



Managing Small Public Water Systems: Introduction

Introduction

This publication is the overview of a five-part series *Managing Small Public Water Systems* (TCEQ publication series RG-501).

An electronic version of the complete series is available at the TCEQ Small Business and Local Government Assistance Section's Public Water Supply Compliance Tools web page at <www.tceq.texas.gov/goto/help4pws>.

Note: This publication is not a substitute for the actual rules. To obtain the most current, official copy of state rules, contact the Secretary of State's office at 512-463-5561. The rules are also available online at <www.tceq.texas.gov/goto/TAC30>.

Who should use this guide?

This guide is for any person involved in the management or operation of a small public water system including:

- board members
- owners
- council members
- system managers
- system operators

How will this guide help?

This management guide will help you:

- understand the rules,

- comply with the rules, and
- develop tools to plan for, manage, and operate public water systems.

This guide also contains worksheets and tables that you can keep in a file or binder and add to, as things change at your public water system.

How is this guide organized?

This guide is organized into five parts. Each part is available as a separate document at <www.tceq.texas.gov/goto/help4pws>.

Introduction (RG-501)

Introduction to the five-part series to help owners, managers, or operators of small water utilities understand and comply with rules and develop tools for planning and operation. This introduction discusses the other modules and provides contact information for how to request assistance from the TCEQ.

Part A. Asset Management (RG-501a)

Part A includes worksheets and instructions to help you conduct an inventory of the water system's resources; prioritize repairs and replacements; plan for future needs; and develop a budget.

Part B. Source Assessment and Planning (RG-501b)

Part B explains how to identify your public water system's source; develop best-management practices for sustaining your source; identify options for alternative sources; and plan for the future.

Part C. Operation and Maintenance (RG-501c)

Part C provides worksheets that help you create your own operation and maintenance manual for your public water system and outlines a program for scheduling and performing preventive and general maintenance.

Part D. Compliance (RG-501d)

Part D describes how to prepare for an investigation; the investigation and enforcement process; violations that can lead to enforcement and fines; enforcement scenarios; and provides tables that summarize the requirements for sampling, monitoring, record keeping, and reporting.

Part E. Resources (RG-501e)

Part E includes a listing of resources that may help you as you create and carry out your asset management plan and conduct everyday operations at your facility.

Where can I go for more help?

For one-on-one compliance assistance, contact the Small Business and Local Government Assistance (SBLGA) specialist in the TCEQ office for the region where you are located, or call the SBLGA hotline, 800-447-2827.

For free on-site financial, managerial, and technical assistance, contact the TCEQ's Water Supply Division at 512-239-4691.

How can I obtain TCEQ publications?

Publications produced by the TCEQ are available to order or download on the webpage at <www.tceq.texas.gov/publications>. Click on the first link, Catalog of Current Publications, and conduct a search.

To order copies of a publication, please contact the Publications Section at 512-239-0028, or by mail:

TCEQ Publications, MC 118
PO Box 13087
Austin, TX 78711-3087

For More Information

For confidential assistance with environmental compliance, contact the Small Business and Local Government Assistance Hotline at 800-447-2827, or visit <www.TexasEnviroHelp.org>.