Submittal to DNR and Metropolitan Council Incorporating DNR comments

City of Ramsey Local Water Supply Plan
Third Generation for 2016-2018

Formerly called Water Emergency & Water Conservation Plan

Cover photo by Molly Shodeen

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DEPARTMENT OF NATURAL RESOURCES – DIVISION OF ECOLOGICAL AND WATER RESOURCES AND METROPOLITAN COUNCIL

INTRODUCTION TO WATER SUPPLY PLANS (WSP)

Who needs to complete a Water Supply Plan

Public water suppliers serving more than 1,000 people, large private water suppliers in designated Groundwater Management Areas, and all water suppliers in the Twin Cities metropolitan area are required to prepare and submit a water supply plan.
The goal of the WSP is to help water suppliers: 1) implement long term water sustainability and conservation measures; and 2) develop critical emergency preparedness measures. Your community needs to know what measures will be implemented in case of a water crisis. A lot of emergencies can be avoided or mitigated if long term sustainability measures are implemented.

Groundwater Management Areas (GWMA)

The DNR has designated three areas of the state as Groundwater Management Areas (GWMAs) to focus groundwater management efforts in specific geographies where there is an added risk of overuse or water quality degradation. A plan directing the DNRs actions within each GWMA has been prepared. Although there are no specific additional requirements with respect to the water supply planning for communities within designated GWMAs, communities should be aware of the issues and actions planned if they are within the boundary of one of the GWMAs. The three GWMAs are the North and East Metro GWMA (Twin Cities Metro), the Bonanza Valley GWMA and the Straight River GWMA (near Park Rapids). Additional information and maps are included in the DNR webpage at http://www.dnr.state.mn.us/gwmp/areas.html

Benefits of completing a WSP

Completing a WSP using this template, fulfills a water supplier's statutory obligations under M.S. M.S.103G.291 to complete a water supply plan. For water suppliers in the metropolitan area, the WSP will help local governmental units to fulfill their requirements under M.S. 473.859 to complete a local comprehensive plan. Additional benefits of completing WSP template:

- The standardized format allows for quicker and easier review and approval.
- Help water suppliers prepare for droughts and water emergencies.
- Create eligibility for funding requests to the Minnesota Department of Health (MDH) for the Drinking Water Revolving Fund.
- Allow water suppliers to submit requests for new wells or expanded capacity of existing wells.
- Simplify the development of county comprehensive water plans and watershed plans.

- Fulfill the contingency plan provisions required in the MDH wellhead protection and surface water protection plans.
- Fulfill the demand reduction requirements of Minnesota Statutes, section 103G.291 subd 3 and 4.
- Upon implementation, contribute to maintaining aquifer levels, reducing potential well interference and water use conflicts, and reducing the need to drill new wells or expand system capacity.
- Enable DNR to compile and analyze water use and conservation data to help guide decisions.
- Conserve Minnesota's water resources

If your community needs assistance completing the Water Supply Plan, assistance is available from your area hydrologist or groundwater specialist, the MN Rural Waters Association circuit rider program, or in the metropolitan area from Metropolitan Council staff. Many private consultants are also available.

WSP Approval Process

10 Basic Steps for completing a 10-Year Water Supply Plan

1. Download the DNR/Metropolitan Council Water Supply Plan Template www.mndnr.gov/watersupplyplans
2. Save the document with a file name with this naming convention: WSP_cityname_permitnumber_date.doc.
3. The template is a form that should be completed electronically.
4. Compile the required water use data (Part 1) and emergency procedures information (Part 2)
5. The Water Conservation section (Part 3) may need discussion with the water department, council, or planning commission, if your community does not already have an active water conservation program.
6. Communities in the seven-county Twin Cities metropolitan area should complete all the information discussed in Part 4. The Metropolitan Council has additional guidance information on their webpage http://www.metrocouncil.org/Handbook/Plan-Elements/Water-Resources/Water-Supply.aspx. All out-state water suppliers do *not* need to complete the content addressed in Part 4.
7. Use the Plan instructions and Checklist document to insure all data is complete and attachments are included. This will allow for a quicker approval process. www.mndnr.gov/watersupplyplans
8. Plans should be submitted electronically – no paper documents are required. https://webapps11.dnr.state.mn.us/mpars/public/authentication/login

9. DNR hydrologist will review plans (in cooperation with Metropolitan Council in Metro area) and approve the plan or make recommendations.
10. Once approved, communities should complete a Certification of Adoption form, and send a copy to the DNR.

Complete Table 1 with information about the public water supply system covered by this WSP.

Table 1. General information regarding this WSP

Requested Information	Description
DNR Water Appropriation Permit Number(s)	**1985-6005**
Ownership	☒ Public or ☐ Private
Metropolitan Council Area	☒ Yes or ☐ No (and county name)
Street Address	**7550 Sunwood Drive, NW**
City, State, Zip	**Ramsey, MN 55303**
Contact Person Name	**John Nelson**
Title	**Utilities Supervisor**
Phone Number	763 286-0296
MDH Supplier Classification	Municipal

PART 1. WATER SUPPLY SYSTEM DESCRIPTION AND EVALUATION

The first step in any water supply analysis is to assess the current status of demand and availability. Information summarized in Part 1 can be used to develop Emergency Preparedness Procedures (Part 2) and the Water Conservation Plan (Part 3). This data is also needed to track progress for water efficiency measures.

A. Analysis of Water Demand

Complete Table 2 showing the past 10 years of water demand data.

- Some of this information may be in your Wellhead Protection Plan.
- If you do not have this information, do your best, call your engineer for assistance or if necessary leave blank.

If your customer categories are different than the ones listed in Table 2, please describe the differences below:

Wholesale deliveries are not part of Ramsey Water Demand

Table 2. Historic water demand (see definitions in the glossary after Part 4 of this template)

Year	Pop. Served	Total Connections	Residential Water Delivered (MG)	C/I/I Water Delivered (MG)	Water used for Non-essential	Wholesale Deliveries (MG)	Total Water Delivered (MG)	Total Water Pumped (MG)	Water Supplier Services	Percent Unmetered/ Unaccounted	Average Daily Demand (MGD)	Max. Daily Demand (MGD)	Date of Max. Demand	Residential Per Capita Demand (GPCD)	Total per capita Demand (GPCD)
2005	8,717	3307	327	200	20	N/A	542	576	N/A	8.50%	1.58	5.2	Jul-15	103	170
2006	9,263	3544	392	249	21	N/A	661	686	N/A	6.62%	1.88	5.6	Jul-10	116	196
2007	9,702	3720	424	244	35	N/A	704	705	N/A	5.23%	1.93	5.2	Jul-30	120	199
2008	10,101	3776	370	255	35	N/A	625	627	N/A	0.30%	1.72	5.2	Jul-06	100	170
2009	10,540	3820	397	226	30	N/A	623	640	N/A	2.70%	1.75	4.6	Jun-04	103	162
2010	11,669	3879	375	217	28	N/A	620	628	N/A	5.70%	1.72	4.1	Jul-06	88	146
2011	11,807	3901	353	205	20	N/A	577	590	N/A	5.42%	1.62	4.6	Jul-10	82	134
2012	11,987	3957	418	233	28	N/A	680	690	N/A	5.65%	1.89	5.5	Jul-25	96	155
2013	12,838	4050	386	213	18	N/A	617	620	N/A	3.34%	1.70	5.0	Aug-26	82	132
2014	13,535	4110	343	224	20	N/A	552	588	N/A	3.52%	1.61	4.6	Jul-23	69	112
2015	13,774	4186	360	231	22	N/A	613	661	N/A	10.63%	1.81	4.5	Aug-05	72	122
Avg. 2010-2015	12,602	4,014	373	221	23		610	629		5.71%	1.72	4.7		81	131

MG – Million Gallons **MGD –** Million Gallons per Day **GPCD** – Gallons per Capita per Day

See Glossary for definitions

Table 3. Historic water demand (see definitions in the glossary after Part 4 of this template)

Complete Table 3 by listing the top 10 water users by volume, from largest to smallest. For each user, include information about the category of use (residential, commercial, industrial, institutional, or wholesale), the amount of water used in gallons per year, the percent of total water delivered, and the status of water conservation measures.

Table 3. Large volume users

Customer Rank	Name	Use Category (Residential, Industrial, Commercial, Institutional, Wholesale)	Amount Used (Gallons per Year)	Percent of Total Annual Water Delivered	Implementing Water Conservation Measures? (Yes/No/Unknown)
1	City, Buildings and Park Irrigation	IRRIGATION	26,163,000	5.39	YES
2	Vision Ease Lens, Inc.	INDUSTRIAL	23,634,000	4.87	YES
3	Alpine Acres	IRRIGATION	12,518,000	2.58	UNKNOWN
4	Oak Terrace Park Properties	RESIDENTIAL	7,669,000	1.58	UNKNOWN
5	Cove at Mississippi	IRRIGATION	6,494,000	1.34	UNKNOWN
6	Holiday Companies #395 Ramsey Blvd	COMMERCIAL	5,076,000	1.05	UNKNOWN
7	Life Fitness	INDUSTRIAL	4,696,000	0.97	YES
8	Holiday Station Stores #323 TH 47	COMMERCIAL	4,351,000	0.90	UNKNOWN
9	Comfort Suites	COMMERCIAL	4,170,000	0.86	YES
10	Sauter & Sons, Inc.	INDUSTRIAL	4,109,000	0.85	UNKNOWN

B. Treatment and Storage Capacity

Complete Table 4 with a description of where water is treated, the year treatment facilities were constructed, water treatment capacity, the treatment methods (i.e. chemical addition, reverse osmosis, coagulation, sedimentation, etc.) and treatment types used (i.e. fluoridation, softening, chlorination, Fe/MN removal, coagulation, etc.). Also describe the annual amount and method of disposal of treatment residuals. Add rows to the table as needed.

Table 4. Water treatment capacity and treatment processes

Treatment Site ID (Plant Name or Well ID)	Year Constructed	Treatment Capacity (GPD)	Treatment Method	Treatment Type	Annual Amount of Residuals	Disposal Process for Residuals	Do You Reclaim Filter Backwash Water?
Pump House 1 Wells 1 & 2	**1989**	**1,368,000**	**Chemical addition**	**Chlorination, fluoridation, Ortho Polyphosphate C5**	**N/A**	**N/A**	**N/A**
Pump House 2 Well 3	**1997**	**2,304,000**	**Chemical addition**	**Chlorination, fluoridation, Ortho Polyphosphate C5**	**N/A**	**N/A**	**N/A**
Well 4 added to Pump house 2	**1998**	**1,224,000**	**Chemical addition**	**Chlorination, fluoridation, Ortho Polyphosphate C5**	**N/A**	**N/A**	**N/A**
Pump House 3 Well 5	**2000**	**1,224,000**	**Chemical addition**	**Chlorination, fluoridation, Ortho Polyphosphate C5**	**N/A**	**N/A**	**N/A**
Well 6 added to Pump House 3	**2005**	**1,296,000**					**N/A**
Pump House 4 Wells 7 & 8	**2007**	**3,528,000**	**Chemical addition**	**Chlorination, fluoridation, Ortho Polyphosphate C5**	**N/A**	**N/A**	**N/A**
Total	**NA**	**10,944,000**	**NA**	**NA**		**NA**	

Complete Table 5 with information about storage structures. Describe the type (i.e. elevated, ground, etc.), the storage capacity of each type of structure, the year each structure was constructed, and the primary material for each structure. Add rows to the table as needed.

Table 5. Storage capacity, as of the end of the last calendar year

Structure Name	Type of Storage Structure	Year Constructed	Primary Material	Storage Capacity (Gallons)
1	Elevated storage	1989	Steel	500,000
2	Elevated storage	2000	Steel	1,500,000
3	Elevated storage	2010	Steel	2,000,000
Total	NA	NA	NA	4,000,000

Treatment and storage capacity versus demand

It is recommended that total storage equal or exceed the average daily demand.

Discuss the difference between current storage and treatment capacity versus the water supplier's projected average water demand over the next 10 years (see Table 7 for projected water demand):

The current treatment capacity is 11 MGD and storage is 4 MGD. Average day demand is projected to increase from 1.81 MGD in 2015 to 2.38 MGD in 2025. The additional 0.57 MGD of demand is within the system's storage and treatment capacity based on Ten States Standards recommendation 7.0.1 that total storage shall equal the average daily consumption.

C. Water Sources

Complete Table 6 by listing all types of water sources that supply water to the system, including groundwater, surface water, interconnections with other water suppliers, or others. Provide the name of each source (aquifer name, river or lake name, name of interconnecting water supplier) and the Minnesota unique well number or intake ID, as appropriate. Report the year the source was installed or established and the current capacity. Provide information about the depth of all wells. Describe the status of the source (active, inactive, emergency only, retail/wholesale interconnection) and if the source facilities have a dedicated emergency power source. Add rows to the table as needed for each installation.
Include copies of well records and maintenance summary for each well that has occurred since your last approved plan in **Appendix 1.**

Table 6. Water sources and status

Resource Type (Groundwater, Surface water, Interconnection)	Resource Name	MN Unique Well # or Intake ID	Year Installed	Capacity (Gallons per Minute)	Well Depth (Feet)	Status of Normal and Emergency Operations (active, inactive, emergency only, retail/wholesale interconnection))	Does this Source have a Dedicated Emergency Power Source? (Yes or No)
Groundwater	Well #1	161441	1984	700	320	Active	No
Groundwater	Well #2	416183	1987	220	320	Active	No
Groundwater	Well #3	580303	1997	1450	345	Active	No
Groundwater	Well #4	580313	1998	850	321	Active	No
Groundwater	Well #5	593672	2000	850	316	Active	Yes
Groundwater	Well #6	706840	2005	900	390	Active	No
Groundwater	Well #7	743832	2007	850	332	Active	No
Groundwater	Well #8	743833	2007	1400	354	Active	No

Limits on Emergency Interconnections

Discuss any limitations on the use of the water sources (e.g. not to be operated simultaneously, limitations due to blending, aquifer recovery issues etc.) and the use of interconnections,

including capacity limits or timing constraints (i.e. only 200 gallons per minute are available from the City of Prior Lake, and it is estimated to take 6 hours to establish the emergency connection). If there are no limitations, list none.

Well 2 is used to meet seasonal peak demands only. The City has two (2) interconnections with Anoka, one is hard piped and one uses hoses.

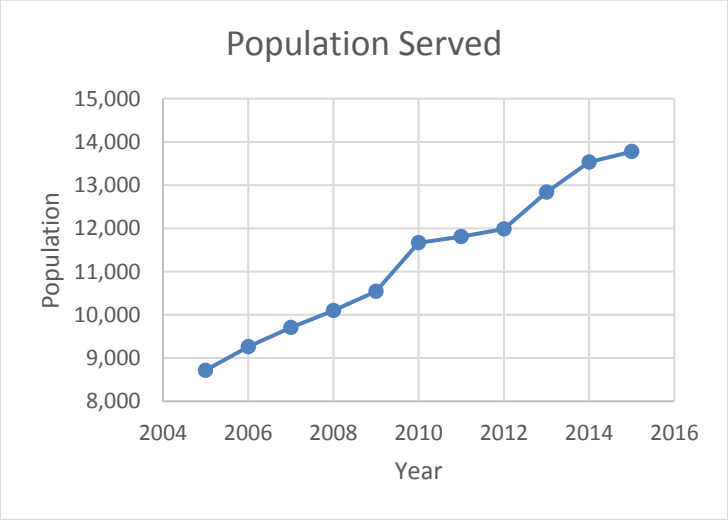
D. Future Demand Projections – *Key Metropolitan Council Benchmark*

Water Use Trends

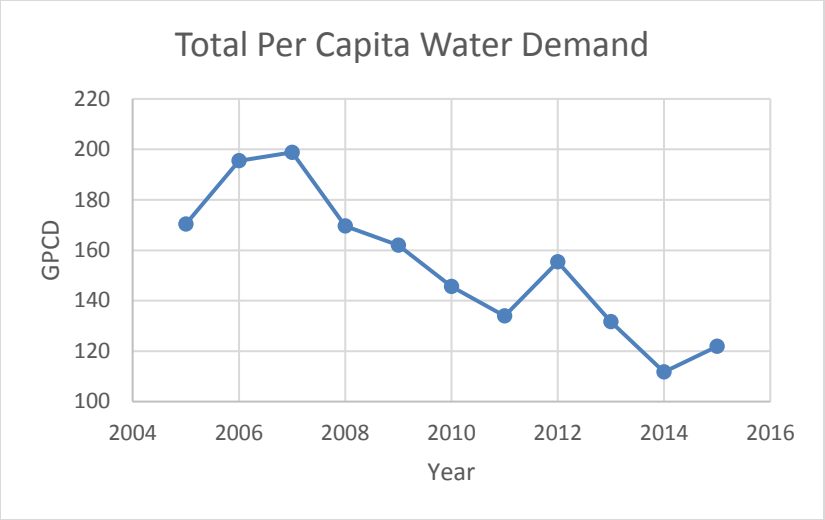
Use the data in Table 2 to describe trends in 1) population served; 2) total per capita water demand; 3) average daily demand; 4) maximum daily demand. Then explain the causes for upward or downward trends. For example, over the ten years has the average daily demand trended up or down? Why is this occurring?

The following trends are observed:

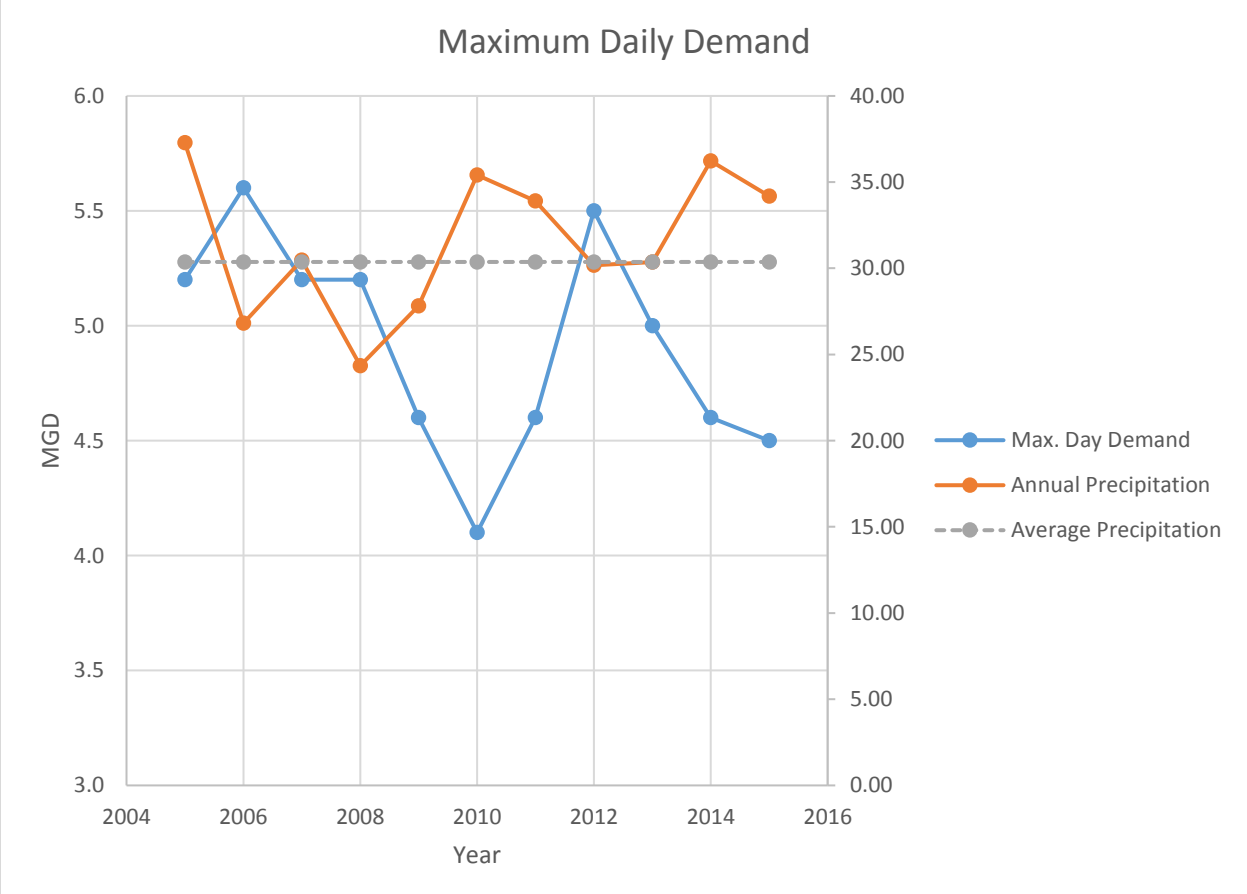
1. Population served increased to a peak in 2010, then dipped in 2011 and increased again. See graph below. The overall upward trend is caused by new connections added each year and construction that occurred in the past 10 years. There have been about 60 connections added per year on average over the last 5 years.



2. The total per capita water demand decreased from 170 GPCD in 2005 to 122 GPCD in 2015. Between 2005 and 2015, water use peaked at 196 GPCD and 199 GPCD in 2006 and 2007 respectively. The 5 year average from 2011 to 2015 was 131 GPCD. Several measures may have contributed to the overall decrease in total per capita water use, including replacing all residential meters in a 5 year period, implementation and enforcement of a new topsoil ordinance, changing the rate structure and increased enforcement of irrigation restrictions.



3. The average daily demand has fluctuated some between 2005 and 2015. Demand peaked in 2012, declined through 2014 then increased in 2015. The increased demand correlates with an uptick in housing construction in 2014 -2015.



4. The maximum daily demand decreased from 2006 to 2010, then increased until 2012 then decreased again to 2015. The decreasing trend is due to higher efficiency appliances, sprinkling bans and other conservation measures. The city had a flat fee residential rate structure in 2005. This was changed to a 7 tier sliding rate structure in 2006, with the rate increasing when each level. The City also has an escalating series of fines and penalties including water shutoff for those who consistently violate the odd-even sprinkling ban. The overall increase can be attributed to adding new customers as noted above. The spike in maximum daily demand in 2012 corresponds to two extremely dry months, August and September. These months saw less than one inch of precipitation in each month while the average is over 3.5 inches per month. The month of May saw 3 times the normal precipitation; however, eight (8) of the months were drier than normal. The year ended with close to normal precipitation.

Use the water use trend information discussed above to complete Table 7 with projected annual demand for the next ten years. Communities in the seven-county Twin Cities metropolitan area must also include projections for 2030 and 2040 as part of their local comprehensive planning.

Projected demand should be consistent with trends evident in the historical data in Table 2, as discussed above. Projected demand should also reflect state demographer population projections and/or other planning projections.

Table 7. Projected annual water demand

Year	Projected Total Population	Projected Population Served	Projected Total Per Capita Water Demand (GPCD)	Projected Average Daily Demand (MGD)	Projected Maximum Daily Demand (MGD)
2016	25,308	12,252	131	1.6050	4.6545
2017	25,581	12,524	131	1.6406	4.7579
2018	25,854	12,796	131	1.6763	4.8612
2019	26,127	13,068	131	1.7119	4.9645
2020	26,400	13,340	131	1.7475	5.0679
2021	26,830	14,150	131	1.8537	5.3756
2022	27,260	14,960	131	1.9598	5.6833
2023	27,690	15,770	131	2.0659	5.9910
2024	28,120	16,580	131	2.1720	6.2987
2025	28,550	17,390	131	2.2781	6.6065
2030	30,700	21,160	131	2.7720	8.0387
2040	34,700	23,920	131	3.1335	9.0872

GPCD – Gallons per Capita per Day **MGD** – Million Gallons per Day

Projection Method

Describe the method used to project water demand, including assumptions for population and business growth and how water conservation and efficiency programs affect projected water demand:

Populations were projected using linear interpolation of Metropolitan Council projections given in the 2015 System Statement for Ramsey.
The projected population served was estimated by multiplying the projected person per household by the projected residential connections. The projected residential connections were calculated by taking the average for the annual increase in residential connections from 2011 to 2015. (60 residential connections added per year) and added onto the 2015 actual residential connections and extrapolated out to 2040. The person/ household (PPH) was calculated to decrease from 3.1 in 2017 to 2.7 in 2040 by taking the projected total population and dividing it by the projected total households.

The average day demand was determined by multiplying the projected population served by 131 gallons per person per day (GPCD). The value 131 GPCD is the average GPCD for the last five years. The maximum daily demand was determined by multiplying the average day demand by 2.90, which is the max day peaking factor.

E. Resource Sustainability

Monitoring – *Key DNR Benchmark*

Complete Table 8 by inserting information about source water quality and quantity monitoring efforts. List should include all production wells, observation wells, and source water intakes or reservoirs. Add rows to the table as needed. Find information on groundwater level monitoring program at: http://www.dnr.state.mn.us/waters/groundwater_section/obwell/index.html

Table 8. Information about source water quality and quantity monitoring

MN Unique Well # or Surface Water ID	Type of monitoring point	Monitoring program	Frequency of monitoring	Monitoring Method
161441	☒ production well ☐ observation well ☐ source water intake ☐ source water reservoir	☐ routine MDH sampling ☒ routine water utility sampling ☐ other	☐ continuous ☐ hourly ☐ daily ☒ monthly ☐ quarterly ☐ annually	☒ SCADA ☐ grab sampling ☐ steel tape ☐ stream gauge
416183	☒ production well ☐ observation well ☐ source water intake ☐ source water reservoir	☐ routine MDH sampling ☒ routine water utility sampling ☐ other	☐ continuous ☐ hourly ☐ daily ☒ monthly ☐ quarterly ☐ annually	☒ SCADA ☐ grab sampling ☐ steel tape ☐ stream gauge
580303	☒ production well ☐ observation well ☐ source water intake	☐ routine MDH sampling ☒ routine water utility sampling	☐ continuous ☐ hourly ☐ daily ☒ monthly	☒ SCADA ☐ grab sampling ☐ steel tape ☐ stream gauge

MN Unique Well # or Surface Water ID	Type of monitoring point	Monitoring program	Frequency of monitoring	Monitoring Method
	☐ source water reservoir	☐ other	☐ quarterly ☐ annually	
580313	☒ production well ☐ observation well ☐ source water intake ☐ source water reservoir	☐ routine MDH sampling ☒ routine water utility sampling ☐ other	☐ continuous ☐ hourly ☐ daily ☒ monthly ☐ quarterly ☐ annually	☒ SCADA ☐ grab sampling ☐ steel tape ☐ stream gauge
593672	☒ production well ☐ observation well ☐ source water intake ☐ source water reservoir	☐ routine MDH sampling ☒ routine water utility sampling ☐ other	☒ continuous ☐ hourly ☐ daily ☒ monthly ☐ quarterly ☐ annually	☐ SCADA ☐ grab sampling ☐ steel tape ☐ stream gauge
706814	☐ production well ☒ observation well ☐ source water intake ☐ source water reservoir	☐ routine MDH sampling ☒ routine water utility sampling ☐ other	☒ continuous ☐ hourly ☐ daily ☒ monthly ☐ quarterly ☐ annually	☒ SCADA ☐ grab sampling ☐ steel tape ☐ stream gauge
706815	☐ production well ☒ observation well ☐ source water intake ☐ source water reservoir	☐ routine MDH sampling ☒ routine water utility sampling ☐ other	☒ continuous ☐ hourly ☐ daily ☐ monthly ☐ quarterly ☐ annually	☒ SCADA ☐ grab sampling ☐ steel tape ☐ stream gauge
706840	☒ production well ☐ observation well ☐ source water intake ☐ source water reservoir	☐ routine MDH sampling ☒ routine water utility sampling ☐ other	☐ continuous ☐ hourly ☐ daily ☒ monthly ☐ quarterly ☐ annually	☒ SCADA ☐ grab sampling ☐ steel tape ☐ stream gauge
731127	☐ production well ☒ observation well ☐ source water intake ☐ source water reservoir	☐ routine MDH sampling ☒ routine water utility sampling ☐ other	☒ continuous ☐ hourly ☐ daily ☐ monthly ☐ quarterly ☐ annually	☒ SCADA ☐ grab sampling ☐ steel tape ☐ stream gauge
743832	☒ production well ☐ observation well ☐ source water intake ☐ source water reservoir	☐ routine MDH sampling ☒ routine water utility sampling ☐ other	☐ continuous ☐ hourly ☐ daily ☒ monthly ☐ quarterly ☐ annually	☒ SCADA ☐ grab sampling ☐ steel tape ☐ stream gauge
713833	☒ production well ☐ observation well	☐ routine MDH sampling	☐ continuous ☐ hourly ☐ daily	☒ SCADA ☐ grab sampling ☐ steel tape

MN Unique Well # or Surface Water ID	Type of monitoring point	Monitoring program	Frequency of monitoring	Monitoring Method
	☐ source water intake ☐ source water reservoir	☒ routine water utility sampling ☐ other	☒ monthly ☐ quarterly ☐ annually	☐ stream gauge
759582	☐ production well ☒ observation well ☐ source water intake ☐ source water reservoir	☐ routine MDH sampling ☒ routine water utility sampling ☐ other	☒ continuous ☐ hourly ☐ daily ☐ monthly ☐ quarterly ☐ annually	☒ SCADA ☐ grab sampling ☐ steel tape ☐ stream gauge

Water Level Data

A water level monitoring plan that includes monitoring locations and a schedule for water level readings must be submitted as **Appendix 2**. If one does not already exist, it needs to be prepared and submitted with the WSP. Ideally, all production and observation wells are monitored at least monthly.

Complete Table 9 to summarize water level data for each well being monitored. Provide the name of the aquifer and a brief description of how much water levels vary over the season (the difference between the highest and lowest water levels measured during the year) and the long-term trends for each well. If water levels are not measured and recorded on a routine basis, then provide the static water level when each well was constructed and the most recent water level measured during the same season the well was constructed. Also include all water level data taken during any well and pump maintenance. Add rows to the table as needed. Provide water level data graphs for each well in **Appendix 3** for the life of the well, or for as many years as water levels have been measured. See DNR website for Date Time Water Level http://www.dnr.state.mn.us/waters/groundwater_section/obwell/waterleveldata.html

Table 9. Water level data

Unique Well Number or Well ID	Aquifer Name	Seasonal Variation (Feet)	Long-term Trend in water level data	Water level measured during well/pumping maintenance
161441	Tunnel City Group	25	☐ Falling ☒ Stable ☐ Rising	MM/DD/YY: N/A MM/DD/YY:____ MM/DD/YY:____
416183	Tunnel City Group	0	☐ Falling ☒ Stable ☐ Rising	MM/DD/YY: N/A MM/DD/YY:____ MM/DD/YY:____
580303	Tunnel City Group	10	☐ Falling ☒ Stable ☐ Rising	MM/DD/YY: N/A MM/DD/YY:____ MM/DD/YY:____
580313	Tunnel City Group	40	☐ Falling ☒ Stable	MM/DD/YY: N/A MM/DD/YY:____

Unique Well Number or Well ID	Aquifer Name	Seasonal Variation (Feet)	Long-term Trend in water level data	Water level measured during well/pumping maintenance
			☐ Rising	MM/DD/YY:____
593672	Tunnel City Group	90	☐ Falling ☒ Stable ☐ Rising	MM/DD/YY: N/A MM/DD/YY:____ MM/DD/YY:____
706840	Tunnel City Group	70	☐ Falling ☒ Stable ☐ Rising	MM/DD/YY: N/A MM/DD/YY:____ MM/DD/YY:____
743832	Tunnel City Group	130	☐ Falling ☒ Stable ☐ Rising	MM/DD/YY: N/A MM/DD/YY:____ MM/DD/YY:____
713833	Tunnel City Group	160	☐ Falling ☒ Stable ☐ Rising	MM/DD/YY: N/A MM/DD/YY:____ MM/DD/YY:____

Potential Water Supply Issues & Natural Resource Impacts – *Key DNR & Metropolitan Council Benchmark*

Complete Table 10 by listing the types of natural resources that are or could be impacted by permitted water withdrawals. If known, provide the name of specific resources that may be impacted. Identify what the greatest risks to the resource are and how the risks are being assessed. Identify any resource protection thresholds – formal or informal – that have been established to identify when actions should be taken to mitigate impacts. Provide information about the potential mitigation actions that may be taken, if a resource protection threshold is crossed. Add additional rows to the table as needed. See glossary at the end of the template for definitions.

Some of this baseline data should have been in your earlier water supply plans or county comprehensive water plans. When filling out this table, think of what are the water supply risks, identify the resources, determine the threshold and then determine what your community will do to mitigate the impacts.

Your DNR area hydrologist is available to assist with this table.

For communities in the seven-county Twin Cities metropolitan area, the *Master Water Supply Plan Appendix 1 (Water Supply Profiles*, provides information about potential water supply issues and natural resource impacts for your community.

Table 10. Natural resource impacts

Resource Type	Resource Name	Risk	Risk Assessed Through	Describe Resource Protection Threshold*	Mitigation Measure or Management Plan	Describe How Changes to Thresholds are Monitored
☐ River or stream	N/A	☐ Flow/water level decline ☐ Degrading water quality trends and/or MCLs exceeded ☐ Impacts on endangered, threatened, or special concern species habitat or other natural resource impacts ☐ Other: _____	☐ GIS analysis ☐ Modeling ☐ Mapping ☐ Monitoring ☐ Aquifer testing ☐ Other: ___		☐ Revise permit ☐ Change groundwater pumping ☐ Increase conservation ☐ Other	
☐ Calcareous fen	N/A	☐ Flow/water level decline ☐ Degrading water quality trends and/or MCLs exceeded ☐ Impacts on endangered, threatened, or special concern species habitat or other natural resource impacts ☐ Other: _____	☐ GIS analysis ☐ Modeling ☐ Mapping ☐ Monitoring ☐ Aquifer testing ☐ Other: ___		☐ Revise permit ☐ Change groundwater pumping ☐ Increase conservation ☐ Other	
☐ Lake	N/A	☐ Flow/water level decline ☐ Degrading water quality trends and/or MCLs exceeded ☐ Impacts on endangered, threatened, or special concern species habitat or other natural resource impacts	☐ GIS analysis ☐ Modeling ☐ Mapping ☐ Monitoring ☐ Aquifer testing ☐ Other: ___		☐ Revise permit ☐ Change groundwater pumping ☐ Increase conservation ☐ Other	

Resource Type	Resource Name	Risk	Risk Assessed Through	Describe Resource Protection Threshold*	Mitigation Measure or Management Plan	Describe How Changes to Thresholds are Monitored
		☐ Other: _____				
☐ Wetland	N/A	☐ Flow/water level decline ☐ Degrading water quality trends and/or MCLs exceeded ☐ Impacts on endangered, threatened, or special concern species habitat or other natural resource impacts ☐ Other: _____	☐ GIS analysis ☐ Modeling ☐ Mapping ☐ Monitoring ☐ Aquifer testing ☐ Other: ___		☐ Revise permit ☐ Change groundwater pumping ☐ Increase conservation ☐ Other	
☐ Trout stream	N/A	☐ Flow/water level decline ☐ Degrading water quality trends and/or MCLs exceeded ☐ Impacts on endangered, threatened, or special concern species habitat or other natural resource impacts ☐ Other: _____	☐ GIS analysis ☐ Modeling ☐ Mapping ☐ Monitoring ☐ Aquifer testing ☐ Other: ___		☐ Revise permit ☐ Change groundwater pumping ☐ Increase conservation ☐ Other	
☒ Aquifer	Tunnel City Group	☒ Flow/water level decline ☐ Degrading water quality trends and/or MCLs exceeded ☐ Impacts on endangered, threatened, or special concern species habitat or other natural	☐ GIS analysis ☐ Modeling ☐ Mapping ☒ Monitoring ☒ Aquifer testing ☐ Other: ___		☐ Revise permit ☐ Change groundwater pumping ☒ Increase conservation ☐ Other	

Resource Type	Resource Name	Risk	Risk Assessed Through	Describe Resource Protection Threshold*	Mitigation Measure or Management Plan	Describe How Changes to Thresholds are Monitored
		resource impacts ☐ Other: _____				
☐ Endangered, threatened, or special concern species habitat, other natural resource impacts	N/A	☐ Flow/water level decline ☐ Degrading water quality trends and/or MCLs exceeded ☐ Impacts on endangered, threatened, or special concern species habitat or other natural resource impacts ☐ Other: _____	☐ GIS analysis ☐ Modeling ☐ Mapping ☐ Monitoring ☐ Aquifer testing ☐ Other: ___		☐ Revise permit ☐ Change groundwater pumping ☐ Increase conservation ☐ Other	

* Examples of thresholds: a lower limit on acceptable flow in a river or stream; water quality outside of an accepted range; a lower limit on acceptable aquifer level decline at one or more monitoring wells; withdrawals that exceed some percent of the total amount available from a source; or a lower limit on acceptable changes to a protected habitat.

Wellhead Protection (WHP) and Surface Water Protection (SWP) Plans

Complete Table 11 to provide status information about WHP and SWP plans.

The emergency procedures in this plan are intended to comply with the contingency plan provisions required in the Minnesota Department of Health's (MDH) Wellhead Protection (WHP) Plan and Surface Water Protection (SWP) Plan.

Table 11. Status of Wellhead Protection and Surface Water Protection Plans

Plan Type	Status	Date Adopted	Date for Update
WHP	☐ In Process ☒ Completed ☐ Not Applicable	August 11, 2009	August 2019
SWP	☐ In Process ☐ Completed ☒ Not Applicable		

F. Capital Improvement Plan (CIP)

Please note that any wells that received approval under a ten-year permit, but that were not built, are now expired and must submit a water appropriations permit.

Adequacy of Water Supply System

Complete Table 12 with information about the adequacy of wells and/or intakes, storage facilities, treatment facilities, and distribution systems to sustain current and projected demands. List planned capital improvements for any system components, in chronological order. Communities in the seven-county Twin Cities metropolitan area should also include information about plans through 2040.

The assessment can be the general status by category; it is not necessary to identify every single well, storage facility, treatment facility, lift station, and mile of pipe.

Please attach your latest Capital Improvement Plan as **Appendix 4**.

Table 12. Adequacy of Water Supply System

System Component	Planned action	Anticipated Construction Year	Notes
Wells/Intakes	☐ No action planned - adequate ☐ Repair/replacement ☒ Expansion/addition	2021 based on current demands and future projections	
Water Storage Facilities	☒ No action planned - adequate ☐ Repair/replacement ☐ Expansion/addition		
Water Treatment Facilities	☒ No action planned - adequate ☐ Repair/replacement ☐ Expansion/addition		
Distribution Systems (pipes, valves, etc.)	☐ No action planned - adequate ☐ Repair/replacement ☒ Expansion/addition	Based on development needs	

System Component	Planned action	Anticipated Construction Year	Notes
Pressure Zones	☒ No action planned - adequate ☐ Repair/replacement ☐ Expansion/addition		
Other:	☒ No action planned - adequate ☐ Repair/replacement ☐ Expansion/addition		

Proposed Future Water Sources

Complete Table 13 to identify new water source installation planned over the next ten years. Add rows to the table as needed.

Table 13. Proposed future installations/sources

Source	Installation Location (approximate)	Resource Name	Proposed Pumping Capacity (gpm)	Planned Installation Year	Planned Partnerships
Groundwater	TBD	Tunnel City Group	1500	2020	
Surface Water	N/A				
Interconnection to another supplier	N/A				

Water Source Alternatives - *Key Metropolitan Council Benchmark*

Do you anticipate the need for alternative water sources in the next 10 years? Yes ☐ No ☒

For metro communities, will you need alternative water sources by the year 2040? Yes ☒ No ☐

If you answered yes for either question, then complete table 14. If no, insert NA.

Complete Table 14 by checking the box next to alternative approaches that your community is considering, including approximate locations (if known), the estimated amount of future demand that could be met through the approach, the estimated timeframe to implement the approach, potential partnerships, and the major benefits and challenges of the approach. Add rows to the table as needed.

For communities in the seven-county Twin Cities metropolitan area, these alternatives should include approaches the community is considering to meet projected 2040 water demand.

Table 14. Alternative water sources

Alternative Source Considered	Source and/or Installation Location (approximate)	Estimated Amount of Future Demand (%)	Timeframe to Implement (YYYY)	Potential Partners	Benefits	Challenges
☐ Groundwater	N/A					
☒ Surface Water	Mississippi River	100	2030	Met Council, Regional Partners	Current source aquifer lateral extent and capacity is unknown. Surface water connection would provide know supply.	Cost of new Water treatment plant and intake
☐ Reclaimed stormwater	N/A					
☐ Reclaimed wastewater	N/A					
☐ Interconnection to another supplier	N/A					

Part 2. Emergency Preparedness Procedures

The emergency preparedness procedures outlined in this plan are intended to comply with the contingency plan provisions required by MDH in the WHP and SWP. Water emergencies can occur as a result of vandalism, sabotage, accidental contamination, mechanical problems, power failings, drought, flooding, and other natural disasters. The purpose of emergency planning is to develop emergency response procedures and to identify actions needed to improve emergency preparedness. In the case of a municipality, these procedures should be in support of, and part of, an all-hazard emergency operations plan. Municipalities that already have written procedures dealing with water emergencies should review the following information and update existing procedures to address these water supply protection measures.

A. Federal Emergency Response Plan

Section 1433(b) of the Safe Drinking Water Act, (Public Law 107-188, Title IV- Drinking Water Security and Safety) requires community water suppliers serving over 3,300 people to prepare an Emergency Response Plan.

Do you have a federal emergency response plan? Yes ☒ No ☐

If yes, what was the date it was certified? May 8, 2008

Complete Table 15 by inserting the noted information regarding your completed Federal Emergency Response Plan.

Table 15. Emergency Preparedness Plan contact information

Emergency Response Plan Role	Contact Person	Contact Phone Number	Contact Email
Emergency Response Lead	MATT KOHNER	763 433-9859	MKOHNER@CI.RAMSEY.MN.US
Alternate Emergency Response Lead	JOHN NELSON	763 286-0296	JNELSON@CI.RAMSEY.MN.US

B. Operational Contingency Plan

All utilities should have a written operational contingency plan that describes measures to be taken for water supply mainline breaks and other common system failures as well as routine maintenance.

Do you have a written operational contingency plan? Yes ☒ No ☐

At a minimum, a water supplier should prepare and maintain an emergency contact list of contractors and suppliers.

C. Emergency Response Procedures

Water suppliers must meet the requirements of MN Rules 4720.5280 . Accordingly, the Minnesota Department of Natural Resources (DNR) requires public water suppliers serving more than 1,000 people to submit Emergency and Conservation Plans. Water emergency and

conservation plans that have been approved by the DNR, under provisions of Minnesota Statute 186 and Minnesota Rules, part 6115.0770, will be considered equivalent to an approved WHP contingency plan.

Emergency Telephone List

Prepare and attach a list of emergency contacts, including the MN Duty Officer (1-800-422-0798), as **Appendix 5**. A template is available at www.mndnr.gov/watersupplyplans

The list should include key utility and community personnel, contacts in adjacent water suppliers, and appropriate local, state and federal emergency contacts. Please be sure to verify and update the contacts on the emergency telephone list and date it. Thereafter, update on a regular basis (once a year is recommended). In the case of a municipality, this information should be contained in a notification and warning standard operating procedure maintained by the Emergency Manager for that community. Responsibilities and services for each contact should be defined.

Current Water Sources and Service Area

Quick access to concise and detailed information on water sources, water treatment, and the distribution system may be needed in an emergency. System operation and maintenance records should be maintained in secured central and back-up locations so that the records are accessible for emergency purposes. A detailed map of the system showing the treatment plants, water sources, storage facilities, supply lines, interconnections, and other information that would be useful in an emergency should also be readily available. It is critical that public water supplier representatives and emergency response personnel communicate about the response procedures and be able to easily obtain this kind of information both in electronic and hard copy formats (in case of a power outage).

Do records and maps exist? Yes ☒ No ☐

Can staff access records and maps from a central secured location in the event of an emergency?

Yes ☒ No ☐

Does the appropriate staff know where the materials are located?

Yes ☒ No ☐

Procedure for Augmenting Water Supplies

Complete Tables 16 – 17 by listing all available sources of water that can be used to augment or replace existing sources in an emergency. Add rows to the tables as needed.

In the case of a municipality, this information should be contained in a notification and warning standard operating procedure maintained by the warning point for that community. Municipalities are encouraged to execute cooperative agreements for potential emergency

water services and copies should be included in **Appendix 6**. Outstate Communities may consider using nearby high capacity wells (industry, golf course) as emergency water sources. WSP should include information on any physical or chemical problems that may limit interconnections to other sources of water. Approvals from the MDH are required for interconnections or the reuse of water.

Table 16. Interconnections with other water supply systems to supply water in an emergency

Other Water Supply System Owner	Capacity (GPM & MGD)	Note Any Limitations On Use	List of services, equipment, supplies available to respond
CITY OF ANOKA	2000 GPM 2,880,000 GPD	EMERGENCY USE ONLY	MUTUAL AID AGREEMENT MNWARN

GPM – Gallons per minute MGD – million gallons per day

Table 17. Utilizing surface water as an alternative source

Surface Water Source Name	Capacity (GPM)	Capacity (MGD)	Treatment Needs	Note Any Limitations On Use
N/A				

If not covered above, describe additional emergency measures for providing water (obtaining bottled water, or steps to obtain National Guard services, etc.)

Allocation and Demand Reduction Procedures

Complete Table 18 by adding information about how decisions will be made to allocate water and reduce demand during an emergency. Provide information for each customer category, including its priority ranking, average day demand, and demand reduction potential for each customer category. Modify the customer categories as needed, and add additional lines if necessary.

Water use categories should be prioritized in a way that is consistent with Minnesota Statutes 103G.261 (#1 is highest priority) as follows:

1. Water use for human needs such as cooking, cleaning, drinking, washing and waste disposal; use for on-farm livestock watering; and use for power production that meets contingency requirements.
2. Water use involving consumption of less than 10,000 gallons per day (usually from private wells or surface water intakes)
3. Water use for agricultural irrigation and processing of agricultural products involving consumption of more than 10,000 gallons per day (usually from private high-capacity wells or surface water intakes)
4. Water use for power production above the use provided for in the contingency plan.

5. All other water use involving consumption of more than 10,000 gallons per day.
6. Nonessential uses – car washes, golf courses, etc.

Water used for human needs at hospitals, nursing homes and similar types of facilities should be designated as a high priority to be maintained in an emergency. Lower priority uses will need to address water used for human needs at other types of facilities such as hotels, office buildings, and manufacturing plants. The volume of water and other types of water uses at these facilities must be carefully considered. After reviewing the data, common sense should dictate local allocation priorities to protect domestic requirements over certain types of economic needs. Water use for lawn sprinkling, vehicle washing, golf courses, and recreation are legislatively considered non-essential.

Table 18. Water use priorities

Customer Category	Allocation Priority	Average Daily Demand (GDP)	Short-Term Emergency Demand Reduction Potential (GPD)
Residential	1	1,542,000	1,370,000
Institutional	2	14,600	10,000
Commercial	3	163,400	15,000
Industrial	4		
Irrigation	5		
Wholesale	N/A		
Non-Essential	6		
TOTAL		1,720,000	1,395,000

GPD – Gallons per Day

Tip: Calculating Emergency Demand Reduction Potential

The emergency demand reduction potential for all uses will typically equal the difference between maximum use (summer demand) and base use (winter demand). In extreme emergency situations, lower priority water uses must be restricted or eliminated to protect priority domestic water requirements. Emergency demand reduction potential should be based on average day demands for customer categories within each priority class. Use the tables in Part 3 on water conservation to help you determine strategies.

Complete Table 19 by selecting the triggers and actions during water supply disruption conditions.

Table 19. Emergency demand reduction conditions, triggers and actions (Select all that may apply and describe)

Emergency Triggers	Short-term Actions	Long-term Actions
☐ Contamination ☒ Loss of production ☒ Infrastructure failure ☒ Executive order by Governor ☐ Other: _____	☐ Supply augmentation through ____ ☒ Adopt (if not already) and enforce a critical water deficiency ordinance to penalize lawn watering, vehicle washing, golf course and park irrigation & other nonessential uses. ☒ Water allocation through chart above ☒ Meet with large water users to discuss their contingency plan.	☐ Supply augmentation through ____ ☐ Adopt (if not already) and enforce a critical water deficiency ordinance to penalize lawn watering, vehicle washing, golf course and park irrigation & other nonessential uses. ☐ Water allocation through____ ☐ Meet with large water users to discuss their contingency plan.

Notification Procedures

Complete Table 20 by selecting trigger for informing customers regarding conservation requests, water use restrictions, and suspensions; notification frequencies; and partners that may assist in the notification process. Add rows to the table as needed.

Table 20. Plan to inform customers regarding conservation requests, water use restrictions, and suspensions

Notification Trigger(s)	Methods (select all that apply)	Update Frequency	Partners
☒ Short-term demand reduction declared (< 1 year)	☒ Website ☒ Email list serve ☒ Social media (e.g. Twitter, Facebook) ☒ Direct customer mailing, ☒ Press release (TV, radio, newspaper), ☒ Meeting with large water users (> 10% of total city use) ☐ Other: _____	☐ Daily ☒ Weekly ☐ Monthly ☐ Annually	
☒ Long-term Ongoing demand reduction declared	☒ Website ☒ Email list serve ☒ Social media (e.g. Twitter, Facebook) ☒ Direct customer mailing, ☒ Press release (TV, radio, newspaper), ☒ Meeting with large water users (> 10% of total city use) ☐ Other: _____	☐ Daily ☒ Weekly ☐ Monthly ☐ Annually	

Notification Trigger(s)	Methods (select all that apply)	Update Frequency	Partners
☒ Governor's critical water deficiency declared	☒ Website ☒ Email list serve ☒ Social media (e.g. Twitter, Facebook) ☒ Direct customer mailing, ☒ Press release (TV, radio, newspaper), ☐ Meeting with large water users (> 10% of total city use) ☐ Other: _____	☐ Daily ☒ Weekly ☐ Monthly ☐ Annually	

Enforcement

Prior to a water emergency, municipal water suppliers must adopt regulations that restrict water use and outline the enforcement response plan. The enforcement response plan must outline how conditions will be monitored to know when enforcement actions are triggered, what enforcement tools will be used, who will be responsible for enforcement, and what timelines for corrective actions will be expected.

Affected operations, communications, and enforcement staff must then be trained to rapidly implement those provisions during emergency conditions.

Important Note:

Disregard of critical water deficiency orders, even though total appropriation remains less than permitted, is adequate grounds for immediate modification of a public water supply authority's water use permit (2013 MN Statutes 103G.291)

Does the city have a critical water deficiency restriction/official control in place that includes provisions to restrict water use and enforce the restrictions? (This restriction may be an ordinance, rule, regulation, policy under a council directive, or other official control) Yes ☐ No ☒

If yes, attach the official control document to this WSP as **Appendix 7**.

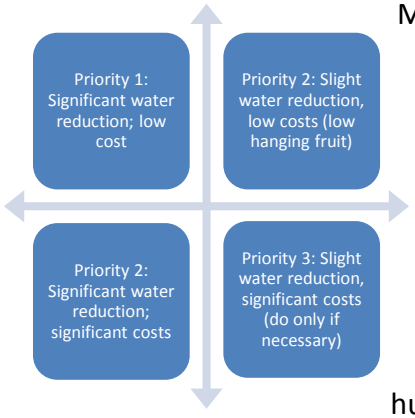
If no, the municipality must adopt such an official control within 6 months of submitting this WSP and submit it to the DNR as an amendment to this WSP.

Irrespective of whether a critical water deficiency control is in place, does the public water supply utility, city manager, mayor, or emergency manager have standing authority to implement water restrictions? Yes ☒ No ☐

If yes, cite the regulatory authority reference: City Code 58-118 .

If no, who has authority to implement water use restrictions in an emergency?

PART 3. WATER CONSERVATION PLAN



Minnesotans have historically benefited from the state's abundant water supplies, reducing the need for conservation. There are however, limits to the available supplies of water and increasing threats to the quality of our drinking water. Causes of water supply limitation may include: population increases, economic trends, uneven statewide availability of groundwater, climatic changes, and degraded water quality. Examples of threats to drinking water quality include: the presence of contaminant plumes from past land use activities, exceedances of water quality standards from natural and human sources, contaminants of emerging concern, and increasing pollutant trends from nonpoint sources.

There are many incentives for conserving water; conservation:

- reduces the potential for pumping-induced transfer of contaminants into the deeper aquifers, which can add treatment costs
- reduces the need for capital projects to expand system capacity
- reduces the likelihood of water use conflicts, like well interference, aquatic habitat loss, and declining lake levels
- conserves energy, because less energy is needed to extract, treat and distribute water (and less energy production also conserves water since water is use to produce energy)
- maintains water supplies that can then be available during times of drought

It is therefore imperative that water suppliers implement water conservation plans. The first step in water conservation is identifying opportunities for behavioral or engineering changes that could be made to reduce water use by conducting a thorough analysis of:

- Water use by customer
- Extraction, treatment, distribution and irrigation system efficiencies
- Industrial processing system efficiencies
- Regulatory and barriers to conservation
- Cultural barriers to conservation
- Water reuse opportunities

Once accurate data is compiled, water suppliers can set achievable goals for reducing water use. A successful water conservation plan follows a logical sequence of events. The plan should address both conservation on the supply side (leak detection and repairs, metering), as well as on the demand side (reductions in usage). Implementation should be conducted in phases, starting with the most obvious and lowest-cost options. In some cases one of the early steps will be reviewing regulatory constraints to water conservation, such as lawn irrigation requirements. Outside funding and grants may be available for implementation of projects. Engage water system operators and maintenance staff and customers in brainstorming opportunities to reduce water use. Ask the question: "How can I help save water?"

Progress since 2006

Is this your community's first Water Supply Plan? Yes ☐ No ☒

If yes, describe conservation practices that you are already implementing, such as: pricing, system improvements, education, regulation, appliance retrofitting, enforcement, etc.

If no, complete Table 21 to summarize conservation actions taken since the adoption of the 2006 water supply plan.

Table 21. Implementation of previous ten-year Conservation Plan

2006 Plan Commitments	Action Taken?
Change water rates structure to provide conservation pricing	☒ Yes ☐ No
Water supply system improvements (e.g. leak repairs, valve replacements, etc.)	☒ Yes ☐ No
Educational efforts	☒ Yes ☐ No
New water conservation ordinances	☒ Yes ☐ No
Rebate or retrofitting Program (e.g. for toilet, faucets, appliances, showerheads, dish washers, washing machines, irrigation systems, rain barrels, water softeners, etc.	☐ Yes ☒ No
Enforcement	☒ Yes ☐ No
Describe other: Replaced all residential meters with Neptune Smart meters within last 10 years	☒ Yes ☐ No

What are the results you have seen from the actions in Table 21 and how were results measured?

Overall per capita demand dropped while adding new customers during this time period.

A. Triggers for Allocation and Demand Reduction Actions

Complete table 22 by checking each trigger below, as appropriate, and the actions to be taken at various levels or stages of severity. Add in additional rows to the table as needed.

Table 22. Short and long-term demand reduction conditions, triggers and actions

Objective	Triggers	Actions
Protect surface water flows	☐ Low stream flow conditions ☐ Reports of declining wetland and lake levels	☐ Increase promotion of conservation measures ☐ Other: _____

Objective	Triggers	Actions
	☐ Other: _____	
Short-term demand reduction (less than 1 year	☒ Extremely high seasonal water demand (more than double winter demand) ☒ Loss of treatment capacity ☒ Lack of water in storage ☒ State drought plan ☐ Well interference ☐ Other: _____	☒ Adopt (if not already) and enforce the critical water deficiency ordinance to restrict or prohibit lawn watering, vehicle washing, golf course and park irrigation & other nonessential uses. ☐ Supply augmentation through ____ ☒ Water allocation through____ ☒ Meet with large water users to discuss user's contingency plan.
Long-term demand reduction (>1 year)	☒ Per capita demand increasing ☒ Total demand increase (higher population or more industry)Water level in well(s) below elevation of _____ ☐ Other: _____	☒ Develop a critical water deficiency ordinance that is or can be quickly adopted to penalize lawn watering, vehicle washing, golf course and park irrigation & other nonessential uses. ☐ Enact a water waste ordinance that targets overwatering (causing water to flow off the landscape into streets, parking lots, or similar), watering impervious surfaces (streets, driveways or other hardscape areas), and negligence of known leaks, breaks, or malfunctions. ☒ Meet with large water users to discuss user's contingency plan. ☐ Enhanced monitoring and reporting: audits, meters, billing, etc.
Governor's "Critical Water Deficiency Order" declared	☒ "Critical Water Deficiency Order" issued	☒ Strictly enforce Odd/ Even Sprinkling Ban ☒ Reduce or eliminate irrigation at public buildings and parks

B. Conservation Objectives and Strategies – *Key benchmark for DNR*

This section establishes water conservation objectives and strategies for eight major areas of water use.

Objective 1: Reduce Unaccounted (Non-Revenue) Water loss to Less than 10%

The Minnesota Rural Waters Association, the Metropolitan Council and the Department of Natural Resources recommend that all water uses be metered. Metering can help identify high use locations and times, along with leaks within buildings that have multiple meters.

It is difficult to quantify specific unmetered water use such as that associated with firefighting and system flushing or system leaks. Typically, water suppliers subtract metered water use from total water pumped to calculate unaccounted or non-revenue water loss.

Is your five-year average (2005-2014) unaccounted Water Use in Table 2 higher than 10%?

Yes ☐ No ☒

What is your leak detection monitoring schedule? (e.g. monitor 1/3rd of the city lines per year)

We get quarterly leak reports from our meter reading software. We follow up with a letter to the identified properties.

Water Audits - are intended to identify, quantify and verify water and revenue losses. The volume of unaccounted-for water should be evaluated each billing cycle. The American Water Works Association (AWWA) recommends that ten percent or less of pumped water is unaccounted-for water. Water audit procedures are available from the AWWA and MN Rural Water Association www.mrwa.com . Drinking Water Revolving Loan Funds are available for purchase of new meters when new plants are built.

What is the date of your most recent water audit? 2016 DNR Water Appropriation Permit

Frequency of water audits: ☒ **yearly** ☐ **other (specify frequency) _____**

Leak detection and survey: ☐ **every year** ☐ **every other year** ☒ **periodic as needed**

Year last leak detection survey completed: _____

If Table 2 shows annual water losses over 10% or an increasing trend over time, describe what actions will be taken to reach the <10% loss objective and within what timeframe

Metering -AWWA recommends that every water supplier install meters to account for all water taken into its system, along with all water distributed from its system at each customer's point of service. An effective metering program relies upon periodic performance testing, repair, maintenance or replacement of all meters. AWWA also recommends that water suppliers conduct regular water audits to ensure accountability. Some cities install separate meters for interior and exterior water use, but some research suggests that this may not result in water conservation.

Complete Table 23 by adding the requested information regarding the number, types, testing and maintenance of customer meters.

Table 23. Information about customer meters

Customer Category	Number of Customers	Number of Metered Connections	Number of Automated Meter Readers	Meter testing intervals (years)	Average age/meter replacement schedule (years
Residential	4105	4105	4105		8/10
Irrigation meters	145	145	145		/
Institutional	5	5	5		/
Commercial	255	255	255		/
Industrial					/
Public facilities	15	15	15		/

Customer Category	Number of Customers	Number of Metered Connections	Number of Automated Meter Readers	Meter testing intervals (years)	Average age/meter replacement schedule (years
Other					___ / ___
TOTALS	4525	4525	4525	NA	NA

For unmetered systems, describe any plans to install meters or replace current meters with advanced technology meters. Provide an estimate of the cost to implement the plan and the projected water savings from implementing the plan.

All of our meters have advanced technology.

Table 24. Water source meters

	Number of Meters	Meter testing schedule (years)	Number of Automated Meter Readers	Average age/meter replacement schedule (years
Water source (wells/intakes)	8	10	0	_0_ / _10__
Treatment plant	N/A			___ / ___

Objective 2: Achieve Less than 75 Residential Gallons per Capita Demand (GPCD)

The 2002 average residential per capita demand in the Twin Cities Metropolitan area was 75 gallons per capita per day.

Is your average 2010-2015 residential per capita water demand in Table 2 more than 75? Yes ☒ No ☐

What was your 2010 – 2015 five-year average residential per capita water demand? 87 g/person/day

Describe the water use trend over that timeframe:

Residential Per Capita Water use has declined during this period while the number of users has increased each year. There were two high years in the beginning of this 5 year period which affect the average. The last two years were 69 and 729 gpcd, respectively.

Complete Table 25 by checking which strategies you will use to continue reducing residential per capita demand and project a likely timeframe for completing each checked strategy (Select all that apply and add rows for additional strategies):

Table 25. Strategies and timeframe to reduce residential per capita demand

Strategy to reduce residential per capita demand	Timeframe for completing work
☒ Revise city ordinances/codes to encourage or require water efficient landscaping.	2019

Strategy to reduce residential per capita demand	Timeframe for completing work
☐ Revise city ordinance/codes to permit water reuse options, especially for non-potable purposes like irrigation, groundwater recharge, and industrial use. Check with plumbing authority to see if internal buildings reuse is permitted	
☒ Revise ordinances to limit irrigation. Describe the restricted irrigation plan:	Odd/ Even no Watering between 10 AM and 8 PM has been in code for several years
☐ Revise outdoor irrigation installations codes to require high efficiency systems (e.g. those with soil moisture sensors or programmable watering areas) in new installations or system replacements.	
☒ Make water system infrastructure improvements	Leak detection reports are generated, letters are sent to each customer. Follow up letters are sent. Toilet dye kits are available for residents.
☒ Offer free or reduced cost water use audits) for residential customers.	No
☒ Implement a notification system to inform customers when water availability conditions change.	We use the website, signs and the city newsletter.
☐ Provide rebates or incentives for installing water efficient appliances and/or fixtures indoors (e.g., low flow toilets, high efficiency dish washers and washing machines, showerhead and faucet aerators, water softeners, etc.)	
☐ Provide rebates or incentives to reduce outdoor water use (e.g., turf replacement/reduction, rain gardens, rain barrels, smart irrigation, outdoor water use meters, etc.)	
☐ Identify supplemental Water Resources	
☒ Conduct audience-appropriate water conservation education and outreach.	Water conservation tips for residents are posted on the website.
☐ Describe other plans	

Objective 3: Achieve at least a 1.5% per year water reduction for Institutional, Industrial, Commercial, and Agricultural GPCD over the next 10 years or a 15% reduction in ten years.

Complete Table 26 by checking which strategies you will used to continue reducing non-residential customer use demand and project a likely timeframe for completing each checked strategy (add rows for additional strategies).

Where possible, substitute recycled water used in one process for reuse in another. (For example, spent rinse water can often be reused in a cooling tower.) Keep in mind the true cost of water is the amount on the water bill PLUS the expenses to heat, cool, treat, pump, and dispose of/discharge the water. Don't just calculate the initial investment. Many conservation retrofits that appear to be prohibitively expensive are actually very cost-effective when amortized over the life of the equipment. Often reducing water use also saves electrical and other utility costs. Note: as of 2015, water reuse, and is not allowed by the state plumbing code, M.R. 4715 (a variance is needed). However several state agencies are addressing this issue.

Table 26. Strategies and timeframe to reduce institutional, commercial industrial, and agricultural and non-revenue use demand

Strategy to reduce total business, industry, agricultural demand	Timeframe for completing work
☐ Conduct a facility water use audit for both indoor and outdoor use, including system components	
☒ Install enhanced meters capable of automated readings to detect spikes in consumption	Leak detection reports are generated, letters are sent to each customer. Follow up letters are sent.
☐ Compare facility water use to related industry benchmarks, if available (e.g., meat processing, dairy, fruit and vegetable, beverage, textiles, paper/pulp, metals, technology, petroleum refining etc.)	
☐ Install water conservation fixtures and appliances or change processes to conserve water	
☒ Repair leaking system components (e.g., pipes, valves)	Leaks are investigated and repaired.
☐ Investigate the reuse of reclaimed water (e.g., stormwater, wastewater effluent, process wastewater, etc.)	
☒ Reduce outdoor water use (e.g., turf replacement/reduction, rain gardens, rain barrels, smart irrigation, outdoor water use meters, etc.)	The City is open to installation of rain gardens on commercial projects
☐ Train employees how to conserve water	
☒ Implement a notification system to inform non-residential customers when water availability conditions change.	The odd/ even signs are posted in locations where residents and commercial customers see them.
☐ Rainwater catchment systems intended to supply uses such as water closets, urinals, trap primers for floor drains and floor sinks, industrial processes, water features, vehicle washing facilities, cooling tower makeup, and similar uses shall be approved by the commissioner. Proposed plumbing code 4714.1702.1 http://www.dli.mn.gov/PDF/docket/4714rule.pdf	
☐ Describe other plans:	

Objective 4: Achieve a Decreasing Trend in Total Per Capita Demand

Include as **Appendix 8** one graph showing total per capita water demand for each customer category (i.e., residential, institutional, commercial, industrial) from 2005-2014 and add the calculated/estimated linear trend for the next 10 years.

Describe the trend for each customer category; explain the reason(s) for the trends, and where trends are increasing.

Water demand has been decreasing over the last 10 years. Non-essential use is not declining as fast as Residential or C/I/I. Residential has shown the largest decrease which correlates to the rate structure change and requiring better topsoil for all new construction green areas.

Objective 5: Reduce Peak Day Demand so that the Ratio of Average Maximum day to the Average Day is less than 2.6

Is the ratio of average 2005-2014 maximum day demand to average 2005-2014 average day demand reported in Table 2 more than 2.6? Yes ☒ No ☐

Calculate a ten year average (2005 – 2014) of the ratio of maximum day demand to average day demand: 2.74

The position of the DNR has been that a peak day/average day ratio that is above 2.6 for in summer indicates that the water being used for irrigation by the residents in a community is too large and that efforts should be made to reduce the peak day use by the community.

It should be noted that by reducing the peak day use, communities can also reduce the amount of infrastructure that is required to meet the peak day use. This infrastructure includes new wells, new water towers which can be costly items.

Objective 6: Implement a Conservation Water Rate Structure and/or a Uniform Rate Structure with a Water Conservation Program

Water Conservation Program

Municipal water suppliers serving over 1,000 people are required to adopt demand reduction measures that include a conservation rate structure, or a uniform rate structure with a conservation program that achieves demand reduction. These measures must achieve demand reduction in ways that reduce water demand, water losses, peak water demands, and nonessential water uses. These measures must be approved before a community may request well construction approval from the Department of Health or before requesting an increase in water appropriations permit volume (*Minnesota Statutes*, section 103G.291, subd. 3 and 4). Rates should be adjusted on a regular basis to ensure that revenue of the system is adequate under reduced demand scenarios. If a municipal water supplier intends to use a Uniform Rate Structure, a community-wide Water Conservation Program that will achieve demand reduction must be provided.

Current Water Rates

Include a copy of the actual rate structure in **Appendix 9** or list current water rates including base/service fees and volume charges below.

Volume included in base rate or service charge: 15,000 gallons or ____ cubic feet ___ other

Frequency of billing: ☐ Monthly ☐ Bimonthly ☒ Quarterly ☐ Other:

_____

Water Rate Evaluation Frequency: ☒ every year ☐ every ___ years ☐ no schedule

Date of last rate change: 1/1/2017

Table 27. Rate structures for each customer category (Select all that apply and add additional rows as needed)

Customer Category	Conservation Billing Strategies in Use *	Conservation Neutral Billing Strategies in Use **	Non-Conserving Billing Strategies in Use ***
Residential	☐ Monthly billing ☒ Increasing block rates (volume tiered rates) ☐ Seasonal rates ☐ Time of use rates ☒ Water bills reported in gallons ☐ Individualized goal rates ☒ Excess use rates ☐ Drought surcharge ☐ Use water bill to provide comparisons ☐ Service charge not based on water volume ☐ Other (describe)	☐ Uniform ☐ Odd/even day watering	☐ Service charge based on water volume ☐ Declining block ☐ Flat ☐ Other (describe)
Commercial/ Industrial/ Institutional	☒ Monthly billing ☒ Increasing block rates (volume tiered rates) ☐ Seasonal rates ☐ Time of use rates ☒ Water bills reported in gallons ☐ Individualized goal rates ☐ Excess use rates ☐ Drought surcharge ☐ Use water bill to provide comparisons ☐ Service charge not based on water volume ☐ Other (describe)	☐ Uniform	☐ Service charge based on water volume ☐ Declining block ☐ Flat ☐ Other (describe)
☐ Other			

*** Rate Structures components that may promote water conservation:**

- **Monthly billing:** is encouraged to help people see their water usage so they can consider changing behavior.
- **Increasing block rates (also known as a tiered residential rate structure):** Typically, these have at least three tiers: should have at least three tiers.
    - The first tier is for the winter average water use.
    - The second tier is the year-round average use, which is lower than typical summer use. This rate should be set to cover the full cost of service.
    - The third tier should be above the average annual use and should be priced high enough to encourage conservation, as should any higher tiers. For this to be effective, the difference in block rates should be significant.
- **Seasonal rate:** higher rates in summer to reduce peak demands
- **Time of Use rates:** lower rates for off peak water use
- **Bill water use in gallons:** this allows customers to compare their use to average rates

- **Individualized goal rates:** typically used for industry, business or other large water users to promote water conservation if they keep within agreed upon goals. **Excess Use rates**: if water use goes above an agreed upon amount this higher rate is charged
- **Drought surcharge:** an extra fee is charged for guaranteed water use during drought
- **Use water bill to provide comparisons**: simple graphics comparing individual use over time or compare individual use to others.
- **Service charge or base fee that does not include a water volume** – a base charge or fee to cover universal city expenses that are not customer dependent and/or to provide minimal water at a lower rate (e.g., an amount less than the average residential per capita demand for the water supplier for the last 5 years)
- **Emergency rates** -A community may have a separate conservation rate that only goes into effect when the community or governor declares a drought emergency. These higher rates can help to protect the city budgets during times of significantly less water usage.

****Conservation Neutral****

- **Uniform rate**: rate per unit used is the same regardless of the volume used
- **Odd/even day watering** –This approach reduces peak demand on a daily basis for system operation, but it does not reduce overall water use.

***** Non-Conserving *****

- **Service charge or base fee with water volume:** an amount of water larger than the average residential per capita demand for the water supplier for the last 5 years
- **Declining block rate:** the rate per unit used decreases as water use increases.
- **Flat rate:** one fee regardless of how much water is used (usually unmetered).

Provide justification for any conservation neutral or non-conserving rate structures. If intending to adopt a conservation rate structure, include the timeframe to do so:

Objective 7: Additional strategies to Reduce Water Use and Support Wellhead Protection Planning

Development and redevelopment projects can provide additional water conservation opportunities, such as the actions listed below. If a Uniform Rate Structure is in place, the water supplier must provide a Water Conservation Program that includes at <u>least two</u> of the actions listed below. Check those actions that you intent to implement within the next 10 years.

Table 28. Additional strategies to Reduce Water Use & Support Wellhead Protection

☐	Participate in the GreenStep Cities Program, including implementation of at least one of the 20 "Best Practices" for water
☐	Prepare a master plan for smart growth (compact urban growth that avoids sprawl)
☐	Prepare a comprehensive open space plan (areas for parks, green spaces, natural areas)
☐	Adopt a water use restriction ordinance (lawn irrigation, car washing, pools, etc.)
☐	Adopt an outdoor lawn irrigation ordinance
☐	Adopt a private well ordinance (private wells in a city must comply with water restrictions)
☐	Implement a stormwater management program

☐	Adopt non-zoning wetlands ordinance (can further protect wetlands beyond state/federal laws-for vernal pools, buffer areas, restrictions on filling or alterations)
☐	Adopt a water offset program (primarily for new development or expansion)
☒	Implement a water conservation outreach program
☐	Hire a water conservation coordinator (part-time)
☐	Implement a rebate program for water efficient appliances, fixtures, or outdoor water management
☒	Revise the commercial development ordinance to allow low water landscaping practices and eliminate the requirement for installation of an irrigation system.

Objective 8: Tracking Success: How will you track or measure success through the next ten years?

We will keep a record of new commercial developments that are constructed with low water or no water landscaping plans. We will record contacts and successes through the water conservation outreach program.

Tip: The process to monitor demand reduction and/or a rate structure includes:

a) The DNR Hydrologist will call or visit the community the first 1-3 years after the water supply plan is completed.
b) They will discuss what activities the community is doing to conserve water and if they feel their actions are successful. The Water Supply Plan, Part 3 tables and responses will guide the discussion. For example, they will discuss efforts to reduce unaccounted for water loss if that is a problem, or go through Tables 33, 34 and 35 to discuss new initiatives.
c) The city representative and the hydrologist will discuss total per capita water use, residential per capita water use, and business/industry use. They will note trends.
d) They will also discuss options for improvement and/or collect case studies of success stories to share with other communities. One option may be to change the rate structure, but there are many other paths to successful water conservation.
e) If appropriate, they will cooperatively develop a simple work plan for the next few years, targeting a couple areas where the city might focus efforts.

A. Regulation

Complete Table 29 by selecting which regulations are used to reduce demand and improve water efficiencies. Add additional rows as needed.

Copies of adopted regulations or proposed restrictions or should be included in **Appendix 10** (a list with hyperlinks is acceptable).

Table 29. Regulations for short-term reductions in demand and long-term improvements in water efficiencies

Regulations Utilized	When is it applied (in effect)?
☒ Rainfall sensors required on landscape irrigation systems	☒ Ongoing

Regulations Utilized	When is it applied (in effect)?
Commercial, Parks and City Own Properties	☐ Seasonal ☐ Only during declared Emergencies
☐ Water efficient plumbing fixtures required	☐ New development ☐ Replacement ☐ Rebate Programs
☒ Critical/Emergency Water Deficiency ordinance	☒ Only during declared Emergencies
☒ Watering restriction requirements (time of day, allowable days, etc.) Odd/ Even Day, Time of day watering restrictions are enforced	☒ Odd/even ☐ 2 days/week ☐ Only during declared Emergencies
☐ Water waste prohibited (for example, having a fine for irrigators spraying on the street)	☐ Ongoing ☐ Seasonal ☐ Only during declared Emergencies
☐ Limitations on turf areas (requiring lots to have 10% - 25% of the space in natural areas)	☐ New development ☐ Shoreland/zoning ☐ Other
☒ Soil preparation requirement s (after construction, requiring topsoil to be applied to promote good root growth) Approved topsoil is required under sod for all new construction projects.	☒ New Development ☐ Construction Projects ☐ Other
☒ Tree ratios (requiring a certain number of trees per square foot of lawn)	☒ New development ☐ Shoreland/zoning ☐ Other
☐ Permit to fill swimming pool and/or requiring pools to be covered (to prevent evaporation)	☐ Ongoing ☐ Seasonal ☐ Only during declared Emergencies
☐ Ordinances that permit stormwater irrigation, reuse of water, or other alternative water use (Note: be sure to check current plumbing codes for updates)	☐ Describe

B. Retrofitting Programs

Education and incentive programs aimed at replacing inefficient plumbing fixtures and appliances can help reduce per capita water use, as well as energy costs. It is recommended that municipal water suppliers develop a long-term plan to retrofit public buildings with water efficient plumbing fixtures and appliances. Some water suppliers have developed partnerships with organizations having similar conservation goals, such as electric or gas suppliers, to develop cooperative rebate and retrofit programs.

A study by the AWWA Research Foundation (Residential End Uses of Water, 1999) found that the average indoor water use for a non-conserving home is 69.3 gallons per capita per day (gpcd). The average indoor water use in a conserving home is 45.2 gpcd and most of the decrease in water use is related to water efficient plumbing fixtures and appliances that can reduce water, sewer and energy costs. In Minnesota, certain electric and gas providers are required (Minnesota Statute 216B.241) to fund programs that will conserve energy resources and some utilities have distributed water efficient showerheads to customers to help reduce energy demands required to supply hot water.

Retrofitting Programs

Complete Table 30 by checking which water uses are targeted, the outreach methods used, the measures used to identify success, and any participating partners.

Table 30. Retrofitting programs (Select all that apply)

Water Use Targets	Outreach Methods	Partners
☐ Low flush toilets, ☒ Toilet leak tablets, ☐ Low flow showerheads, ☐ Faucet aerators;	☒ Education about leak detection ☒ Free distribution of toilet leak kits ☐ Rebate for ☐ Other	☐ Gas company ☐ Electric company ☐ Watershed organization
☐ Water conserving washing machines, ☐ Dish washers, ☐ Water softeners;	☐ Education about ☐ Free distribution of ☐ Rebate for ☐ Other	☐ Gas company ☐ Electric company ☐ Watershed organization
☒ Rain gardens, ☒ Rain barrels, ☒ Native/drought tolerant landscaping, etc.	☒ Education about rain gardens, rain barrels ☐ Free distribution of ☐ Rebate for ☐ Other	☐ Gas company ☐ Electric company ☒ Watershed organization

Briefly discuss measures of success from the above table (e.g. number of items distributed, dollar value of rebates, gallons of water conserved, etc.):

We will record and report on the number of rain gardens, rain barrels and native landscaping areas installed. We will continue to provide toilet leak tablets and information on detecting other leaks in homes and businesses.

C. Education and Information Programs

Customer education should take place in three different circumstances. First, customers should be provided information on how to conserve water and improve water use efficiencies. Second, information should be provided at appropriate times to address peak demands. Third, emergency notices and educational materials about how to reduce water use should be available for quick distribution during an emergency.

Proposed Education Programs

Complete Table 31 by selecting which methods are used to provide water conservation and information, including the frequency of program components. Select all that apply and add additional lines as needed.

Table 31. Current and Proposed Education Programs

Education Methods	General summary of topics	#/Year	Frequency
Billing inserts or tips printed on the actual bill	- Water conservation topics - Odd/ Even information - How much water does irrigation use	2	☐ Ongoing ☒ Seasonal ☐ Only during declared emergencies
Consumer Confidence Reports		1	☒ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Press releases to traditional local news outlets (e.g., newspapers, radio and TV)			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Social media distribution (e.g., emails, Facebook, Twitter)	- Water conservation topics - Odd/ Even information - How much water does irrigation use		☒ Ongoing ☒ Seasonal ☐ Only during declared emergencies
Paid advertisements (e.g., billboards, print media, TV, radio, web sites, etc.)			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Presentations to community groups			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Staff training			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Facility tours			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Displays and exhibits	Signs for Odd/ Even Ban		☐ Ongoing ☒ Seasonal ☐ Only during declared emergencies
Marketing rebate programs (e.g., indoor fixtures & appliances and outdoor practices)			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Community news letters	Odd/ even news letter articles		☐ Ongoing ☒ Seasonal ☐ Only during declared emergencies

Education Methods	General summary of topics	#/Year	Frequency
Direct mailings (water audit/retrofit kits, showerheads, brochures)			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Information kiosk at utility and public buildings			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Public service announcements			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Cable TV Programs	Odd/ Even Ban		☐ Ongoing ☒ Seasonal ☐ Only during declared emergencies
Demonstration projects (landscaping or plumbing)			☒ Ongoing ☐ Seasonal ☐ Only during declared emergencies
K-12 education programs (Project Wet, Drinking Water Institute, presentations)	Water Tower Tours for local elementary school		☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Community events (children's water festivals, environmental fairs)			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Community education classes			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Water week promotions	Well Testing kits provided		☒ Ongoing ☒ Seasonal ☐ Only during declared emergencies
Website (include address: www.cityoframsey.com/utilities-water-system)			☒ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Targeted efforts (large volume users, users with large increases)			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Notices of ordinances			☐ Ongoing ☐ Seasonal

Education Methods	General summary of topics	#/Year	Frequency
			☐ Only during declared emergencies
Emergency conservation notices			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Other: City website	Page on Xeriscapes, Hardscape Page on Water Conservation Grant Opportunities Page on Irrigation Do's and Do Not's		☒ Ongoing ☐ Seasonal ☐ Only during declared emergencies

Briefly discuss what future education and information activities your community is considering in the future:

The City meets with school age children once a year about water conservation, future water conservation practices, irrigation calculator, website and newsletter articles.
We will continue this practice and expand the audience when the opportunity arises.

Part 4. ITEMS FOR METROPOLITAN AREA COMMUNITIES

Minnesota Statute 473.859 requires WSPs to be completed for all local units of government in the seven-county Metropolitan Area as part of the local comprehensive planning process.

Much of the information in Parts 1-3 addresses water demand for the next 10 years. However, additional information is needed to address water demand through 2040, which will make the WSP consistent with the Metropolitan Land Use Planning Act, upon which the local comprehensive plans are based.

This Part 4 provides guidance to complete the WSP in a way that addresses plans for water supply through 2040.

A. Water Demand Projections through 2040

Complete Table 7 in Part 1D by filling in information about long-term water demand projections through 2040. Total Community Population projections should be consistent with the community's system statement, which can be found on the Metropolitan Council's website and which was sent to the community in September 2015.

Projected Average Day, Maximum Day, and Annual Water Demands may either be calculated using the method outlined in *Appendix 2* of the *2015 Master Water Supply Plan* or by a method developed by the individual water supplier.

B. Potential Water Supply Issues

Complete Table 10 in Part 1E by providing information about the potential water supply issues in your community, including those that might occur due to 2040 projected water use.

The *Master Water Supply Plan* provides information about potential issues for your community in *Appendix 1 (Water Supply Profiles).* This resource may be useful in completing Table 10.

You may document results of local work done to evaluate impact of planned uses by attaching a feasibility assessment or providing a citation and link to where the plan is available electronically.

C. Proposed Alternative Approaches to Meet Extended Water Demand Projections

Complete Table 12 in Part 1F with information about potential water supply infrastructure impacts (such as replacements, expansions or additions to wells/intakes, water storage and treatment capacity, distribution systems, and emergency interconnections) of extended plans for development and redevelopment, in 10-year increments through 2040. It may be useful to refer to information in the community's local Land Use Plan, if available.

Complete Table 14 in Part 1F by checking each approach your community is considering to meet future demand. For each approach your community is considering, provide information about the amount of future water demand to be met using that approach, the timeframe to

implement the approach, potential partners, and current understanding of the key benefits and challenges of the approach.
As challenges are being discussed, consider the need for: evaluation of geologic conditions (mapping, aquifer tests, modeling), identification of areas where domestic wells could be impacted, measurement and analysis of water levels & pumping rates, triggers & associated actions to protect water levels, etc.

D. Value-Added Water Supply Planning Efforts (Optional)

The following information is not required to be completed as part of the local water supply plan, but completing this can help strengthen source water protection throughout the region and help Metropolitan Council and partners in the region to better support local efforts.

Source Water Protection Strategies

Does a Drinking Water Supply Management Area for a neighboring public water supplier overlap your community? Yes ☐ No ☒

If you answered no, skip this section. If you answered yes, please complete Table 32 with information about new water demand or land use planning-related local controls that are being considered to provide additional protection in this area.

Table 32. Local controls and schedule to protect Drinking Water Supply Management Areas

Local Control	Schedule to Implement	Potential Partners
☐ None at this time		
☐ Comprehensive planning that guides development in vulnerable drinking water supply management areas		
☐ Zoning overlay		
☐ Other:		

Technical assistance

From your community's perspective, what are the most important topics for the Metropolitan Council to address, guided by the region's Metropolitan Area Water Supply Advisory Committee and Technical Advisory Committee, as part of its ongoing water supply planning role?

- ☒ Coordination of state, regional and local water supply planning roles
- ☐ Regional water use goals
- ☐ Water use reporting standards
- ☒ Regional and sub-regional partnership opportunities
- ☐ Identifying and prioritizing data gaps and input for regional and sub-regional analyses
- ☐ Others:

GLOSSARY

Agricultural/Irrigation Water Use - Water used for crop and non-crop irrigation, livestock watering, chemigation, golf course irrigation, landscape and athletic field irrigation.

Average Daily Demand - The total water pumped during the year divided by 365 days.

Calcareous Fen - Calcareous fens are rare and distinctive wetlands dependent on a constant supply of cold groundwater. Because they are dependent on groundwater and are one of the rarest natural communities in the United States, they are a protected resource in MN. Approximately 200 have been located in Minnesota. They may not be filled, drained or otherwise degraded.

Commercial/Institutional Water Use - Water used by motels, hotels, restaurants, office buildings, commercial facilities and institutions (both civilian and military). Consider maintaining separate institutional water use records for emergency planning and allocation purposes. Water used by multi-family dwellings, apartment buildings, senior housing complexes, and mobile home parks should be reported as Residential Water Use.

Commercial/Institutional/Industrial (C/I/I) Water Sold - The sum of water delivered for commercial/institutional or industrial purposes.

Conservation Rate Structure - A rate structure that encourages conservation and may include increasing block rates, seasonal rates, time of use rates, individualized goal rates, or excess use rates. If a conservation rate is applied to multifamily dwellings, the rate structure must consider each residential unit as an individual user. A community may have a separate conservation rate that only goes into effect when the community or governor declares a drought emergency. These higher rates can help to protect the city budgets during times of significantly less water usage.

Date of Maximum Daily Demand - The date of the maximum (highest) water demand. Typically this is a day in July or August.

Declining Rate Structure - Under a declining block rate structure, a consumer pays less per additional unit of water as usage increases. This rate structure does not promote water conservation.

Distribution System - Water distribution systems consist of an interconnected series of pipes, valves, storage facilities (water tanks, water towers, reservoirs), water purification facilities, pumping stations, flushing hydrants, and components that convey drinking water and meeting fire protection needs for cities, homes, schools, hospitals, businesses, industries and other facilities.

Flat Rate Structure - Flat fee rates do not vary by customer characteristics or water usage. This rate structure does not promote water conservation.

Industrial Water Use - Water used for thermonuclear power (electric utility generation) and other industrial use such as steel, chemical and allied products, paper and allied products, mining, and petroleum refining.

Low Flow Fixtures/Appliances - Plumbing fixtures and appliances that significantly reduce the amount of water released per use are labeled "low flow". These fixtures and appliances use just enough water to be effective, saving excess, clean drinking water that usually goes down the drain.

Maximum Daily Demand - The maximum (highest) amount of water used in one day.

Metered Residential Connections - The number of residential connections to the water system that have meters. For multifamily dwellings, report each residential unit as an individual user.

Percent Unmetered/Unaccounted For - Unaccounted for water use is the volume of water withdrawn from all sources minus the volume of water delivered. This value represents water "lost" by miscalculated water use due to inaccurate meters, water lost through leaks, or water that is used but unmetered or otherwise undocumented. Water used for public services such as hydrant flushing, ice skating rinks, and public swimming pools should be reported under the category "Water Supplier Services".

Population Served - The number of people who are served by the community's public water supply system. This includes the number of people in the community who are connected to the public water supply system, as well as people in neighboring communities who use water supplied by the community's public water supply system. It should not include residents in the community who have private wells or get their water from neighboring water supply.

Residential Connections - The total number of residential connections to the water system. For multifamily dwellings, report each residential unit as an individual user.

Residential Per Capita Demand - The total residential water delivered during the year divided by the population served divided by 365 days.

Residential Water Use - Water used for normal household purposes such as drinking, food preparation, bathing, washing clothes and dishes, flushing toilets, and watering lawns and gardens. Should include all water delivered to single family private residences, multi-family dwellings, apartment buildings, senior housing complexes, mobile home parks, etc.

Smart Meter - Smart meters can be used by municipalities or by individual homeowners. Smart metering generally indicates the presence of one or more of the following:

- Smart irrigation water meters are controllers that look at factors such as weather, soil, slope, etc. and adjust watering time up or down based on data. Smart controllers in a typical summer will reduce water use by 30%-50%. Just changing the spray nozzle to new efficient models can reduce water use by 40%.
- Smart Meters on customer premises that measure consumption during specific time periods and communicate it to the utility, often on a daily basis.
- A communication channel that permits the utility, at a minimum, to obtain meter reads on demand, to ascertain whether water has recently been flowing through the meter and onto the premises, and to issue commands to the meter to perform specific tasks such as disconnecting or restricting water flow.

Total Connections - The number of connections to the public water supply system.
Total Per Capita Demand - The total amount of water withdrawn from all water supply sources during the year divided by the population served divided by 365 days.
Total Water Pumped - The cumulative amount of water withdrawn from all water supply sources during the year.
Total Water Delivered - The sum of residential, commercial, industrial, institutional, water supplier services, wholesale and other water delivered.
Ultimate (Full Build-Out) - Time period representing the community's estimated total amount and location of potential development, or when the community is fully built out at the final planned density.
Unaccounted (Non-revenue) Loss - See definitions for "percent unmetered/unaccounted for loss".
Uniform Rate Structure - A uniform rate structure charges the same price-per-unit for water usage beyond the fixed customer charge, which covers some fixed costs. The rate sends a price signal to the customer because the water bill will vary by usage. Uniform rates by class charge the same price-per-unit for all customers within a customer class (e.g. residential or non-residential). This price structure is generally considered less effective in encouraging water conservation.
Water Supplier Services - Water used for public services such as hydrant flushing, ice skating rinks, public swimming pools, city park irrigation, back-flushing at water treatment facilities, and/or other uses.
Water Used for Nonessential Purposes - Water used for lawn irrigation, golf course and park irrigation, car washes, ornamental fountains, and other non-essential uses.
Wholesale Deliveries - The amount of water delivered in bulk to other public water suppliers.

Acronyms and Initialisms

AWWA – American Water Works Association
C/I/I – Commercial/Institutional/Industrial
CIP – Capital Improvement Plan
GIS – Geographic Information System
GPCD – Gallons per capita per day
GWMA – Groundwater Management Area – North and East Metro, Straight River, Bonanza,
MDH – Minnesota Department of Health
MGD – Million gallons per day
MG – Million gallons
MGL – Maximum Contaminant Level
MnTAP – Minnesota Technical Assistance Program (University of Minnesota)

MPARS – MN/DNR Permitting and Reporting System (new electronic permitting system)

MRWA – Minnesota Rural Waters Association

SWP – Source Water Protection

WHP – Wellhead Protection

APPENDICES TO BE SUBMITTED BY THE WATER SUPPLIER

Appendix 1: Well records and maintenance summaries – see Part 1C
Appendix 2: Water level monitoring plan – see Part 1E
Appendix 3: Water level graphs for each water supply well - see Part 1E
Appendix 4: Capital Improvement Plan - see Part 1E
Appendix 5: Emergency Telephone List – see Part 2C
Appendix 6: Cooperative Agreements for Emergency Services – see Part 2C
Appendix 7: Municipal Critical Water Deficiency Ordinance – see Part 2C
Appendix 8: Graph showing annual per capita water demand for each customer category during the last ten-years – see Part 3 Objective 4
Appendix 9: Water Rate Structure – see Part 3 Objective 6
Appendix 10: Adopted or proposed regulations to reduce demand or improve water efficiency – see Part 3 Objective 7
Appendix 11: Implementation Checklist – summary of all the actions that a community is doing, or proposes to do, including estimated implementation dates – see www.mndnr.gov/watersupplyplans

Appendix 1: Well Records and Maintenance Summaries

Well Records and Maintenance Summaries

Well No.	Construction	Maintenance	Type
1	1985		
2	1987		
3	1997		
4	1998	2013	Replace VFD
5	2000		
6	2005		
7	2007	2016	Replace check valve and drop pipe
8	2007		

Appendix 2: Water Level Monitoring Plan – see Part 1E

Water Level Monitoring Plan for the City of Ramsey

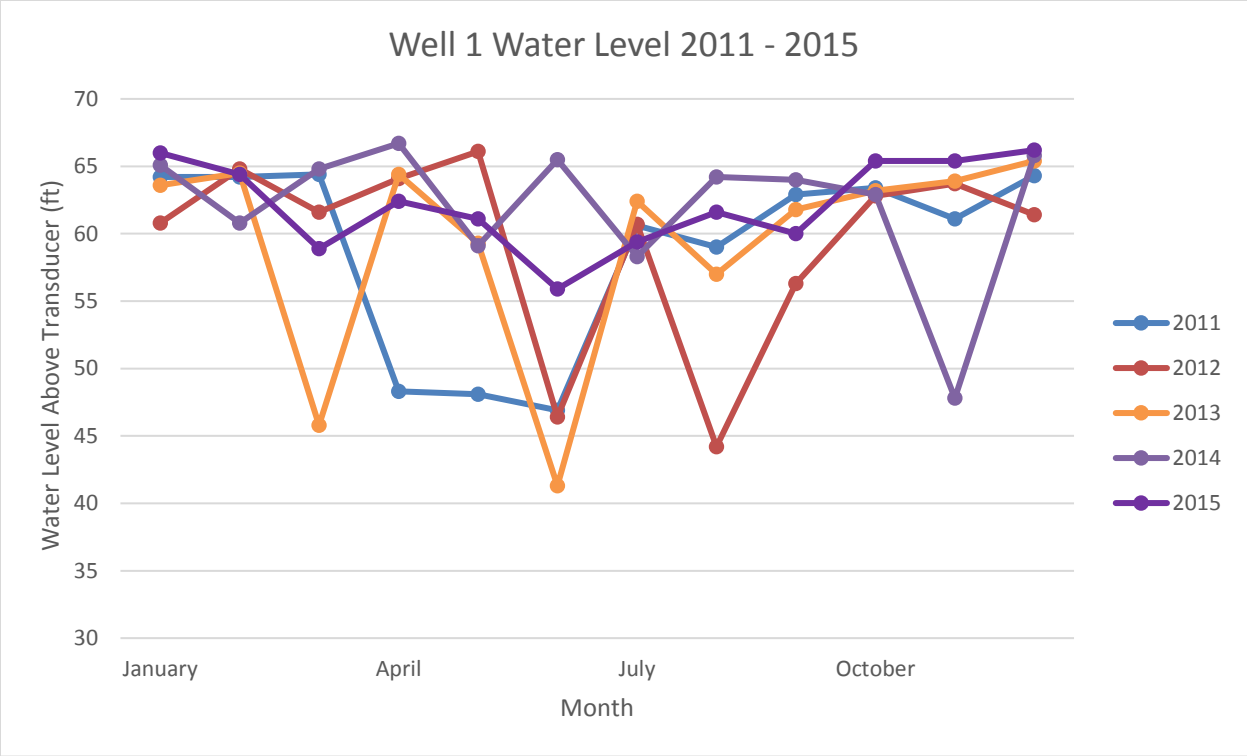
1. Purpose of the Water Level Monitoring Plan
   The purpose of the Water Level Monitoring Plan is to document the water level for wells 1 – 8 to track the seasonal variation in water levels and the long-term trends for each well.
2. Data Collection Method
   The water level is measured by recording the depth to water in feet from the top of the casing located at each will. The top of the casing is 2.5 feet above the ground surface for each well. The depth to water for each well is measured with a SCADA system.
3. Measurement Frequency and Timing
   The depth to water for each will is recorded on the last day of the month. The time the measurement is taken for each well is shown in Table 1.

Table 1 – Well Locations and Schedule for Water Level Readings

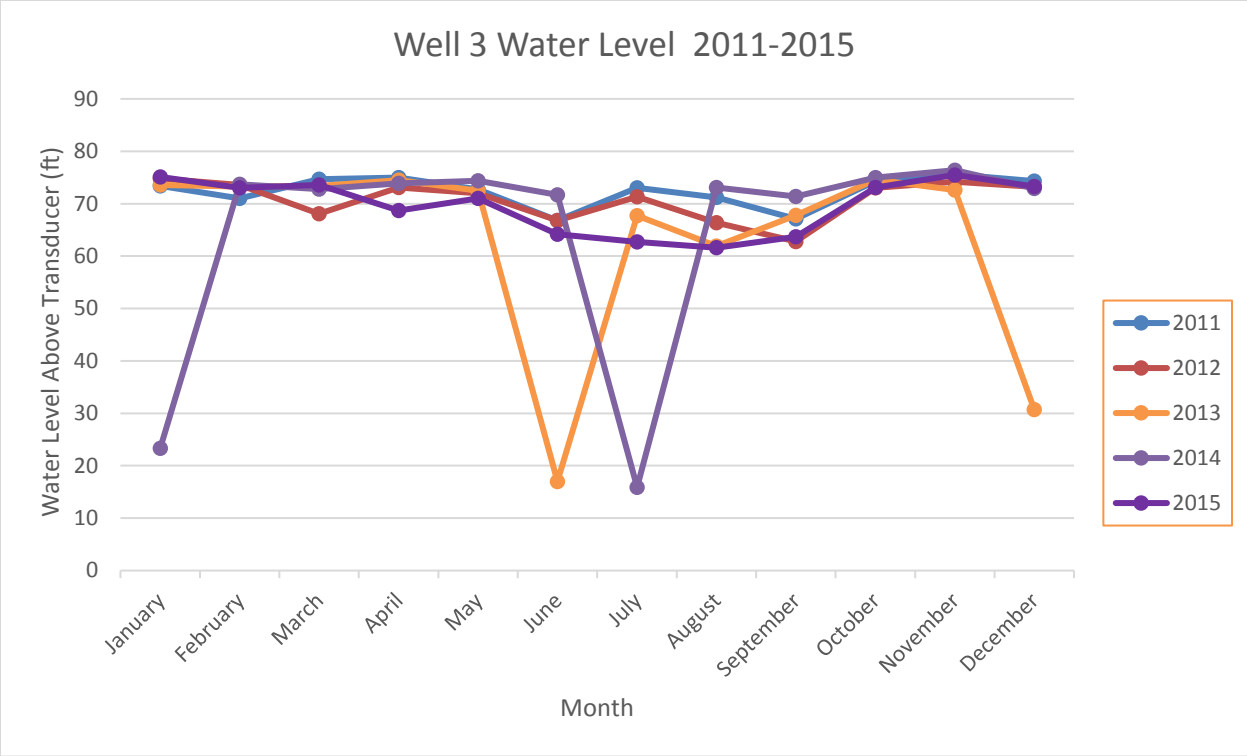
Permittee Well Number:	MDH Unique Well Number:	Well Address:	DNR Permit Number:	Measurement Frequency	SCADA Measurement Timing
1	161441	T32-R25-SEC 25-DCCA	1985-6005	1x/month (Last Day of Month)	11:30 pm
2	416183	T32-R25-SEC 25-ABAB	1985-6005	1x/month (Last Day of Month)	11:30 pm
3	580303	T32-R25-SEC 28-AACD	1985-6005	1x/month (Last Day of Month)	11:30 pm
4	580313	T32-R25-SEC 28-ABCC	1985-6005	1x/month (Last Day of Month)	11:30 pm
5	593672	T32-R25-SEC 28-ACCC	1985-6005	1x/month (Last Day of Month)	11:30 pm
6	706840	T32-R25-SEC 28-BCDC	1985-6005	1x/month (Last Day of Month)	11:30 pm
7	743832	T32-R25-SEC 20-DDAA	1985-6005	1x/month (Last Day of Month)	11:30 pm

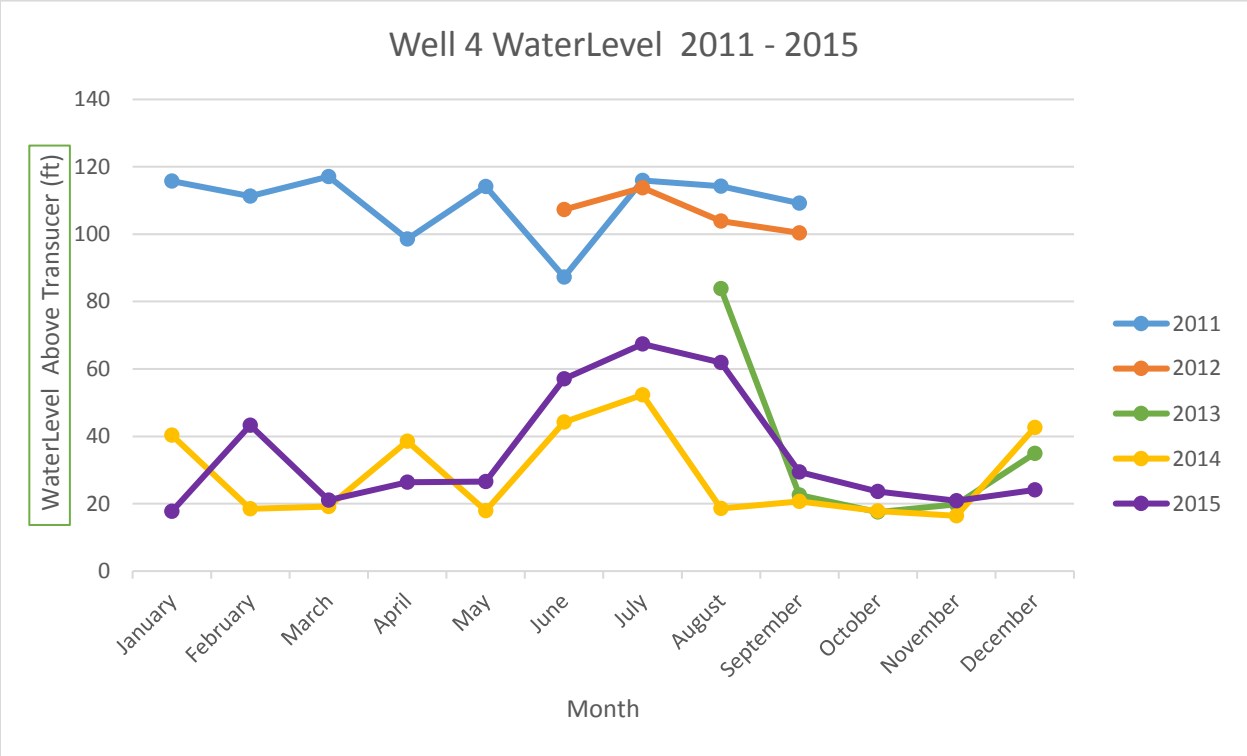
	731127	T32-R25-SEC 21-CCCC	1985-6005	Continuous	30 Min
8	743833	T32-R28-SEC 28-BABD	1985-6005	1x/month (Last Day of Month)	11:30 pm

Appendix 3: Water Level Graphs for Each Water Supply Well

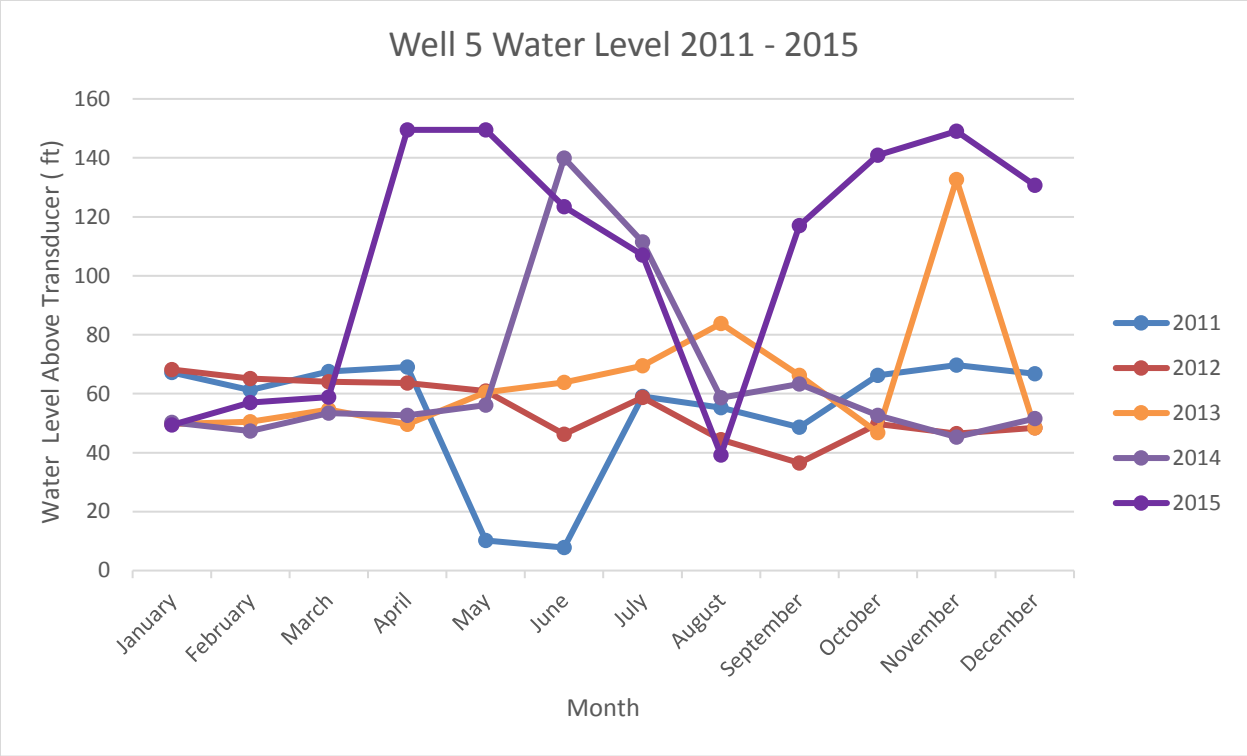


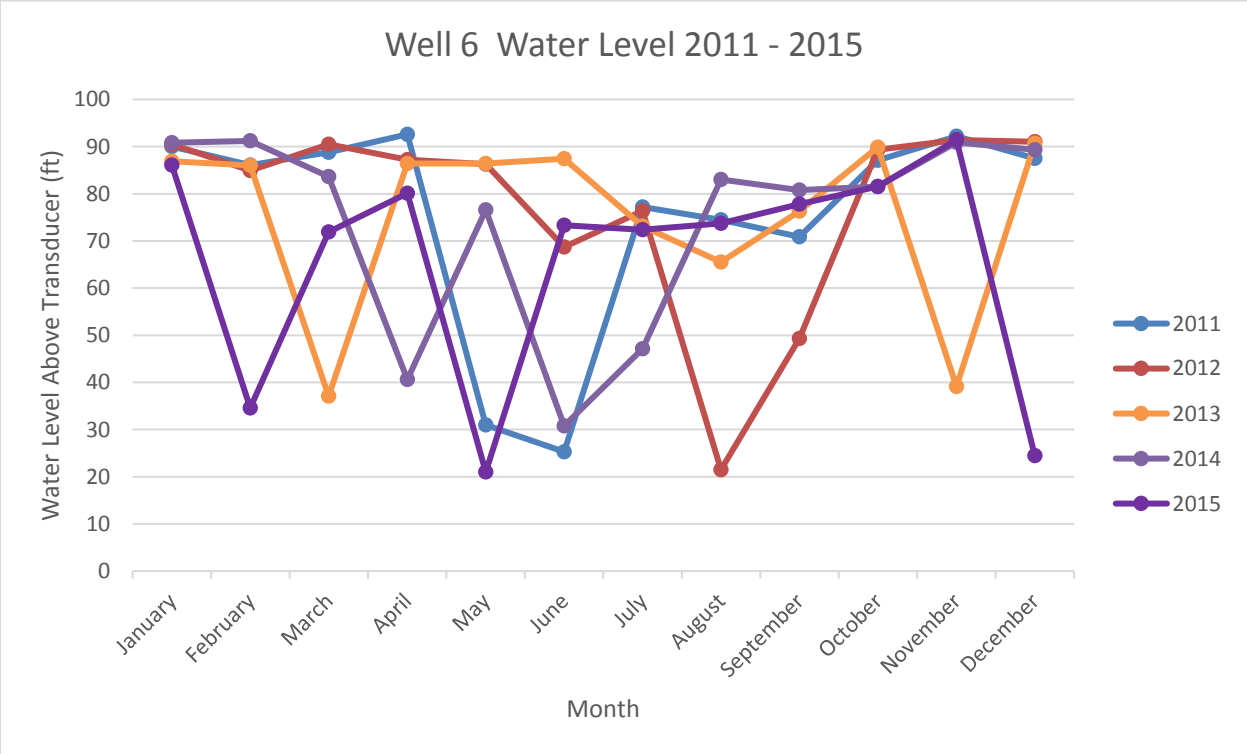
Well 2 is only used for extreme demand periods. It was not used in this period.

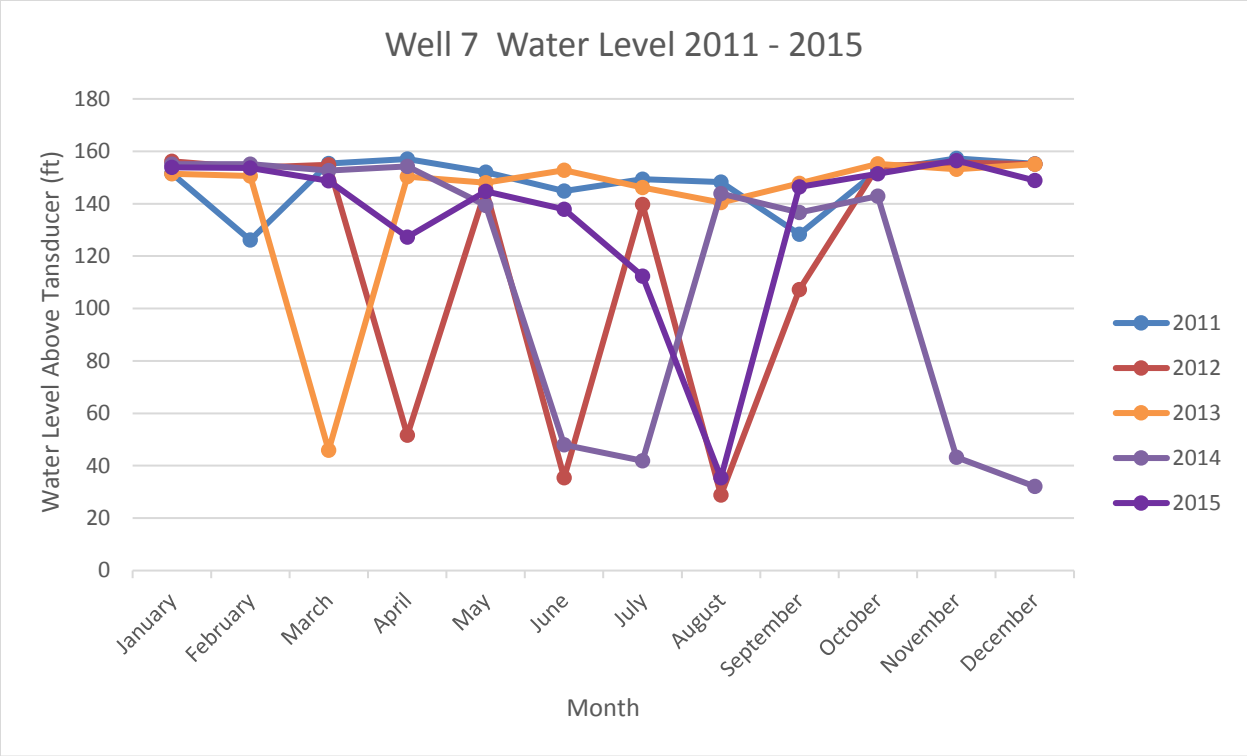


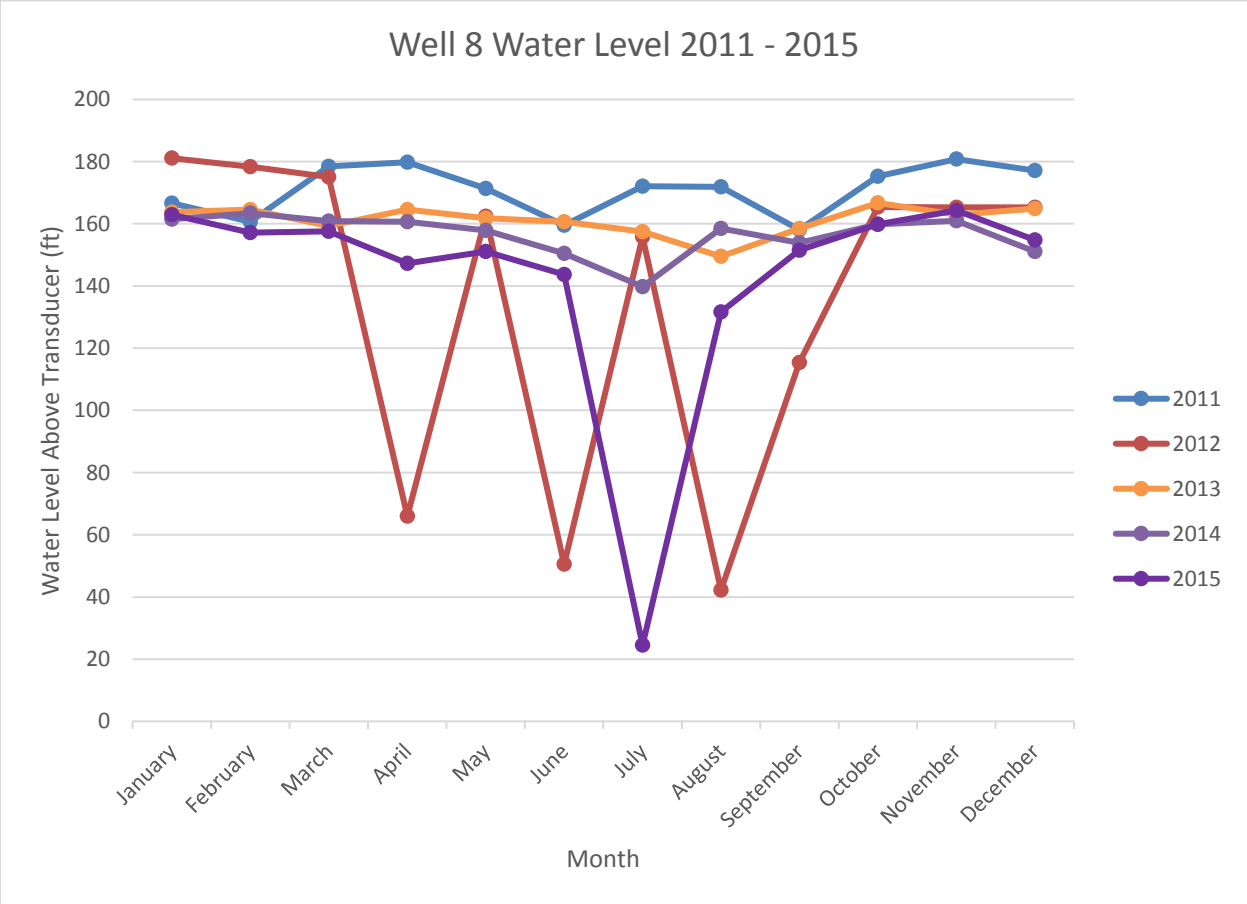


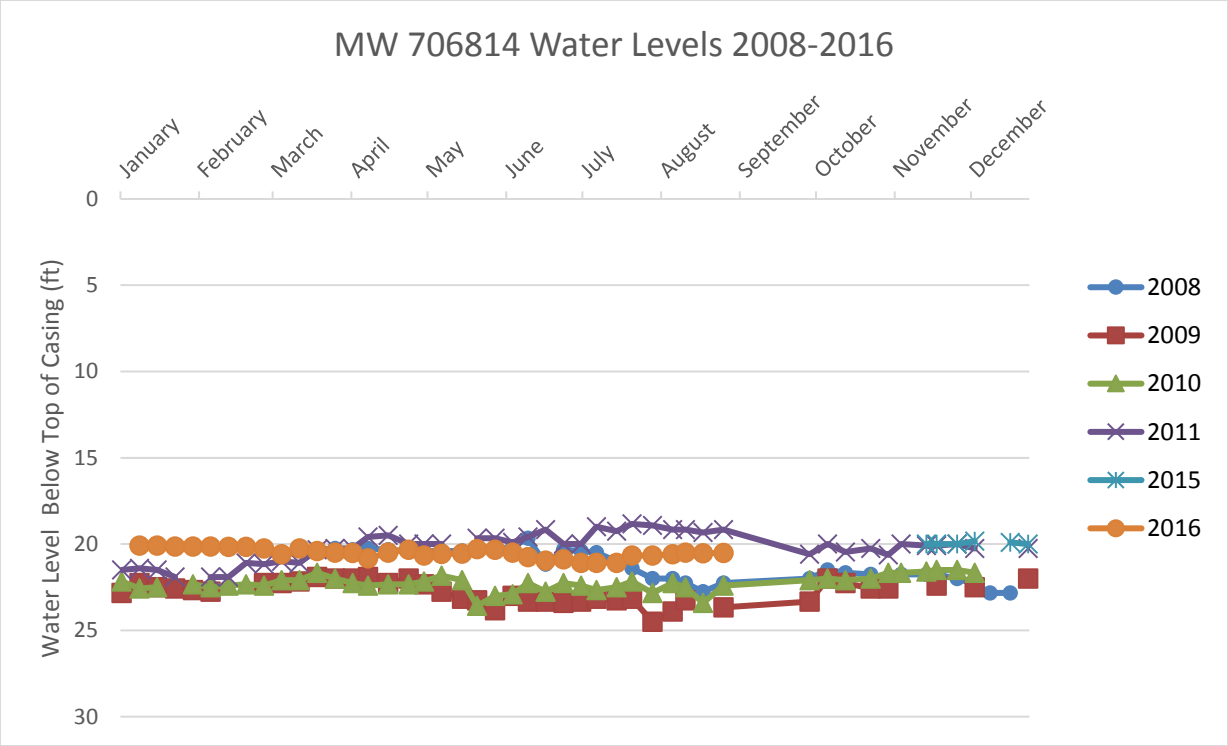
The Well 4 transducer was malfunctioning in late 2011 and early 2012 so there is no data for this period.

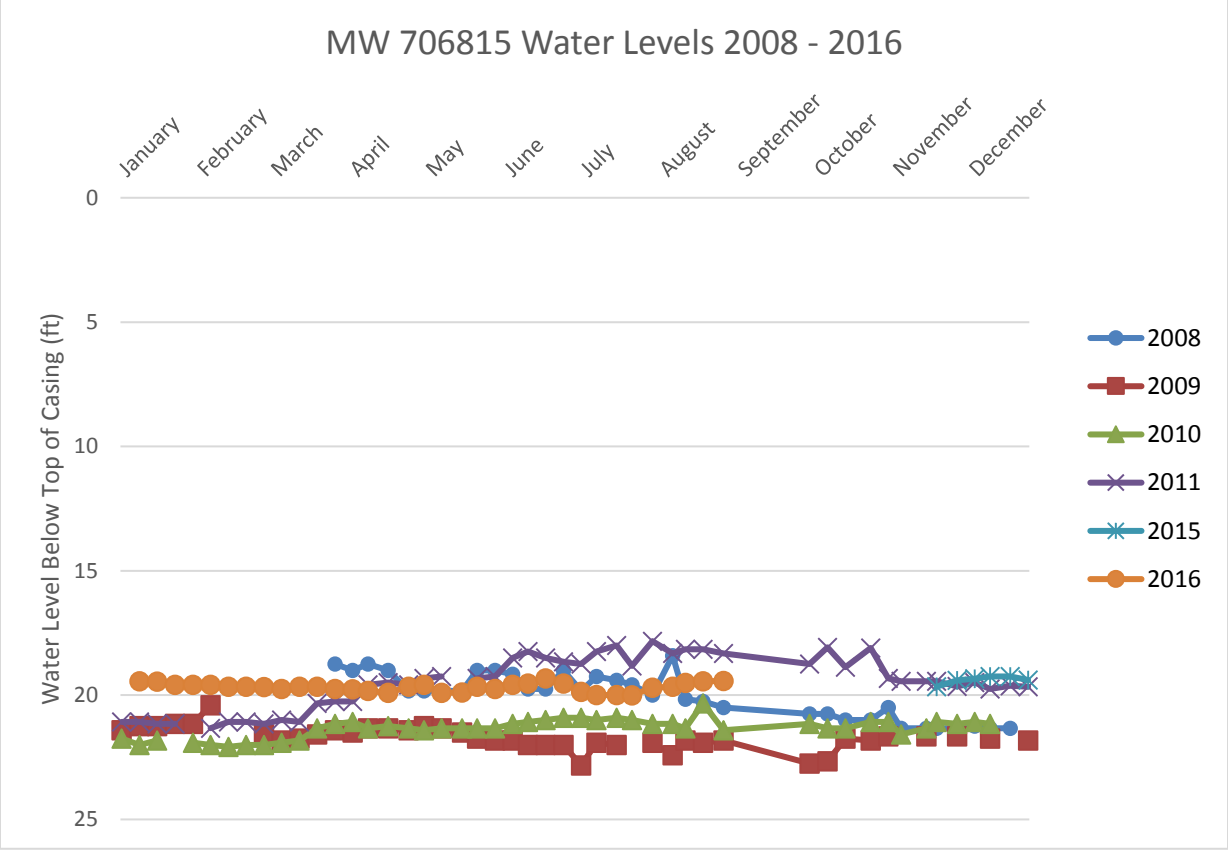

Well 5 Water Level 2011 - 2015
Water Level Above Transducer (ft)
160
140
120
100
80
60
40
20
0
January
February
March
April
May
June
July
August
September
October
November
December
Month
2011
2012
2013
2014
2015

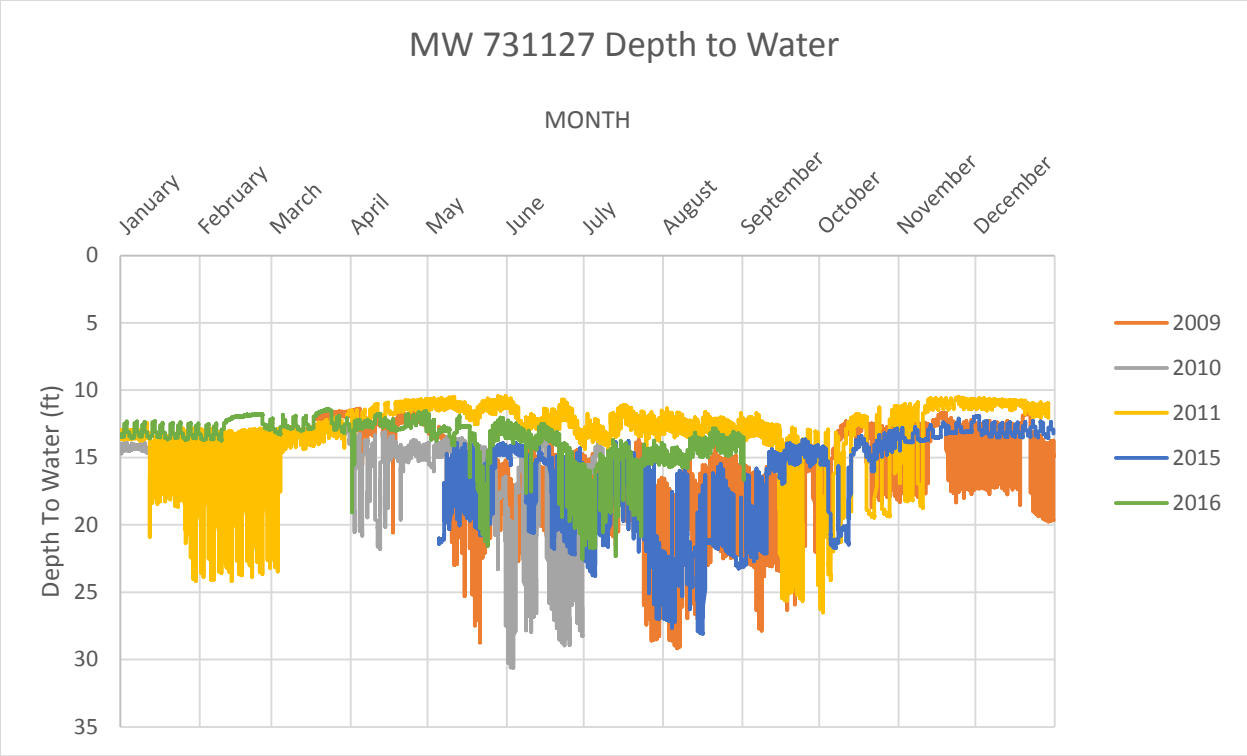

Well 6 Water Level 2011 - 2015
Water Level Above Transducer (ft)
100
90
80
70
60
50
40
30
20
10
0
January
February
March
April
May
June
July
August
September
October
November
December
Month
2011
2012
2013
2014
2015

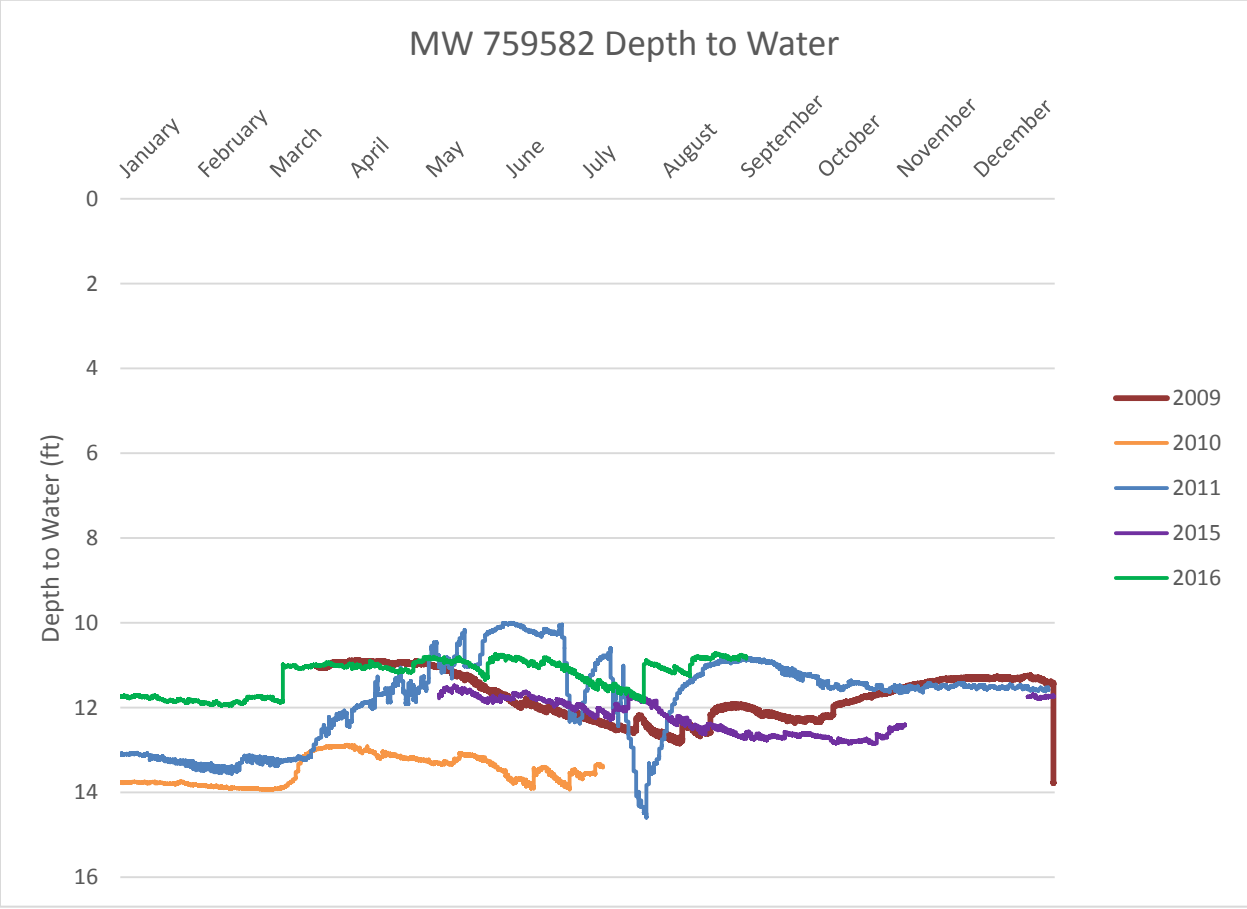

Well 7 Water Level 2011 - 2015
Water Level Above Tansducer (ft)
180
160
140
120
100
80
60
40
20
0
January
February
March
April
May
June
July
August
September
October
November
December
Month
2011
2012
2013
2014
2015


Well 8 Water Level 2011 - 2015
Water Level Above Transducer (ft)
200
180
160
140
120
100
80
60
40
20
0
January
February
March
April
May
June
July
August
September
October
November
December
Month
2011
2012
2013
2014
2015


MW 706814 Water Levels 2008-2016
January
February
March
April
May
June
July
August
September
October
November
December
0
5
10
15
20
25
30
Water Level Below Top of Casing (ft)
2008
2009
2010
2011
2015
2016


MW 706815 Water Levels 2008 - 2016
January
February
March
April
May
June
July
August
September
October
November
December
0
5
10
15
20
25
Water Level Below Top of Casing (ft)
2008
2009
2010
2011
2015
2016


MW 731127 Depth to Water
MONTH
January
February
March
April
May
June
July
August
September
October
November
December
Depth To Water (ft)
0
5
10
15
20
25
30
35
2009
2010
2011
2015
2016


MW 759582 Depth to Water
January
February
March
April
May
June
July
August
September
October
November
December
Depth to Water (ft)
0
2
4
6
8
10
12
14
16
2009
2010
2011
2015
2016

Appendix 4: Capital Improvement Plan

Project # 04-WTR-005

Project Name Complete Pump House 3

Department Water Utility
Contact Unassigned
Type Improvement
Useful Life 50 Years
Category Water Utility Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $60,000

Description

Install brick exterior to match building style of The COR buildings; landscape to match streetscape.

Justification

The intent is to have the building and grounds match The COR and adjacent developments.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost		60,000									60,000
Total		**60,000**									**60,000**

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Water Utility Fund		60,000									60,000
Total		**60,000**									**60,000**

Project #	04-WTR-009
Project Name	The COR Bunker Lake Blvd (Armstrong - Ramsey Blvd)

Department	Water Utility
Contact	Unassigned
Type	Improvement
Useful Life	60 Years
Category	Water Utility Improvement
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $340,000

Description

Upgrades Bunker Lake Blvd between Armstrong and Ramsey Blvds, necessitated by the COR Development. Watermain segments along this portion of roadway will be lowered and extended as necessary.

Total Cost for Bunker Lake Blvd. = $4,520,000
Street Improvements: $3,650,000
Storm Water Improvements: $530,000
Water Utility Improvements: $340,000
Total Cost for Regional Roadway improvements = $14,607,860 (Per JPA)

Justification

The construction of the COR will add additional traffic to Bunker Lake Blvd. This project will upgrade Bunker Lake Blvd between Ramsey Blvd and Armstrong Blvd to better handle the traffic.

See projects Core Armstrong, Core Hwy 10 and Core Ramsey Blvd and Storm Sewer south of Bunker Lake Blvd.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost				340,000							340,000
Total				**340,000**							**340,000**

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Water Utility Fund				340,000							340,000
Total				**340,000**							**340,000**

Project # 04-WTR-018

Project Name Watermain Looping: (Ramsey Blvd to Traprock St.)

Department Water Utility
Contact Unassigned
Type Improvement
Useful Life 60 Years
Category Water Utility Improvement
Priority 2-New Addition (High)
Status Active

Total Cost $129,250

Description

This project includes the looping of a 12" watermain from Ramsey Blvd to Traprock Street with the extension of Riverdale Drive along the south side of Highway 10.

Watermain Extension (04-WTR-018)	$ 129,250
Stormwater (16-STM-003)	$ 118,120
Street Improvement (12-STR-007)	$ 911,905
Right-of-Way	$ 200,000
*Street Lighting (16-STLT-001)	$ 275,000 (related project not included in costs)
Total Project Cost	$ 1,359,275 (not including street lights)

Justification

Development south of Highway 10 is anticipated as a result of The COR, including through the Mississippi West County Park. The project will provide dependable water pressure and supply to this developing area.

The city was awarded a MNDOT cooperative agreement funds grant to extend Riverdale Drive from Traprock Street to Ramsey Blvd in 2016/2017. Installation of water with street construction will eliminate the need to dig up the street in the future.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost	129,250										129,250
Total	**129,250**										**129,250**

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Water Utility Fund	129,250										129,250
Total	**129,250**										**129,250**

Project # 08-WTR-003
Project Name River Pines Lift Station Water Connection

Department Water Utility
Contact
Type Improvement
Useful Life 50 Years
Category Water Utility Improvement
Priority 5-Opportunity/Unfunded/Placeholder
Status Active

Total Cost $20,000

Description

This project involves extending the watermain in conjunction with extending gravity sewer to the River Pines Lift Station.

Total costs including street & water utility = $120,000.

Justification

This project adds a water loop at the same time a lift station is eliminated.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost				20,000							20,000
Total				**20,000**							**20,000**

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Water Utility Fund				20,000							20,000
Total				**20,000**							**20,000**

Project # 11-WTR-003
Project Name Fire Station #1 Extension of Water

Department Water Utility
Contact
Type Improvement
Useful Life 50 Years
Category Water Utility Improvement
Priority 5-Opportunity/Unfunded/Placeholder
Status Active

Total Cost $55,000

Description

Extend municipal water from parking lot into Fire Station #1 building.

Related Project 12-SEW-002 $60,000
Total Project Cost $115,000

Justification

Treated water is currently at the west end of parking lot on the property. This extension would allow for the installation of a sprinkler system within the building while also improving water quality inside of the building. The current well would be used for irrigation on the site.

Trunk charges are waived for public buildings.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost				55,000							55,000
Total				**55,000**							**55,000**

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Water Utility Fund				55,000							55,000
Total				**55,000**							**55,000**

Project #	12-WTR-001
Project Name	Watermain Sunfish Lk Blvd

Department	Water Utility
Contact	
Type	Improvement
Useful Life	50 Years
Category	Water Utility Improvement
Priority	4-New Addition (Med)
Status	Active

Total Cost $450,000

Description

Extend watermain along Sunfish Lake Boulevard from Sunwood Drive to Fox Knoll approx. 4,000 feet.

Justification

This project will complete another watermain loop connection, providing increased fire flows, increased pressure and enhanced system reliability.

Coordinate with development east of Sunfish Lake Blvd.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost				450,000							450,000
Total				**450,000**							**450,000**

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Water Utility Fund				450,000							450,000
Total				**450,000**							**450,000**

Project # 14-WTR-001
Project Name Refurbish Water Tower #2

Department Water Utility
Contact Unassigned
Type Improvement
Useful Life 15
Category Water Utility Improvement
Priority 1-Existing Obligation (High)
Status Active

Total Cost $1,300,000

Description

Interior and exterior coatings at water tower #2.

Justification

Ongoing maintenance of interior and exterior coatings on 1.5mg water tower to include inspections.
Project will be scheduled after full inspection of tower.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost	1,300,000										1,300,000
Total	**1,300,000**										**1,300,000**

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Water Utility Fund	1,300,000										1,300,000
Total	**1,300,000**										**1,300,000**

Project # 14-WTR-002
Project Name Refurbish Water Tower #1

Department Water Utility
Contact Unassigned
Type Improvement
Useful Life 15
Category Water Utility Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $700,000

Description

Interior and exterior coatings at water tower #1.

Justification

Ongoing maintenance of interior and exterior coatings on 0.5mg water tower to include inspections.
Project will be scheduled after full inspection of tower.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost		700,000									700,000
Total		**700,000**									**700,000**

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Water Utility Fund		700,000									700,000
Total		**700,000**									**700,000**

Project #	16-WTR-001
Project Name	Emergency Power Supply for Well #3

Department	Water Utility
Contact	
Type	Improvement
Useful Life	
Category	Water Utility Improvement
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $115,000

Description

Purchase and install a back up generator for Pumphouse #2, 7301 Bunker Lake Blvd. The generator is 150 KW 480 Volt, 3 phase 60 hz 1800 rpm.

Justification

Currently the City has a backup generator on one well that has the ability to produce 850 gallons per minute (gpm). Our average consumption rate is 1,120 gpm. In the event of a power failure our well cannot keep pace with demand. Well #3 can produce 1,600 gpm so with both wells running we will be able to produce 2,450 gpm, thus able to keep up with demand during a long power outage.

This project includes running a natural gas service to the well house to supply fuel for the generator. The project will also include SCADA upgrades for the site.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost	115,000										115,000
Total	**115,000**										**115,000**

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Water Utility Fund	115,000										115,000
Total	**115,000**										**115,000**

Project # 16-WTR-002
Project Name Construct Well and Pumphouse #9

Department Water Utility
Contact
Type Improvement
Useful Life 50 Years
Category Water Utility Improvement
Priority 5-Opportunity/Unfunded/Placeholder
Status Active

Total Cost $1,775,000

Description

Construct new municipal groundwater supply well with supporting pumphouse and chemical feed system to remove pollutants, including iron and manganese and to add chlorine and fluoride.

A study will be conducted in 2020 to determine a desirable site - $75,000 est.

Justification

This project will provide a ninth municipal groundwater well with pumphouse and chemical feed system to treat the groundwater before supplying for public consumption. This project was added in lieu of the previously proposed surface water supply treatment facility which was removed due to excessively large project costs and a general lack of regional support for funding the proposed surfacewater treatment facility. As the City of Ramsey continues to grow, additional wells or a surface water supply facility will be needed.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost				75,000			1,700,000				1,775,000
Total				**75,000**			**1,700,000**				**1,775,000**

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Water Utility Fund				75,000			1,700,000				1,775,000
Total				**75,000**			**1,700,000**				**1,775,000**

Appendix 5: Emergency Telephone List

Ramsey Emergency Telephone List

Emergency Response Team	Name	Work Telephone	Alternate Telephone
Emergency Response Lead	Matt Kohner	763 433-9859	
Alternate Emergency Response Lead	Jeff Katers	763 433-9882	
Water Operator	John Nelson	763 286-0296	
Public Works Superintendent	Grant Riemer	763 286-0282	
City Engineer	Bruce Westby	763 433-9825	
City Administrator/ Public Communications	Kurt Ulrich	763 433-9845	

State and Local Emergency Response Contacts	Name	Work Telephone	Alternate Telephone
State Incident Duty Officer	Minnesota Duty Officer	651 649-5451 Metro	800 422-0798 Out State
County Emergency Director	Terry Stoltzman	763 421-4760	
National Guard	Minnesota Duty Officer	651 649-5451 Metro	800 422-0798 Out State
Mayor	Sarah Strommen		
Fire Chief	Matt Kohner	763 433-9859	
Sherriff	Anoka County Sheriff	763 427-1212	
Central Communications	Anoka County Sheriff	763 427-1212	
Ambulance	Allina	763 576-9593	
Hospital	Mercy Medical Center	763 236-7144	
Doctor or Medical Facility	Allina Clinic Ramsey	763 236-0000	

State and Local Agencies	Name	Work Telephone	Alternate Telephone
MDH District Engineer			
MDH	Drinking Water Protection	651 201-4700	
State Testing Laboratory	Minnesota Duty Officer	651 649-5451 Metro	800 422-0798 Out State
MPCA	St. Paul Regional Office	651 296-6300	800 657-3864
DNR Area Hydrologist	Kate Drewry	651 259-5753	
Anoka County Environmental Services	Bart Biernat	763 422-6985	
MNWARN	Minnesota Duty Officer	651 649-5451 Metro	800 422-0798 Out State

Utilities	Name	Work Telephone	Alternate Telephone
Electric Company	Connexus Energy	763 323-2660	763 323-2600
Gas Company	CenterPoint Energy	612 372-5050	612 372-4727
Telephone Company	Century Link	763 712-5020	763 712-5002
Utility Locations	Gopher State One Call	800 252-1166	651 454-0002
County Highway Department	Anoka County	763 862-4201	
State Highway Department	MNDOT	651 296-3000	911

Mutual Aid Agreements	Name	Work Telephone	Alternate Telephone
Neighboring Water System	City of Anoka	763 576-2980	763 576-2860
Emergency Water Connection	City of Anoka	763 573-2980	
Materials	HD Supply	952 937-9666	

Technical/ Contracted Services/ Supplies	Name	Work Telephone	Alternate Telephone
MRWA Technical Services	MN Rural Water Association	800 367-6792	
Well Driller/ Repair	E. H. Renner	763 427-6100	
Electrician	3 Way Electric	612 865-3262	
Water Main Repair	Dave Perkins Contracting	763 427-0109	612 363-6459
Chemical Feed	Hawkins Chemical	612 331-9100	
Meter Repair	City of Ramsey	763 433-9861	
SCADA System	Total Control	763 286-7365	
Valves, Pipes and Fittings	Ferguson Water Works	763 560-5200	
Laboratory	Twin Cities Water Clinic	953 935-3556	

Communications	Name	Work Telephone	Alternate Telephone
Newspaper	Star Tribune	612 673-4000	
	Pioneer Press	651 222-1111	
School Superintendent	David Law	763 506-1001	
Property and Casualty Insurance	League of MN Cities	651 281-1200	

Critical Water Users	Name	Work Telephone	Alternate Telephone
Long Term Care Center	Stoney River Assisted Living	612 615-9936	

Appendix 6: Cooperative Agreements for Emergency Services

JOINT POWERS AGREEMENT BETWEEN THE
CITY OF ANOKA AND THE CITY OF RAMSEY
FOR THE SUPPLY OF MUNICIPAL WATER SERVICE
TO PORTIONS OF THE CITY OF RAMSEY

THIS AGREEMENT is entered into between the City of Anoka, Minnesota, a Charter City under the laws of the State of Minnesota ("Anoka"), and the City of Ramsey, Minnesota, a Charter City under the laws of the State of Minnesota ("Ramsey"), on the 14th day of August, 1996.

WHEREAS, both Anoka and Ramsey own and operate municipal water systems for the purpose of providing municipal water service to their citizens, and

WHEREAS, Anoka's and Ramsey's corporate boundaries are adjacent and their respective water systems are in close proximity at the West boundary of Anoka and the East boundary of Ramsey; and

WHEREAS, Anoka has reserve municipal water system capacity beyond that which is currently needed to supply its peak day demand, and Ramsey has an expanding customer base which has exhausted Ramsey's municipal water system capacity, and

WHEREAS, it would be in the best interests of both cities to cooperate in providing municipal water service to portions of Ramsey and providing Ramsey with a secondary emergency water source, by utilizing Anoka's excess capacity, and

WHEREAS, such cooperation will provide revenue to Anoka and postpone the need for Ramsey to spend substantial amounts to expand its water system capacity.

NOW, THEREFORE, Anoka and Ramsey, pursuant to the authority contained in Minnesota Statutes, Section 471.59, commonly known as the "Joint Powers Act," in order to accomplish the foregoing purposes, agree as follows:

1. CONSTRUCTION OF INTERCONNECTIONS. Anoka and Ramsey shall and have constructed two interconnections between the Anoka municipal water system and the Ramsey municipal water system, as follows:

(a) Highway 10 Connection - a permanent connection located at the Anoka/Ramsey boundary on the North side of Highway 10 which consists of water main, a manhole, a back flow preventer, water meter, and valves and fittings. The purpose of this connection is to provide a supplemental source to Ramsey and an emergency water supply to Ramsey in the event of a water main break or interruption of Ramsey's water supply.

(b) County Road #116/Thurston Avenue Connection - a connection at the Southeast corner of the intersection of County Road #116 and Thurston Avenue. This connection is temporary in nature and has been accomplished by the connection of fittings and a hose line between two fire hydrants. Water drawn at this location will be for emergency use only. The connection contains a backflow preventer and meter.

2. OWNERSHIP OF HIGHWAY 10 CONNECTION EQUIPMENT. Anoka shall own all equipment East of the metering manhole and within the corporate limits of Anoka, and shall own and maintain the meter within the metering manhole and have access to the meter. Ramsey shall own and maintain the metering manhole and all equipment West of the manhole and within the corporate limits of Ramsey. All water flow through this connection shall be from Anoka to Ramsey and the one-way flow is insured by a double check backflow preventer owned and maintained by Ramsey. All equipment has been

purchased and installed by Ramsey, and Anoka has credited Ramsey for that portion of the equipment owned by Anoka. The construction, equipment, engineering, and other costs are described in Exhibit A attached hereto, as is the portion of the cost charged to Anoka and the credit given by Anoka. Ramsey has furnished Anoka a set of reproducible "as built" drawings of the connection.

3. **SALE OF WATER**. Anoka shall sell, at Ramsey's option, at least one million gallons of water per day through both connections described above, provided however:

(a) Anoka may, without notice to Ramsey, reduce or eliminate the amount of water sold to Ramsey in the event of a catastrophic event or emergency circumstance which causes an extraordinary demand for water within Anoka. The existence of any such catastrophic event or emergency circumstance shall be determined in the sole discretion and judgment of Anoka.

(b) Commencing upon and after January 1, 2000, Anoka may, upon nine months' written notice, reduce or eliminate the amount of water sold to Ramsey

4. **WATER CONSERVATION**. Ramsey agrees, with regard to its customers drawing water from Anoka, to implement water conservation and water restriction regulations similar to those imposed by Anoka on its water customers.

5. **COMPENSATION**.

(a) Ramsey shall pay Anoka for water supplied pursuant to this agreement according to the following schedule:

That standard industrial rate charged by Anoka to its industrial customers from time to time (currently 85 cents per 1,000 gallons) plus an additional monthly charge, based on the high usage day of each month, in the following amounts:

$150.00 if the high usage day of the month is less than 250,001 gallons.

IN WITNESS WHEREOF, the undersigned Cities, by action of their governing bodies, have caused this agreement to be executed in accordance with the authority of Minnesota Statutes, Section 471.59.

CITY OF RAMSEY

By: _____ Mayor Date

Attest: _____ City Clerk Date 8/14/96

Approved as to form: _____ City Attorney

CITY OF ANOKA

By: Peter M Beby 8-19-96 Mayor Date

Attest: Mark Nagel 8/16/96 City Clerk Date

Approved as to form: _____ City Attorney

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Appendix 7: Municipal Critical Water Deficiency Ordinance

DRAFT

10-1-13: **DEFICIENCY OF WATER:**

A. General Requirements: The city shall not be liable for any deficiency or failure in the supply of water to consumers, whether occasioned by shutting the water off for the purpose of making repairs or connections or from any other cause whatsoever. In case of fire, or alarm of fire, or in making repairs or construction of new works, water may be shut off at such time and kept off as long as necessary. In addition, the City Council or City Administrator shall have the right to impose reasonable restrictions on the use of the city water system in emergency situations. (Amended Ord. 55, 5-5-1981; amd. 2003 Code)

B. Irrigation And Sprinkling Restrictions: The following irrigation and sprinkling restrictions shall apply to those persons on the municipal water system:

1. Cross Connections Prohibited: No person shall construct, cause to be constructed or operate any device which provides a cross connection between the municipal water supply and a private well or the sewer system.

2. Waste Of Water Prohibited:
    a. Customers shall maintain taps, faucets, valves and other water facilities so that water waste is eliminated from seeps, dripping faucets, etc.

    b. No person shall waste water deliberately by allowing irrigation or sprinkling water to run off onto the street or into the drains.

3. Permission To Use Hydrant: No person shall open, close or tamper with any fire hydrant except under the authorization of the Public Utilities Department personnel.

4. Odd-Even Day Sprinkling: Sprinkling will be curtailed from May 1 through August 31. Even numbered houses can sprinkle on even numbered calendar days. Odd numbered houses can sprinkle on odd numbered calendar days.

5. Prohibited Hours: There will be no watering in the city (on the city water system), odd or even, between the hours of twelve o'clock (12:00) noon and six o'clock (6:00) P.M.

6. Warning; Penalty: There will be only one written warning for violators of the sprinkling restrictions. Any subsequent violations carry a penalty as set forth by city ordinance.
7. Exemptions:

a. Newly sodded or seeded yards will be exempt from the odd-even restriction for a period of two (2) weeks only. Overseeding or spot patching of existing established yards can be watered every day with a hand controlled hose. No watering will be allowed between twelve o'clock (12:00) noon and six o'clock (6:00) P.M.

b. Other exemptions are: car washing, filling of children's swimming pools, children playing in a hose operated sprinkler or water toy.

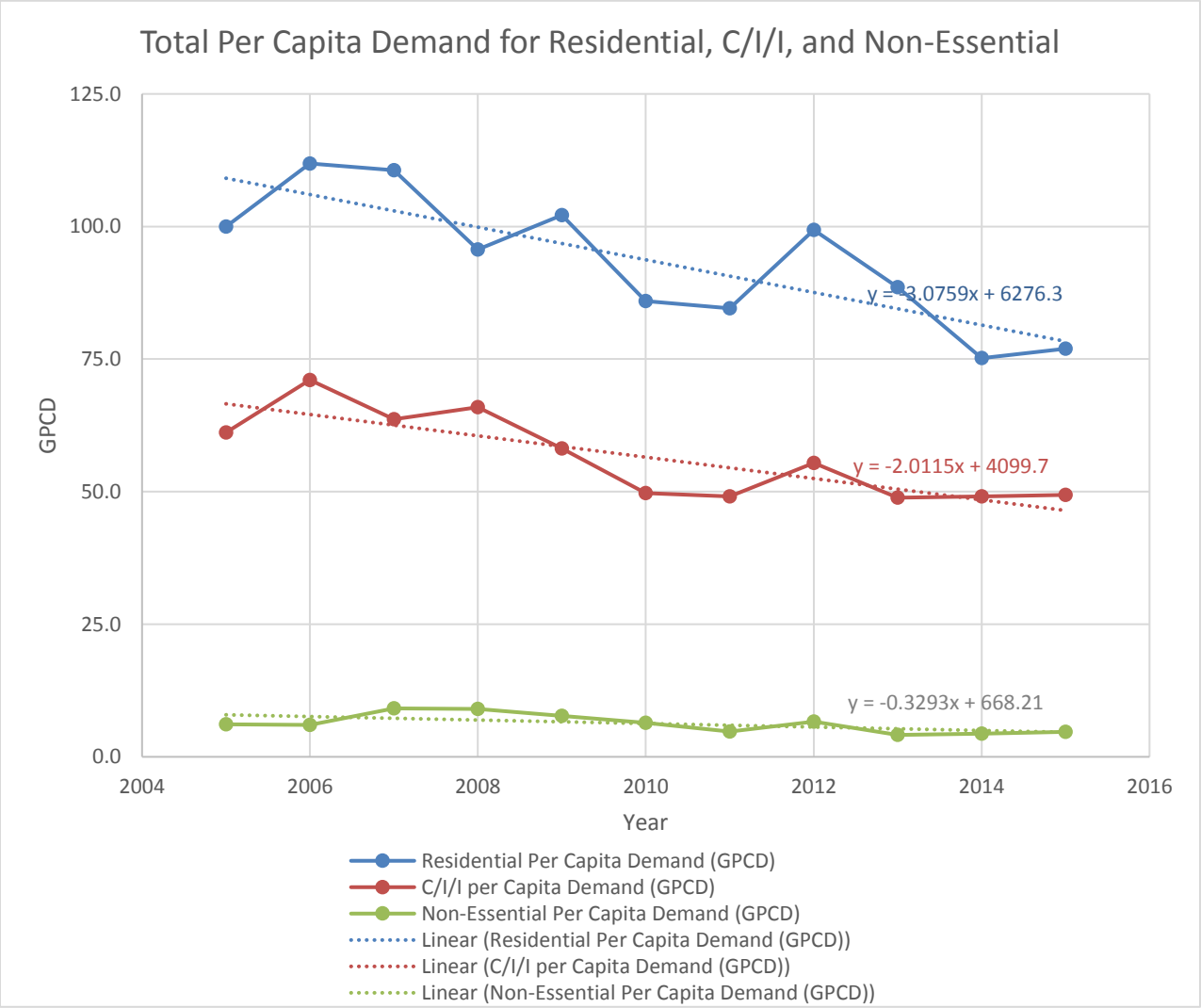
8. Additional Restrictions:

a. Additional curtailment of water usage in dry weather will be by order of the City Administrator. When restricted, no person shall discharge water for the purposes of watering lawns, shrubs, trees, washing cars or structures. All unnecessary uses of water are prohibited for the duration of the imposed restriction. If such restriction endangers the life of a new lawn, shrubs or trees, the Water Department shall be notified. If justified, limited permission may be granted to deviate from restrictions.

b. If more drastic restrictions are necessary, orders may issued by the City Administrator to take necessary action to protect the water system so that ample water may be available for health, sanitation and fire protection. (Amended Ord. 55, 5-5-1981; amd. 2003 Code)

Appendix 8: Graph Showing Annual Per Capita Water Demand for Each Customer Category During the Last 10 Years

Figure 1 – Annual Per Capita Water Demand for Each Customer Category During the Last Ten Years



Appendix 9: Water Rate Structure

Water Rate Structure for the City of Ramsey Effective 1/1/2016

Source: http://cityoframsey.com/utility-billing

Water Rates			2016
	Minimum usage fee/qtr	Per 2012 Comprehensive Water System Study	37.80
	Quarterly Rate Structure		
		Conservation Rates	$37.80 Minimum
			$2.61 per 1,000 for 15,001-25,000
			$2.69 per 1,000 for 25,001-40,000
			$2.86 per 1,000 for 40,001-60,000
			$3.08 per 1,000 for 60,001-99,000
			$3.40 per 1,000 for 99,001-201,000
			$4.07 per 1,000 for 201,001 and above
	Odd/Even Sprinkling Violations:	Effective day after Memorial Day thru Day after Labor Day	
		No Sprinkling between 10 am-8:00 pm	
	First Violation		Written Warning & Registered Letter
	Second Violation		50.00
	Third Violation		100.00
	Fourth Violation		Water Service turned off
	Meter Replacement Admin Fee for Non-Compliance		$75/qtr.

Appendix 10: Adopted or Proposed Regulations to Reduce Demand or Improve Water Efficiency

Adopted or Proposed Regulations to Reduce Demand or Improve Water Efficiency
Note: Ramsey is not proposing and new regulations to reduce demand. Listed in the table below are current regulations that are already in place.

Regulations Utilized	Website Link
☒ Rainfall sensors required on landscape irrigation systems	"Rain Sensors are required: Section 117-588, 589 (www.municode.com/library/mn/ramsey/codes/)
☐ Critical/ Emergency Water Deficiency ordinance	Ordinance will be developed within 6 months of plan approval by DNR.
☒ Watering restriction requirements (time of day, allowable days, etc.)	Rules for Lawn Irrigation Odd and Even Number Houses Time Restrictions 10:00 am – 8:00 pm Chapter 58 of City Code found at: (www.municode.com/library/mn/ramsey/codes/)
☒ Water waste prohibited	Chapter 58 of City Code found at: (www.municode.com/library/mn/ramsey/codes/)
☒ Soil preparation requirements (after construction, requiring topsoil to be applied to promote good root growth)	A minimum of 4" of approved topsoil is required under lawn areas of all newly constructed buildings. Section 117-348 of City Code found at: (www.municode.com/library/mn/ramsey/codes/)
☒ Tree ratios (requiring a certain number of trees per square foot of lawn)	Two trees are required per single family lot, additional trees are required for multi-family dwellings and commercial/ industrial lots. Section 117-111,112,113,114,115,116,117,118,119 (www.municode.com/library/mn/ramsey/codes/)
All air conditioning systems connected directly or indirectly with public water system must be equipped with water conserving and regulating devices.	

Appendix 11: Implementation Checklist – Summary All the Actions That A Community Is Doing or Proposes To Do, Including Estimated Implementation Dates

Implementation Checklist – Summary of all the Actions That a Community Is Doing or Proposes To Do, Including Estimated Implementation Dates

Ramsey is a developing city with an increasing number of irrigation systems. The City plans to focus on reducing irrigation to decrease the total per capita water demand. Listed below is a table summarizing the actions Ramsey is proposing to complete within the next five years to reduce irrigation usage.

Proposed Action	Implementation Date
Promote videos on how to operate and program irrigation systems. This will be done through Anoka County. The videos will be promoted through individual contact, QCTV, Newsletter, social media and "Know the Flow" website.	2021
Rain Sensor Promotion – Ramsey and Anoka County will promote installation of rain sensors. Ramsey has applied to participate in a study of irrigation water use for 2017.	2021