

**CITY OF MARION  
MUNICIPAL WATER DEPARTMENT  
WATER CONSERVATION PLAN**

**WATER SHORTAGES**

From time to time during and following drought conditions, or due to equipment failure, the City's water supply may become significantly and seriously depleted so that there will not then be a sufficient supply of water to meet all customary and usual demands. Under those conditions, the Water Board of Trustees may find, and declare by resolution, a public Drought Watch, Drought Alert, Drought Warning or Drought Emergency, during which time the following measures and provisions shall be in effect to produce an orderly and equitable reduction of water consumption until, by resolution, the Water Board of Trustees finds and declares the water shortage condition to be ended.

**DEFINITIONS**

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

- **Allowed watering hours:** Watering is allowed between 6:00 PM at night through 10:00 AM the next morning. No watering is allowed between 10:00 AM and 6:00 PM. This time period typically places the greatest amount of stress on drinking water systems;
- **Conservation:** Those practices, techniques, and technologies that improve efficiency in the use of water, reduce the consumption of water, reduce the loss of waste 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, entity, or organization using water supplied by the Marion Water Department. Further defined as;
  - A. *Residential:* Dwelling units;
  - B. *Commercial:* Non-residential and non-industrial businesses and non-City governmental agencies;
  - C. *Industrial:* Processing or manufacturing establishments;
  - D. *Municipal:* Internal City accounts;
- **Water Conservation Plan:** A strategy or combination of strategies for temporary supply management and demand management responses to temporary or potentially recurring water supply shortages.
- **Drought Stages:**
  - A. **Watch:** Potential water shortages may occur if water use increases or supply diminishes. The focus during this stage is on communication with city leaders, customers and the

- general public. Prepare for initiating response if conditions become worse. A request for voluntary water use reduction is not made;
- B. **Alert:** Onset of conditions indicating that water shortages are imminent if no changes occur in current water usage and current available water supply. The focus during this stage is on increased monitoring, awareness and preparation for response if conditions become worse. A request for voluntary water use reduction is made. The objective of the Alert stage is to reduce water uses by 5%.
  - C. **Warning:** Initiates first phase of mandatory water use reduction to avoid shortages, relieve stressed sources and forestall the need to impose increasingly stringent water use restrictions. The objective of the Warning stage is to reduce overall water uses by 15%.
  - D. **Emergency:** A drought emergency is a concentrated management phase designed to marshal all available resources to respond to actual emergency conditions, to avoid depletion of water resources, to assure at least minimum water supplies to protect public health and safety, to support essential and high priority water uses and to avoid unnecessary economic dislocations. The objective of Emergency stage is to reduce water uses by 25%;
  - E. **Rationing:** A fixed amount of water a customer is allowed to use if mandatory restrictions fall short of objectives;
- **Essential water use:** Water uses that are necessary or required for the protection of public, health, safety and welfare, including:
    - A. Water use for human consumption and sanitation;
    - B. Water use for livestock production; May be restricted;
    - C. Water use for generation of electrical power for public consumption; May be restricted;
    - D. Water use for manufacturing or other industrial processes. May be restricted;
  - **Even number address:** Home or business address (e.g. 120 Magnolia St.) or rural postal route box number (e.g. RR 2 Box 9802) that ends with 0, 2, 4, 6 or 8. Locations without address number shall be considered an even number address;
  - **Non-essential water use:** Water uses that are not essential or required for the protection of public, health, safety, and welfare, including:
    - A. Failure to repair a controllable leak(s) within a reasonable period after having been given notice directing the repair of such leak(s).
    - B. Irrigation of established landscape areas, including parks, athletic fields, and golf courses, except otherwise provided under the Plan. Established landscape, for the purposes of use under the Plan, is a tree or shrub 3 years old or older;

- C. Irrigation of established lawns. Established lawns generally have roots that penetrate 4-8 inches into the soil, depending on the type of soil. Mature root systems require less watering than new sold or new seed lawns.
  - D. Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle;
  - E. Use of water to wash down any sidewalks, walkways, driveways, parking lots, tennis courts, or other hard-surfaced areas except as needed to control major dust inhalation;
  - F. Use of water to wash down buildings or structures for purposes other than immediate fire protection;
  - G. Flushing gutters or permitting water to run or accumulate in any gutter or street;
  - H. Use of water to fill, refill, or add to any non-revenue generating indoor or outdoor swimming pools, Jacuzzi-type pools, wading pools, and splash pads;
  - I. Use of water in a fountain or pond for aesthetic or scenic purposes except where necessary to support aquatic life;
  - J. Use of water from hydrants for construction purposes or any other purposes other than firefighting and flushing of lines to maintain a potable water supply;
- **Odd Numbered Address:** Home or business address (e.g. 883 2<sup>nd</sup> Avenue or 121 Magnolia Street) or rural postal route box number (e.g. RR 2 Box 9805) that ends with 1, 3, 5, 7, or 9;
  - **Potable Water:** Water that is suitable for drinking;
  - **Watershed:** An area of land where all of the water that is under it or drains off of it goes into the same place;

***Drought Stage Matrix***

A “Drought Stage” will be initiated utilizing a five to seven day production quantity average, not a daily production quantity. Utility staff will work with customers to determine reduction target quantities if the customer’s usage pattern varies. The water reduction percentages for each “Drought Stage” will be based on the most recent four year usage average of the representative billing periods that include the calendar month and day of the “Drought Stage” implementation date. Commercial and industrial customers may request a modification to this calculation if significant production changes have been made during the calculation period. The calculation will be based on the cumulative usage of all of the customer’s meters for the entire family or production location.

Drought Stage	Indicator	Required Actions*
Drought Watch	Early Indicators of Drought conditions	Customers asked to use water wisely
Drought Alert	Customer water demand reaches 65% of well capacity	All customers asked to reduce water usage by 5%

  

DROUGHT WARNING	CUSTOMER WATER DEMAND REACHES 75% OF WELL CAPACITY	ALL CUSTOMERS EXPECTED TO REDUCE WATER USAGE BY 15%
DROUGHT EMERGENCY	CUSTOMER WATER DEMAND REACHES 85% OF WELL CAPACITY	ALL CUSTOMERS EXPECTED TO REDUCE WATER CONSUMPTION BY 25%.

***ALL CUSTOMERS STAGE RESPONSES***

**Watch Stage Response**

Marion Water Department will monitor system pumping conditions and if water demand is unusually high the department may ask customers to use water wisely.

**Voluntary** reduction of water use through:

- A. Reduce landscape watering;
- B. Consider postponing new plantings until after the drought passes;
- C. Only run the dishwasher with full loads;
- D. Turn off water when brushing teeth or shaving.

**Alert Stage Response**

Marion Water Department will ask customers to voluntarily reduce water consumption by 5%.

**Voluntary** reduction of water use through:

- A. Encourage watering between 6:00 PM in the evening to 10:00 AM the next morning;
- B. Irrigation of established lawn and landscape areas should be limited to watering on odd or even days based on home or business address;

- C. Encourage reduction in frequency of washing or rinsing of vehicles and recommend use of commercial car washes that recycle wash water;
- D. Encourage reduction in frequency in draining and refilling of swimming pools, hot tubs, etc;
- E. Encourage reduction in frequency of recreational use of municipal water;
- F. Established foundations may be watered on an even/odd calendar day basis during the allowed watering hours between 6:00 PM at night through 10:00 AM the next morning. Foundations may be watered with a soaker hose or a handheld hose equipped with a positive shutoff nozzle only.
- G. New construction concrete curing is not affected by restrictions during the Alert stage of the Plan;
- H. Encourage reduction in landscape uses for parks;
- I. Encourage reduction in water use for landscape nursery;
- J. Encourage reduction of water use as defined by the IDNR Mandatory Water Use Restriction Plan Agreement for golf courses using municipal or local well water for irrigation;
- K. Encourage hotel/motels to request multiple day patrons to reuse linens instead of changing every day;

**Warning Stage Response (all of the above Alert Stage Responses plus.....)**

Marion Water Department implements mandatory water restrictions. All customers expected to reduce water usage by 15%.

- A. Watering of established lawn and landscape allowed two days a week and only during allowed hours;
- B. Shut down ornamental fountains or ponds except where necessary to support aquatic life or where such fountains or ponds are equipped with a recirculation system;
- C. Prohibit hosing off of paved areas, buildings, windows or other surfaces;
- D. Prohibit recreational water use of water in such a manner as to create run-off or other waste;
- E. Restrict washing of any motor vehicle, motorbike, boat, trailer, airplane or other vehicle to the use of a hand-held bucket or a hand-held hose equipped with a positive shutoff nozzle for quick rinses. Vehicle washing may be done at any time on the immediate premises of a commercial car wash or commercial service station. Further, such washing may be exempted from these regulations if the health, safety, and welfare of the public is contingent upon frequent vehicle cleansing, such as garbage trucks and vehicles used to transport food and perishables;
- F. Encourage area restaurants to serve customers water by request only;
- G. Encourage further reduction in frequency in draining and refilling of swimming pools.

**Emergency Stage Response (all of the above Alert and Warning Stage Responses plus....)**

Marion Water Department implements mandatory water restrictions. All customers expected to reduce water usage by 25%.

- A. **The use of hose-end sprinklers or permanently installed automatic sprinkler systems are prohibited at all times.** Watering will be allowed one day-per-week during allowed hours and only by means of hand-held hoses, soaker hoses and hand-held buckets. This applies to all new and established lawns and landscapes;
- B. Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle not occurring on the premises of a commercial car wash and commercial service stations and not in the immediate interest of public health, safety, and welfare is prohibited. Further, such vehicle washing at commercial car washes and commercial service stations shall occur only during the allowed watering hours;
- C. Filling and refilling of existing and new swimming pools, wading pools, and Jacuzzi type pools is prohibited. Existing pools may add water to replace losses during normal use and to replace evaporation in order to maintain proper water quality and proper operation of the pool equipment;
- D. Permitting of new swimming pools, hot tubs, spas, ornamental ponds and fountain construction is prohibited;
- E. Established foundations may be watered for a two-hour period during the allowed watering hours. Established foundations may be watered with soaker or hand-held hose equipped with a positive shutoff nozzle only.
- F. Flushing of newly constructed water main will be managed by the City at its discretion consistent with the nature of the drought emergency;

#### **ENFORCEMENT**

No person shall knowingly or intentionally allow the use of water from the Marion Water Department for residential, commercial, industrial, wholesale, or municipal, in a manner contrary to any provision of the Plan, or in an amount in excess of that permitted by the drought response stage in effect at the time pursuant to action directed by the Water Department General Manager or designee, in accordance with provisions of the Plan.

Person or persons that violate provisions of the Plan will receive a violation tag/card at the premise followed by a warning notice mailed to the account holder for the first offense. Subsequent violations would be subject to the provisions as noted below:

- First Offense – Warning – Violation Card and mailed Violation Notice;
- Violation of Plan Provision (First Offense after Warning) \$300 Fine;
- Violation of Plan Provision (Second Offense after Warning) \$600 Fine;
- Violation of Plan Provision (Third Offense after Warning) \$900 Fine;

Termination of Water Service shall be an option at any time if the responsible party or accountholder does not comply with the provisions of the Plan within the timeframe on the Notice.

Once service is terminated the responsible party/acountholder would be required to pay all fines prior to any service reconnection.

### ***DROUGHT EMERGENCY***

Under a Drought Emergency, a Drought Warning Use Restrictions will be in effect and, in addition, each customer will be afforded a monthly allocation of water.

### ***BASE ALLOCATION***

The base allocation of water for residential use shall be 300 cubic feet per household per month. For commercial, industrial or institutional use, the base allocation shall be established by resolution as a percentage of the average water used during the previous winter (November through April).

### ***APPEAL AND ADJUSTMENT OF THE BASE ALLOCATION***

Any person may file an appeal with the Water Appeal Board to adjust the base allocation amount. The Water Appeal Board may grant an adjustment to the appellant based upon on the following criteria:

- A. For single-family residential use, the base allocation may be increased by 100 cubic feet per person per month for all individuals residing at the appellant's residence for a period of more than thirty (30) days.
- B. For commercial, industrial, institutional or other residential uses, the base allocation may be increased based on factors appropriate to the individual customer; such as usage, production, service and occupancy data provided by the customer.

Any customer charged with a violation of the Drought Warning or Drought Emergency use restrictions may request a hearing before the Water Appeal Board. The Water Appeal Board may conclude that a violation did not occur or that the circumstances under which the violation occurred warrant a complete or partial mitigation of the penalty.

### ***PREMIUM RATE FOR IMPRUDENT CONSUMPTION***

In addition to the water rates duly enacted by the Board of Trustees, all persons shall pay a premium rate of \$2.50 per 100 cubic feet of water consumed in excess of the base allocation.

### ***ADJUSTMENT OF PREMIUM RATE CHARGES***

Any person may file for adjustment of the premium rate changes for imprudent water consumption with the Water Appeal Board. The Water Appeal Board may grant an adjustment of the premium rate charges in accordance with the following criteria:

- A. Adjustments may be granted for over consumption due to mechanical failures such as broken or leaky pipes or fixtures, but not for over consumption due to human carelessness.
- B. The applicant shall furnish proof that the mechanical failure was repaired promptly. This should be in the form of a licensed plumber's invoice or statement or a materials receipt.

- C. The adjustment shall be granted only for the billing period prior to the correction of the failure.
- D. For those accounts granted an adjustment of the premium rate charges, the minimum adjusted rate shall be 50 percent of the actual bill which shall include the premium rate charges and sales tax.

***WATER APPEAL BOARD***

A Water Appeal Board shall be appointed during any Drought Warning or Drought Emergency. The Water Appeal Board shall consist of the Board of Trustees of the water system, and three representatives of the community who shall be appointed by the mayor and Water Board chairman. The City Manager and Water Board Secretary shall be non-voting, ex officio members of the Water Appeal Board. The Water Appeal Board shall hear appeals of any action taken pursuant to a Drought Warning or Drought Emergency.

***REDUCTION IN FLOW OF WATER TO ANY PERSON***

The water superintendent is authorized, after giving notice and opportunity for hearing before the Water Appeal Board, to reduce the flow of water to any person determined to be using water in any manner not in accordance with this plan during a Drought Warning or Drought Emergency.