provided:

Local Fire Agency: Shall be contacted immediately when any water outages are believed to be potentially imminent or is occurring in any part of the distribution system.

Critical Service Providers (e.g., hospital, school, elder care, etc.): The hospital, elder care facility and school district shall be immediately contacted when any water outage is believed to be potentially imminent or is occurring in the distribution system that may in any way impact that user. These users, in City of Grass Valley, should have backup plans for water provision and hauling that must be implemented immediately.

State Water Board and/or County Environmental Health: The State Water Board's Division of Drinking Water and the County Environmental Health shall be contacted when any water outage is believed to be potentially imminent or is occurring in the distribution system.

County Office of Emergency Services: The County Office of Emergency Services may be contacted when any water outage is believed to be potentially imminent or is occurring in the distribution system as the result of a natural disaster and/or

additional County or State support is needed.

Section XI: Enforcement

- (a) No person shall knowingly or intentionally allow the use of water from this water system for residential, commercial, industrial, agricultural, governmental, or any other purpose in a manner contrary to any provision of this Plan, or in an amount in excess of that permitted by the drought response stage in effect at the time pursuant to action taken by Utilities Director, or designee, in accordance with provisions of this Plan.
- (b) Any person, including a person classified as a water customer of the water system, in apparent control of the property where a violation occurs or originates shall be presumed to be the violator, and proof that the violation occurred on the person's property shall constitute a presumption that the person in apparent control of the property committed the violation, but any such person shall have the right to show that he/she did not commit the violation.
- (c) Each day that one or more of the provisions in this Plan is violated shall constitute a separate offense. If a person is in repeated violation of this Plan, the City of Grass Valley shall, upon the second warning notice to the customer, be authorized to provide a financial penalty of up to \$250 per day.

Section XII: Variances

The Utilities Director, or designee, may grant, in writing, a temporary variance for existing water uses otherwise prohibited under this Plan if it is determined that failure to grant such variance would cause an emergency condition adversely affecting the health, sanitation, or fire protection for the public or the person requesting such variance and if one or more of the following conditions are met:

- (a) Compliance with this Plan cannot be technically accomplished during the duration of the water supply shortage or other condition for which the Plan is in effect.
- (b) Alternative methods can be implemented which will achieve the same level of reduction in water use.

Persons requesting an exemption from the provisions of this Ordinance shall file a petition for variance with the water system within 5 days after the Plan or a particular drought response stage has been invoked. All petitions for variances shall be reviewed by the Utilities Director, or designee, and shall include the following:

- (a) Name and address of the petitioner(s).
- (b) Purpose of water use.
- (c) Specific provision(s) of the Plan from which the petitioner is requesting relief.
- (d) Detailed statement as to how the specific provision of the Plan adversely affects the petitioner or what damage or harm will occur to the petitioner or others if petitioner complies with this Ordinance.
- (e) Description of the relief requested.
- (f) Period of time for which the variance is sought.
- (g) Alternative water use restrictions or other measures the petitioner is taking or proposes to take to meet the intent of this Plan and the compliance date.
- (h) Other pertinent information.

A decision on the variance request will be returned to the customer within no more than 5 business days.

While submittal of a variance is required, the following exemptions are pre-approved:

1. Use of a residential swamp cooler on days where the ambient temperature is greater than 80° F for residents that can demonstrate a medical need.
2. Use of water for the operation of a medical support device needed by a resident.

Appendix A: Water System Information

The city of Grass Valley provides water to approximately 4,947 residential customers, schools, shopping centers, and restaurants. The City of Grass Valley obtains its raw water from NID and also has a potable water intertie with NID.

Annually, the water system utilizes approximately 350 million gallons. The maximum monthly usage typically occurs in August with a production of approximately 43 million gallons. Total treatment capacity is 5MGD.

The distribution system is entirely gravity-fed and consists of two pressure zones: Zone 1, and Zone 2. Zone 1 serves approximately 90% of the service connections and Zone 2 serves approximately 10% of the service connections.

In 2009, the City of Grass Valley installed a potable water intertie to NID. This intertie has been used approximately once per year since that time, typically when the City of Grass Valley performs maintenance of its treatment facility.