Municipal Water Conservation Plan



City of Scott City

April 2026

Municipal Water Conservation Plan
For the City of Scott City

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INTRODUCTION

The primary objectives of the Water Conservation Plan for the City of Scott City are to develop long-term water conservation plans (Long-Term Water Use Efficiency Section) and short-term water emergency plans (Drought Response Section) to assure the City customers of an adequate water supply to meet their needs. The efficient use of water also has the beneficial effect of limiting or postponing water distribution system expansion and thus limiting or postponing the resultant increases in costs, in addition to conserving the limited water resources of the State of Kansas.

The City of Scott City has undertaken a number of steps to ensure a dependable water supply for our customers since purchasing the water department in 1991. The water supply for the City is obtained from 6 active wells and 1 well on emergency standby that are drilled into the Ogallala Aquifer. These wells have all been completely rebuilt since 2003, including new column pipe and pumps. Well 9 was re-drilled in 1996 and well 10 was re-drilled in 2010. Well 11 (previously well 8) was re-drilled in 2014. The City built 2 ion exchange water treatment plants in 2013. These plants treat the water for nitrates and arsenic. Well 12 in the Scott City Industrial Park North has been put into service in early 2026. Treated water storage facilities consist of a 500,000 gallon elevated tank on the south side of the City, and a newly erected 500,000 gallon elevated tank on the north edge of the City. Our City water supply and distribution system has adequate capacity to meet current customer demands and future projected demands, except during drought periods. The City of Scott City believes that our Municipal Water Conservation Plan represents an additional major step in ensuring our customers have a dependable water supply in future years.

LONG-TERM WATER USE EFFICIENCY

Water Use Conservation Goals

The City of Scott City used 202 Gallons Per Capita (person) per Day (GPCD) in 2017. With the 2024 GPCD of 195 and 2025 GPCD OF 172, the City conserved 10.5 million gallons for the year 2024 and 45 million gallons for the year 2025. This GPCD figure included:

- Water sold to residential/commercial customers
- Water distributed for free public services (parks, cemeteries, swimming pools etc.)
- Water lost by leaks in the water distribution system
- Water sold in bulk for construction purposes

However, the GPCD figure does not include municipally supplied water for industries that use over 200,000 gallons per year. According to the publication Municipal Water Use in Kansas, 2017, our City is located in Region 2. From this publication it was determined that our City GPCD water use was 202, which was 10 percent above the regional average of 184 GPCD among public water suppliers in Region 2 during 2017. The City desires to set a water use conservation goal for usage not to exceed 212 GPCD based on the regional average of the last five years (2013-2017). Our City anticipates not exceeding this goal by carrying out the specific actions that are outlined in our plan.

Water Conservation Practices

This subsection of the plan summarizes the current education, management and regulation efforts that relate to the long-term conservation of water in the City. Specific practices that will be undertaken to conserve water are listed and a target date to begin each practice is also shown.

Education

The City water bills show the total gallons of water used during the billing period and the amount of the bill. Water conservation tips are not normally provided with the water bills. The City provides information on water conservation to the local news media on a regular basis. The City encourages school teachers to become involved in water conservation presentations. The City also participates with helping to teach conservation during school field trips.

The City has chosen the following conservation practices and target dates for the Education Component of the Long-Term Water Use Efficiency Section of our Water Conservation Plan.

Education Conservation Practices to be Taken	Target Date
1. Water conservation tips will be added to water bills	Ongoing
2. Water wise education program to be started at the Middle School	Ongoing
3. Quarterly conservation updates for the public at City Hall during regular Council meetings.	July 2026

Management

The City of Scott City has water meters on all water supplies and water pumped to the distribution system. Any new supply will have an individual meter on each source of supply. These meters are read daily.

Water meters were installed for all residential/commercial customers by 1996. Customer meters are repaired or possibly replaced upon receiving a notice from the water clerk or a request to do so from the customer. The City replaces meters as needed.

The City of Scott City reads each customer's water meter and mails/emails a monthly water bill to each customer every month. Customer water meters are generally read on the 10th of every month. The current water bill provides customers' water usage for each month in bar graph form.

The City of Scott City limits the size of meters to residential customers to a 1-inch meter.
Water leaks from the City public water distribution system are repaired when customers report leaks from the water mains or leaks are located by City Personnel. City water pressure is constantly monitored. Customer water pressure is not checked unless customers complain that

their water pressure is too low.

The current water rate structure for the City was passed in November 2024, becoming effective December 1, 2024. All property within the corporate limits of the City upon which any building has been or may hereafter be erected, having a connection with any mains or pipes which may hereafter be constructed and used in connection with the city water system, shall have a monthly base rate based on the meter size(s) providing water utility service to the property.

The monthly base rate for various meter sizes shall be:

Meter Size in Inches	Base Rate
5/8 to ¾	$23.00
1	$26.00
1½	$32.00
2	$37.00
3	$57.00
4	$57.00
6	$57.00

To encourage conservation of, and efficient use of water all connections, except those of political subdivisions of the State of Kansas authorized to levy taxes upon tangible property, the water usage rate per month shall be:

a. 1-5,000 gallons - $2.20 per thousand gallons
b. 5,001-10,000 gallons - $3.50 per thousand gallons
c. 10,001 – 30,000 gallons – $3.75 per thousand gallons
d. 30,001 – 50,000 gallons - $4.00 per thousand gallons
e. 50,001 – 70,000 gallons - $4.50 per thousand gallons
f. 70,001 to 90,000 gallons - $5.00 per thousand gallons
g. 90,001 to 100,000 gallons - $5.50 per thousand gallons
h. More than 100,000 gallons - $6.00 per thousand gallons

The current sewer rate structure was passed in February 2024 becoming effective on March 1, 2024.

A. Definitions
   1. Residential property shall include all forms of residences, apartment buildings, mobile homes and residential property units divided into apartment dwellings.
   2. Business 1 shall include all motels/hotels, schools, fast food restaurants, restaurants, service stations, automotive repair, laundromats, grocery stores, butchers, hospitals, rest homes, food production or processing facilities.

3. Business 2 shall include all car washes.
4. Business 3 shall include all businesses not specified in the definition of Business 1 or Business 2.

B. The monthly sewerage rates to be charged and collected for the use of the services rendered by the sanitary sewer system of the City, and to all customers or users of said sewerage system whose premises are connected or may be hereafter connected directly or indirectly to the City's sanitary sewerage system, shall be as follows:

1. Residential property Units. For each residence, home, mobile home, apartment, or other residential dwelling unit, sewer charges shall be $12.50 per month and $1.00 per one thousand (1,000) gallons of water per month. The City shall use the average water usage for the months of December, January and February, this average will be reassessed annually.

2. Business 1. The sewer rate for businesses defined as Business 1 shall be $25.50 per month and $1.00 per one thousand (1,000) gallons of water per month. The City shall use the average water usage for the months of December, January and February, this average will be reassessed annually.

3. Business 2. The sewer rate for businesses defined as Business 2 shall be $25.50 per month and $1.00 per one thousand (1,000) gallons of water per month. The City shall use the average water usage for the months of July, August and September, this average will be reassessed annually.

4. Business 3. The sewer rate for businesses defined as Business 3 shall be $12.50 per month and $1.00 per one thousand (1,000) gallons of water per month for the metered use. The City shall use the average water usage for the months of December, January and February, this average will be reassessed annually.

Water and Sewer rates for customers outside of the city limits are doubled. These rates are reviewed annually in December.

The City of Scott City realizes the importance of obtaining accurate measurement of water use at our source and at customer meters and that a water use records system must be maintained that can be used to effectively and efficiently manage the City public water distribution system. For that reason, the City of Scott City has chosen the following conservation practices and target dates for the Management component of the Long-Term Water Use Efficiency Section of our Water Conservation Plan.

Management Conservation Practices to be Taken	Target Date
1. All source water will have meters installed. If malfunction occurs, the well will be taken out of service until meter is repaired or replaced.	Implemented
2. Meters for source water will be tested for accuracy at least once every three years. Each meter will be repaired or replaced if its test measurements are not within industry standards (such as AWWA standards).	Implemented
3. All meters for source water will be read at least on a daily basis and meters at individual service connections will be read at least once every month.	Implemented
4. A water utility will implement a water management review, which will result in a specified change in water management practices or implementation of a leak detection and repair program or plan, whenever the amount of unsold water (amount of water provided free for public service, used for treatment purposes, water loss, etc.) exceeds 20 percent of the total source water for a four month time period.	Implemented
5. A water rate structure designed to curb excessive use of water will be evaluated annually.	Implemented
6, Replacement of service connection meter with higher accuracy meters.	Implemented
7. Meters will be installed at all residential, commercial, industrial, and city-owned service connections.	Implemented

Regulation

The City of Scott City does have water conservation regulations in effect at the present time. City Ordinance No. 1134 prohibits outdoor watering, including, but not limited to the irrigation of lawns, shrubs, flowers, trees, gardens, and all other outdoor vegetation between the hours of 12:00 noon and 7:00 pm. Effective between May 1 and September 30 of each year. The ordinance also prohibits the resale of water to any premises other than that for which application has been made and a meter installed.

Scott City does have a plumbing code but has not felt the need to incorporate mandatory use of water conservation units in the plumbing code. The enforcement of any regulations requiring use of any water conservation plumbing measures would be very difficult. Most new homes and/or remodeling projects do include the use of water conservation toilets and faucets.

DROUGHT RESPONSE

The City of Scott City addresses its short-term water shortage problems through a series of stages based on conditions of supply and demand with accompanying triggers, goals, and actions. Each stage is more stringent in water use than the previous stage since water supply conditions are more deteriorated. The Mayor, City Administrator, or Public Works Superintendent is authorized by ordinance to implement the appropriate conservation measures. For more information, see Ordinance No. 1155, included at the end of the document.

Stage 1: Water Watch

Goals

The goals of this stage are to heighten awareness of the public on water conditions and to maintain the integrity of the water supply system.

Triggers

This stage is triggered by any one of the following conditions:

1. The City's storage has fallen below 85 percent capacity and will not recover.
2. Groundwater levels have fallen 5 feet below the normal seasonal level.
3. Demand for one day is in excess of 2.4 million gallons per day.

Education Actions

1. The City will make occasional news releases to the local media describing present conditions and indicating the water supply outlook for the upcoming season.
2. Previous months summaries of precipitation, temperature, water levels and storage will be made public at the beginning of each month.
3. Water-saving tips will be included in billings to water utility customers.

Management Actions

1. The City wells will be cleaned and flushed to maintain them at their most efficient condition.
2. Leaks will be repaired immediately upon detection.
3. The City will monitor its use of water and will curtail activities such as hydrant flushing, street cleaning, and grass watering.

Regulation Actions

The public will be asked to curtail some outdoor water use and to make efficient use of indoor water, i.e. wash full loads, take short showers, do not let faucets run, etc.

Stage 2: Water Warning

Goals

The goals of this stage are to reduce peak demands by 20 percent and to reduce overall weekly consumption by 10 percent.

Triggers

This stage is triggered by any one of the following conditions:

1. The City's storage has fallen below 70 percent capacity and will not recover.
2. Treatment plant operations are at 80 percent capacity or more for three consecutive days.
3. Pumping lowers water level to within 10 feet of the top of the well screens.
4. Groundwater levels have fallen 10 feet below the normal seasonal level.
5. Demand for one day is in excess of 2.6 million gallons per day.

Education Actions

1. The City will make weekly news releases to the local media describing present conditions and indicating the water supply outlook for the upcoming week.
2. Previous week summaries of precipitation, temperature, water levels and storage will be made public each week.
3. Water conservation articles will be provided to the local newspaper.
4. Water-saving tips will be included in billings to water utility customers.

Management Actions

1. The City water supplies will be monitored daily.
2. Leaks will be repaired immediately upon detection.
3. Pumpage at wells will be reduced to decrease drawdown and to maintain water levels over well screens.
4. The City will curtail its water usage, including operation of fountains, watering of City grounds and washing of vehicles.
5. The City will contact Chief Engineer of the Kansas Department of Agriculture, Division of Water Resources for permission to require private well owners to comply with the City's drought response regulations as authorized under K.S.A. 82a-733(i).

Regulation Actions

These regulation actions apply to City residents (including private domestic well users if authority is delegated by the Chief Engineer under K.S.A. 82a-733(i)).

1. Outdoor water use, including lawn watering and car washing will be restricted to before 10:00 am and after 9:00 pm.
2. Refilling of swimming pools will be allowed one day a week after sunset.
3. Outdoor watering will be restricted to use of a hand-held hose or bucket only.
4. Excess water use charges for usage of water over the amount used in the winter will be considered.
5. Waste of water will be prohibited, such as, water running in the curbs and the watering of sidewalks.

Stage 3: Water Emergency

Goals

The goals of this stage are to reduce peak demands by 50 percent and to reduce overall weekly consumption by 25 percent.

Triggers:

This stage is triggered by any one of the following conditions:

1. The City's storage has fallen below 50 percent capacity.
2. Treatment plant operations are at 90 percent capacity or more for three consecutive days.
3. Pumping lowers water level to within 5 feet of the top of the well screens.
4. Groundwater levels have fallen 15 feet below the normal seasonal level.
5. Demand for one day is in excess of 2.6 million gallons per day.
6. Emergency conditions related to repairs or water quality.

Education Actions

1. The City will make daily news releases to the local media describing present conditions and indicating the water supply outlook for the next day.
2. Previous days summaries of precipitation, temperature, water levels and storage will be made public each day.
3. The City will hold public meetings to discuss the emergency, the status of the City water supply and further actions which need to be taken.

Management Actions

1. The City water supplies will be monitored daily.
2. Leaks will be repaired immediately upon detection.
3. Pumpage at wells will be reduced to decrease drawdown and to maintain water levels over well screens.
4. The City will seek additional emergency supplies from other users, the state, or the federal government.

Regulation Actions

These regulation actions apply to City residents (including private domestic well users if authority is delegated by the Chief Engineer under K.S.A. 82a-733(i)).

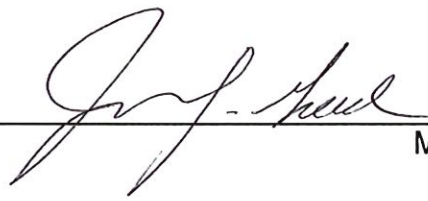
1. Outdoor water use will be banned.
2. Waste of water will be prohibited.

PLAN REVISION, MONITORING & EVALUATION

The City of Scott City has a management practice of reviewing monthly totals for water production, residential/commercial sales, water provided free-of-charge, and "unaccounted for water". Problems noted during the monthly review will be solved as soon as possible.

The City of Scott City Municipal Water Conservation Plan will be reviewed during the month of April each year and on a more frequent basis during drought or other water shortage conditions. If the water conservation GPCD goals for the previous year are not met, then the City will review the data collected from the previous year in relationship to the status and effectiveness of the conservation practices that are outlined in our plan and will provide a status report to the Kansas Department of Agriculture, Division of Water Resources, which will also include any additional water conservation practices that may need to be taken in order for the city to achieve and maintain its water use conservation GPCD goals.

Joshua. J. Gooden
Mayor – Print



Mayor – Signature

Ruth Becker

City Clerk – Signature

April 6, 2026
Date

WATER DROUGHT/EMERGENCY ORDINANCE

Ordinance No. 1155

An ordinance authorizing the declaration of one of three progressive stages of a water supply conservation and / or water supply shortage which shall conserve or curtail the use of water within the City of Scott City establishing three stages of water conservation measures for the City; a water watch, warning or emergency; establishing procedures and voluntary and mandatory conservation measures; authorizing the issuance of administrative regulations; and prescribing certain penalties.

Be it ordained by the Governing Body of the City of Scott City.

Section 1. Purpose. The purpose of this ordinance is to provide for a progressive water supply conservation program, including the declaration of a water supply watch, warning or emergency and the implementation of voluntary and mandatory water conservation measures throughout the city in the event such a watch, warning or emergency is declared by the governing body of the City.

Section 2. Definitions.

(a) "Water", as used in this ordinance, shall mean water available to the City of Scott City for treatment by virtue of the City's water rights, water supply, water supply contracts *or* any treated water introduced by the City into its water distribution system, including water offered for sale at any coin-operated site.

(b) "Customer", as used in this ordinance, shall mean the customer of record using water for any purpose from the City's water distribution system and for which either a regular charge is made or, in the case of coin sales, a cash charge is made at the site of delivery.

(c) "Waste of water", as used in this ordinance, includes, but is not limited to:
(1) Permitting water to escape down a, street, roadway or other surface intended for vehicle driving purposes, and/ or any gutter, ditch, or other surface drain; or
(2) Failure to repair a controllable leak of water due to defective plumbing.

(d) The following classes of uses of water are established for the purposes of this ordinance:

Class 1:

Water used for outdoor watering; either public or private, for gardens, lawns, trees, shrubs, plants, parks, golf courses, playing fields, swimming pools or other recreational areas; or the washing of motor vehicles, boats, trailers, or the exterior of any building or structure.

Class 2:

Water used for any commercial, agricultural or industrial purposes, except water actually necessary to maintain the health and personal hygiene of bona fide employees of such businesses or interests while such employees are engaged in the performance of their duties at their place of employment.

Class 3:

Domestic usage, other than that which would be included in either classes 1 or 2.

Class 4:

Water necessary only to sustain human life and the lives of domestic livestock pets and maintain standards of hygiene and sanitation.

Section 3. In the event that the governing body of the City or the City's designated official determines that the City's water supply may be in subject to a shortage in supply or the governing body of the City determines there is need for conservation of City's water resources for any reason, the City may begin the progressive three (3) stage water conservation program by declaring a water watch as described in section 3(a) or, in times of need and / or duress, the governing body of the City may choose to declare any section of the program described in section 3 in *effect* at any time:

(a) Stage 1: Declaration of Water Watch. Whenever the governing body of the City finds that conditions indicate that the probability of a drought or some other condition causing a major water supply shortage is rising, it shall be empowered to declare, by resolution, that a water watch exists and that it shall take steps to inform the public and ask for voluntary reductions in water use. Such a watch shall be deemed to continue until it is declared by resolution of the governing body to have ended. The resolutions declaring the existence and end of a water watch shall be effective upon their publication in the official city newspaper.

(b). Stage 2: Declaration of Water Warning. Whenever the governing body of the City finds that drought conditions or some other condition causing a major water supply shortage are present and supplies are starting to decline, it shall be empowered to declare by resolution that a water warning exists and that it will recommend restrictions on nonessential uses during the period of warning. Such a warning shall be deemed to continue until it is declared by resolution of the governing body to have ended. The resolutions declaring the beginning and ending of the water warning shall be effective upon their publication in the official city newspaper. Pursuant to the approval of the Chief Engineer, Division of Water Resources, Kansas Department of Agriculture, the recommended restrictions on nonessential uses may be extended to private wells within the City limits.

(c). Stage 3: Declaration of Water Emergency. Whenever the governing body of the City finds that an emergency exists by reason of a shortage of water supply needed for essential uses, it shall be empowered to declare by resolution that a water supply emergency exists and that it will impose mandatory restrictions on water use during the period of the emergency. Such an emergency shall be deemed to continue until it is declared by resolution of the governing body to have ended. The resolutions declaring the existence and end of a water supply emergency shall be effective upon their publication in the official city newspaper. Pursuant to the approval of the Chief Engineer, Division of Water Resources, Kansas Department of Agriculture, the mandatory restrictions on water use may be extended to private wells within the City limits.

Section 4. Voluntary Conservation Measures. Upon the declaration of a water watch or water warning as provided in Sections 3(a) or 3(b), the mayor (or public works superintendent) is authorized to call on all water consumers to employ voluntary water conservation measures to limit or eliminate nonessential water uses including, but not limited to, limitations on the following uses:

(a) Class 1 uses of water.

(b) Waste of water.

Section 5. Mandatory Conservation Measures. Upon the declaration of a water supply emergency as provided in Section 3(c), the mayor (or the public works superintendent or authorized city official) is also authorized to implement certain mandatory water conservation measures, including, but not limited to, the following conservation measures:

(a) Suspension of new connections to the City's water distribution system, except connections of fire hydrants and those made pursuant to agreements entered into by the City prior to the effective date of the declaration of the emergency;
(b) Restrictions on the uses of water in one or more classes of water use as described in section 2(d), wholly or in part;
(c) Restrictions on the sales of water at coin-operated facilities or sites;
(d) The imposition of water rationing based on any reasonable formula including, but not limited to, the percentage of normal use and per capita or per consumer restrictions;
(e) Complete or partial bans on the waste of water; and
(f) Any combination of the measures in sections S(a-e) as the governing body of the City or authorized city official may deem appropriate and/ or necessary.

Section 6. Emergency Water Rates. Upon the declaration of a water supply emergency as provided in Section 3(c), the governing body of the City shall have the power to adopt emergency water rates by ordinance designed to conserve water supplies. Such emergency rates may provide for, but are not limited to:

(a) Higher charges for increasing usage per unit of use (increasing block rates);
(b) Uniform charges for water usage per unit of use (uniform unit rate); or
(c) Extra charges in excess of a specified level of water use (excess demand surcharge).

Section 7. Regulations. During the effective period of any water supply emergency as provided for in Section 3(c), the mayor (or city manager or public works superintendent or other authorized city official) is empowered to promulgate such regulations as may be necessary to carry out the provisions of this ordinance, any water supply emergency resolution, or emergency water rate ordinance. Such regulations shall be subject to the approval of the governing body at its next regular or special meeting.

Section 8. Violations, Disconnections and Penalties.

(a) If the mayor, public works superintendent, or other authorized city official or officials charged with implementation and enforcement of this ordinance or a water supply emergency resolution learn of any violation of any water use restrictions imposed pursuant to Sections 5 or 7 of this ordinance, a written notice of the violation shall be affixed to the property where the violation occurred and the customer of record and/ or any other person known to the City to be responsible for the violation and / or the correction of said violation shall be provided with either actual or mailed notice. Said notice shall describe the violation(s) and order that the noted violation(s) be corrected, cured or abated immediately or within such specified time as the City determines is reasonable for such correction, cure or abatement under the circumstances. In the event the order is not cured within the time period given in the notice, the City may terminate water service to the customer subject to the following procedures:

(1) The City shall give the customer notice by mail or actual notice that water service will be discontinued within a specified time due to the violation(s) and that the customer will have the opportunity to appeal the termination

by requesting a hearing scheduled before the City governing body or a city official designated as a hearing officer by the City governing body;

(2) If such a hearing is requested by the customer charged with the violation, the customer shall be given a full opportunity to be heard by the City governing body or the city official designated as a hearing officer by the City governing body before termination is ordered; and

The City governing body or the city official designated as a hearing officer by the City governing body shall make findings of fact and order whether service should continue or be terminated.

(b) A fee of $50.00 shall be paid for the reconnection of any water service terminated pursuant to subsection (a). In the event of subsequent violations, the reconnection fee shall be $100.00 for the second reconnection and $100.00 for any subsequent additional reconnections within a 2 year period.

(c) Violations of this ordinance shall be a municipal offense and may be prosecuted in Municipal Court. Any person so charged and found guilty in Municipal court of violating the provisions of this ordinance shall be guilty of a municipal offense. Each calendar day in which a violation is observed shall constitute a separate offense. The penalty for an initial violation shall be a mandatory fine of $100.00. In addition, such customer may be required by the Court to serve a definite term of confinement in the city or county jail which shall be fixed by the Court and which shall not exceed _5_ days. The penalty for a second or subsequent conviction shall be a mandatory fine of $200.00. In addition, such customer shall serve a definite term of confinement in the city or county jail which shall be fixed by the Court and which shall not exceed _10_ days.

Section 9. Emergency Termination. Nothing in this ordinance shall limit the ability of any properly authorized city official from terminating the supply of water to any or all customers upon the determination of such city official that emergency termination of water service is required to protect the health and safety of the public or for any other emergency as required or authorized by ordinance or as deemed necessity of the City by such city official or the governing body of the City.

Section 10. Severability. If any provision of this ordinance is declared unconstitutional, or the application thereof to any person or circumstance is held invalid, the constitutionality of the remainder of the ordinance and its applicability to other persons and circumstances shall not be affected thereby.

Section 11. This ordinance shall become effective upon its publication in the official city newspaper.

Passed by the governing body this _21st_ day of _____July_____, 2014.

CITY OF SCOTT CITY
SEAL
ATTEST:
KANSAS

Dan Goodman
Mayor

Brenda K Davis, MMC
City Clerk